CITY OF REDLANDS
CITY COUNCIL

A G E N D A S

JUNE 4, 2024

EDDIE TEJEDA
Mayor

PAUL T. BARICH
Mayor Pro Tempore

DENISE DAVIS
Council Member

JENNA GUZMAN-LOWERY
Council Member

MARIO SAUCEDO
Council Member

***

JEANNE DONALDSON
City Clerk

PHILLIP DOOLITTLE
City Treasurer

CHARLES M. DUGGAN JR.
City Manager

YVETTE M. ABICH GARCIA
City Attorney

5:00 p.m. Open Public Meeting, Public Comment (Closed Session)
6:00 p.m. Open Session (Public Meeting)
* * *
City Council Chambers
Civic Center, 35 Cajon Street, Redlands, California

Recycled Paper

A G E N D A

The following information comprises the agenda for the regular meeting of the City Council of the City of Redlands at the times noted below in the City Council Chambers, Civic Center, 35 Cajon Street, Redlands, California, on:

TUESDAY, JUNE 4, 2024

To join via Zoom on a computer, laptop, or smart device
Please visit www.zoom.us, click on Join a Meeting
Enter the **Meeting ID 824 4618 0187**, then run the Zoom launcher
To join via Zoom with audio only (cell phone or landline):
Dial **1-877-853-5247**
Enter the **Meeting ID 824 4618 0187**

Should the City lose connectivity on Zoom, we will halt the meeting until it can be restored. To check on the status of remote connectivity in the event of an outage, go to the City's website at www.cityofredlands.org or to the City's Facebook page at @CityofRedlands or the Instagram page at @CityofRedlands_CityHall.

In the event the City cannot reestablish Zoom connectivity in a reasonable amount of time, the mayor will adjourn the meeting to a future date.

***PLEASE NOTE**:* Anyone desiring to speak on an agendized item at this meeting may do so during the consideration of that item. Due to time constraints and the number of persons who may wish to give oral testimony, public comments will be limited to three (3) minutes.

- **To provide comment while participating from Council Chambers:**
  - Although it is not required, speakers are encouraged to submit a "Speaker Sign Up Sheet" before the meeting is convened. Forms are available in the Office of the City Clerk or in Council Chambers.
  - After the meeting has convened, you may place the speaker form in the basket at the table along the north wall of the Chambers. Please do not disturb the City Clerk while the meeting is in progress.
- **To provide comment through Zoom (on a computer, laptop, or smart device)**:
  - Click the "Raise Hand" button and the moderator will unmute you when it is your turn to speak
- **To provide comment via audio only (cell phone or landline)**:
  - Dial *9 to "Raise Hand". The moderator will identify you by your area code and last 3 numbers of your telephone number when it is your turn to speak.



PLEASE SILENCE CELL PHONES, PAGERS AND OTHER ELECTRONIC COMMUNICATION DEVICES UPON ENTERING THE CHAMBERS

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5:00 P.M.

A. **Call City Council Meeting of the City of Redlands to Order.**

B. **Public Comment**
(Any person wishing to provide public comment on a closed session matter may do so at this time.)

C. **Recess City Council Meeting to a Closed Session**

1. Conference with real property negotiators - Government Code §54956.8
(Assistant City Manager Boatman)

Property:	APN: 0292-401-01-0000 (Vacant Land)
Agency Negotiators:	Charles M. Duggan, City Manager; Christopher Boatman, Assistant Manager
Negotiating Party:	Terry W. Tompson, Director Real Estate Services Department, County of San Bernardino
Under Negotiation:	Terms and payment and price for possible purchase of property by City.

2. Conference with real property negotiators - Government Code §54956.8
(Assistant City Manager Boatman)

Property:	APN: 0170-142-12-0000 (ESRI Parcel) and APN: 0169-272-27-0000 (City Parcel)
Agency Negotiators:	Charles M. Duggan, City Manager; Christopher Boatman, Assistant City Manager
Negotiating Party:	Lance Lenhert, Manager, Property One, LLC
Under Negotiation:	Terms of possible land exchange with City.

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6:00 P.M.

E. **Reconvene City Council Meeting**

F. ***Invocation by Mayor Pro Tem Barich- Pledge of Allegiance***
(In keeping with long-standing traditions of legislative invocations, this City Council meeting may include a brief invocation. Such invocations are not intended to proselytize or advance any one, or to disparage any other, faith or belief. Neither the City nor the City Council endorses any particular religious belief or form of invocation.)

G. **Closed Session Report**
(No reportable action taken in closed session unless otherwise announced by the City Attorney at this time.)

H. **Presentations**

1. Redlands Pet Adoption (Redlands Animal Services)

2. Presentation of the Pride Month proclamation to The Neighborhood Gays (Council Member Davis and Council Member Guzman-Lowery)

I. **Public Comment - City Council**
(At this time, the City Council will provide an opportunity for the public to address them on any subject, within the jurisdiction of the City Council, which is not already scheduled on this agenda. However, any matter that requires action will be referred to staff for a report and possible action at a subsequent meeting. Comments will be limited to three {3} minutes.)

J. **Consent Calendar**
(The following routine items have been recommended for approval and will be acted upon simultaneously unless separate discussion and/or action is requested by a Councilmember or a member of the audience.)

1. Approve the special meeting minutes of May 20, 2024, and the regular meeting minutes of May 21, 2024 (City Clerk Donaldson)

2. Authorize issuance of a proclamation recognizing June 2024 as Pride Month (Council Member Davis and Council Member Guzman-Lowery)

3. Disclosure and Approval of Settlement Agreement and General Release of All Claims - Government Claim filed by Mark Winters (City Attorney Garcia)

4. Authorize Mayor Tejeda to sign a letter of support for the County of San Bernardino Regional Parks' grant application to fund the Santa Ana River Trail Phase IV-B/C project (Assistant City Manager McConnell)

5. Authorize Mayor Tejeda to sign a letter on behalf of the City of Redlands in support of Assembly Bill 1772, authored by Assemblyman James Ramos, concerning retail theft (Assistant City Manager McConnell)

6. Approve a Non-Professional Services Agreement with Ernest Elmer Inc., doing business as Servpro of South Redlands/Yucaipa in the amount of $40,000 for Encampment/Illegal Dump Site Clean Up services (Assistant City Manager Boatman)

7. Re-introduce Ordinance No. 2966 – A request to re-introduce an ordinance amending Title 17 (Subdivision Regulations) of the Redlands Municipal Code, Chapter 17.17 (Improvements), to modify the criteria and requirements for undergrounding utilities, that are applicable to subdivisions and development projects, and to create certain categories of parcels or development projects that will be exempt from the undergrounding requirement. The proposal is exempt from environmental review under the California Environmental Quality Act in accordance with Section 15061(b)(3) of the CEQA Guidelines (Development Services Director Desatnik)

8. Adopt Resolution No. 8595 declaring weeds to be a public nuisance and setting June 18, 2024, as the public hearing for objections to the proposed weed abatement (Fire Chief Sessler)

9. Approve a Professional Services Agreement with CASC Engineering & Consulting, Inc. (CASC) to provide National Pollutant Discharge Elimination System (NPDES) program management support services for an amount not to exceed $199,996.80, and determine that approval of the agreement is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act (Municipal Utilities and Engineering Director Harris)

10. Adopt Resolution No. 8587 to withdraw from the Yucaipa Groundwater Sustainability Agency (Municipal Utilities and Engineering Director Harris)

11. Accept the donation from the estate of George Fikrle of approximately $96,000 to support the Redlands Animal Shelter, approve the additional appropriation for the same, and authorize the City Manager or his designer to execute documents as required to accept the donation (Facilities and Community Services Director Crocker)

12. Reject all bids received for the Joslyn Senior Center Roofing and HVAC Replacement Project; bids received exceed the available budget (Facilities and Community Services Director Crocker)

13. Approve a request for in-kind support in the amount of $48,240 related to the Redlands Fourth of July Celebration event on July 4, 2024, at Sylvan Park and Moore Middle School, authorize street closures as necessary for the event; authorize the sale and consumption of alcoholic beverages at each location; and determine that the event is categorically exempt from environmental review pursuant to Section 15301 of the CEQA guidelines (Facilities and Community Services Director Crocker)

14. Approve a request for in-kind support in the amount of $33,381 related to the 2024 Summer Music Festival event hosted by the Redlands Bowl Performing Arts and determine that the event is categorically exempt from environmental review pursuant to Section 15301 of the state's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Department Director Crocker)

15. Adopt Resolution No. 8543 - Annual Engineer's Reports Preliminary Approval, and Resolution No. 8544 - Declaration of Intention to Levy Fiscal Year 24/25 Street Lighting District No. 1 and Landscape Maintenance District No. 1 Assessments (Facilities and Community Services Director Crocker)

16. Approve the sole source purchase order and Homeless Resource Services Agreement with God's Work, Inc. doing business as Saving Grace Homes to provide temporary shelter beds to the homeless for an amount not to exceed $55,000, and determine that the agreement is exempt from environmental review pursuant to Section 15301 of the State’s Guidelines for Implementing the California Environmental Quality Act (Assistant City Manager Boatman)

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K. **Communications**

1. Redlands Police Community Foundation 2023 Annual Report (Police Chief Tolber)

2. Discussion and possible action relating to a recommendation from the Parks and Recreation Advisory Commission to explore entering into a partnership with interested community organizations, including the University of Redlands and ANCA, to develop an Environmental Arts and Community Garden (Facilities and Community Services Director Crocker)

3. Discussion and possible action relating to the cancellation of the August 6 and August 20, 2024, regular meetings of the City Council (Mayor Tejeda)

4. Discussion and possible action concerning amending the City of Redlands Display Policy for the United States, State, Local and Other Flags to Authorize the Flying of the Progress Pride Flag at City Hall during the Month of June by adopting Resolution No. 8602 (Council Member Davis)

L. **Public Hearings**

1. Public Hearing to consider Resolution No. 8571, Ordinance No. 2962, and Ordinance No. 2968 pertaining to Development Impact Fees continued to July 2, 2024 (Municipal Utilities and Engineering Director Harris)

M. **New Business**

1. Consideration of the City Manager's Proposed Two-Year Budget for Fiscal Years 2025 and 2026 and of Resolution No. 8598 (City Manager Duggan and Management Services / Finance Director Garcia)

2. Introduction of Ordinance No. 2971, levying special taxes within City of Redlands Community Facilities District No. 2001-1 (Northwest Development Project) and Community Facilities District No. 2003-1 (Redlands Business Center) (Management Services/Finance Director Garcia)

3. Consideration of the Citywide Annual Purchase Orders for miscellaneous tools, equipment and supplies for Fiscal Year 2024-2025 for a total not to exceed $1,080,000 (Assistant City Manager McConnell)

4. Consideration of Fiscal Year 2024-25 Facilities and Community Services Department Annual Purchase Orders and Agreements for a total encumbered amount not-to-exceed $6,480,536 and a total not-to-exceed amount of $9,154,356, rejection of Rupe's Hydraulics bid due to non-conformance (Facilities and Community Services Department Director Crocker)

5. Consideration of Fiscal Year 2024-25 Facilities and Community Services Department Solid Waste Division and Department Wide Annual Purchase Orders and Agreements for a total encumbered amount not-to-exceed $1,863,546.65 and a total not-to-exceed amount of $5,169,946.65 (Facilities and Community Services Director Crocker)

N. **Individual Council Member Announcements and/or Reports on Activities**
(No collective discussion or action.)

O. **Adjournment**
The next regular meeting of the City Council will be held on June 18, 2024.

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If you challenge any proposed development entitlement listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at or prior to this public hearing.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Goutam Dobey, of the Municipal Utilities and Engineering Department at (909) 798-7584 ext 2. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.
(28 CFR 35.102-35.104 ADA Title II)

Any writings or documents distributed to a majority of the City Council regarding an open session agenda item less than 72 hours before this meeting are available for public inspection at the City Clerk's Office or at the dais of the City Clerk once the open session begins.

Staff reports or other written documentation relating to items referred to on the agenda are available at the A. K. Smiley Public Library, 125 West Vine Street, Redlands, California, and on the City's website referenced below.

Regular meetings are televised live on Redlands TV Channel 3 (Spectrum) and Channel 35 (Frontier) and re-broadcast at 7:00 P.M. the following Wednesday, Friday and Sunday; and at 9:00 A.M. Thursday, Saturday and Monday. Meetings are also streamed live and archived for later viewing on demand on the City's website at www.cityofredlands.org. Agendas, staff reports and minutes of the City Council of the City of Redlands are available online at: www.cityofredlands.org.

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City Council Meeting **J. 1.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the special meeting minutes of May 20, 2024, and the regular meeting minutes of May 21, 2024 (City Clerk Donaldson)

MOTION:

I move to approve the special meeting minutes of May 20, 2024, and the regular meeting minutes of May 21, 2024

Attachments

Special meeting minutes May 20, 2024

Regular meeting minutes May 21, 2024

MINUTES

Special meeting of the City Council of the City of Redlands held in the Council Chambers, Civic Center, 35 Cajon Street, on May 20, 2024 at 5:00 P.M.

Present: Eddie Tejeda, Mayor
Paul Barich, Mayor Pro Tempore
Denise Davis, Council Member
Jenna Guzman-Lowery, Council Member
Mario Saucedo, Council Member

Staff: Charles M. Duggan, Jr., City Manager; Yvette M. Abich Garcia, City Attorney; Jeanne Donaldson, City Clerk; Janice McConnell, Assistant City Manager; Chris Boatman, Assistant City Manager; Carl Baker, Public Information Officer; Danielle Garcia, Management Services/Finance Director; Brian Desatnik, Development Services Director; John Harris, Municipal Utilities and Engineering Director; Rich Sessler, Fire Chief; Rachel Tolber, Police Chief; Tabitha Crocker, Facilities and Community Services Director; Robert Meteau, HR/Risk Management Director; James Garland, Assistant Finance Manager

Mayor Tejeda called the special meeting to order and offered the public an opportunity to address them on any matter scheduled on this agenda or any matter within the jurisdiction of the City Council which is not already scheduled on the agenda. Public comments were presented either in-person, via Zoom, via cell phone or landline.

PUBLIC COMMENT

Budget Requests - Chamber of Commerce Executive Director, Evan Sanford requested the City Council allocate funds for the following items: 1) Creation of a freeway-oriented sign welcoming drivers to Redlands and encouraging tourism; 2) Establishment of a "new business" check list to assist business owners; 3) A reminder to set aside funds to address the downtown parking needs.

Redlands Theatre Festival - Andrew Beecho and Allan Griesemer described numerous acts of vandalism and damage that have been ongoing occurrences at the Theatre Festival, and they urged the Council to protect this long-running venue, by installing a security fence.

Thank You Job Well Done - Dennis Bell complimented staff for their hard work on the proposed budget document.

FISCAL YEARS 2025-2026 BUDGET WORKSHOP

Proposed Budget Overview

City Manager Duggan and Management Services/ Finance Director Garcia provided an overview of the Proposed Fiscal Year 2025-26 Budgets. The City Manager's budget message explained that the City has made significant strides to reinvest in community needs such as public safety, deferred maintenance of public infrastructure, and improvements to overall service levels. To plan responsibly through shifting economic patterns and resulting impacts, this budget prioritizes sustainable investments that set us up for continued stability, from supporting our City workforce through innovative collective bargaining agreements, to multiple-year planning efforts to address long-deferred maintenance needs, to developing strategies to invest in large-scale expenditures for new Police and Fire facilities.

He stated that as in previous years, this budget proposal continues to prioritize and support the efficient delivery of core municipal services in the areas of public safety, quality of life and infrastructure maintenance. It does so by identifying the financial resources needed for the coming two fiscal years while also responsibly anticipating and ensuring the sustainability of resources to meet our community needs in the years ahead. Through a series of slides, tables and charts, they offered context and background, a Review of FY 2023, FY 2024, a Comparison of FY 2024 Mid-year Versus Updated Estimates; FY 25 and FY 26 Spending Highlights and Revenue Assumptions and provided a list of Unknows and Risks to the Forecast.

City Manager Duggan and Director Garcia presented the long-term six-year financial forecast from FY 2026-27 through FY2029-30. Key points showed: The model projects a stable economic outlook and a 2% increase in operating expenses; the design & engineering for one new fire station is included in FY 2027, Debt service and staffing for the new fire station begins in FY 2029 and Debt service for Safety Hall begins in FY 2026. Also reviewed was a summary of Measure T revenue.

Questions raised by Council Members centered on a number of topics including, consideration of a special tax devoted to funding a new Safety Hall and new Fire Station and the merits of such a special tax, aging police and fire infrastructure, homelessness grants, accessibility and public restrooms, the City's Climate Action Plan, deficit spending and reserve funds balances,

Following the overview, department heads discussed their FY 2025-2026 budgeted revenues and expenditures requests and responded to several questions from the Council. Each Council Member expressed their appreciation for the City Manager and Director Garcia, along with all City staff. The Proposed Budget discussion will continue at its regular meeting of June 4, 2024.

ADJOURNMENT

There being no further action required the special meeting adjourned at 7:02 P.M.

MINUTES

Regular meetings of the City Council and the Redlands Financing Authority of the City of Redlands held in the Council Chambers, Civic Center, 35 Cajon Street, on May 21, 2024 at 5:00 P.M.

Present: Eddie Tejeda, Mayor
Paul Barich, Mayor Pro Tempore
Denise Davis, Council Member
Jenna Guzman-Lowery, Council Member
Mario Saucedo, Council Member

Staff: Charles M. Duggan, Jr., City Manager; Yvette M. Abich Garcia, City Attorney; Jeanne Donaldson, City Clerk; Carl Baker, Public Information Officer; Danielle Garcia, Management Services/Finance Director; Brian Desatnik, Development Services Director; John Harris, Municipal Utilities and Engineering Director; David Ketcherside, Fire Batallion Chief; Jeremy Floyd, Police Commander; Tabitha Crocker, Facilities and Community Services Director; Robert Meteau, HR/Risk Management Director

Mayor Tejeda called the meeting to order and announced there were no closed session matters scheduled for the City Council to consider. The meeting recessed at 5:00 P.M.

RECONVENE CITY COUNCIL MEETING

The meeting reconvened at 6:00 P.M. with an invocation by Council Member Davis, followed by the pledge of allegiance to the American flag.

PRESENTATIONS

Proclamation Idiopathic Hypersomnia Day

Mayor Tejeda presented the Proclamation declaring June 1, 2024 as Idiopathic Hypersomnia Day Proclamation to Caitlyn Early and her family, Stephanie Muckey, Tim Muckey, and Juliette Early.

Proclamation Dutch American Heritage Month

Council Member Saucedo presented a Proclamation declaring May 2024 as Dutch American Heritage Month to Ken DeWitt, Marcia Van Mouwerik and Doug Jorritsma.

Proclamation Portuguese American Heritage Month

Council Member Saucedo presented the Proclamation declaring May 2024 as Portuguese American Heritage Month to John Fontes and David Moore.

PUBLIC COMMENT

Public comments were presented either in-person, via Zoom, via cell phone or landline.

Reasonable Limits to Vitriolic Speech - Andy Hoder, Phil Courtney and Michael Paisner urged the Council to consider establishing reasonable limits on speakers whose language is inflammatory or vitriolic

Undergrounding Utility Lines - Michael Paisner discovered that the City's undergrounding utility program was discontinued, and he was concerned that this did not align with the General Plan.

Budget Workshop Reflections - In response to the recent Workshop presentation of the Biennial Proposed FY 25-26 Budget on May 20, Dennis Bell said it raised more questions than provided answers, and he listed several concerns and posed questions about a number of items.

Sale of South Mountain Water Shares - David Armstrong thought it short-sighted of the City to sell the South Mountain Water Company shares and said it seemed they were undervalued at the time of sale. He asked whether an appraisal had been done and pointed out these were historic water rights.

CONSENT CALENDAR

Minutes

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, the regular meeting minutes of May 7, 2024.

Vote: 5 - 0 Passed

Proclamation Idiopathic Hypersomnia Day

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, the issuance of a proclamation declaring June 1, 2024, as Idiopathic Hypersomnia Day.

Vote: 5 - 0 Passed

Proclamation Dutch American Heritage Month

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, the issuance of a proclamation declaring May 2024 as Dutch American Heritage Month.

Vote: 5 - 0 Passed

Proclamation Portuguese American Heritage Month

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, the issuance of a proclamation declaring May 2024 in recognition of Portuguese American Heritage Month.

Vote: 5 - 0 Passed

Adopt Ordinance No. 2963 Freeway-Orientated Signs & Sign CUP No. 28

Development Services Director Desatnik briefly explained Ordinance No. 2963, amending Title 15, Section 15.36.420 related to Freeway-Orientated Signs and Sign Conditional Use Permit No. 28 was introduced on May 7, 2024, and staff is requesting the Council consider adoption tonight. As public comment, Andy Hoder questioned why In N Out Burger needs any sort of sign at all, especially one that is 95 feet tall, as their name and brand recognition is extremely high. Michael Paisner raised concerns that the Applicant representing In N Out may have misled the Council when they indicated most of their stores have a large sign such as the one proposed for Redlands.

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Mario Saucedo, the City Council adopted, by roll call vote, Ordinance No. 2963 amending Title 15, Section 15.36.420 related to Freeway-Orientated Signs and Sign Conditional Use Permit No. 28 to construct a Freeway-Orientated Sign located at the southwest corner of West Lugonia Avenue and Citrus Plaza Drive, on the west side of the Interstate 210 freeway. (In N Out Burger).

Vote: 4 - 1 Passed

NAY: Council Member Jenna Guzman-Lowery

Adopt Ordinance No. 2967 Agricultural Tourism

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously adopted, by roll call vote, Ordinance No. 2967 pertaining to agricultural tourism and related uses within the A-1, Agricultural zone of the City of Redlands (Chapter 18.20 of the Redlands Municipal Code).

Vote: 5 - 0 Passed

Resolution No. 8588 Street Vacation No. 192 - 665 E Sunset Drive North

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously adopted, by roll call vote, Resolution No. 8588 for Street Vacation No. 192, a request for summary vacation of excess public right-of-way, approximately 4,000-square feet in area that is not used for any public or roadway purposes, located on a property with an existing single-family residence at 665 East Sunset Drive North (APN: 0176-481-01-0000). This proposal is exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act Guidelines.

Vote: 5 - 0 Passed

Agreement for Temporary Shelter Beds for the Homeless

Homeless Solutions Manager David Rabindranath reviewed the Agreement with Church of Religious Science doing business as CRS Redlands for $180,000, to be paid from the Encampment Resolution Funding Grant, to provide temporary shelter beds to the homeless. As public comment, Ed Torres, President of CRS thanked everyone for keeping these services going, and he offered special thanks to Rick Ferguson, the Contemporary Club and Mayor Pro Tem Barich.

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously determined, by roll call vote, that approval of the Homeless Resource Services agreement is exempt from environmental review pursuant to Section 15301 of the CEQA Guidelines; and approved the Homeless Resource Services Agreement with Church of Religious Science doing business as CRS Redlands for $180,000, to be paid from the Encampment Resolution Funding Grant, to provide temporary shelter beds to the homeless.

Vote: 5 - 0 Passed

Amending Agreement Automated Metering Infrastructure Project

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously determined, by roll call vote, that approval of the First Amendment to the Non-Professional Service Agreement with Ferguson Enterprises, LLC is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act; and approved the First Amendment to the Non-Professional Service Agreement with Ferguson Enterprises, LLC for the Automated Metering Infrastructure Project authorizing a second year extension to the Agreement.

Vote: 5 - 0 Passed

In-kind Support Olive Avenue Market Centennial Event

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Denise Davis, the City Council unanimously determined, by roll call vote, that approval of the in-kind support and temporary street closure is exempt from environmental review pursuant to Section 15311(c) of the state’s guidelines implementing the California Environmental Quality Act; approved a request for in-kind support in the amount of $600 relating to the Olive Avenue Market Centennial event hosted by Redlands Chamber of Commerce to be held on June 8, 2024; and approved a request to temporarily close a portion of South Michigan Street.

Vote: 5 - 0 Passed

RUSD Temporary Street Closures

Facilities and Community Services Director Crocker introduced the request for the temporary closure of Eureka Street, Grant Street, and Glenwood Drive for the Redlands Unified School District graduations from June 3 through 7, 2024. As public comment, Dennis Bell said the graduations held at the Redlands Bowl were simply a nuisance and should be moved to the school's football stadiums.

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously determined, by roll call vote, that approval of the event is exempt from environmental review pursuant to Section 15311(c) of the State's guidelines implementing the California Environmental Quality Act; and approved the temporary street closures from June 3rd through June 7th, 2024, relating to the Redlands Unified School District graduation activities.

Vote: 5 - 0 Passed

POs for Repairs to Solid Waste Collection Trucks

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, a sole source purchase order with All American Truck & Auto Body in the amount not to exceed $44,694.84 and a sole source purchase order with Rush Truck Centers in the amount not to exceed $54,426.86 for repairs to solid waste collection trucks.

Vote: 5 - 0 Passed

PO Video Detection Units Traffic Signals

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, the sole source purchase order for the purchase of three (3) Iteris video detection units for the traffic signals from Iteris, Inc. for an amount not to exceed $86,782.66.

Vote: 5 - 0 Passed

Facility Use Agreement with Redlands Theatre Festival

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Denise Davis, the City Council unanimously determined, by roll call vote, that approval of the Facility Use Agreement with Redlands Theatre Festival is exempt from environmental review pursuant to Section 15061 (b)(3) of the State's guidelines implementing the California Environmental Quality Act Guidelines; and approved the Facility Use Agreement with Redlands Theatre Festival for use of the Sewall Theatre within Prospect Park.

Vote: 5 - 0 Passed

Cost-Sharing / Reimbursement Agreement Water from Pioneer Mutual Water Company

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, a Cost-Sharing and Reimbursement Agreement between the City of Redlands and other shareholders currently utilizing and accessing water from Pioneer Mutual Water Company concerning the Pioneer Mutual Water Company Well Repair and Operations; approved an additional appropriation and re-allocation of funds from the Agricultural Open Space-Acquisition/Conservation Easement category of the Nevada Palmetto Grove sale proceeds in the amount of $100,000. The funds represent the City portion of well repairs needed to supply water to Riverview Grove.

Vote: 5 - 0 Passed

SBCTA Letter of Support

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, a letter of support for the San Bernardino County Transit Authority (SBCTA) to include in their application to Caltrans for the Cycle 7 Active Transportation Program funding.

Vote: 5 - 0 Passed

COMMUNICATIONS

2024 City County Conference Report

Council Member Saucedo provided a report relating to the City County Conference 2024, hosted by the San Bernardino County Transit Authority (SBCTA) held May 16-17 in Lake Arrowhead. The conference brings together elected officials and agency staff to hear presentations about important countywide topics. He and City Manager Duggan attended various sessions, with topics ranging from, Cyberthreats as a Business, Building Better Communities / Homelessness Projects, Street Vending, Changing the Narrative and a Legislative Roundtable discussion.

Resolution No. 8589 Review of In-kind Support Policy

Council Member Saucedo opened the discussion related to Resolution No. 8589, amending the policy for the consideration of requests for in-kind support and/or the contribution of City resources by nonprofit organizations hosting special events within the City. The proposed changes would limit nonprofit organizations to two requests for in-kind support for the period of January 1 to June 30 and two requests for the period of July 1 to December 31 of each calendar year.

Council Members Guzman-Lowery and Davis did not see the value in restricting the number of times a group held events and stressed the economic vitality these events bring to the downtown area and the important work being done to benefit the community at large. Mayor Tejeda thought it prudent to limit how many times one group submits a request and Mayor Pro Tem Barich said that four requests per year seemed reasonable.

As public comment, Michael Paisner was disappointed that this item was even up for discussion and said that it seemed evident to him that the new policy was related to the nonprofit group,

Stronger Together Now (STN). Jennifer Maravillas was struggling to understand the purpose of limiting the number of events held, when it will be the community who loses, and she said the optics had the appearance of targeting STN. Andy Hoder stated it would be wise to set standards, and he supported reasonable restrictions, based on value, number of requests, request amounts and size of the events. Redlands Chamber of Commerce Director Evan Sanford suggested the Council consider a compromise by allowing six in-kind requests a year, rather than four requests.

Council Member Saucedo explained this proposal was not prepared in response to the in-kind requests made by Stronger Together Now and after listening to his colleagues and the public, he decided to pull the item from consideration.

NEW BUSINESS

Workers' Compensation Program

Human Resources/Risk Management Director Meteau provided background of an agreement for Third Party Claims Administration for the City's Self-Insured Workers' Compensation Program to facilitate the day-to-day operations and assure that the City complies with the ever-changing Workers' Compensation regulations.

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, a three-year agreement with AdminSure, Inc. for the administration of the City's Self-Insured Workers' Compensation Program in an amount not to exceed $382,320.

Vote: 5 - 0 Passed

Resolution No. 8590 Renaming of Public Facilities

Mayor Tejeda was extremely pleased to introduce multiple resolutions for the renaming and naming of certain public facilities in Redlands. He submitted the recommendations to city staff for consideration by the Parks and Recreation Advisory Commission and the City Council to: 1) Rename the Redlands Community Center in honor of Joe R. Gonzales, which would be in addition to the baseball field in Tract No. 20336, "Joe Gonzales Field," named in honor of Joe R. Gonzales, as there is no limitation noted within Resolution No. 7711; 2) Rename the Redlands Community Senior Center in Honor of Eddie and Gloria Flores 3) Name the Dining Room at the Redlands Community Senior Center in honor of Mary Reyes Sanchez; and 4) Rename the Community Park in honor of Norman N. Martinez and Oddie J. Martinez. On April 11, 2024, the Parks and Recreation Advisory Commission unanimously recommended that the City Council approve the requests.

In joyful celebration of these special individuals who have served the City so well, Mayor Tejeda asked family members to be present to provide historical perspectives and offer personal stories regarding the commitment and dedication of the nominees. Several members of the audience participated, describing the vital and lasting impact the nominees have made on the community.

The Mayor called for a brief recess at 7:45 P.M. so photos could be had by all and the meeting

reconvened at 7:51 P.M.

On motion of Council Member Mario Saucedo, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously adopted, by roll call vote, Resolution No. 8590, renaming the Redlands Community Center in honor of Joe R. Gonzales; adopted Resolution No. 8591, renaming the Redlands Community Senior Center in honor of Eddie and Gloria Flores; adopted Resolution No. 8592, naming of the dining room at the Redlands Community Senior Center in honor of Mary Reyes Sanchez; and adopted Resolution No. 8593 renaming of Community Park in honor of Norman N. Martinez and Oddie J. Martinez.

Vote: 5 - 0 Passed

Amending Agreement for On-Call General Architectural Services

Facilities and Community Service Director Crocker reviewed the need to amend the Professional Services Agreement with Miller Architectural Corporation to increase the total compensation to an amount not to exceed $400,000 and extend the term by one additional year to provide on-call general architectural services. There are several City projects still in progress with Miller Architecture and will not be completed within the initial terms of the agreement. To ensure progress continues on these projects, the Facilities and Community Services Department initiated the proposed amendment with Miller Architecture. The First Amendment to this agreement will continue to help expedite the projects and efficiently use available funds. The funding for this amendment will be derived from individual project budgets in an amount not-to-exceed $100,000. The term of the amendment will extend the agreement by one additional year.

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, the First Amendment to the Professional Services Agreement with Miller Architectural Corporation to increase the total compensation to an amount not to exceed $400,000 and extend the term by one additional year to provide on-call general architectural services.

Vote: 5 - 0 Passed

Contract Award Community Park Sports Lighting Installation

Facilities and Community Services Director Crocker introduced the Public Work Construction Contract with Metrocell Construction, Inc. for the installation of sports lighting at Community Park.

On motion of Council Member Jenna Guzman-Lowery, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously determined, by roll call vote, that the project is categorically exempt from environmental review in accordance with Section 15304 of the State's guidelines implementing the California Environmental Quality Act; and approved the Public Work Construction Contract with Metrocell Construction, Inc. for labor and materials to install sports lighting at Community Park for an amount not to exceed $576,469.26.

Vote: 5 - 0 Passed

COUNCIL MEMBER ANNOUNCEMENTS AND ACTIVITIES

Mayor Pro Tem Barich attended the Library Board meeting and participated in a tour of police facilities, led by Chief Tolber.

Council Member Davis attended the Omnitrans Board Meeting and enjoyed the Youth Hope Dinner event.

Council Member Guzman-Lowery was thrilled to participate in the City-sponsored Senior Breakfast with a City Official event held earlier this morning at the Community Center, enjoyed the Youth Hope Dinner event and has continued meeting with various constituents to discuss the City's accomplishments.

Council Member Saucedo attended the skate park competition hosted by the Redlands Optimists Club.

ADJOURNMENT

There being no further action required the meeting adjourned at 8:02 P.M. The next regular meeting of the City of Redlands City Council will be held on June 4, 2024.

REDLANDS FINANCING AUTHORITY

Chairman Tejeda called the meeting to order and offered anyone present the opportunity to address the Board on any subject, not already on the agenda, within the jurisdiction of the Redlands Financing Authority.

PUBLIC COMMENT

None forthcoming

Minutes

On motion of Vice Chair Barich, seconded by Board Member Guzman-Lowery, the minutes of the regular meeting of January 16, 2024 were unanimously approved, by roll call vote.

Vote: 5 - 0 Passed

ADJOURNMENT

There being no further business, the Redlands Financing Authority Board of Directors' meeting was adjourned at 8:04 P.M. The next Redlands Financing Authority meeting will be held on September 17, 2024.

City Council Meeting **J. 2.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Authorize issuance of a proclamation recognizing June 2024 as Pride Month (Council Member Davis and Council Member Guzman-Lowery)

MOTION:

I move to authorize the issuance of a proclamation recognizing June 2024 as Pride Month.

Attachments

LGBTQ+Pride Month Proclamation 2024

PROCLAMATION

LGBTQ+ Pride Month

WHEREAS, the City of Redlands has a diverse community, including its LGBTQ+ residents, and welcomes people of many backgrounds in the belief that a diverse population leads to a more vibrant community through inclusion, justice, and love; and

WHEREAS, many of the residents, students, city employees, and business owners within the City of Redlands who are a part of the LGBTQ+ community contribute to the vitality and enrichment of the City; and

WHEREAS, the Stonewall Uprising was one of the most prominent gatherings for persons of diverse backgrounds and interests to come together in a unified voice to call for change and progress in LGBTQ+ civil rights; and

WHEREAS, the Stonewall Uprising is considered by many to be the catalyst that launched the modern LGBTQ+ civil rights movement and since the Stonewall Uprising, LGBTQ+ citizens have made significant progress towards equality throughout the nation; and

WHEREAS, despite being marginalized, LGBTQ+ people continue to celebrate authenticity, acceptance, and love as it is imperative that all people in our community, regardless of sexual orientation, gender identity, and expression, feel valued, safe, empowered and supported by their peers and community leaders; and

WHEREAS, the City of Redlands voted to fly the Pride Flag at City Hall during the month of June in 2021 and 2022 as a representation of support for the LGBTQ+ community: and

WHEREAS, the City's first crosswalk mural on Vine Street which has an LGBTQ+ theme won the 2022 American Planning Association Inland Empire Chapter Grassroots Initiative Excellence Award: and

WHEREAS, the City of Redlands denounces prejudice and unfair discrimination based on age, gender identity, gender expression, race, color, religion, marital status, national origin, sexual orientation, or physical attributes as an affront to its fundamental principles;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Redlands does hereby proclaim the month of June 2024 as Pride Month in recognition of the Anniversary of the Stonewall Uprising and the contributions made by members of the LGBTQ+ community to actively promote the principles of equality and liberty.

IN WITNESS WHEREOF, we hereunto affix our signatures and Official Seal of the City of Redlands on this 4th day of June 2024.

_____
Eddie Tejeda, Mayor

_____
Denise Davis, Councilmember

_____
Jenna Guzman-Lowery, Councilmember

Attest:

_____
Jeanne Donaldson, City Clerk

City Council Meeting **J. 3.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Disclosure and Approval of Settlement Agreement and General Release of All Claims - Government Claim filed by Mark Winters (City Attorney Garcia)

DISCUSSION:

Attached is a copy of the Settlement Agreement and General Release of All Claims, which reflects the terms and conditions for settlement of the above-mentioned government claim as authorized by the City Council. In accordance with the City's Municipal Code, and following the spirit of the Brown Act, this matter is on your agenda to notify the public of the settlement negotiated by the City and authorize the Mayor to execute.

SUBMITTED BY:
Yvette M. Abich Garcia, City Attorney

REVIEWED BY:
Charles M. Duggan, Jr., City Manager
Danielle Garcia, Management Services/Finance Director

Attachments

A. Settlement Agreement

SETTLEMENT, MUTUAL AGREEMENT AND GENERAL RELEASE OF CLAIMS

THIS SETTLEMENT, MUTUAL AGREEMENT AND GENERAL RELEASE OF CLAIMS ("Agreement") is made and entered into by and between Mark Winters ("Claimant"), and the City of Redlands, Commander Jeremy Floyd, Officer Eric Pendery and Officer Martin Gonzalez (collectively "Redlands"). Claimant and Redlands are referred to collectively at times herein as the "Parties."

RECITALS

A. Claimant served a claim for damages against the City of Redlands, and three of its police officers on or about April 17, 2024 (the "Dispute");

B. The Dispute arises out of the arrest of Claimant occurring on or about December 16, 2022 for driving under the influence of alcohol in the City of Redlands;

C. Recognizing the costs and uncertainties involved in any litigation, the Parties now desire to settle fully and finalize all differences between them arising from the Dispute;

D. The Parties intend, by this Agreement, to settle any and all claims in connection with the Dispute, or otherwise existing between the Parties as of the execution of this Agreement, whether alleged or unalleged, for the total sum of One Hundred Fifty Thousand ($150,000);

E. This Agreement does not constitute an admission of any liability or wrongdoing whatsoever on the part of any of any of the Parties hereto or named Defendants.

AGREEMENT AND RELEASE

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Payment. Payment is contingent upon execution of this Agreement. Redlands, shall, within 30 days of receipt of this fully executed Agreement by all parties and a W-9 from Claimant's counsel, Dennis Wagner, make the settlement payment of One Hundred Fifty Thousand ($150,000), made payable to Claimant's counsel of record as follows: "WAGNER ZEMMING CHRISTENSEN, IOLTA TRUST ACCOUNT." The check shall be mailed to Mr. Dennis Wagner, via overnight mail to 895 Marlborough Ave., Ste. 200, Riverside CA 92507, signature required.

2. Notice. All notices to be given pursuant to this Agreement, shall be in writing and shall be delivered to the following addresses, or such other addresses as the Parties may later designate in writing:

If to Claimant: Such notice shall be mailed to Mr. Dennis Wagner, Esq., at 895 Marlborough Ave., Ste. 200, Riverside CA 92507.

If to Redlands: Such notice shall be mailed to James R. Touchstone, Esq., at Jones Mayer, 3777 N. Harbor Blvd., Fullerton, California 92835.

3. Release by Claimant. Claimant, individually, and on behalf of himself, his heirs, successors, grantees, assigns, principals, agents, employees, consultants, representatives, attorneys, bonding companies, lien holders, and insurers fully and forever release and discharge the City of Redlands, Commander Floyd, Officer Pendery and Officer Gonzalez, as well as their respective successors, heirs, assigns, principals, agents, departments, employees, former employees, the City's elected officials, appointed officials, consultants, vendors, representatives, attorneys, bonding companies and insurers from any and all liability in connection with all claims, damages, attorney's fees, costs, liens, expenses, losses, suits, demands, rights, liabilities and allegations arising from or in any way related to the City of Redlands or its employees, officers or elected officials existing at the time of execution of this Agreement, whether made or unmade, known or unknown, asserted or unasserted, stated or unstated or that could have been stated, and of any kind whatsoever.

4. Claimant Responsible for All Liens: Claimant and Claimant's counsel represent and acknowledge that they bear full responsibility for any and all liens that may exist, such as attorney liens, medical liens, Medi-Cal liens, Medicare liens, or any other liens in connection with the Dispute. Claimant and Claimant's counsel shall be solely responsible for any and all liability associated with any such liens and shall indemnify and defend all defendants for any lawsuits, demands, claims or other legal actions of any sort whatsoever attempting to collect on said liens.

5. Civil Code section 1542 Release. The Claimant are aware of all rights that may be granted to them pursuant to Civil Code section 1542, which section reads, in pertinent part, as follows:

> **"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY."**

Claimant nevertheless waives all rights granted to him by Section 1542, and any similar statute, code, law or regulation of any state of the United States, or of the United States, and assumes all risks for claims arising in the Dispute, heretofore or hereafter arising, known or unknown, from the subject matters of this release. Furthermore, Claimant agrees that the facts on which the release under which this Agreement is based, may turn out to be different from the facts now known or believed to be true in respect to the matters referred to above. Nevertheless,

the Claimant accepts and assumes the risk that such facts may turn out to be different and agrees that the terms of the release in this Agreement shall in all respects be effective and not subject to termination, rescission, modification by an such difference in the facts.

6. Competency. In consideration of the above-described settlement and as an inducement therefore, Claimant represents, covenants and agrees that Claimant is competent to sign on his behalf.

7. No Admission of Liability. The Parties understand and agree that this Agreement is not to be construed as an admission of liability whatsoever on the part of the City of Redlands, or any other Redlands employee or department, and that this Agreement is made solely for the purpose of avoiding the burden that would be imposed upon the Parties by further litigating the Dispute.

8. No Assignment. Claimant represents and warrants that he has not assigned or transferred, or purported to assign or transfer, and shall not hereafter assign or transfer, any obligations, liabilities, demands, claims, costs, expenses, debts, controversies, damages, actions, and causes of actions released under this Agreement.

9. Consultation With Attorney. Each Party declares that prior to the execution of this Agreement, he/she/it has consulted with his/her/its attorney in order that he/she/it may intelligently exercise his/hers/its own judgment in deciding whether to execute this Agreement.

10. Authority to Execute Agreement. Each Party declares that he/she/it has read this Agreement and understands and knows the contents thereof, and represents and warrants that each of the Parties executing this Agreement is empowered to do so and hereby binds the respective Party, and all of its successors, assigns, principles, agents, employees, consultants, representatives, attorneys, bonding companies and insurers to the terms hereunder.

11. Counterparts. This Agreement may be executed in counterparts, and all so executed shall constitute an agreement binding on the Parties hereto. The Parties further agree that a facsimile and/or scanned copy of the executed counterparts shall have the same force and effect as an original.

12. Enforcing Agreement. This Agreement shall in all respects be interpreted, enforced and governed under the laws of the United States or the State of California, as applicable, and this Agreement is fully enforceable pursuant to California Code of Civil Procedure section 664.6, or its federal counterpart. The Parties agree that the Court shall retain jurisdiction to enforce the terms of this Agreement.

13. Jurisdiction and Venue. This Agreement is intended to be construed pursuant to the laws of the State of California. Each Party hereto agrees that the proper venue for any action arising out of the breach or the interpretation of this Agreement or other documents delivered pursuant to any provision thereof, shall be the San Bernardino County Superior Court of the State of California.

14. Entire Agreement. This Agreement constitutes the entire understanding between and among the Parties hereto. Each Party acknowledges that no Party, agent or representative of the other Party has made any promise, representation or warranty, express or implied, not expressly contained in this Agreement, which induced the other Party to sign this document. Both Parties agree that this Agreement shall not be amended or modified, except in writing signed by each Party, and shall not be construed against any Party because that Party's representative drafted the Agreement or any portion of it.

15. Additional Acts. The Parties agree to perform such further acts and to execute and deliver such further documents as may be reasonably necessary or appropriate to carry out this Agreement.

16. No Other Promise or Warranty. No promise or warranty shall be binding on any Party except as expressly contained in this Agreement.

17. Not Binding on Any Third Party. This Agreement is not for the benefit of any person or party who is not a signatory hereto or specifically named or referred to herein.

18. If Any Provision Is Void. If any provision of this Agreement shall be determined to be invalid, void or illegal, such provision shall be construed and amended in a manner which would permit its enforcement, but in no event shall such provision affect, impair or invalidate any other provision hereof.

19. Agreement Binding on Successors. It is agreed that this Agreement, together with the releases, shall be binding upon and inure to the benefit of the heirs, executors, administrators, personal representatives, successors in interest and assigns of the respective Parties hereto.

20. Attorneys' Fees. The Parties shall each bear their own attorney's fees and costs incurred in litigation of the Dispute. However, should either Party initiate any action at law or in equity to enforce or interpret the terms of this Agreement, the prevailing Party shall be entitled to reasonable attorneys' fees and costs.

21. Gender and Number. Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

22. Effective Date. This Agreement shall be effective as of the last date set forth below.

WHEREFORE, the undersigned having read the foregoing Settlement and Release Agreement, and fully understanding it, and agreeing to its terms, hereby execute this Agreement and make it effective on the date of the last signature hereto.

DATED: June __, 2024

CITY OF REDLANDS

By: _____
Eddie Tejeda
Mayor, CITY OF REDLANDS

DATED: May ___, 2024

MARK WINTERS

_____

APPROVED AS TO FORM AND CONTENT:

DATED: May 21, 2024

WAGNER ZEMMING CHRISTENSEN

By: _____
Dennis Wagner, Esq.
Attorney for Mark Winters

DATED: May 22, 2024

JONES MAYER

By: _____
James R. Touchstone, Esq.
Attorney for City of Redlands

20. Attorneys' Fees. The Parties shall each bear their own attorney's fees and costs incurred in litigation of the Dispute. However, should either Party initiate any action at law or in equity to enforce or interpret the terms of this Agreement, the prevailing Party shall be entitled to reasonable attorneys' fees and costs.

21. Gender and Number. Within this Agreement, words of any gender shall be held and construed to include any other gender, and words in the singular number shall be held and construed to include the plural, unless the context otherwise requires.

22. Effective Date. This Agreement shall be effective as of the last date set forth below.

WHEREFORE, the undersigned having read the foregoing Settlement and Release Agreement, and fully understanding it, and agreeing to its terms, hereby execute this Agreement and make it effective on the date of the last signature hereto.

DATED: June __, 2024

CITY OF REDLANDS

By: _____

Eddie Tejeda
Mayor, CITY OF REDLANDS

DATED: May 21, 2024

MARK WINTERS

Mark Winters

APPROVED AS TO FORM AND CONTENT:

DATED: May ___, 2024

WAGNER ZEMMING CHRISTENSEN

City Council Meeting **J. 4.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Authorize Mayor Tejeda to sign a letter of support for the County of San Bernardino Regional Parks' grant application to fund the Santa Ana River Trail Phase IV-B/C project (Assistant City Manager McConnell)

MOTION:

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to authorize Mayor Tejeda to sign a letter of support for the County of San Bernardino' Regional Parks' grant application.

RECOMMENDATION:

Staff recommends Council authorize Mayor Tejeda to sign a letter of support for the County of San Bernardino's grant application for the Santa Ana River Trail Phase IV-B/C project.

DISCUSSION:

In May 2024, staff were contacted by the County of San Bernardino about providing a letter of support for their grant application to the California Department of Transportation: Active Transportation Program (ATP). This letter would provide the City's support for the County in its effort to secure ATP grant funding for the development of the Santa Ana River Trail Phase IV-B/C project (SART IV-B/C). The SART IV-B/C project is a 3.3-mile extension of the SART from Orange Street in Redlands to Opal Street in Mentone. This portion of the SART will provide the residents of Redlands and Mentone with a safe and healthy transportation alternative that links to schools, businesses, parks and recreational destinations throughout Southern California.

SUBMITTED BY:
Janice McConnell, Assistant City Manager

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

PREPARED BY:
Ross Wittman, Project Manager

Fiscal Impact

Discussion:

There is no fiscal impact associated with authorizing Mayor Tejeda to sign a letter of support for the County's ATP grant application.

Attachments

SART IV - B/C Letter of Support

City of
REDLANDS
35 Cajon Street, Redlands, CA 92373
909-798-7533
etejeda@cityofredlands.org

EDDIE TEJEDA
Mayor

PAUL BARICH
Mayor Pro Tempore

DENISE DAVIS
Council Member

JENNA GUZMAN-LOWERY
Council Member

MARIO SAUCEDO
Council Member

June 4, 2024

California Department of Transportation (Caltrans)
Division of Local Assistance
Attn: Office of State Programs
1120 N Street, MS 1
Sacramento, CA 95814

Dear ATP Review Committee:

The City of Redlands is pleased to submit this letter of support for San Bernardino County Regional Parks' application for the California Department of Transportation ATP grant to fund the expansion of the Santa Ana River Trail (SART).

San Bernardino County Regional Parks, at the direction of the Board of Supervisors, is tasked with the development of riding and hiking (non-motorized) trails within San Bernardino County. This has been identified as a component of the San Bernardino County Non-Motorized Transportation Plan. Funding this proposal will promote the development of Phase IV-B/C of the SART, a 3.3-mile expansion from Orange Street in Redlands, CA to Opal Street in Mentone, CA. This portion of SART will provide residents of Redlands and other trail users, a safe and healthy transportation alternative that links to schools, work, and recreational destinations throughout Southern California.

The City of Redlands fully supports San Bernardino County Regional Parks' steps towards improving public health by reducing pollution emissions, increasing opportunities for active living, and creating community connections.

Sincerely,

Eddie Tejeda
Mayor
City of Redlands

City Council Meeting **J. 5.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Authorize Mayor Tejeda to sign a letter on behalf of the City of Redlands in support of Assembly Bill 1772, authored by Assemblyman James Ramos, concerning retail theft (Assistant City Manager McConnell)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move that the City Council authorize Mayor Tejeda to sign a letter on behalf of the City of Redlands in support of AB 1772.

RECOMMENDATION:

Staff recommends City Council authorize Mayor Tejeda to sign a letter on behalf of the City of Redlands in support of AB 1772

DISCUSSION:

In May 2024, City of Redlands staff received an Action Alert from the League of California Cities (Cal Cities) requesting a letter of support be submitted regarding Assembly Bill 1772 (AB 1772). Retail theft continues to be a problem in nearly all California communities, as commercial burglary is at its highest rate since 2008. According to the Public Policy Institute of California, commercial burglary has increased statewide since 2020, especially in larger counties, with an increase of 13% among 14 of the 15 largest counties.

AB 1772, authored by local Assemblyman James Ramos, would require the Department of Justice on January 1, 2026, to report to the Legislature the number of misdemeanor convictions for retail theft during the Governor's declared state of emergency during the COVID-19 pandemic. This would allow

the Legislature to identify the rate of convictions for misdemeanor retail theft offenses during a time related to a surge in theft rates. Identifying the rate of theft in comparison to the rate of conviction is just one of the methods that can help solve this growing problem and make California communities safer.

ALTERNATIVES:

City Council may elect not to authorize Mayor Tejeda to sign a letter in support of AB 1772.

STRATEGIC PLAN:

Supports Strategic Plan Priority B, Public Health and Safety

SUBMITTED BY:
Janice McConnell, Assistant City Manager

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Rachel Tolber, Police Chief

PREPARED BY:
Ross Wittman, Project Manager

Fiscal Impact

Discussion:

There is no fiscal impact associated with signing a letter of support for AB 1772.

Attachments

AB 1772 Letter of Support

City of
REDLANDS
35 Cajon Street, Redlands, CA 92373
909-798-7533
etejeda@cityofredlands.org

EDDIE TEJEDA
Mayor

PAUL BARICH
Mayor Pro Tempore

DENISE DAVIS
Council Member

JENNA GUZMAN-LOWERY
Council Member

MARIO SAUCEDO
Council Member

June 4, 2024

The Honorable James Ramos
Member, California State Assembly
1021 O Street, Suite 8310
Sacramento, CA 95814

RE: AB 1772 (Ramos) Theft.
Notice of SUPPORT *(As Amended on April 3, 2024)*

Dear Assembly Member Ramos:

The City of Redlands supports AB 1772 (Ramos), which would require the Department of Justice to conduct a study to determine the number of misdemeanor convictions for a theft offense when property was taken from a retail business during the COVID-19 state of emergency.

As you may know, retail theft continues to be a problem in nearly all California communities. For example, commercial burglary is at the highest rate since 2008. In fact, according to the PPIC, commercial burglary increased statewide since 2020, especially in larger counties with an increase of 13% among 14 of the 15 largest counties. Rising theft is impacting every corner of California, and city officials need additional tools to reduce crime and improve the safety of their neighborhoods.

This bill would require the Department of Justice on January 1, 2026, to report to the Legislature the number of misdemeanor convictions for retail theft during the Governor's declared state of emergency during the COVID-19 pandemic. This would allow the Legislature to identify the rate of convictions misdemeanor retail theft offenses during a time related to a surge in theft rates.

While AB 1772 (Ramos) is important to continuing to make progress on retail theft, this bill is only one part of a comprehensive solution that needs to include prevention, enforcement, and supervision. Identifying the rate of theft in comparison to the rate of

conviction is just one of the methods that can help solve this growing problem and make our communities safer.

For these reasons, the City of Redlands supports AB 1772 (Ramos).

Sincerely,

Eddie Tejeda
Mayor
City of Redlands

CC: Majority Leader Eloise Gomez Reyes
Assemblyman Greg Wallis
Laura Varela, Cal Cities Public Affairs Manager
Meg Desmond, League of California Cities, cityletters@cacities.org

City Council Meeting **J. 6.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a Non-Professional Services Agreement with Ernest Elmer Inc., doing business as Servpro of South Redlands/Yucaipa in the amount of $40,000 for Encampment/Illegal Dump Site Clean Up services (Assistant City Manager Boatman)

MOTION(S):

If the City Council determines that the staff's recommendation is appropriate, the following motion is provided:

I move to approve a Non-Professional Services Agreement with Ernest Elmer Inc., doing business as Servpro of South Redlands/Yucaipa.

RECOMMENDATION:

Staff recommends City Council approve a Non-Professional Services Agreement with Ernest Elmer Inc., doing business as ServPro of South Redlands/Yucaipa in the amount of $40,000 for Encampment/Illegal Dump Site Clean Up services.

DISCUSSION:

In April 2022, the City Council created the Homeless Solutions Division to address chronic homelessness in the City of Redlands. The Homeless Solutions Division is responsible for connecting persons experiencing homelessness in the City with appropriate resources. The Homeless Solutions Division partners with local nonprofit and government entities to connect homeless persons with resources such as shelter, transitional housing, food assistance, outreach services, mental health counseling, substance abuse treatment, and more.

Additionally, the Homeless Service Division works with the Redlands Police Department, Parks Division, Cal Trans, and other governmental agencies to complete homeless encampment cleanups within the City. Cleanups will be

completed with staff supervision after proper notice has been given to the person at the encampments through Redlands Police Department.

This agreement to perform non-professional services will provide emergency service, all labor, tools, materials, protective clothing/gear, and equipment to provide turnkey clean-up of homeless encampments and various illegal dump sites for a safe and clean site by removing, transporting and disposing of biohazardous material and other encampment and waste materials. Cleanup duties include surveying sites, collecting debris, dismantling temporary structures, removal of trash, removal of human waste, and state-approved handling and removal of all materials. Staff contacted several vendors and determined that Ernest Elmer Inc., doing business as ServPro of South Redlands/Yucaipa is the only vendor that has the necessary skills and is available to provide these services through June 2024.

ALTERNATIVES:

City Council may elect not to approve the sole source purchase order and direct staff accordingly.

STRATEGIC PLAN:

Supports Priority B: Public Health and Safety, Objective 4: Homelessness

SUBMITTED BY:
Christopher Boatman, Assistant City Manager

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Danielle Garcia, Management Services/Finance Director
Dana Abramovitz-Daniel, Procurement Manager

PREPARED BY:
Sandy Munoz, Administrative Assistant II

Fiscal Impact

Fiscal Year: FY 2023-24
Amount: $40,000
Budgeted Y/N: Yes
Account No.: 101300-7901
Discussion:
Funding for this service is included in the FY 2022/2024

Attachments

A. Sole Source Request Form
Agreement

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 5/7/24

TO: Purchasing Division

FROM: FCS/Homeless Solutions Division

Purchase Requisition # _____

Estimated Total Cost: $ 40,000

Proposed Vendor: Ernest Elmer Inc., dba ServPro

Request Term: _____

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: _____

Manufacturer/Model Number: _____

Age: _____

Current Estimated Value: _____

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

■ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

Services for homeless encampment/park clean up require a vendor that can demonstrate professional integrity and competence to accurately discern what is refuse and what is personal property. Vendor required to be able to handle and dispose of hazardous materials.

3. Was an evaluation of other equipment, products, or services performed?
   ☒ Yes ☐ No
   If yes, please explain the type of evaluation performed and provide all supporting documentation:
   Communication with two other similar vendors resulted in ServPro being the only vendor willing and available for the services

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.
   Sandy Munoz

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**
   Staff would conduct extensive research to locate another vendor capable of performing the services.

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

SANDY MUNOZ
Prepared by Date

Department Director 4/8/24
Date

Purchasing Approvals

Purchasing Agent Approval Date

City Manager Approval Date

Rev 1.31.19

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR IMPROVEMENT TO PUBLIC BUILDINGS AND GROUNDS

This agreement for the provision of Homeless Encampment and other Public Health Related Cleanup Services ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and Ernest Elmer Inc. a California corporation, dba Servpro of South Redlands/Yucaipa ("Contractor"). City and Contractor are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Contractor agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform Homeless Encampment and other Public Health Related Cleanup Services services for City (the "Services"). The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – RESPONSIBILITIES OF CONTRACTOR

2.1 Contractor shall comply with all applicable federal, state and local laws and regulations in the performance of the Services including, but not limited, to all applicable Labor Code and prevailing wage laws and non-discrimination laws, including the Americans with Disabilities Act. Pursuant to Labor Code section 1773.2, copies of the prevailing rates of per diem wages as determined by the Director of the California Department of Industrial Relations for each craft, classification or type of worker needed to undertake the Services are on file at City's Municipal Utilities and Engineering Department, located at the Civic Center, 35 Cajon Street, Suite 15A (Mailing: P.O. Box 3005), Redlands, California 92373.

2.2 Contractor acknowledges that if it violates the Labor Code provisions relating to prevailing wages that City may enforce such provisions by withholding payments to Contractor or its subcontractors pursuant to Labor Code section 1771.6.

2.3 If Contractor executes an agreement with a subcontractor to perform any portion of the Services, Contractor shall comply with Labor Code sections 1775 and 1777.7, and shall provide the subcontractor with copies of the provisions of Labor Code sections 1771, 1775, 1776, 1777.5, 1813 and 1815. Contractor acknowledges that the statutory provisions establishing penalties for failure to comply with state wage and hour laws and to pay prevailing wages may be enforced by City pursuant to Labor Code sections 1775 and 1813.

2.4 Contractor and its subcontractors shall comply with the provisions of Labor Code section 1776 regarding payroll records maintenance, certifications, retention and inspection.

2.5 Contractor acknowledges that eight (8) hours constitutes a legal day's work pursuant to Labor Code section 1810.

2.6 Contractor shall comply with the provisions of Labor Code section 1777.5 as to apprenticeships, and Labor Code sections 1771, 1775, 1776, 1777.5, 1813 and 1815.

2.7 Pursuant to Public Contract Code section 7103.5(b), Contractor offers and agrees to assign to City all rights, title and interest in and to all causes of action it may have under section 4 of the Clayton Act (15 U.S.C. section 15) or under the Cartwright Act (Chapter 2 (commencing with section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, goods or materials pursuant to this Agreement.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates David Rabindranath, Homeless Solutions Manager, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Services shall commence as of January 1st, 2024. Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of six (6) months commencing as of the 1st day of January 2024, unless terminated earlier as provided herein.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 Compensation: Total compensation for the Contractor's performance of the Services shall not exceed the amount of Forty Thousand Dollars ($40,000). City shall pay Contractor on a time and materials basis up to the not to exceed amount in accordance with Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk City of Redlands 35 Cajon Street P.O. Box 3005 (mailing) Redlands, CA 92373 jdonaldson@cityofredlands.org (909) 798-7531	Jeffrey Padgett Ernest Elmer Inc. DBA ServePro of South Redlands/Yucaipa PO Box 99 Redlands, CA 92373 Cpadgett@servprosouthredlands.com (909)-307-9700

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in

connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only, and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than five (5) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (i) no amount shall be allowed for anticipated profit or unperformed Services, and (ii) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, design calculations, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

ERNEST ELMER, INC., dba
SERVPRO OF SOUTH REDLANDS/YUCAPIA

By: _____
Jeffrey Padgett, President/Owner

EXHIBIT "A"

SCOPE OF SERVICES

Provide requested cleanup and haul away of trash and other debris associated with homeless encampments as requested and coordinated by the Homeless Solutions Division.

EXHIBIT "B"

("Fee Schedule")

PROJECT MANAGEMENT

Project Manager/Coordinator	Regular	$ 85.00
	Overtime	$ 127.50
	Doubletime	$ 170.00
Assistant Project Manager	Regular	$ 85.00
	Overtime	$ 127.50
	Doubletime	$ 170.00

RESTORATION LABOR

Restoration Technician	Regular	$ 56.00
	Overtime	$ 84.00
	Doubletime	$ 112.00

EQUIPMENT	**Unit**	**Rate**
Equipment Description		
Air movers	Each/Per day	$ 30.00
Dehumidifier – LGR Commercial	Each/Per day	$ 129.50
Desiccant Dehumidifier- 3,000 - 5,000 CFM	Each/Per day	$ 1,299.00
Desiccant Dehumidifier- 5,500 - 7,000 CFM	Each/Per day	$ 1,575.00
Desiccant Dehumidifier 15,000 CFM	Each/Per day	$ 1,925.00
Extractor- Truck Mount Carpet Machine	Each/Per day	$ 475.00
Extractor- Portable Industrial	Each/Per day	$ 325.00
Light Stand (tripod)- Commercial	Each/Per day	$ 65.00
Moisture Meter- Content/Hygrometer	Each/Per day	$ 35.00
Negative Air Machine (small)	Each/Per day	$ 75.00
Negative Air Machine (large)	Each/Per day	$ 166.25

Ozone Generator, Activated Oxygen	Each/Per day	$ 125.00
Rigid Ducting (per 20' section)	Each/Per day	$ 30.00
Small Tools Charge	Each/Per day	$ 5.50
Tilt Truck	Each/Per day	$ 21.50
Washer- Pressure Steam	Each/Per day	$ 176.00
Vacuum- HEPA w/attachments Commercial	Each/Per day	$ 125.00
Vacuum- Wet/Dry Industrial	Each/Per day	$ 32.50

Miscellaneous

Vehicle- Auto/Pick up/Utility Van	Each/Per day	$ 125.00
Vehicle- Box Van	Each/Per day	$ 200.00
Vehicle- On-Site Recovery Trailer (53')	Each/Per day	$ 165.00
Fuel Tank – Auxiliary	Each/Per day	$ 115.00

CONSUMABLES	Unit	Rate
Bags – Contractor Trash	Roll	$ 48.50
Benefect ®	Gallon	$ 55.50
Box - Small Packing	Each	$ 4.25
Box – Medium Packing	Each	$ 4.50
Box - Large Packing	Each	$ 4.75
Cleaning Cloth- Maslin	Bag	$ 48.75
Cleaning Towels	Box	$ 49.50
Filter – HEPA for Air Filtration Unit	Each	$ 295.00
Filter – HEPA for Vacuum	Each	$ 57.50
Filter – Pre filter – 1 st and 2nd Stage	Each	$ 13.44
Floor Protection (500sf)	Roll	$ 87.50
Foam/Wood Blocks	Case	$ 82.50
Gloves – Latex/Nitril	Box	$ 60.00

Gloves - Work- Cotton/Leather	Pair	$ 5.50
Lay Flat Poly Tubing- 12 – 31” - 200 LF	Roll	$ 145.00
Lay Flat Poly Tubing – 32 - 60" - 200 LF	Roll	$ 325.00
Mop Head (Cotton)	Each	$ 14.40
N95/Dust Mask	Box	$ 41.20
Plastic Sheeting – 1.5 Mil 20 X 200	Roll	$ 45.50
Plastic Sheeting – 6 Mil 20 X 100	Roll	$ 75.50
Respirator Cartridge- P100/Organic Vpr.	Pair	$ 24.40
SERVPRO® Green	Gallon	$ 4.60
SERVPRO® Multi-Purpose Glass Cleaner	Can	$ 5.90
SERVPRO® Orange	Gallon	$ 8.25
SERVPRO® Sponge Dry Clean	Dozen	$ 44.84
Shoe Covers- Disposable	Pair	$ 0.89
Sporicidin®	Gallon	$ 55.50
Spray Bottles	Each	$ 6.50
Tape- Adhesive Reflective Caution	Roll	$ 9.75
Tape- Double Sided	Roll	$ 15.75
Tape- Duct/Packing	Roll	$ 6.25
Tape- Masking/Paint	Roll	$ 8.75
Tape, Gray Duct	Roll	$ 6.25
Tyvek- Coverall- Hood/Boot	Each	$ 12.95
Vacuum Bags- HEPA	Each	$ 9.75
Viscoene Carpet Protector	Roll	$ 81.50
Viscoene, 1.5 mil (20 x 200)	Each	$ 42.50
Viscoene, 4 mil (20 x 200)	Each	$ 57.50
Zip Ties	Bag	$ 24.95

Miscellaneous

Dumping Fees 1 Trip	Each	$ 200.00
General Consumables	LS	$ 7,500.00

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

ERNEST ELMER, INC., dba
SERVPRO OF SOUTH REDLANDS/YUCAPIA

By:_____ Date: _____
Jeffrey Padgett, President/Owner

City Council Meeting **J. 7.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Re-introduce Ordinance No. 2966 – A request to re-introduce an ordinance amending Title 17 (Subdivision Regulations) of the Redlands Municipal Code, Chapter 17.17 (Improvements), to modify the criteria and requirements for undergrounding utilities, that are applicable to subdivisions and development projects, and to create certain categories of parcels or development projects that will be exempt from the undergrounding requirement. The proposal is exempt from environmental review under the California Environmental Quality Act in accordance with Section 15061(b)(3) of the CEQA Guidelines (Development Services Director Desatnik)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

"I move to re-introduce Ordinance No. 2966."

RECOMMENDATION:

Staff recommends that the City Council re-introduce Ordinance No. 2966, and adopt the ordinance at a subsequent regular meeting.

DISCUSSION:

Background: On May 7, 2024, the City Council reviewed Ordinance No. 2966 and voted 4 to 0 to introduce the ordinance amending Chapter 17.17 of the Redlands Municipal Code. The details of the proposed code amendment are described in the City Council staff report of May 7, 2024 (see Attachment A). This request to re-introduce the ordinance is due to revisions to the categories of exemptions proposed under Section 17.17.020(G)(1) to include private educational schools.

Proposed Code Amendment: As summarized in the Council staff report of May 7, 2024 (Attachment A), the elements of the code amendment will clarify the following:

- Criteria (i.e., when the undergrounding requirement applies to a project);
- Findings (i.e., the facts for determining when to waive the undergrounding requirement and allow payment of an in-lieu fee); and,
- Method of calculating the amount of an "in-lieu fee" when undergrounding will not be required of a project. If required to pay an in-lieu fee, the applicant or developer must still pay to the City an amount that is equivalent to the cost of the developer performing the work themselves as part of their private development project.

The revised ordinance (Attachment B) now provides an exemption category for private school educational facilities (to include any modifications, building additions, or site expansions) listed under Section 17.17.020(G)(1). This revision requires re-introduction of the draft ordinance in a public meeting of the City Council.

Environmental Review: The adoption of the proposed amendment to the Redlands Municipal Code is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) as the proposal is a text amendment and does not have the potential for causing a significant effect on the environment.

ALTERNATIVES:

The City Council can continue this item and request additional information.

STRATEGIC PLAN:

Not applicable.

SUBMITTED BY:
Brian Desatnik, Development Services Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
John Harris, Municipal Utilities & Engineering Director

PREPARED BY:
Brian Foote, City Planner/Planning Manager

Fiscal Impact

Fiscal Year: 23-24
Revenue Generating: No
Appropriation Required Y/N: No
Discussion:
There is no impact to the General Fund associated with this code amendment

Attachments

Attachment A: City Council Staff Report of May 7, 2024
Attachment B-1: Ordinance No. 2966 (Legislative)
Attachment B-2: Ordinance No. 2966 (Clean)

City Council Meeting **AGENDA ITEM NO. K.3.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Public Hearing- Ordinance No. 2966 amending Chapter 17.17 of the Redlands Municipal code for undergrounding utilities

(Mayor to declare meeting open as a public hearing)

a. Consideration of Ordinance No. 2966 amending Redlands Municipal Code Chapter 17.17 (Improvements) of Title 17 (Subdivision Regulations) to modify the criteria and findings pertaining to the requirement for undergrounding utilities that are applicable to subdivisions and development projects.
b. Determination that the proposal is exempt from environmental review under the California Environmental Quality Act in accordance with Section 15061(b)(3) of the CEQA Guidelines (Development Services Director Desatnik)

PROCEDURE FOR PUBLIC HEARING:

1. Mayor declares the meeting open as a public hearing.
2. Mayor calls upon Department Director for report.
3. Mayor calls for questions/comments from members of the City Council.
4. Mayor calls for comments/questions/testimony from members of the public (3 minutes per speaker).
5. Mayor calls upon City Clerk to note any written comments received.
6. Mayor closes the public hearing.
7. City Council considers the motion and votes.

MOTION(S):

If City Council determines the staff recommendation is appropriate, the following motion is provided:

I move to introduce Ordinance No. 2966 and find that the Ordinance is exempt from environmental review under the California Environmental Quality Act (“CEQA”) pursuant to Section 15061(b)(3) of the State’s Guidelines implementing CEQA.

RECOMMENDATION:

Staff recommends that the City Council introduce Ordinance No. 2966.

DISCUSSION:

A) Background

Currently, Redlands Municipal Code (RMC) Section 17.17.020, titled, “Required Improvements,” identifies the specific types of public and private improvements that shall be required of new subdivisions and new

development projects. The generic term “improvements” generally includes facilities such as street frontage, curbs, gutters, sidewalks, driveways, storm drains, water supply, sewer connections, and various public and private utilities. Generally, the required improvements for a particular project site are constructed by the developer when a subdivision has been approved in accordance with the Subdivision Map Act (California Government Code §§ 66410 – 66499.58 *)* or when a new development project is being constructed.

For some project sites in Redlands, there may be existing overhead utility lines that are adjacent to a subdivision or project site (e.g., low-power electricity distribution, high-power electricity transmission, telephone, cable, communications, and others). In those cases where there are existing overhead utility lines and power poles directly adjacent to a project site, RMC Section 17.17.020(G) imposes a standard requirement that such utility lines are to be relocated underground when the project or subdivision is constructed. However, some development applications for existing developed properties or when no construction is proposed (such as a Tentative Parcel Map to create new lot lines only, or a Conditional Use Permit to establish a use only) are also frequently subject to the City's undergrounding requirements even though no substantial construction is involved.

RMC Section 17.17.020(G) also includes a provision and process for a developer to request a waiver of the undergrounding requirement, and those requests are considered on a case-by-case basis by the decision-making body (usually the Planning Commission or the City Council). The code provides two findings for determining when those requests for waivers should be approved or denied. In those approved exceptions when the undergrounding requirement has been waived, the developer must still pay a fee to the City that is an equivalent amount (an “in-lieu fee”) as if the developer had performed the undergrounding work in conjunction with their private development project.

In recent years, the City has received several requests for waivers of the undergrounding requirements (usually by applicants such as affordable housing developers, developers of small development projects on small sites, property owners of religious or nonprofit facilities, and other applications not involving any new construction). Reasons cited have included the infeasibility of undergrounding short sections of utility lines only along their property's individual frontage (i.e., where the subject property was surrounded by many overhead lines along the streets that would have remained above-ground), delays of many months or years while trying to negotiate with multiple utility companies and SoCal Edison, or the lack of a nexus when no new or no substantial construction is involved. Many requests for waivers have been approved recently for reasons such as infeasibility and/or delays to commencing private development projects.

B) Proposed Code Amendment

The proposed code amendment would clarify several code provisions as they pertain to the requirements for undergrounding utilities: a) installing new utility lines underground (new lines to serve the development project or subdivision); and b) relocating existing overhead utility lines to be installed underground (many of which may not serve the project site or subdivision).

The elements of the proposed code amendment would adjust and clarify the following:

- Criteria (i.e., when the undergrounding requirement applies to a project);
- Findings (i.e., the facts for determining when to waive the undergrounding requirement and allow payment of an in-lieu fee); and,
- Method of calculating the amount of an "in-lieu fee" when undergrounding will not be required of a project. The applicant or developer must still pay to the City an amount that is equivalent to the cost of the developer performing the work themselves as part of their private development project.

The proposed text of the code amendment is the following (new text has bold font, and deleted text has strikethrough ~~font~~):

"17.17.020: REQUIRED IMPROVEMENTS:

A. General: In addition to all improvements required as conditions of approval of the tentative map or by city ordinance or resolution, the improvements set forth below shall be required of all subdivisions. Requirements for construction of on site and off site improvements for subdivisions of four (4) or less parcels shall be noted on the parcel map, or waiver of parcel map or the subdivision improvement agreement recorded prior to or concurrent with the parcel map. Completion of improvements shall be in accordance with Section 17.17.100 of this chapter.

B. Frontage Improvements: The frontage of each lot shall be improved to its ultimate adopted geometric section, including street structural section, curbs, sidewalks, driveway approaches and transitions.

C. Storm Drainage: Storm water runoff from the subdivision shall be collected and conveyed by an approved storm drain system. The storm drain system shall be designed for ultimate development of the watershed and shall be capable of collecting and conveying runoff generated by a 100-year flood. The storm drain system shall provide for ultimate development of the watershed and shall be capable of collecting and conveying runoff generated by a 100- year flood. The storm drain system shall provide for the protection of abutting and off site properties that would be adversely affected by any increase in runoff attributed to the development. Off site storm drain improvements may be required to satisfy this requirement.

D. Sanitary Sewers: Each unit or lot within the subdivision shall be served by an approved sanitary sewer system in accordance with the provisions of this code.

E. Water Supply: Each unit or lot within the subdivision shall be served by an approved domestic water

system, in accordance with the provisions of this code.

F. Utilities: Each unit or lot within the subdivision shall be served by gas, electric, ~~telephone and cablevision~~ and **other necessary** facilities.

G. Underground Utilities:

1. All existing and proposed utilities within the subdivision **or development parcel**, and along peripheral streets **of the subdivision site or development parcel,** shall be placed underground except those facilities exempted by the public utilities commission regulations, **or unless specifically exempt from this requirement under subsections a-d below.** Undergrounding shall be required for overhead lines on either side of peripheral streets.

a. **A subdivision parcel map (not including any site development) that creates only two (2) parcels, and does not exceed four gross acres in total area of the subdivision, shall not be subject to the undergrounding requirement or payment of an in-lieu fee.**

b. **Affordable Housing developments, where at least fifty percent (50%) of the dwelling units are reserved for Low- or Very-Low income households, shall not be subject to the undergrounding requirement or payment of an in-lieu fee.**

c. **Parcels with less than three hundred and fifty (350) linear feet of street frontage may pay an in-lieu fee by right for the affected side(s) that is less than 350 feet in length.**

d. **Parcels with greater than three hundred and fifty (350) linear feet of street frontage shall underground the utilities along the affected side(s) that is greater than 350 feet in length, or may request a waiver of undergrounding with the findings contained in subsections (G)(3)(a) and (G)(3)(b) of this section to be made.**

2. The developer may request that the undergrounding requirement along peripheral streets be waived by the approving body which may, at its discretion, accept a fee in lieu of the undergrounding. The amount of fee shall be determined by **calculating the linear distance of the project site's street frontage and applying the applicable linear foot fee(s) established by City Council.** ~~the city engineer and shall be based upon the reasonable estimated cost of that portion of a future undergrounding project attributable to the subdivision.~~ The requirement for undergrounding or payment of an in lieu fee shall be a condition of approval of the tentative map **or applicable development permit.**

3. Undergrounding requirements may be waived or modified by the approving body only upon **making one of the following** finding**s:**

a. The subdivision or **development parcel** is within an area where existing utilities have not been undergrounded and that ~~deferral will be allowed because~~ undergrounding is **either** impractical due to physical constraints~~,~~ or the surrounding neighborhood is absent of similar improvements; ~~and~~ **or**
b. ~~Overhead utilities will have no significant visual impact.~~ **Requiring undergrounding is likely to result in a disproportionate economic impact or time delay that would make the project economically infeasible in the sole discretion of the decision-making body, and based upon substantial evidence submitted by the applicant or developer.**

4. ~~If the~~ **A subdivision or development meeting the requirements of subsection (G)(1)(d), or where** undergrounding requirements ~~are~~ **have been** waived ~~as allowed by the findings in~~ **pursuant to** subsections (G)(3)(a) and (G)(3)(b) of this section, the in lieu fee as established by ~~the city engineer~~ **calculating the linear distance of the project site's street frontage and applying the applicable linear foot fee(s) established by City Council** shall be made a condition of approval of the tentative map.

5. In lieu fees shall be deposited in a special undergrounding account to be used as approved by the city council for future undergrounding of utilities throughout the city.

6. The provisions of this subsection are in addition to, and not in substitution for or limitation of, the provisions of this code.

H. Fencing: Each parcel or lot within the subdivision that is adjacent to property containing a public facility shall have an approved fence adequate to prevent unauthorized access between the properties.

I. Other Improvements: Other improvements including, but not limited to, grading, street lights, fire hydrants, signs, street lines and markings, street trees and shrubs, landscaping, monuments, bicycle facilities, fences and smoke detectors, or fees in lieu of any of the foregoing, shall also be required as determined by the city engineer in accordance with this code, the general plan and city standards and specifications.

J. Off Site Improvements: If the subdivider is required to construct off site improvements on land in which neither the subdivider nor the city has sufficient title or interest to allow construction, the city shall, within one hundred twenty (120) days of recording the final map, acquire by negotiation or commence condemnation of the land. If the city fails to meet the one hundred twenty (120) day time limit, the condition for the construction shall be waived. Prior to approval of the final map, the city may require the subdivider to enter into an agreement to complete the off site improvements at the time the city acquires title or an interest in the land. The subdivider shall pay the cost of acquiring off site land or an interest in the land required to construct the off site improvements."

C) New In-Lieu Fee

A new in-lieu fee will be proposed at a future date pertaining to the undergrounding of utilities. Currently, the code requires the City Engineer to establish an appropriate in-lieu fee amount "based upon the reasonable estimated cost of that portion of a future undergrounding project attributable to the subdivision." Unique fee studies are prepared for each separate application to ascertain the appropriate fee amount for a given property. There is no adopted in-lieu fee or flat rate fee based upon the length of project site frontage or other objective factors.

A new in-lieu fee is envisioned as a flat-rate fee that would be calculated on a per-linear-foot basis of street frontage for the project site. A fee would be created pertaining to Southern California Edison facilities (e.g., poles, wires, etc.) and another fee for all other types of utility lines (e.g., telephone, cable, communications lines, other types of public/private utilities). More time is needed to determine the appropriate fee amounts and will be brought back to Council at a later date as a separate resolution or ordinance.

D) General Plan Consistency

The proposed code amendment will be consistent with the Principles and Actions contained in the 2035 General Plan, as listed below.

Action 4-A.17: Rely on strong landscape treatments, setbacks, sign controls, and, where feasible, underground utilities and street improvements to prevent visual chaos where businesses are competing for attention.

Action 4-A.150: Encourage the undergrounding of utilities for all new development.

The existing provisions of RMC Section 17.17.020(G) allow for modifying the requirement to relocate underground any existing overhead utility lines, as well as payment of an in-lieu fee (meaning a subdivider or developer pays a fee in-lieu of performing the undergrounding work themselves). The proposed amendment would adjust and clarify the criteria as well as the findings pertaining to undergrounding requests. This proposal is meant to improve and streamline RMC Chapter 17.17 pertaining to undergrounding requirements, while evaluating unique feasibility and cost factors on a case-by-case basis.

E) Environmental Review

The adoption of the proposed amendment to the Redlands Municipal Code is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) as the proposal is a text amendment and does not have the potential for causing a significant effect on the environment.

ALTERNATIVES:

The City Council can continue the public hearing and direct staff to address any further issues.

STRATEGIC PLAN:

Not applicable.

SUBMITTED BY:
Brian Desatnik, Development Services Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
John Harris, Municipal Utilities & Engineering Director

PREPARED BY:
Brian Foote, City Planner/Planning Manager

Fiscal Impact

Fiscal Year: 23-24
Revenue Generating: No
Appropriation Required Y/N: No
Discussion:
There is no impact to the General Fund associated with this code amendment.

Attachments

Attachment A-1: Ordinance No. 2966 (Legislative)
Attachment A-2: Ordinance No. 2966 (Clean)

ORDINANCE NO. 2966

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING TITLE 17 (SUBDIVISION REGULATIONS) OF THE REDLANDS MUNICIPAL CODE, CHAPTER 17.17 (IMPROVEMENTS), TO MODIFY THE CRITERIA AND REQUIREMENTS FOR UNDERGROUNDING OF UTILITIES.

WHEREAS, Ordinance No. 2966 would amend Chapter 17.17 (Improvements) of Title 17 (Subdivision Regulations) of the Redlands Municipal Code to modify the criteria, findings, and other requirements pertaining to the undergrounding of utilities; and

WHEREAS, on May 7, 2024, the City Council held a public meeting at which interested persons had an opportunity to testify in support of, or opposition to, Ordinance No. 2966; and

WHEREAS, on June 4, 2024, the City Council held a public meeting at which interested persons had an opportunity to testify in support of, or opposition to, Ordinance No. 2966; and

WHEREAS, Ordinance No. 2966 is exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act Guidelines; and

WHEREAS, after closing the public hearing and deliberating upon the matter, the City Council finds that the proposed ordinance and amendment to the Redlands Municipal Code are in the best interests of the public health, safety, and general welfare.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDLANDS DOES ORDAIN AS FOLLOWS:

SECTION 1. California Environmental Quality Act. The proposed amendment to the Redlands Municipal Code does not require environmental review in accordance with the California Environmental Quality Act (CEQA). Pursuant to CEQA Guidelines Section 15061(b)(3), this amendment is exempt from environmental review because there is no possibility that the municipal code amendment may have a significant effect on the environment.

SECTION 2. Municipal Code Amendment. Redlands Municipal Code Section 17.17.020, entitled "Required Improvements," is hereby amended to read as follows:

"17.17.020: REQUIRED IMPROVEMENTS:

A. General: In addition to all improvements required as conditions of approval of the tentative map or by city ordinance or resolution, the improvements set forth below shall be required of all subdivisions. Requirements for construction of on site and off site improvements for subdivisions of four (4) or less parcels shall be noted on the parcel map, or waiver of parcel map or the subdivision improvement agreement recorded prior to or concurrent with the parcel map. Completion of improvements shall be in accordance with section 17.17.100 of this chapter.

B. Frontage Improvements: The frontage of each lot shall be improved to its ultimate adopted geometric section, including street structural section, curbs, sidewalks, driveway approaches and transitions.

C. Storm Drainage: Storm water runoff from the subdivision shall be collected and conveyed by an approved storm drain system. The storm drain system shall be designed for ultimate development of the watershed and shall be capable of collecting and conveying runoff generated by a 100-year flood. The storm drain system shall provide for ultimate development of the watershed and shall be capable of collecting and conveying runoff generated by a 100- year flood. The storm drain system shall provide for the protection of abutting and off site properties that would be adversely affected by any increase in runoff attributed to the development. Off site storm drain improvements may be required to satisfy this requirement.

D. Sanitary Sewers: Each unit or lot within the subdivision shall be served by an approved sanitary sewer system in accordance with the provisions of this code.

E. Water Supply: Each unit or lot within the subdivision shall be served by an approved domestic water system, in accordance with the provisions of this code.

F. Utilities: Each unit or lot within the subdivision shall be served by gas, electric, ~~telephone and cablevision~~ and other necessary facilities.

G. Underground Utilities:

1. All existing and proposed utilities within the subdivision or development parcel, and along peripheral streets of the subdivision site or development parcel, shall be placed underground except those facilities exempted by the public utilities commission regulations, or unless specifically exempt from this requirement under subsections a-e below. Undergrounding shall be required for overhead lines on either side of peripheral streets.

a. A subdivision parcel map (not including any site development) that creates only two (2) parcels, and does not exceed four gross acres in total area of the subdivision, shall not be subject to the undergrounding requirement or payment of an in-lieu fee.

b. Affordable Housing developments, where at least fifty percent (50%) of the dwelling units are reserved for Low- or Very-Low income households, shall not be subject to the undergrounding requirement or payment of an in-lieu fee.

c. Parcels with less than three hundred and fifty (350) linear feet of street frontage may pay an in-lieu fee by right for the affected side(s) that is less than 350 feet in length.

d. Parcels with greater than three hundred and fifty (350) linear feet of street frontage shall underground the utilities along the affected side(s) that is greater than 350 feet in length, or may request a waiver of undergrounding with the findings contained in subsections (G)(3)(a) and (G)(3)(b) of this section to be made and payment of an in-lieu fee.

e. Parcels with an existing private school educational facility to which any modifications, building additions, or site expansions are proposed, shall not be subject to the undergrounding requirement or payment of an in-lieu fee.

2. The developer may request that the undergrounding requirement along peripheral streets be waived by the approving body which may, at its discretion, accept a fee in lieu of the undergrounding. The amount of fee shall be determined by calculating the linear distance of the project site's street frontage and applying the applicable linear foot fee(s) established by City Council. ~~the city engineer and shall be based upon the reasonable estimated cost of that portion of a future undergrounding project attributable to the subdivision.~~ The requirement for undergrounding or payment of an in lieu fee shall be a condition of approval of the tentative map or applicable development permit.

3. Undergrounding requirements may be waived or modified by the approving body only upon making one of the following findings:

a. The subdivision or development parcel is within an area where existing utilities have not been undergrounded and that ~~deferral will be allowed because~~ undergrounding is either impractical due to physical constraints~~,~~ or the surrounding neighborhood is absent of similar improvements; ~~and~~ or

b. ~~Overhead utilities will have no significant visual impact.~~ Requiring undergrounding is likely to result in a disproportionate economic impact or time delay that would make the project economically infeasible in the sole discretion of the decision-making body, and based upon substantial evidence submitted by the applicant or developer.

4. ~~If the~~ A subdivision or development meeting the requirements of subsection (G)(1)(c-d), or where undergrounding requirements ~~are~~ have been waived ~~as allowed by the findings in~~ pursuant to subsections (G)(3)(a) and (G)(3)(b) of this section, the in lieu fee as established by ~~the city engineer~~ calculating the linear distance of the project site's street frontage and applying the applicable linear foot fee(s) established by City Council shall be made a condition of approval of the tentative map.

5. In lieu fees shall be deposited in a special undergrounding account to be used as approved by the city council for future undergrounding of utilities throughout the city.

6. The provisions of this subsection are in addition to, and not in substitution for or limitation of, the provisions of this code.

H. Fencing: Each parcel or lot within the subdivision that is adjacent to property containing a public facility shall have an approved fence adequate to prevent unauthorized access between the properties.

I. Other Improvements: Other improvements including, but not limited to, grading, street lights, fire hydrants, signs, street lines and markings, street trees and shrubs, landscaping, monuments, bicycle facilities, fences and smoke detectors, or fees in lieu of any of the foregoing, shall also be required as determined by the city engineer in accordance with this code, the general plan and city standards and specifications.

J. Off Site Improvements: If the subdivider is required to construct off site improvements on land in which neither the subdivider nor the city has sufficient title or interest to allow construction, the city shall, within one hundred twenty (120) days of recording the final map, acquire by negotiation or commence condemnation of the land. If the city fails to meet the one

hundred twenty (120) day time limit, the condition for the construction shall be waived. Prior to approval of the final map, the city may require the subdivider to enter into an agreement to complete the off site improvements at the time the city acquires title or an interest in the land. The subdivider shall pay the cost of acquiring off site land or an interest in the land required to construct the off site improvements."

SECTION 3. Municipal Code Amendment. Redlands Municipal Code Section 12.12.055, entitled "Undergrounding of Utilities," is hereby amended to read as follows:

"12.22.055: UNDERGROUNDING OF UTILITIES:

Where utilities have been undergrounded as a condition of development, utility installation, expansion, repair, upgrade, modification, or relocation shall be undergrounded following the same requirements and allowing for the same exceptions contained in Section 17.17.020(G) of the Redlands Municipal Code Title 17."

SECTION 4. Severability. If any section, sentence, clause or phrase of this ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are severable. The City Council of the City of Redlands hereby declares that it would have adopted this ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

SECTION 5. The Mayor shall sign this ordinance and the City Clerk shall certify to the adoption of this ordinance and shall cause it, or a summary of it, to be published once in a newspaper of general circulation within the City, and thereafter, this ordinance shall take effect as provided by law.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk, City of Redlands, hereby certify that the foregoing Ordinance was duly adopted by the City Council at the regular meeting thereof, held on the _____ day of _____, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

ORDINANCE NO. 2966

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING TITLE 17 (SUBDIVISION REGULATIONS) OF THE REDLANDS MUNICIPAL CODE, CHAPTER 17.17 (IMPROVEMENTS), TO MODIFY THE CRITERIA AND REQUIREMENTS FOR UNDERGROUNDING OF UTILITIES.

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WHEREAS, on May 7, 2024, the City Council held a public meeting at which interested persons had an opportunity to testify in support of, or opposition to, Ordinance No. 2966; and

WHEREAS, on June 4, 2024, the City Council held a public meeting at which interested persons had an opportunity to testify in support of, or opposition to, Ordinance No. 2966; and

WHEREAS, Ordinance No. 2966 is exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act Guidelines; and

WHEREAS, after closing the public hearing and deliberating upon the matter, the City Council finds that the proposed ordinance and amendment to the Redlands Municipal Code are in the best interests of the public health, safety, and general welfare.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDLANDS DOES ORDAIN AS FOLLOWS:

SECTION 1. California Environmental Quality Act. The proposed amendment to the Redlands Municipal Code does not require environmental review in accordance with the California Environmental Quality Act (CEQA). Pursuant to CEQA Guidelines Section 15061(b)(3), this amendment is exempt from environmental review because there is no possibility that the municipal code amendment may have a significant effect on the environment.

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D. Sanitary Sewers: Each unit or lot within the subdivision shall be served by an approved sanitary sewer system in accordance with the provisions of this code.

E. Water Supply: Each unit or lot within the subdivision shall be served by an approved domestic water system, in accordance with the provisions of this code.

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e. Parcels with an existing private school educational facility to which any modifications, building additions, or site expansions are proposed, shall not be subject to the undergrounding requirement or payment of an in-lieu fee.

2. The developer may request that the undergrounding requirement along peripheral streets be waived by the approving body which may, at its discretion, accept a fee in lieu of the undergrounding. The amount of fee shall be determined by calculating the linear distance of the project site's street frontage and applying the applicable linear foot fee(s) established by City Council. The requirement for undergrounding or payment of an in lieu fee shall be a condition of approval of the tentative map or applicable development permit.

3. Undergrounding requirements may be waived or modified by the approving body only upon making one of the following findings:

a. The subdivision or development parcel is within an area where existing utilities have not been undergrounded and that undergrounding is either impractical due to physical constraints~~,~~ or the surrounding neighborhood is absent of similar improvements; or

b. Requiring undergrounding is likely to result in a disproportionate economic impact or time delay that would make the project economically infeasible in the sole discretion of the decision-making body, and based upon substantial evidence submitted by the applicant or developer.

4. A subdivision or development meeting the requirements of subsection (G)(1)(c-d), or where undergrounding requirements have been waived pursuant to subsections (G)(3)(a) and (G)(3)(b) of this section, the in lieu fee as established by calculating the linear distance of the project site's street frontage and applying the applicable linear foot fee(s) established by City Council shall be made a condition of approval of the tentative map.

5. In lieu fees shall be deposited in a special undergrounding account to be used as approved by the city council for future undergrounding of utilities throughout the city.

6. The provisions of this subsection are in addition to, and not in substitution for or limitation of, the provisions of this code.

H. Fencing: Each parcel or lot within the subdivision that is adjacent to property containing a public facility shall have an approved fence adequate to prevent unauthorized access between the properties.

I. Other Improvements: Other improvements including, but not limited to, grading, street lights, fire hydrants, signs, street lines and markings, street trees and shrubs, landscaping, monuments, bicycle facilities, fences and smoke detectors, or fees in lieu of any of the foregoing, shall also be required as determined by the city engineer in accordance with this code, the general plan and city standards and specifications.

J. Off Site Improvements: If the subdivider is required to construct off site improvements on land in which neither the subdivider nor the city has sufficient title or interest to allow

construction, the city shall, within one hundred twenty (120) days of recording the final map, acquire by negotiation or commence condemnation of the land. If the city fails to meet the one hundred twenty (120) day time limit, the condition for the construction shall be waived. Prior to approval of the final map, the city may require the subdivider to enter into an agreement to complete the off site improvements at the time the city acquires title or an interest in the land. The subdivider shall pay the cost of acquiring off site land or an interest in the land required to construct the off site improvements.

SECTION 3. Municipal Code Amendment. Redlands Municipal Code Section 12.12.055, entitled "Undergrounding of Utilities," is hereby amended to read as follows:

"12.22.055: UNDERGROUNDING OF UTILITIES:

Where utilities have been undergrounded as a condition of development, utility installation, expansion, repair, upgrade, modification, or relocation shall be undergrounded following the same requirements and allowing for the same exceptions contained in Section 17.17.020(G) of the Redlands Municipal Code Title 17."

SECTION 4. SECTION 4. Severability. If any section, sentence, clause or phrase of this ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are severable. The City Council of the City of Redlands hereby declares that it would have adopted this ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

SECTION 5. The Mayor shall sign this ordinance and the City Clerk shall certify to the adoption of this ordinance and shall cause it, or a summary of it, to be published once in a newspaper of general circulation within the City, and thereafter, this ordinance shall take effect as provided by law.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk, City of Redlands, hereby certify that the foregoing Ordinance was duly adopted by the City Council at the regular meeting thereof, held on the _____ day of _____, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

City Council Meeting **J. 8.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8595 declaring weeds to be a public nuisance and setting June 18, 2024, as the public hearing for objections to the proposed weed abatement (Fire Chief Sessler)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move that the City Council adopt Resolution No. 8595 declaring weeds a public nuisance and setting June 18, 2024, as the public hearing for objections to the proposed weed abatement.

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 8595 declaring weeds to be a public nuisance and setting June 18, 2024, as the public hearing for objections to the proposed weed abatement.

DISCUSSION:

Resolution No. 8595 establishes a weed abatement procedure as outlined in Government Code Section 39501. This Code Section authorizes the City's legislative body to compel the owner, lessee, or occupant of buildings, grounds or lots within the city, to remove dirt, rubbish, weeds, and rank growths from buildings, or grounds and adjacent sidewalks. Resolution No. 8595 also requires the City Council to declare weeds to be a public nuisance on known properties, offers notice to property owners, and establishes an opportunity for property owners or occupants to be heard as to why said weeds should not be abated.

ALTERNATIVES:

The Council may choose not to approve Resolution No. 8595.

STRATEGIC PLAN:

Priority B - Public Health & Safety

SUBMITTED BY:
Rich Sessler, Fire Chief

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney

PREPARED BY:
Bruni Reyes, Management Analyst

Fiscal Impact

Fiscal Year:	2023-2024
Revenue Generating:	N
Appropriation Required Y/N:	N

Discussion:

There is no cost associated with the adoption of Resolution. 8595 declaring weeds a public nuisance.

Attachments

Resolution No. 8595
Exhibit A - Property List

RESOLUTION NO. 8595

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS DECLARING WEEDS A PUBLIC NUISANCE AND INITIATING ABATEMENT PROCEEDINGS

Section 1. The City Council elects to proceed under Government Code Sections 39501 and 39502, and Section 39560 et seq., to declare a public nuisance and abate all weeds growing upon streets, sidewalks, and private property in the City. In this resolution and in all subsequent proceedings, the term "weeds" means that, when mature, bear wingy or downy seeds that will attain such a large growth as to become a fire menace when dry, or that are otherwise noxious or dangerous, and includes sagebrush, chaparral, poison oak and poison ivy, when the conditions of growth are such as to constitute a menace to the public health, dry grass, stubble, brush, litter and all other flammable material that endangers the public safety by creating a fire hazard.

Section 2. The City Council declares as a public nuisance all weeds growing upon the streets, sidewalks and private property in the City.

Section 3. The streets referred in Section 2 are described in Exhibit "A" attached hereto and made part hereof by this reference.

Section 4. The properties upon which, or in front of which, the nuisance declared in Section 2 exist are described in Exhibit "A" attached hereto and made part hereof by this reference. The City Council finds and declares that weeds on or in front of parcels specified in Exhibit "A" are seasonal and recurrent in nature. In accordance with Governmental Code Section 39562.1, the seasonal and recurrent nuisances shall be abated under Government Code Sections 39510 through and including 39588, and upon the second and subsequent occurrence in same calendar year, no further hearings will be held and notice shall be by mailing a post card as provided in Government Code Section 39562.1.

Section 5. The Fire Chief, or his authorized designee, is the person designated to perform the duties imposed by Government Code Sections 39560 through 39588 upon the Fire Marshal, and all references in these proceedings to Fire Marshal means that person.

Section 6. June 18, 2024, at 6:00 pm, or as soon thereafter as the matter may be heard, at 35 Cajon St., Redlands, California, is fixed as the time and place for hearing all objections to the proposed removal of weeds.

Section 7. The Fire Marshal shall prepare notices as follows: The heading of the notice shall be "Notice to destroy weeds" in letters not less than one inch in height. The notice shall be substantially in the following form:

NOTICE TO DESTROY WEEDS

Notice is given that on June 4, 2024, the City Council of the City of Redlands passed a resolution declaring that noxious or dangerous weeds were growing upon or in front of the property on this street, and more particularly described in the resolution, and that they constitute a public nuisance that must be abated by the removal of the weeds. Otherwise, they will be removed and the nuisance abated by the City and the cost of removal assessed upon the land from on or in front of which the weeds and will constitute a lien upon such land until paid. Reference is made to the resolution for further particulars. A copy of the resolution is on file in the office of the City Clerk. All property owners having any objections to the proposed removal of the weeds, are notified to attend a meeting of the City Council of the City of Redlands to be held at 35 Cajon Street, Redlands, California, on June 18, 2024, at 6:00 pm, or as soon thereafter as the matter may be heard, when their objections will be heard and given due consideration.

Date: June 4, 2024

_____

Fire Marshal
City of Redlands

Section 8. In addition to posting, the City Clerk shall mail written notice of the proposed abatement to all persons owning property described in Section 4 of this resolution. Then notice shall be mailed to each person to whom the property is assessed as shown on the last equalized assessment roll. The City Clerk shall mail the notice at least Five (5) days before the time set for hearing. The notice shall be in the form described above that is posted on the property, except that the notice shall be signed by the City Clerk and the notice need not contain the heading in one inch letters.

ADOPTED, SIGNED AND APPROVED ON this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

City of
REDLANDS
Incorporated 1888
City of Redlands
35 Cajon Street, Suite 12, Redlands, CA 92373

FIRE DEPARTMENT

COMMUNITY RISK
REDUCTION DIVISION

Spring 2024 Weed Abatement Nuisance Declaration List	
Accessor Parcel Number	Approximate Street Address
0174-181-02-0000	1670 E. Citrus Ave.
0292-153-22-0000	1910 W Park Ave.
0300-521-05-0000	805 La Solana Drive
121-237-120-0000	1010 E. Lugonia Ave.
121-237-108-0000	1003 Crystal Ct
121-237-109-0000	1009 Crystal Ct
121-237-110-0000	1019 Crystal Ct
121-237-111-0000	1029 Crystal Ct
121-237-112-0000	1039 Crystal Ct
121-237-113-0000	1049 Crystal Ct
121-237-114-0000	1050 Crystal Ct
121-237-115-0000	1040 Crystal Ct
121-237-116-0000	1030 Crystal Ct
121-237-117-0000	1020 Crystal Ct
121-237-118-0000	1010 Crystal Ct
121-237-119-0000	1004 Crystal Ct
121-237-120-0000	1002 Crystal Ct
0167-221-10-0000	515 E. Lugonia Ave.
0167-221-17-0000	517 E. Lugonia Ave.
0167-221-15-0000	540 E. Pennsylvania Ave.
0167-221-16-0000	542 E. Pennsylvania Ave.
121-226-129-0000	810 E. Pennsylvania Ave.
0300-061-04-0000	31071 E. Sunset Dr N.
0170-241-32-0000	843 E. Citrus Ave
0170-221-50-0000	334 N. Grove St
0174-211-20-0000	1720 6th Ave.
0174-681-04-0000	1744 Camelot Dr.

Spring 2024 Weed Abatement Nuisance Declaration List (Continued)	
0292-251-20-0000	27475 W Lugonia Ave
0292-441-08-0000	1239 Indiana Ct
0292-032-38-0000	2405 W. Lugonia Ave.
0300-071-14-0000	30934 E. Sunset Dr. S.
0300-412-10-0000	12570 Sunset Ct.
0175-371-18-0000	1325 Arroyo Crest
0300-621-06-0000	820 Panorama Point Dr.
0300-261-03-0000	31060 Bedford Dr.
0294-133-34-0000	522 Elder Rd.
0300-171-21-0000	31396 Alta Vista Dr.
0292-165-10-0000	11036 Iowa St.
0292-167-02-0000	11017 Iowa St.
0292-481-93-0000	78 Alabama St.
0292-481-94-0000	80 Alabama St.
0293-083-01-0000	Barton Rd. & Ladera St.
0293-083-02-0000	Barton Rd. & Ladera St.
0293-083-02-0000	Barton Rd. & Ladera St.
0293-083-02-0000	Barton Rd. & Ladera St.
0167-171-13-0000	W. Lugonia Ave. & 210 Freeway
0167-171-15-0000	W. Lugonia Ave. & Tennessee St.
0167-171-16-0000	W. Lugonia Ave. & Tennessee St.

Note: For purposes of this list, vacant parcels with no formally assigned street address are approximated, based on nearby addresses of developed parcels. All notices and compliance documents are mailed to the property owner's address on-file with the County Assessor's Office.

City Council Meeting **J. 9.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a Professional Services Agreement with CASC Engineering & Consulting, Inc. (CASC) to provide National Pollutant Discharge Elimination System (NPDES) program management support services for an amount not to exceed $199,996.80, and determine that approval of the agreement is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act (Municipal Utilities and Engineering Director Harris)

MOTION(S):

If City Council determines the staff recommendation is appropriate, the following motions are provided:

1. I move that City Council determine approval of a Professional Services Agreement with CASC Engineering & Consulting, Inc. (CASC) is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act; and

2. Approve the Professional Services Agreement with CASC Engineering & Consulting, Inc.

RECOMMENDATION:

Staff recommends that City Council determine approval of this Professional Services Agreement with CASC is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act, and approve the Professional Services Agreement with CASC to provide NPDES program management support services for an amount not to exceed $199,996.80.

DISCUSSION:

The National Pollutant Discharge Elimination System (NPDES) is a United States Environmental Protection Agency (EPA) program that receives its authority from the Clean Water Act (1977) to regulate pollutant discharge/flows into waters of the United States. Part of the NPDES program involves the regulation and permitting of storm water discharges from municipalities. Storm water is defined as runoff from rain or snow that runs off surfaces such as rooftops, paved streets, highways, or parking lots and can carry pollutants. Many of the City's maintenance programs are regulated through a Municipal Separate Storm Sewer System (MS4) permit. The MS4 Permit is an EPA mandated program that is promulgated by the State of California and administered by Region 8 of the State Water Quality Control Board (RWQCB).

On February 29, 2024, staff issued a Request for Proposals (RFP) to qualified Consultants for supplemental MS4 Permit support. The following seven (7) Consultants submitted proposals prior to the March 18, 2024 submittal deadline:

1. Alisto Engineering Group, Inc., Walnut Creek, CA
2. CASC Engineering & Consulting, Inc., Colton, CA
3. Charles Abbott Associates, Inc., Mission Viejo, CA
4. CWE Corp., Fullerton, CA
5. Infrastructure Engineers, a Bowman Co., Brea, CA
6. NV5, Inc., Long Beach, CA
7. Willdan Engineering, Anaheim, CA

In accordance with Chapter 2.16.180 of the City's Municipal Code, a selection committee reviewed the proposals based on each firm's demonstrated competence and professional qualifications in accordance with specific evaluation criteria identified in the RFP. The selection committee interviewed the three (3) highest-ranked firms in April 2024 and determined that CASC Engineering & Consulting, Inc. (CASC) is the most qualified consultant to complete the tasks listed in the RFP. CASC has provided MS4 Permit support to other municipalities since 1993 and demonstrated a wealth of relative knowledge during their interview. Staff negotiated a reasonable consultant fee of $199,996.80 and recommends City Council approval of a Professional Services Agreement with CASC for this amount.

Approval of the Professional Services Agreement with CASC is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act since it will not result in a direct or reasonably foreseeable indirect physical change to the environment.

ALTERNATIVES:

City Council may deny the staff recommendation and provide alternate direction.

STRATEGIC PLAN:

N/A

SUBMITTED BY:
John R. Harris, Municipal Utilities and Engineering Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Goutam K. Dobey, City Engineer

Fiscal Impact

Fiscal Year:	FY 23/24
Appropriation Required Y/N:	No
Budgeted Y/N:	Yes
Account No.:	101400; 501900

Discussion:

There is no fiscal impact associated with this action. Funding for this project is included in the FY 23/24 MUED approved Budget.

Attachments

CASC Professional Services Agreement

AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This agreement for the provision of National Pollutant Discharge Elimination System (NPDES) program management support services ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and CASC Engineering & Consulting, Inc., a California corporation ("Consultant"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONSULTANT

1.1 City hereby engages Consultant to provide National Pollutant Discharge Elimination System (NPDES) program management support services for City (the "Services").

1.2 The Services shall be performed by Consultant in a professional manner, and Consultant represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional consultants in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONSULTANT

2.1 The Services that Consultant shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Consultant shall comply with applicable federal, state, and local laws and regulations in the performance of this Agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City designates John R. Harris, Municipal Utilities and Engineering Department Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 Consultant shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "B," titled "Project Schedule," which is attached hereto and incorporated herein by reference.

4.2 Consultant shall complete the Services by June 30, 2025, unless the Services are terminated earlier as provided for herein.

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4.3 If Consultant's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Consultant to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONSULTANT

5.1 Compensation: Total compensation for Consultant's performance of the Services shall not exceed the amount of One Hundred Ninety-Nine Thousand Nine Hundred Ninety-Six Dollars and Eighty Cents ($199,996.80). City shall pay Consultant on a time and materials basis up to the not to exceed amount in accordance with Exhibit "C," titled ("Cost Proposal") which is attached hereto and incorporated herein by reference.
.

5.2 Consultant shall submit monthly invoices to City describing the Services performed during the preceding month. Consultant's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom, and a description of reimbursable expenses related to the Services. City shall pay Consultant no later than thirty (30) days after receipt and approval by City of Consultant's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY:

City Clerk
City of Redlands
35 Cajon Street
P.O. Box 3005 (mailing)
Redlands, CA 92373
jdonaldson@cityofredlands.org
Phone: (909) 798-7531

CONSULTANT:

Melanie Sotelo, Associate Vice President
CASC Engineering & Consulting, Inc.
1470 East Cooley Drive
Colton, CA 92324
Email: msotelo@cascinc.com
Phone: (909) 835-0313

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Consultant for the duration of its performance of the Services. Consultant shall not perform any Services unless and until the required insurance listed below is obtained by

Consultant. Consultant shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Consultant is self-insured or exempt from the workers' compensation laws of the State of California. Consultant shall execute and provide City with Exhibit "D," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Consultant shall secure and maintain professional liability insurance throughout the term of this Agreement in the amount of One Million Dollars ($1,000,000) per claim made.

D. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Consultant owned vehicles used in connection with Consultant's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

E. Consultant is expressly prohibited from assigning or subcontracting any of the Services without the prior written consent of City. In the event of mutual agreement by the Parties to assign or subcontract a portion of the Services, Consultant shall add such assignee or subcontractor as an additional insured to the insurance policies required hereby and provide City with the insurance endorsements prior to any Services being performed by the assignee or subcontractor.

6.2 Consultant shall defend, indemnify and hold harmless City and its elected and appointed officials, employees and agents from and against any and all claims, losses or liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Consultant, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Consultant covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Consultant's Services. Consultant further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Consultant agrees it is not a designated employee within the meaning of the Political Reform Act because Consultant:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Consultant must disclose its financial interests, Consultant shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Consultant shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any

assignment or attempted assignment without such prior written consent may, in the sole discretion of City, result in City's immediate termination of this Agreement.

8.3 Consultant is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any its agents shall have control over the conduct of Consultant or Consultant's employees, except as herein set forth. Consultant shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Consultant are for its account only, and in no event shall Consultant or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Consultant have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than five (5) days prior written notice to Consultant of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Consultant's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Consultant at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Consultant. Upon receipt of a termination notice, Consultant shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, design calculations, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by Consultant in performing the Services. Consultant shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Consultant shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Consultant.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Consultant.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Consultant have signed in confirmation of this Agreement.

CITY OF REDLANDS	CASC ENGINEERING & CONSULTING, INC.
By: _____	By: _____
Eddie Tejeda, Mayor	Melanie Sotelo, Associate Vice President

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

CONSULTANT has assigned a dedicated and experienced Project Manager, Melanie Sotelo, to this project, who will be the main point of contact for City staff. However, CONSULTANT's experience provides insight that the Project Manager may not always be immediately available for a quick call or last-minute item. To address this, CONSULTANT has implemented the concept of parallel management to serve the City.

- ***Parallel Project Management:*** CONSULTANT proposes a parallel management approach that involves continual internal communication between the Project Managers. Alongside Ms. Sotelo, Joyce Goode and Samantha Brewer will serve as Assistant Project Managers for this contract. Together, they will be available to meet the needs of the City via text, phone call, or email, ensuring that any immediate item or communication can be quickly addressed.

CONSULTANT has reviewed the Scope of Work outlined in the RFP and has experience providing the listed services. CONSULTANT will act as a "one-stop-shop" for the City. Our full-service water quality team is available to support the Project Manager and Assistant Project Managers in meeting the City's needs. Furthermore, CONSULTANT will provide services to assist the City in complying with the requirements of the current 2009 MS4 permit and the upcoming 2024 MS4 Permit. CONSULTANT has reviewed and acknowledges the Scope of Services listed in the RFP and offers the following generalized summary approach for this Project.

TASK 1. FIELD INVESTIGATION AND INSPECTIONS

CONSULTANT's inspectors will provide the City with commercial and industrial-related inspection services. CONSULTANT will conduct the inspections to assist the City with fulfilling all requirements contained in the current Permit. After the adoption of the 2024 Permit, CONSULTANT will comply with the requirements for commercial and industrial inspections.

Inspection Preparation, Procedures, and Database Management

CONSULTANT's inspectors are experts in both the MS4 Permit and the Industrial General Permit. Our inspectors are experienced in conducting all MS4 permit-related inspections, as well as FOG-related inspections to identify potential SSOs. Inspections will follow the general protocol outlined below:

- ***Inspection Schedule:*** CONSULTANT will utilize the existing schedule and assigned priorities provided by the City. Inspections will be conducted geographically to increase efficiency in the field. In order to complete all inspections required annually for all priorities, CONSULTANT will schedule inspections to be conducted on a weekly basis, weather permitting, to ensure the City remains compliant with inspection requirements of the Permit. CONSULTANT will also provide services for on-call emergency/complaint-driven inspections for non-compliant commercial or industrial facilities.
    - Year 1 – The City has identified 1260 facilities that need inspection. CONSULTANT will focus on conducting and completing these inspections.
    - Year 2 – Based on the total number of facilities and priorities identified in the RFP, the City will need to conduct 986 inspections annually, plus new facilities that must be scheduled within 45 days under the 2024 Permit requirements. Consultant will schedule inspections based on these parameters.

- ***Consider peak business hours:*** Inspections will be scheduled to avoid peak business hours.
- ***Team Assignments:*** The Project Manager will assign inspections to appropriately credentialed staff depending on the scope of inspection service required. The assigned inspectors will conduct themselves and dress professionally in a manner appropriate for conducting activities as representatives of the City.
- ***Inspection Preparation:*** As applicable, assigned inspectors will review the project's plan information, SMARTS, compliance history, and project notes.
- ***Perform Inspections:*** The Inspector arrives at the facility and walks the facility with the owner/operator to observe facility layout, BMP installation, interceptors, and/or facility activities, existing and potential compliance issues, and discharges, if any. The inspector meets with the site representative, as directed by the City, to review findings and concerns or to provide corrective action as needed. CONSULTANT will provide site-specific educational materials and pamphlets to facilities during the inspection. Educational materials to be provided by the City.
    - ***For Industrial Sites:*** CONSULTANT will verify that industrial facilities with SIC codes regulated by the Industrial General Permit (IGP) have NOI, NEC, or NONA coverage. CONSULTANT will also verify that a SWPPP is available for review at the time of the inspection. If there is a potential the facility is in violation of the IGP, CONSULTANT will assist the City in reporting the potential violations to the Regional Board. If an industrial facility with an IGP-regulated SIC code does not have IGP coverage, Consultant will assist the City in reporting them as potential non-filers to the Regional Board.
- ***Documentation:*** All inspection findings will be entered into an inspection database, i.e., CloudCompli or GIS. CONSULTANT will use the City's inspection platform to complete inspections on CONSULTANT mobile devices. If the City is no longer using CloudCompli or other inspection platform, CONSULTANT will utilize ArcGIS mobile and web applications that have been developed using existing County inspection templates to document all inspections. Photo documentation will occur for each inspection. Reports will be emailed to facilities if an email address is provided by the owner/operator.
- ***Notices of Non-Compliance:*** The Inspector will conduct a walkthrough of the facility and identify practices that may result in an illicit discharge to the storm drain system. Facilities found to be in non-compliance will be discussed with City staff and any form of enforcement actions beyond the issuance of a Notice of Non-Compliance will be at the discretion of the City of Redlands. The Inspector will obtain photos of instances of non-compliance. CONSULTANT will notify the City of Redlands of all facilities found in non-compliance along with all relevant information, including the reason(s) for the issuance of the Notice of Non-Compliance, if applicable. If immediate threats to the health and safety of the public and/or the environment are observed, including illicit connections, or illegal discharges, the City will be contacted immediately.
- ***Database management:*** Database management is an essential component in assisting with inspection compliance. CONSULTANT will maintain the City's inspection database for inspection scheduling, enforcement, and annual reporting. If the City does not have a database, CONSULTANT will use a GIS database to house the inspection data. CONSULTANT assumes the City is the owner of all data and the City has consulted with

its legal team to approve CONSULTANT housing inspection data within CONSULTANT's AGOL account.

- ***Quality control and oversight:*** CONSULTANT Project Managers will review inspection reports for consistency, non-compliance issues, and potential reporting needs.
- ***Deliverables:*** If the City does not have its own inspection platform, CONSULTANT will provide the City with PDF copies of all inspections, Excel/CSV spreadsheets of the inspection data, and Excel/CSV spreadsheets of the inspection inventory.

TASK 2. ANNUAL REPORT PREPARATION

CONSULTANT has extensive experience in MS4 Annual Report preparation and understands that providing the City time for review and comment on the internal draft of the report is essential to preparing a solid report.

- CONSULTANT will provide all information regarding inspections conducted by Consultant.
- CONSULTANT will provide recommendations on items for inclusion in the Annual Report.
- CONSULTANT will work with City staff to obtain the information required for reporting.

CONSULTANT will prepare the Annual Report with one (1) internal draft review period consisting of two (2) weeks to allow sufficient review time.

EXHIBIT "B"
PROJECT SCHEDULE

	ACTIVITY	PLAN DATE	PLAN DURATION - WEEKS
1	Project NTP	5-Jun-24	0
2	Kick-off Meeting	14-Jun-24	1
3	Casc - Database Development	21-Jun-24	1
4	Casc - Develop Applications	28-Jun-24	1
5	Casc - Conduct Inspections	31-Dec-24	25
6	Casc - Project Reporting & Close Out	30-Jun-25	1

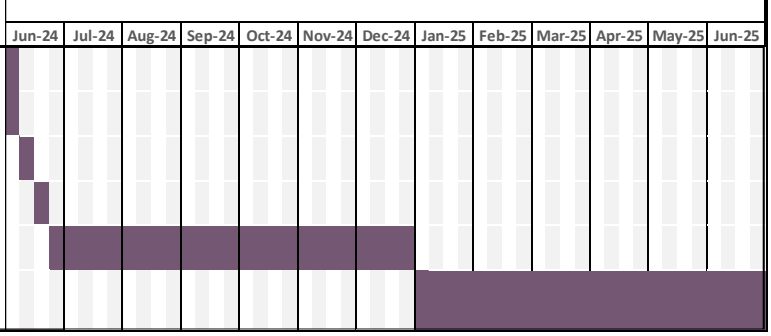


EXHIBIT "C"
COST PROPOSAL

[Attached]

Project		Annual Estimate and Billing Rates								Other Direct Costs			
City of Redlands NPDES Program Management Support Services FEE ESTIMATE CASC Engineering and Consulting, Inc.		Position and Name >>>	Project Manager	Asst Project Managers	Senior Inspector	Field Inspector/ Program Support	GIS Speacialist	Project Coordinator	**Labor Subtotal**		Mileage	**Other Direct Cost Subtotal**	**Total by Task**
Task	**Task Description**	**Billing Rate >>>**	$195.00	$145.00	$120.00	$112.00	$120.00	$100.00		Unit Rate >>>	$ 0.67		
I	**Field Investigation and Inspections**												
	Database Management	Est. Hours >>>		10			16		26	Est. Units >>>			
		Est. Amount >>>	$ -	$ 1,450.00	$ -	$ -	$ 1,920.00	$ -	$ 3,370.00	Est. Amount >>>	$ -	$ -	$ 3,370.00
	Inspection Services for commercial and industrial sites	Est. Hours >>>	2	50	12	1620		9	1693	Est. Units >>>	5,040		
		Est. Amount >>>	$ 390.00	$ 7,250.00	$ 1,440.00	$181,440.00	$ -	$ 900.00	$191,420.00	Est. Amount >>>	$3,376.80	$ 3,376.80	$ 194,796.80
II	**Annual Report Preparation**	Est. Hours >>>	2		12				14	Est. Units >>>			
		Est. Amount >>>	$ 390.00	$ -	$ 1,440.00	$ -	$ -	$ -	$ 1,830.00	Est. Amount >>>	$ -	$ -	$ 1,830.00
Annual Project Estimate Summary Totals		Est. Hours >>>	4.0	60.0	24.0	1,620.0	16.0	9.0	1,733.0	Est. Units >>>	5,040.0		
		Est. Amount >>>	$780	$8,700	$2,880	$181,440	$1,920	$900	$196,620.00	Est. Amount >>>	$3,376.80	$ 3,376.80	**$ 199,996.80**

EXHIBIT "D"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

CONSULTANT

By:_____ Date: _____
Melanie Sotelo, Associate Vice President

City Council Meeting **J. 10.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8587 to withdraw from the Yucaipa Groundwater Sustainability Agency (Municipal Utilities and Engineering Director Harris)

MOTION(S):

If City Council determines the staff recommendation is appropriate, the following motion is provided:

I move City Council adopt Resolution No. 8587 to withdraw from the Yucaipa Groundwater Sustainability Agency.

RECOMMENDATION:

Staff recommends City Council approval of Resolution No. 8587 to withdraw from the Yucaipa Groundwater Sustainability Agency.

DISCUSSION:

On September 16, 2014, California Governor Jerry Brown signed into law Senate Bills 1168 and 1319, and Assembly Bill 1739, collectively known as the Sustainable Groundwater Management Act (SGMA). Various clarifying amendments to SGMA were signed into law in 2015, including Senate Bills 13 and 226, and Assembly Bills 617 and 939 authorizing local agencies to form Groundwater Sustainability Agencies (GSA). The SGMA legislation excluded the Bunker Hill Basin, the City's sole groundwater source, from having to create a GSA pursuant to the 1969 Western Judgment, which adjudicated the basin and established pumping and replenishment requirements.

On June 6, 2017, the City Council adopted Resolution 7735, entering into a Memorandum of Agreement to jointly form a GSA for the Yucaipa sub-basin number 8-002.07 with the intent of cooperatively developing a Groundwater

Sustainability Plan (GSP) with other agencies within the sub-basin. At that time, the City was a super-majority shareholder in the South Mountain Water Company (SMWC) and SMWC owned and operated two groundwater extraction wells within the Yucaipa sub-basin. The Yucaipa SGMA classifies SMWC as a "Water Purveyor" and classifies the City as a "Municipality", with groundwater extraction restrictions to maintain sustainable groundwater levels. The City does not own or operate groundwater extraction wells within the Yucaipa sub-basin. The City and SMWC each pay an annual fee for management of the GSA. As a super-majority SMWC shareholder, the City paid approximately ninety percent (90%) of the SMWC annual fee through the annual SMWC share assessment.

On January 18, 2022, the City Council approved Resolution No. 8290, which adopted the Yucaipa Sub-Basin GSP. In January 2024, the City sold its remaining SMWC shares and is no longer a SMWC shareholder. Furthermore, the portion of the City limits that overlies the Yucaipa sub-basin is primarily private properties with individual groundwater wells, encumbered by conservation easements, or is within the Wester Heights Water Company (WHWC) service area. WHWC is currently a Yucaipa GSA "Water Purveyor". In the unlikely event the City elects to extract groundwater from the Yucaipa Sub-Basin in the future, it will comply with GSP requirements.

ALTERNATIVES:

City Council may deny the staff recommendation and provide alternate direction.

STRATEGIC PLAN:

N/A

SUBMITTED BY:
John R. Harris, Municipal Utilities and Engineering Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
John R. Harris, Municipal Utilities and Engineering Director

Fiscal Impact

Fiscal Year: FY 24/25

Appropriation Required Y/N: N

Discussion:

Withdrawal from the Yucaipa GSA reduces annual Water Service budget expenditures.

Attachments

Yucaipa Withdrawal Resolution 8587

Resolution 8290

Resolution 7735

2017 Yucaipa GSA MOA

RESOLUTION NO. 8587

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS TO WITHDRAW FROM THE YUCAIPA GROUNDWATER SUSTAINABILITY AGENCY

WHEREAS, in September 2014, Governor Jerry Brown signed into law the Sustainable Groundwater Management Act (SGMA), which went into effect on January 1, 2015; and

WHEREAS, the legislative intent of the SGMA is to, among other goals, provide for sustainable management of groundwater basins and sub-basins defined by the California Department of Water Resources (DWR), to enhance local management of groundwater, to establish minimum standards for sustainable groundwater management, and to provide specified local agencies with the authority and technical and financial assistance necessary to sustainably manage groundwater; and

WHEREAS, Water Code Section 10723(a) authorizes a local agency with water supply, water management, or local land use responsibilities, or a combination of local agencies overlaying a groundwater basin to elect to become a Groundwater Sustainability Agency (GSA) under the SGMA; and

WHEREAS, the City of Redlands (City), as depicted in the map attached hereto as Exhibit "A", overlies portions of the basin, identified by the California DWR Bulletin 118 as Sub-basin No. 8-02.07 of the Upper Santa Ana Valley Groundwater Basin; and

WHEREAS, on June 6, 2017, the City Council adopted Resolution No. 7735 approving a Memorandum of Agreement (MOA) to jointly form a GSA for the Yucaipa Sub-Basin No. 8-02.07 with the intent of developing a Groundwater Sustainability Plan (GSP) cooperatively with other agencies within the Yucaipa Sub-Basin; and

WHEREAS, on January 18, 2022, the City Council adopted Resolution No. 8290 to adopt the Yucaipa Sub-Basin GSP; and

WHEREAS, the City does not currently extract groundwater from any portion of the Yucaipa Sub-Basin No. 8-02.07 and is bound by the requirements and restrictions detailed in the Yucaipa Sub-Basin GSP if it extracts groundwater from the Yucaipa Sub-Basin in the future.

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

Section 1. The City Council hereby rescinds Resolution No. 7735 and elects to withdraw from the Yucaipa GSA.

Section 2. City staff is hereby directed to submit to the Yucaipa GSA a formal notice of withdrawal in accordance with Section IX of the MOA to form a GSA for the Yucaipa Sub-Basin (Sub-Basin No. 8-02.07).

Section 3. The City Council further determines that approval of this Resolution is exempt from environmental review pursuant to Section 15061(b) of the State's guidelines implementing the California Environmental Quality Act (CEQA) which provides that CEQA applies only to projects which have the potential for causing a significant effect on the environment. This City Council finds with certainty that there is no possibility the approval of this Resolution may have a significant effect on the environment.

Section 4. This resolution shall be effective upon its adoption.

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

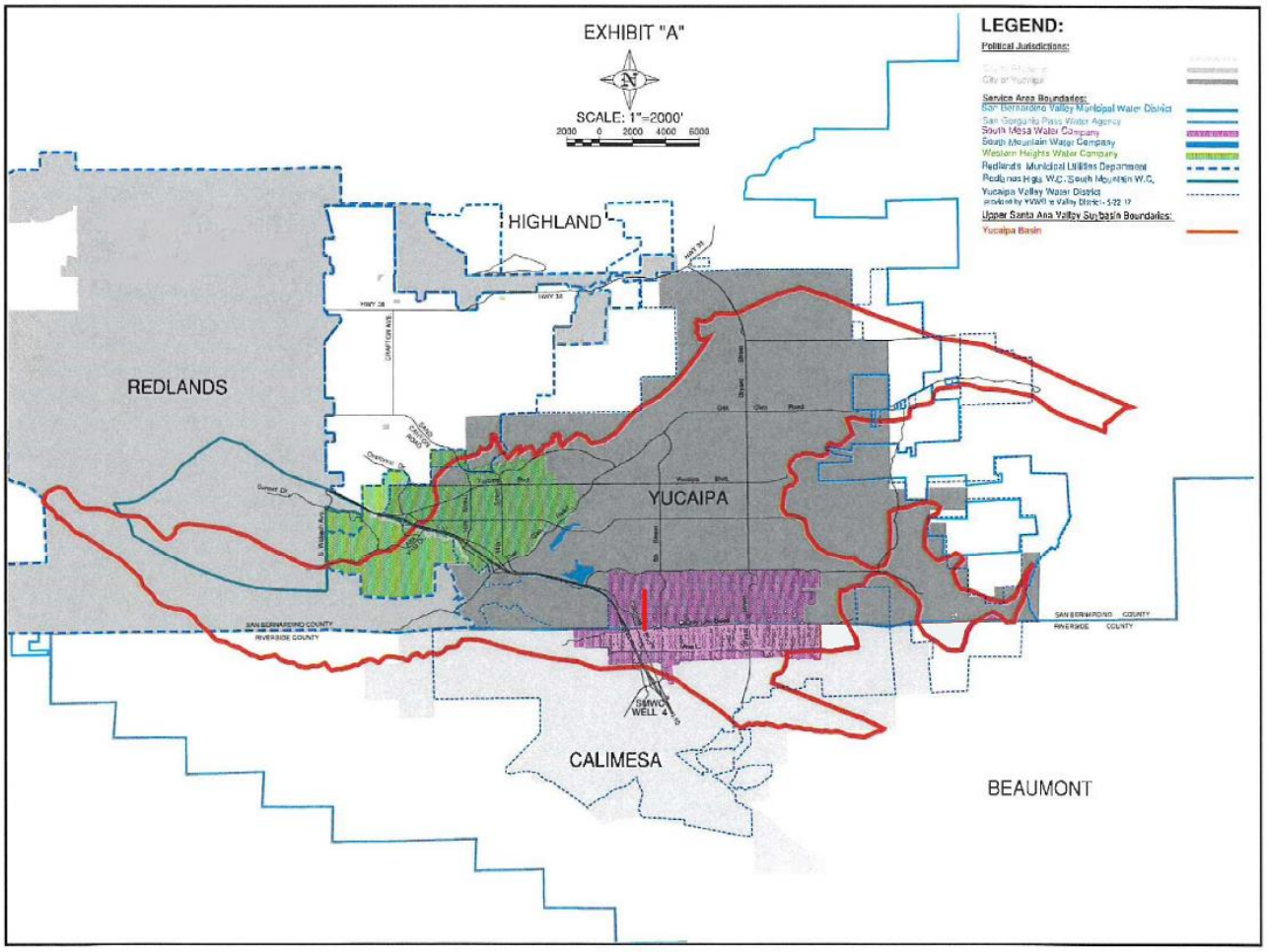
_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

EXHIBIT “A”


EXHIBIT "A"
SCALE: 1"=2000'
2000 0 2000 4000 6000
LEGEND:
Political Jurisdictions:
City of Yucaipa
Service Area Boundaries:
San Bernardino Valley Municipal Water District
San Gorgonio Pass Water Agency
South Mesa Water Company
South Mountain Water Company
Western Heights Water Company
Redlands Municipal Utilities Department
Redlands Hgts W.C. South Mountain W.C.
Yucaipa Valley Water District
Upper Santa Ana Valley Subbasin Boundaries:
Yucaipa Basin
HIGHLAND
REDLANDS
YUCAIPA
CALIMESA
BEAUMONT
SAN BERNARDINO COUNTY
RIVERSIDE COUNTY
SMWC WELL 4

RESOLUTION NO. 8290

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS AS A MEMBER OF THE YUCAIPA GROUNDWATER SUSTAINABILITY AGENCY TO ADOPT THE GROUNDWATER SUSTAINABILITY PLAN FOR THE YUCAIPA SUBBASIN (BASIN NO. 8-002.07)

WHEREAS, on September 16, 2014, Governor Jerry Brown signed into law Senate Bills 1168 and 1319, and Assembly Bill 1739, collectively known as the Sustainable Groundwater Management Act ("SGMA"), codified in certain provisions of the California Government Code, including commencing with Section 65350.5, and codified in Part 2.74 of Division 6 of the California Water Code, commencing with Section 10720, and amending other provisions of the California Government Code and California Water Code; and

WHEREAS, SGMA went into effect on January 1, 2015; and

WHEREAS, various clarifying amendments to SGMA were signed into law in 2015, including Senate Bills 13 and 226, and Assembly Bills 617 and 939, which were codified in part in California Water Code Section 10723.6(a), authorizing a combination of local agencies to form a Groundwater Sustainability Agency ("GSA") pursuant to a joint powers agreement, a memorandum of agreement, or other legal agreement; and, California Water Code Section 10723.6(b), authorizing water corporations regulated by the California Public Utilities Commission and mutual water companies to participate in a GSA through a memorandum of agreement or other legal agreement; and

WHEREAS, the legislative intent and effect of SGMA, as set forth in California Water Code Section 10720.1, includes the following: (1) to provide for the sustainable management of groundwater basins; (2) to enhance local management of groundwater consistent with rights to use or store groundwater and Section 2 of Article X Water of the California Constitution, and to preserve the security of water rights in the state to the greatest extent possible consistent with the sustainable management of groundwater; (3) to establish minimum standards for sustainable groundwater management; (4) to provide local groundwater agencies with the authority and the technical and financial assistance necessary to sustainably manage groundwater; (5) to avoid or minimize subsidence; (6) to improve data collection and understanding about groundwater; (7) to increase groundwater storage and remove impediments to recharge; (8) to manage groundwater basins through the actions of local governmental agencies to the greatest extent feasible, while minimizing state intervention to only when necessary to ensure that local agencies manage groundwater in a sustainable manner; and (9) to provide a more efficient and cost-effective groundwater adjudication process that protects water rights, ensures due process, prevents unnecessary delay, and furthers the objectives of SGMA; and

WHEREAS, SGMA affords GSAs specific powers to manage groundwater in addition to existing legal authorities, which powers may be used to provide the maximum degree of local control and flexibility consistent with the sustainability goals of SGMA; and

WHEREAS, SGMA includes several un-codified findings by the California Legislature,

including the determination that the people of the state have a primary interest in the protection, management, and reasonable beneficial use of the water resources of the state, both surface and underground, and that the integrated management of the state's water resources is essential to meeting its water management goals; and

WHEREAS, the Yucaipa Subbasin ("SUBBASIN") is identified by the California Department of Water Resources Bulletin 118 as Sub-basin No. 8-002.07 of the Upper Santa Ana Valley Groundwater Basin, and is designated by the California Department of Water Resources ("DWR") as a high-priority basin; and

WHEREAS, California Water Code Section 10720.7 requires the SUBBASIN, as a high-priority basin that is not designated by DWR as being subject to critical conditions of overdraft, to be managed by a Groundwater Sustainability Plan ("GSP") by January 31, 2022; and

WHEREAS, South Mesa Water Company ("SOUTH MESA"), South Mountain Water Company ("SOUTH MOUNTAIN"), Western Heights Water Company ("WHWC") and Yucaipa Valley Water District ("YVWD"), herein collectively referred to as the "WATER PURVEYORS"; and the City of Calimesa ("CALIMESA"), the City of Redlands ("REDLANDS") and the City of Yucaipa ("YUCAIPA"), herein collectively referred to as the MUNICIPALITIES"; and the San Bernardino Valley Municipal Water District ("SBVMWD") and the San Gorgonio Pass Water Agency ("SGPWA"), herein collectively referred to as the "REGIONALS", entered into a Memorandum of Agreement ("MOA") in June 2017 to form a GSA called the Yucaipa Groundwater Sustainability Agency ("YUCAIPA GSA"); and

WHEREAS, each of the above-described entities is individually referred to as a "PARTY" and are collectively referred to as the "PARTIES". SOUTH MESA, SOUTH MOUNTAIN and WHWC are collectively referred to as the "MUTUALS"; and, the PARTIES other than the MUTUALS are collectively referred to as the "LOCAL AGENCIES;" and

WHEREAS, The County of Riverside ("RIVERSIDE") and the County of San Bernardino ("SAN BERNARDINO"), collectively referred to as the "COUNTIES," are stakeholders but not PARTIES in the YUCAIPA GSA; and

WHEREAS, CALIMESA submitted a written Notice of Withdrawal dated November 19, 2018 and the Yucaipa GSA subsequently acknowledged the withdrawal of CALIMESA from the Yucaipa GSA at the January 23, 2019 YUCAIPA GSA Board meeting; and

WHEREAS, the LOCAL AGENCIES have water supply, water management, and/or land use responsibilities for their respective jurisdictional areas overlying the SUBBASIN and are local agencies as defined by SGMA in California Water Code Section 10721(n), and thus each is authorized by SGMA to form a GSA; and

WHEREAS, the LOCAL AGENCIES' individually have jurisdictional and/or service areas within and their collective jurisdictional areas and/or service areas that cover the entirety of the SUBBASIN, with no gaps in coverage; and

WHEREAS, the WATER PURVEYORS, including the MUTUALS, produce

groundwater and provide water service within the SUBBASIN; and

WHEREAS, the REGIONALS are State Water Contractors, and have the rights and duties of such, including for the delivery of State Water Project Water within the SUBBASIN; and

WHEREAS, the PARTIES have worked with local stakeholders and interested parties in the SUBBASIN that are not PARTIES in YUCAIPA GSA to carry out the policy, purposes, and requirements of SGMA in the SUBBASIN; and

WHEREAS, the YUCAIPA GSA has developed a GSP for the SUBBASIN as required by SGMA; and

WHEREAS, the YUCAIPA GSA has provided the public notices required by California Water Code section 10727.8, including a Public Outreach and Engagement Plan, informing the public on how to participate in the development of the GSP; and

WHEREAS, the YUCAIPA GSA has held numerous public meetings where elements of the GSP for the SUBBASIN have been presented and discussed, and where the general public has been provided the opportunity to comment on the various elements of the GSP; and

WHEREAS, due to the COVID-19 pandemic and Executive Order N-29-20 that suspended the requirement to hold public meetings at physical locations, the YUCAIPA GSA held online public meetings and provided details in the public notices informing the public how to participate in the online meetings; and

WHEREAS, the YUCAIPA GSA has received written public comments on the various elements of the GSP, which have been reviewed and commented on, where and as appropriate, as part of the GSP; and

WHEREAS, the YUCAIPA GSA announced a community engagement meeting (i.e., public hearing) for November 16, 2021, as required by California Water Code section 10728.4 for the purposes of considering public comments before adopting a GSP for the SUBBASIN; and

WHEREAS, the GSP for the SUBBASIN contains all the elements required by California Water Code sections 10727.2 and 10727.4; and

WHEREAS, after its filing with DWR, the GSP for the SUBBASIN will be subject to a further public review period, and will undergo review by DWR for a period not exceeding two years; and

WHEREAS, the GSP for the SUBBASIN will be subject to further updating during the DWR review period, and periodically thereafter via annual reports due every April 1 and evaluation reports at least every 5 years or when the GSP is amended; and

WHEREAS, it is now necessary and appropriate for the City Council to consider the

adoption of the GSP for the sustainable management of the SUBBASIN, and authorizes the adoption of the GSP for the sustainable management of the SUBBASIN and directs the YUCAIPA GSA to file the GSP with DWR no later than the date required by SGMA;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The above Recitals are true and correct.

Section 2. The GSP for the SUBBASIN is approved.

Section 3. The City Council of the City of Redlands hereby authorizes the adoption of the GSP for the SUBBASIN and directs the YUCAIPA GSA to file the GSP with the DWR no later than January 31, 2022, as required by SGMA.

Section 4. The City Manager and City Attorney are hereby authorized and directed to take such other and further actions as may be necessary or appropriate to implement the intent and purposes of this resolution.

ADOPTED, SIGNED AND APPROVED this 18th day of January, 2022.

Paul T. Barich, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 18th day of January, 2022

AYES: Councilmembers Tejeda, Davis, Guzman-Lowery, Gallagher; Mayor Barich
NOES: None
ABSENT: None
ABSTAINED: None

Jeanne Donaldson, City Clerk

RESOLUTION NO. 7735

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING A MEMORANDUM OF AGREEMENT TO JOINTLY FORM A GROUNDWATER SUSTAINABILITY AGENCY FOR THE YUCAIPA SUB-BASIN NO. 8-02.07 AND TO COORDINATE WITH OTHER GROUNDWATER SUSTAINABILITY AGENCIES

WHEREAS, in September 2014, Governor Jerry Brown signed into law the Sustainable Groundwater Management Act (SGMA), which went into effect on January 1, 2015; and

WHEREAS, the legislative intent of the SGMA is to, among other goals, provide for sustainable management of groundwater basins and sub-basins defined by the California Department of Water Resources (DWR), to enhance local management of groundwater, to establish minimum standards for sustainable groundwater management, and to provide specified local agencies with the authority and technical and financial assistance necessary to sustainably manage groundwater; and

WHEREAS, Water Code Section 10723(a) authorizes a local agency with water supply, water management, or local land use responsibilities, or a combination of local agencies, overlaying a groundwater basin to elect to become a Groundwater Sustainability Agency (GSA) under the SGMA; and

WHEREAS, the City of Redlands (City), as depicted in the map attached hereto is Exhibit "A", overlies portions of the basin, and is identified by the California DWR Bulletin 118 as Sub-basin No. 8-02.07 of the Upper Santa Ana Valley Groundwater Basin; and

WHEREAS, in accordance with Water Code Section 10723(b) and Government Code Section 6066, a notice of public hearing was published in a newspaper of general circulation regarding the City's intent to become a GSA for the Yucaipa Sub-basin, as described in the notice; and

WHEREAS, becoming a GSA supports the City's ongoing efforts to use local water supplies in a way that increases its availability for future generations within the region and to ensure groundwater and drinking water sustainability within the area served;

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

Section 1. The City hereby elects to adopt the MOA for the geographical area depicted on the map in Exhibit "A," attached to this Resolution.

Section 2. City staff is hereby directed to submit to DWR by June 30th, 2017, the MOA attached to this Resolution as Exhibit "B."

Section 3. This City further determines that approval of this Resolution is exempt from review under California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b) which provides that CEQA applies only to projects which have the potential for causing a significant effect on the environment. This City Council finds with certainty that

there is no possibility the approval of this Resolution may have a significant effect on the environment.

Section 4. This Resolution shall be effective upon its adoption.

ADOPTED, SIGNED AND APPROVED this 6th day of June, 2017.

Paul W. Foster, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing Resolution was duly adopted by the City Council at a regular meeting thereof, held on the 6th day of June, 2017, by the following vote:

AYES:	Councilmembers Harrison, Gilbreath, Barich, Tejeda; Mayor Foster
NOES:	None
ABSTAIN:	None
ABSENT:	None

Jeanne Donaldson, City Clerk

Exhibit A

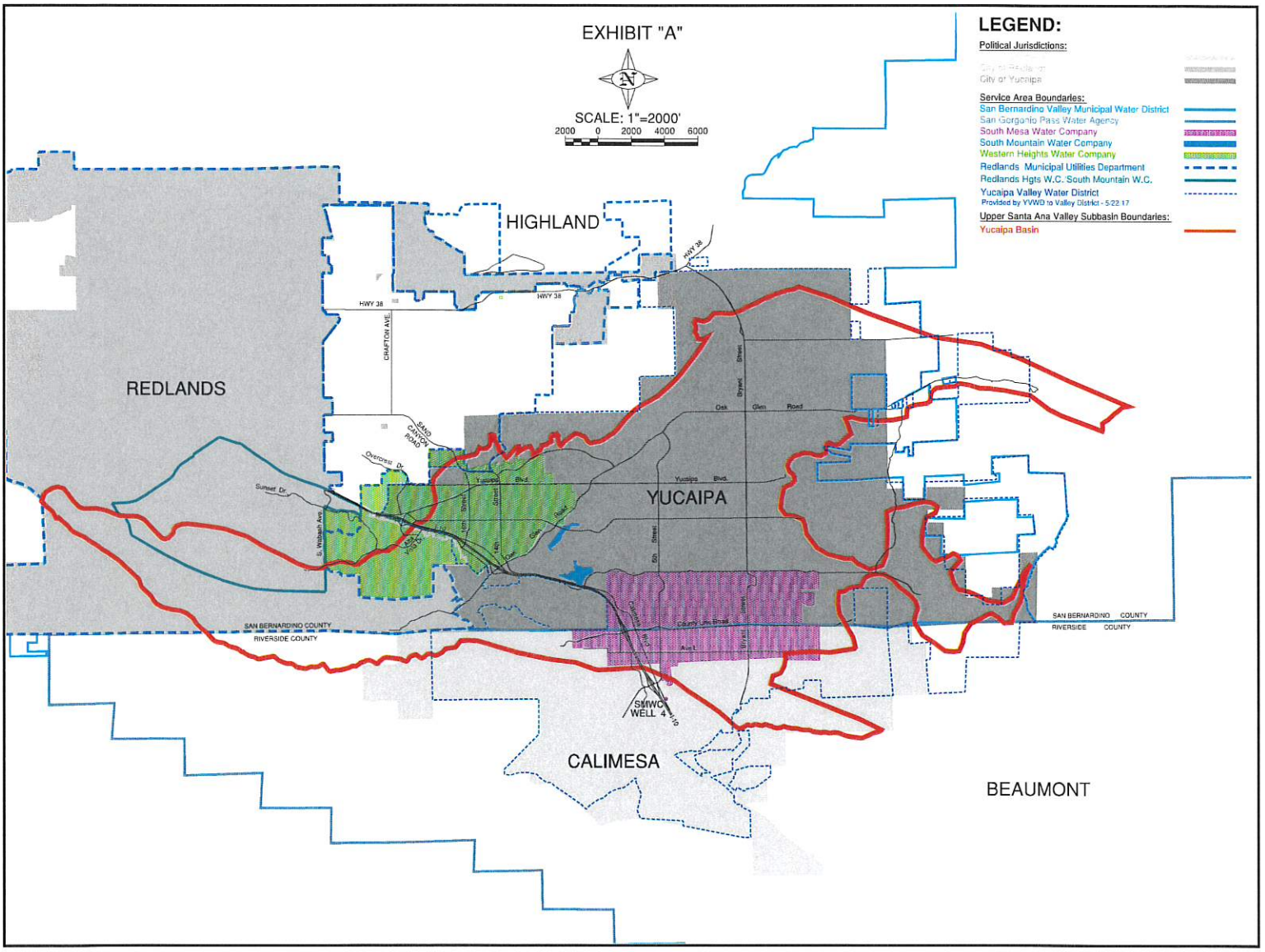

EXHIBIT "A"
SCALE: 1"=2000'
2000 0 2000 4000 6000
LEGEND:
Political Jurisdictions:
City of Redlands
City of Yucaipa
Service Area Boundaries:
San Bernardino Valley Municipal Water District
San Gorgonio Pass Water Agency
South Mesa Water Company
South Mountain Water Company
Western Heights Water Company
Redlands Municipal Utilities Department
Redlands Hgts W.C. South Mountain W.C.
Yucaipa Valley Water District
Provided by YVWD to Valley District - 5/22/17
Upper Santa Ana Valley Subbasin Boundaries:
Yucaipa Basin
HIGHLAND
REDLANDS
YUCAIPA
CALIMESA
BEAUMONT
HWY 38
CRAFTON AVE
SAN BERNARDINO COUNTY
RIVERSIDE COUNTY
SMWC WELL 4

Exhibit B to Resolution No. 7735

Memorandum of Agreement to Form a
Groundwater Sustainability Agency for
the Yucaipa Sub-Basin (Sub-basin No. 8-02.07)

MEMORANDUM OF AGREEMENT TO FORM A GROUNDWATER SUSTAINABILITY AGENCY FOR THE YUCAIPA SUB-BASIN (Sub-basin No. 8-02.07)

This 2017 Memorandum of Agreement ("MOA") is entered into by and among: South Mesa Water Company ("SOUTH MESA"), South Mountain Water Company ("SOUTH MOUNTAIN"), Western Heights Water Company ("WESTERN HEIGHTS") and Yucaipa Valley Water District ("YVWD"), herein collectively referred to as the "WATER PURVEYORS"; and, the City of Calimesa ("CALIMESA"), the City of Redlands ("REDLANDS") and the City of Yucaipa ("YUCAIPA"), herein collectively referred to as the "MUNICIPALITIES"; and, the San Bernardino Valley Municipal Water District ("SAN BERNARDINO VALLEY MUNICIPAL") and the San Gorgonio Pass Water Agency ("SAN GORGONIO"), herein collectively referred to as the "REGIONALS." The MUNICIPALITIES are sometimes herein collectively referred to as the "LAND USE AGENCIES." Each of the above-described entities is individually referred to as a "Party" and are collectively referred to as the "Parties". For purposes of this MOA, SOUTH MESA, SOUTH MOUNTAIN and WESTERN HEIGHTS are collectively referred to as the "MUTUALS"; and, the Parties other than the MUTUALS are collectively referred to as the "LOCAL AGENCIES."

Pursuant to the Sustainable Groundwater Management Act ("SGMA") and as further set forth herein, the purpose of this MOA is to form a Groundwater Sustainability Agency ("GSA") for the entire Yucaipa Sub-basin (Basin or Sub-Basin No. 8-02.07), in order to preserve local management and control of the Basin as set forth under SGMA.

The County of Riverside ("RIVERSIDE") and the County of San Bernardino ("SAN BERNARDINO"), collectively "COUNTIES," shall be considered "Stakeholders" but not Parties to this MOA.

Recitals

WHEREAS, on September 16, 2014, Governor Jerry Brown signed into law Senate Bills 1168 and 1319, and Assembly Bill 1739, collectively known as the Sustainable Groundwater Management Act ("SGMA"), codified in certain provisions of the California Government Code, including commencing with Section 65350.5, and codified in Part 2.74 of Division 6 of the California *Water Code*, commencing with Section 10720, and amending other provisions of the California *Government Code* and California *Water Code*; and

WHEREAS, SGMA went into effect on January 1, 2015; and,

WHEREAS, various clarifying amendments to SGMA were signed into law in 2015, including Senate Bills 13 and 226, and Assembly Bills 617 and 939, which were codified in part in California *Water Code* Section 10723.6(a), authorizing a combination of local agencies to form a GSA pursuant to a joint powers agreement, a memorandum of agreement, or other legal agreement; and, California *Water Code* Section 10723.6(b), authorizing water corporations regulated by the California Public Utilities Commission and mutual water companies to participate in a GSA through a memorandum of agreement or other legal agreement; and

WHEREAS, the legislative intent and effect of SGMA, as set forth in California *Water Code* Section 10720.1, includes the following: (1) to provide for the sustainable management of groundwater basins; (2) to enhance local management of groundwater consistent with rights to use or store groundwater and Section 2 of Article X of the California Constitution, and to preserve the security of water rights in the state to the greatest extent possible consistent with the sustainable management of groundwater; (3) to establish minimum standards for sustainable groundwater management; (4) to provide local groundwater agencies with the authority and the technical and financial assistance necessary to sustainably manage groundwater; (5) to avoid or minimize subsidence; (6) to improve data collection and understanding about groundwater; (7) to increase groundwater storage and remove impediments to recharge; (8) to manage groundwater basins through the actions of local governmental agencies to the greatest extent feasible, while minimizing state intervention to only when necessary to ensure that local agencies manage groundwater in a sustainable manner; and (9) to provide a more efficient and cost-effective groundwater adjudication process that protects water rights, ensures due process, prevents unnecessary delay, and furthers the objectives of SGMA; and,

WHEREAS, SGMA affords GSAs specific powers to manage groundwater in addition to existing legal authorities, which powers may be used to provide the maximum degree of local control and flexibility consistent with the sustainability goals of SGMA; and,

WHEREAS, SGMA includes several un-codified findings by the California Legislature, including the determination that the people of the state have a primary interest in the protection, management, and reasonable beneficial use of the water resources of the state, both surface and underground, and that the integrated management of the state's water resources is essential to meeting its water management goals; and,

WHEREAS, the Basin, as depicted in **Exhibit A** to this MOA, is identified by the California Department of Water Resources Bulletin 118 as Sub-basin No. 8-02.07 of the Upper Santa Ana Valley Groundwater Basin, and is designated by DWR as medium-priority; and,

WHEREAS, California *Water Code* Section 10720.7 requires the Basin, as a medium-priority basin that is not designated by DWR as being subject to critical conditions of overdraft, to be managed by a Groundwater Sustainability Plan ("GSP") or coordinated GSPs by January 31, 2022; and,

WHEREAS, in order to avoid designation as a probationary basin and become subject to direct intervention and management by the State Water Board, California *Water Code* Section 10735.2 requires that, by June 30, 2017 a collection of local agencies must form a GSA or prepare agreements to develop one or more GSPs that will collectively serve as a GSP for the entire Basin, in the event that a local agency has not decided to become a GSA that intends to develop a GSP for the entire Basin; and,

WHEREAS, the LOCAL AGENCIES have water supply, water management, and/or land use responsibilities for their respective jurisdictional areas overlying the Basin and are local agencies as defined by SGMA in California *Water Code* Section 10721(n), and thus each is authorized by SGMA to become or form a GSA; and,

WHEREAS, the LOCAL AGENCIES' individually have jurisdictional and/or service areas within and their collective jurisdictional areas and/or service areas cover the entirety of the Basin, with no gaps in coverage; and,

WHEREAS, the WATER PURVEYORS, including the MUTUALS, produce groundwater and provide water service within the Basin, and it is the Parties' shared intent to provide for management-level participation by the MUTUALS in the GSA to the maximum extent allowed by law without limiting any powers afforded to a GSA under SGMA; and,

WHEREAS, the REGIONALS are State Water Contractors, and have the rights and duties of such, including for the delivery of State Water Project Water within the Basin; and,

WHEREAS, in accordance with the terms of this MOA, and in furtherance of the shared intent of the Parties to maximize funding opportunities for the Basin and avoid potential intervention in the Basin by the State Water Board, the Parties agree that the YUCAIPA-GSA formed by this MOA will cover the entire Basin; and,

WHEREAS, the Parties mutually desire and intend to work with local stakeholders and interested parties in the Basin that are not Parties to this MOA, to carry out the policy, purposes, and requirements of SGMA in the Basin.

Agreement

NOW, THEREFORE, in consideration of the promises, terms, conditions, and covenants contained herein, it is mutually understood and agreed as follows:

I. **Incorporation of Recitals.** The Recitals stated above are incorporated herein by reference.

II. **Purposes.** The purposes of this MOA is to form the YUCAIPA-GSA for the Basin as specified herein pursuant to applicable provisions and requirements of SGMA, including but not limited to California *Water Code* Sections 10723 and 10723.6.

III. **Approval of MOA and Formation of the YUCAIPA-GSA.** Approval of this MOA and formation of the YUCAIPA-GSA shall be accomplished by the LOCAL AGENCIES each holding its own noticed public hearing pursuant to California *Water Code* Section 10723(b) and California *Government Code* Section 6066 and at such hearing will consider approval of a Resolution by its governing board to enter this MOA and jointly form the YUCAIPA-GSA as specified in this MOA. Approval of this MOA by the MUTUALS shall be accomplished through their respective governing boards' duly authorized procedures.

IV. **Definitions.** The following terms, whether used in the singular or plural, and when used with initial capitalization, shall have the meanings specified herein. The Parties agree that any definitions set forth herein are intended to be consistent with SGMA, and in the event of any discrepancy between a defined term in this MOA and a defined term in SGMA, the terms of SGMA shall control.

A. "Basin" refers to the Yucaipa Sub-basin, designated by the California Department of Water Resources Bulletin 118 as Sub-basin No. 8-02.07, as depicted in **Exhibit A** to this MOA.

B. "DWR" means the California Department of Water Resources.

C. "GSA" means a Groundwater Sustainability Agency, as defined by SGMA.

D. "GSP" means a Groundwater Sustainability Plan, as defined by SGMA.

E. "Memorandum of Agreement" or "MOA" refers to this Memorandum of Agreement.

F. "SGMA" refers to the Sustainable Groundwater Management Act, of 2014, as amended.

G. "State Water Board" means the California State Water Resources Control Board.

H. "YUCAIPA-GSA" refers to the Yucaipa Sub-basin GSA formed under this MOA.

V. Coordination and Cooperation

A. Continued Cooperation. The Parties to this MOA will continue to meet, confer, coordinate, and collaborate to discuss and develop technical, managerial, financial, and other criteria and procedures for the preparation, governance, and implementation of a GSP or coordinated GSPs in the Basin and to carry out the policy, purposes, and requirements of SGMA in the Basin.

B. Points of Contact. Each Party shall designate a principal contact person for that Party, who may be changed from time to time at the sole discretion of the designating Party. The principal contact person for each Party shall be responsible for coordinating with the principal contact persons for the other Parties in scheduling meetings and other activities under this MOA.

C. Voting Methodology. The voting structure for matters pertaining to the establishment and implementation of the administrative components of the YUCAIPA-GSA shall be by simple majority (51%) of the voting Parties, wherein each WATER PURVEYOR, MUNICIPALITY and REGIONAL holds a single vote.

VI. Roles and Responsibilities

A. The YUCAIPA-GSA shall be controlled by a Governing Board comprised of one representative of each of the Parties to this MOA.

B. The Parties agree to jointly establish their specific roles and responsibilities for implementing this MOA, including through the adoption of organizational documents, management policies, rules and procedures.

C. The Parties agree to jointly develop and implement a GSP or coordinated GSPs for the Basin in accordance with SGMA.

D. The Parties agree to work in good faith and coordinate all activities to carry out the purposes of this MOA in implementing the policy, purposes, and requirements of SGMA in the Basin, including continuing to meet, confer, coordinate, and collaborate to discuss and develop governance, management, technical, financial, and other matters, including respective roles and responsibilities for activities such as, but not limited to, the following: modeling;

metering; monitoring; hiring consultants; developing and maintaining list of interested persons under California *Water Code* Section 10723.4; budgeting; and other initial tasks as determined by the Parties.

E. The LOCAL AGENCIES shall coordinate with each other to cause all applicable noticing and submission of required information to DWR regarding formation of the YUCAIPA-GSA.

VII. Funding and Budgeting. The Parties shall work together to identify the costs, funding needs and funding sources for the administration of the YUCAIPA-GSA and the development and implementation of the GSP. To the extent not otherwise funded in accordance with or inconsistent with SGMA's provisions regarding GSA funding, the PURVEYORS shall collectively bear seventy-five percent (75%) and the MUNICIPALITIES and REGIONALS shall collectively bear twenty-five percent (25%) of the cost of the creation and administration of the YUCAIPA-GSA; and within each group, the Parties shall equally share in the costs of the creation and administration of the YUCAIPA-GSA. Nothing in this provision shall obligate any party to bear any portion of the attorneys' fees and legal costs of another Party.

VIII. Stakeholders. The initially designated stakeholders are the COUNTIES. The Parties agree to work together in ensuring public outreach and involvement of the public and other interested stakeholders throughout the SGMA process, including but not limited to all beneficial uses and users of groundwater as provided in SGMA Section 10723.2. Stakeholders have no voting rights under Section V.C. and no cost sharing obligations under Section VII of this MOA.

IX. Term, Termination, and Withdrawal.

A. Term. This MOA shall continue and remain in effect unless and until terminated by the unanimous written consent of the Parties, or as otherwise provided in this MOA or as authorized by law.

B. Withdrawal. After the YUCAIPA-GSA is officially established as the GSA for the Basin, any Party may decide, in its sole discretion, to withdraw from this MOA by providing ninety (90) days written notice to the other Parties. A Party that withdraws from this MOA shall remain obligated to pay its share of costs and expenses incurred or accrued under this MOA and any related cost-sharing agreement or arrangement up to the date the Party provides its notice of withdrawal as provided herein. Withdrawal by a Party shall not cause or require the termination of this MOA or the existence of the YUCAIPA-GSA with respect to the non-withdrawing Parties. In the event of withdrawal by one of the LOCAL AGENCIES, the Parties shall meet and confer during the 90-day notice period regarding: (i) whether the withdrawing Party wishes to seek GSA status for a portion of the Basin underlying the jurisdictional area or service area of the withdrawing Party; (ii) whether, as a result of the withdrawal, a co-GSA management or other arrangement with the withdrawing Party is necessary to satisfy the requirements of SGMA; and (iii) any other issues and steps that are necessary to avoid triggering probationary status of the Basin and State Water Board intervention. Any resolution of issues pertaining to withdrawal and any

other GSA issues shall be undertaken in a manner that satisfies all requirements of SGMA and DWR, including any requirement to file new GSA notices.

X. Notice Provisions

All notices required by this MOA shall be made in writing and delivered to the respective representatives of the Parties at their respective addresses as follows:

PARTIES:

PURVEYORS:

South Mesa Water Company
391 West Avenue L
Calimesa, California 92320
Attn: Dave Armstrong, General Manager
Email: smwc@verizon.net

South Mountain Water Company
35 Cajon Street
Redlands, California 92373
Attn: Cecilia Griego, Water Resources Specialist
Email: cgriego@cityofredlands.org

Western Heights Water Company
32352 Avenue D
Yucaipa, California 92399
Attn: William Brown, General Manager
Email: w.brown@westernheightswater.org

Yucaipa Valley Water District
12770 Second Street
Yucaipa, California 92399
Attn: Joseph, Zoba, General Manager
Email: jzoba@yvwd.dst.ca.us

MUNICIPALS:

City of Calimesa
908 Park Avenue
Calimesa, California 92399
Attn: Bonnie Johnson, City Manager
Email: bjohnson@cityofcalimesa.net

City of Redlands
35 Cajon Street
Redlands, California 92373
Attn: Chris Diggs, Municipal Utilities and Engineering Director
Email: cdiggs@cityofredlands.org

City of Yucaipa
34272 Yucaipa Boulevard
Yucaipa, California 92399
Attn: Ray Casey, City Manager
Email: rcasey@yucaipa.org

REGIONALS:

San Bernardino Valley Municipal Water District
380 E. Vanderbilt Way
San Bernardino, CA 92408
Attn: Douglas Headrick, General Manager & Chief Engineer
Email: douglash@sbvmwd.com

San Gorgonio Pass Water Agency
1210 Beaumont Avenue
Beaumont, CA 92223
Attn: Jeff Davis, General Manager and Chief Engineer
Email: jdavis@sgpwa.com

STAKEHOLDERS:

COUNTIES:

County of Riverside
4080 Lemon Street
Riverside, CA 92501
Attn: Steve Horn, Senior Management Analyst, Executive Office
Email: shorn@rceo.org

County of San Bernardino
385 N. Arrowhead Avenue
San Bernardino, CA 92415-0120
Attn: Bob Page, Principal Management Analyst, Special Projects
Email: bpage@sbcounty.gov

Any Party or Stakeholder may change the address to which notices are to be given under this MOA by providing all other Parties with written notice of such change at least fifteen (15) calendar days prior to the effective date of the change. All notices shall be effective upon receipt and shall be deemed received upon confirmed personal service, confirmed facsimile delivery, confirmed courier service, or on the fifth (5th) calendar day following deposit of the notice in registered first class mail.

XI. General Terms

A. Amendments. Amendments to this MOA require the unanimous written consent of all Parties and approval by the Parties' respective governing boards.

B. Successors and Assigns. The terms of this MOA shall be binding upon and inure to the benefit of the successors-in-interest and assigns of each Party; provided, however, that no transfer or assignment shall be effective until approved by the

Parties in accordance with the provisions of Section V.C. of this MOA. Once succession and/or assignment has been approved, a former Party shall have no further rights or obligations under this MOA.

C. Waiver. No waiver of any provision of this MOA by any Party shall be construed as a further or continuing waiver of such provision or any other provision of this MOA by the waiving Party or any other Party.

D. Authorized Representatives. Each person executing this MOA on behalf of a Party hereto affirmatively represents that such person has the requisite authority to sign this MOA on behalf of the respective Party.

E. Exemption from CEQA. The Parties recognize and agree that, pursuant to SGMA Section 10728.6, neither this MOA nor the preparation or adoption of a GSP constitute a "project" or approval of a project under the California Environmental Quality Act (CEQA) or the State CEQA Guidelines, and therefore this MOA is expressly exempt from CEQA review.

F. Governing Law and Venue. This MOA shall be governed by and construed in accordance with the laws of the State of California. Any suit, action, or proceeding brought under the scope of this MOA shall be brought and maintained to the extent allowed by law in the County of San Bernardino, California.

G. Attorney's Fees, Costs, and Expenses. In the event of a dispute among any or all of the Parties arising under this MOA, each Party shall assume and be responsible for its own attorney's fees, costs, and expenses.

H. Entire Agreement/Integration. This MOA constitutes the entire agreement among the Parties regarding the specific provisions of this MOA, and the Parties hereto have made no agreements, representations or warranties relating to the specific provisions of this MOA that are not set forth herein.

I. Construction and Interpretation. The Parties agree and acknowledge that this MOA has been developed through a negotiated process among the Parties, and that each Party has had a full and fair opportunity to review the terms of this MOA with the advice of its own legal counsel and to revise the terms of this MOA, such that each Party constitutes a drafting Party to this MOA. Consequently, the Parties understand and agree that no rule of construction shall be applied to resolve any ambiguities against any particular Party as the drafting Party in construing or interpreting this MOA.

J. Force Majeure. No Party shall be liable for the consequences of any unforeseeable force majeure event that (1) is beyond its reasonable control, (2) is not caused by the fault or negligence of such Party, (3) causes such Party to be unable to perform its obligations under this MOA, and (4) cannot be overcome by the exercise of due diligence. In the event of the occurrence of a force majeure event, the Party unable to perform shall promptly notify the other Parties in writing to the extent practicable. It shall further pursue its best efforts to resume its obligations under this MOA as quickly as possible and shall suspend performance only for such period of time as is necessary as a result of the force majeure event.

K. Execution in Counterparts. This MOA may be executed in counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same instrument.

L. No Third Party Beneficiaries. This MOA is not intended, and will not be construed, to confer a benefit or create any right on a third party or the power or right of any third party to bring an action to enforce any of the terms of this MOA.

M. Timing and Captions. Any provision of this MOA referencing a time, number of days, or period for performance shall be measured in calendar days. The captions of the various articles, sections, and paragraphs of this MOA are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, terms, or intent of this MOA.

IN WITNESS WHEREOF, the Parties hereto have approved and executed this MOA as of the respective dates specified in the adopting Resolution of each Party as provided above in Article III of this MOA.

[Signature Pages Follow]

Water Purveyor Party:

SOUTH MESA WATER COMPANY

By: _____
President, Board of Directors

Attest:

_____
Secretary, Board of Directors

Approved as to form:

_____
Counsel, South Mesa Water Company

Notices for the South Mesa Water Company shall be sent as follows:

Attention: General Manager
391 West Avenue L
Calimesa, California 92320

With copies to:

Michael Duane Davis, Esq.
GRESHAM SAVAGE NOLAN & TILDEN, PC
550 East Hospitality Lane
Third Floor
San Bernardino, CA 92408

Water Purveyor Party:

SOUTH MOUNTAIN WATER COMPANY

By: _____
President, Board of Directors

Attest:

_____
Secretary, Board of Directors

Approved as to form:

_____
Counsel, South Mountain Water Company

Notices for the South Mountain Water Company shall be sent as follows:

Attention: General Manager
35 Cajon Street
Redlands, California 92373

With copies to:

_____
_____
_____
_____

Water Purveyor Party:

WESTERN HEIGHTS WATER COMPANY

By: _____
President, Board of Directors

Attest:

_____
Secretary, Board of Directors

Approved as to form:

_____
Counsel, Western Heights Water Company

Notices for the Western Heights Water Company shall be sent as follows:

Attention: General Manager
32352 Avenue D
Yucaipa, California 92399

With copies to:

Michael Duane Davis, Esq.
GRESHAM SAVAGE NOLAN & TILDEN, PC
550 East Hospitality Lane
Third Floor
San Bernardino, CA 92408

Water Purveyor Party:

YUCAIPA VALLEY WATER DISTRICT

By: _____
President, Board of Directors

Attest:

_____
Secretary, Board of Directors

Approved as to form:

_____
Counsel, Yucaipa Valley Water District

Notices for the Yucaipa Valley Water District shall be sent as follows:

Attention: General Manager
12770 Second Street
Yucaipa, California 92399

With copies to:

_____
_____
_____
_____

Municipality Party:

CITY OF CALIMESA

By: _____
Mayor, City Council

Attest:

_____
Secretary, City Council

Approved as to form:

_____
Counsel, City of Calimesa

Notices for the City of Calimesa shall be sent as follows:

Attention: City Manager
908 Park Avenue
Calimesa, California 92320

With copies to:

_____
_____
_____
_____

Municipality Party:

CITY OF REDLANDS

By: _____
Mayor, City Council

Attest:

_____
Secretary, City Council

Approved as to form:

_____
Counsel, City of Redlands

Notices for the City of Redlands shall be sent as follows:

Attention: City Manager
35 Cajon Street
Redlands, California 92373

With copies to:

_____
_____
_____
_____

Municipality Party:

CITY OF YUCAIPA

By: _____
Mayor, City Council

Attest:

_____
Secretary, City Council

Approved as to form:

_____
Counsel, City of Yucaipa

Notices for the City of Yucaipa shall be sent as follows:

Attention: City Manager
34272 Yucaipa Boulevard
Yucaipa, California 92399

With copies to:

_____
_____
_____
_____

Regional Party:

SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT

By: _____

President, Board of Directors

Attest:

_____

Secretary, Board of Directors

Approved as to form:

_____

Counsel, San Bernardino Valley Municipal Water District

Notices for the San Bernardino Valley Municipal Water District shall be sent as follows:

Attention: General Manager
380 E. Vanderbilt Way
San Bernardino, California 92408

With copies to:

_____
_____
_____
_____

Regional Party:

SAN GORGONIO PASS WATER AGENCY

By: _____
President, Board of Directors

Attest:

_____
Secretary, Board of Directors

Approved as to form:

_____
Counsel, San Gorgonio Pass Water Agency

Notices for the San Gorgonio Pass Water Agency shall be sent as follows:

Attention: General Manager
1210 Beaumont Avenue
Beaumont, California 92223

With copies to:

_____
_____
_____
_____

Stakeholder:

COUNTY OF RIVERSIDE

By: _____
Chair, Board of Supervisors

Attest:

_____
Secretary, Board of Supervisors

Approved as to form:

_____
Counsel, County of Riverside

Notices for the County of Riverside shall be sent as follows:

Attention: General Manager
4080 Lemon Street
Riverside, California 92501

With copies to:

_____
_____
_____
_____

Stakeholder:

COUNTY OF SAN BERNARDINO

By: _____
Chair, Board of Supervisors

Attest:

_____
Secretary, Board of Supervisors

Approved as to form:

_____
Counsel, County of San Bernardino

Notices for the County of San Bernardino shall be sent as follows:

Attention: General Manager
385 N. Arrowhead Avenue
San Bernardino, California 92415-0120

With copies to:

_____
_____
_____
_____

MEMORANDUM OF AGREEMENT TO FORM A GROUNDWATER SUSTAINABILITY AGENCY FOR THE YUCAIPA SUB-BASIN (Sub-basin No. 8-02.07)

This 2017 Memorandum of Agreement ("MOA") is entered into by and among: South Mesa Water Company ("SOUTH MESA"), South Mountain Water Company ("SOUTH MOUNTAIN"), Western Heights Water Company ("WESTERN HEIGHTS") and Yucaipa Valley Water District ("YVWD"), herein collectively referred to as the "WATER PURVEYORS"; and, the City of Calimesa ("CALIMESA"), the City of Redlands ("REDLANDS") and the City of Yucaipa ("YUCAIPA"), herein collectively referred to as the "MUNICIPALITIES"; and, the San Bernardino Valley Municipal Water District ("SAN BERNARDINO VALLEY MUNICIPAL") and the San Gorgonio Pass Water Agency ("SAN GORGONIO"), herein collectively referred to as the "REGIONALS." The MUNICIPALITIES are sometimes herein collectively referred to as the "LAND USE AGENCIES." Each of the above-described entities is individually referred to as a "Party" and are collectively referred to as the "Parties". For purposes of this MOA, SOUTH MESA, SOUTH MOUNTAIN and WESTERN HEIGHTS are collectively referred to as the "MUTUALS"; and, the Parties other than the MUTUALS are collectively referred to as the "LOCAL AGENCIES."

Pursuant to the Sustainable Groundwater Management Act ("SGMA") and as further set forth herein, the purpose of this MOA is to form a Groundwater Sustainability Agency ("GSA") for the entire Yucaipa Sub-basin (Basin or Sub-Basin No. 8-02.07), in order to preserve local management and control of the Basin as set forth under SGMA.

The County of Riverside ("RIVERSIDE") and the County of San Bernardino ("SAN BERNARDINO"), collectively "COUNTIES," shall be considered "Stakeholders" but not Parties to this MOA.

Recitals

WHEREAS, on September 16, 2014, Governor Jerry Brown signed into law Senate Bills 1168 and 1319, and Assembly Bill 1739, collectively known as the Sustainable Groundwater Management Act ("SGMA"), codified in certain provisions of the California Government Code, including commencing with Section 65350.5, and codified in Part 2.74 of Division 6 of the California *Water Code*, commencing with Section 10720, and amending other provisions of the California *Government Code* and California *Water Code*; and

WHEREAS, SGMA went into effect on January 1, 2015; and,

WHEREAS, various clarifying amendments to SGMA were signed into law in 2015, including Senate Bills 13 and 226, and Assembly Bills 617 and 939, which were codified in part in California *Water Code* Section 10723.6(a), authorizing a combination of local agencies to form a GSA pursuant to a joint powers agreement, a memorandum of agreement, or other legal agreement; and, California *Water Code* Section 10723.6(b), authorizing water corporations regulated by the California Public Utilities Commission and mutual water companies to participate in a GSA through a memorandum of agreement or other legal agreement; and

WHEREAS, the legislative intent and effect of SGMA, as set forth in California *Water Code* Section 10720.1, includes the following: (1) to provide for the sustainable management of groundwater basins; (2) to enhance local management of groundwater consistent with rights to use or store groundwater and Section 2 of Article X of the California Constitution, and to preserve the security of water rights in the state to the greatest extent possible consistent with the sustainable management of groundwater; (3) to establish minimum standards for sustainable groundwater management; (4) to provide local groundwater agencies with the authority and the technical and financial assistance necessary to sustainably manage groundwater; (5) to avoid or minimize subsidence; (6) to improve data collection and understanding about groundwater; (7) to increase groundwater storage and remove impediments to recharge; (8) to manage groundwater basins through the actions of local governmental agencies to the greatest extent feasible, while minimizing state intervention to only when necessary to ensure that local agencies manage groundwater in a sustainable manner; and (9) to provide a more efficient and cost-effective groundwater adjudication process that protects water rights, ensures due process, prevents unnecessary delay, and furthers the objectives of SGMA; and,

WHEREAS, SGMA affords GSAs specific powers to manage groundwater in addition to existing legal authorities, which powers may be used to provide the maximum degree of local control and flexibility consistent with the sustainability goals of SGMA; and,

WHEREAS, SGMA includes several un-codified findings by the California Legislature, including the determination that the people of the state have a primary interest in the protection, management, and reasonable beneficial use of the water resources of the state, both surface and underground, and that the integrated management of the state's water resources is essential to meeting its water management goals; and,

WHEREAS, the Basin, as depicted in **Exhibit A** to this MOA, is identified by the California Department of Water Resources Bulletin 118 as Sub-basin No. 8-02.07 of the Upper Santa Ana Valley Groundwater Basin, and is designated by DWR as medium-priority; and,

WHEREAS, California *Water Code* Section 10720.7 requires the Basin, as a medium-priority basin that is not designated by DWR as being subject to critical conditions of overdraft, to be managed by a Groundwater Sustainability Plan ("GSP") or coordinated GSPs by January 31, 2022; and,

WHEREAS, in order to avoid designation as a probationary basin and become subject to direct intervention and management by the State Water Board, California *Water Code* Section 10735.2 requires that, by June 30, 2017 a collection of local agencies must form a GSA or prepare agreements to develop one or more GSPs that will collectively serve as a GSP for the entire Basin, in the event that a local agency has not decided to become a GSA that intends to develop a GSP for the entire Basin; and,

WHEREAS, the LOCAL AGENCIES have water supply, water management, and/or land use responsibilities for their respective jurisdictional areas overlying the Basin and are local agencies as defined by SGMA in California *Water Code* Section 10721(n), and thus each is authorized by SGMA to become or form a GSA; and,

WHEREAS, the LOCAL AGENCIES' individually have jurisdictional and/or service areas within and their collective jurisdictional areas and/or service areas cover the entirety of the Basin, with no gaps in coverage; and,

WHEREAS, the WATER PURVEYORS, including the MUTUALS, produce groundwater and provide water service within the Basin, and it is the Parties' shared intent to provide for management-level participation by the MUTUALS in the GSA to the maximum extent allowed by law without limiting any powers afforded to a GSA under SGMA; and,

WHEREAS, the REGIONALS are State Water Contractors, and have the rights and duties of such, including for the delivery of State Water Project Water within the Basin; and,

WHEREAS, in accordance with the terms of this MOA, and in furtherance of the shared intent of the Parties to maximize funding opportunities for the Basin and avoid potential intervention in the Basin by the State Water Board, the Parties agree that the YUCAIPA-GSA formed by this MOA will cover the entire Basin; and,

WHEREAS, the Parties mutually desire and intend to work with local stakeholders and interested parties in the Basin that are not Parties to this MOA, to carry out the policy, purposes, and requirements of SGMA in the Basin.

Agreement

NOW, THEREFORE, in consideration of the promises, terms, conditions, and covenants contained herein, it is mutually understood and agreed as follows:

I. **Incorporation of Recitals.** The Recitals stated above are incorporated herein by reference.

II. **Purposes.** The purposes of this MOA is to form the YUCAIPA-GSA for the Basin as specified herein pursuant to applicable provisions and requirements of SGMA, including but not limited to California *Water Code* Sections 10723 and 10723.6.

III. **Approval of MOA and Formation of the YUCAIPA-GSA.** Approval of this MOA and formation of the YUCAIPA-GSA shall be accomplished by the LOCAL AGENCIES each holding its own noticed public hearing pursuant to California *Water Code* Section 10723(b) and California *Government Code* Section 6066 and at such hearing will consider approval of a Resolution by its governing board to enter this MOA and jointly form the YUCAIPA-GSA as specified in this MOA. Approval of this MOA by the MUTUALS shall be accomplished through their respective governing boards' duly authorized procedures.

IV. **Definitions.** The following terms, whether used in the singular or plural, and when used with initial capitalization, shall have the meanings specified herein. The Parties agree that any definitions set forth herein are intended to be consistent with SGMA, and in the event of any discrepancy between a defined term in this MOA and a defined term in SGMA, the terms of SGMA shall control.

A. "Basin" refers to the Yucaipa Sub-basin, designated by the California Department of Water Resources Bulletin 118 as Sub-basin No. 8-02.07, as depicted in **Exhibit A** to this MOA.

B. "DWR" means the California Department of Water Resources.

C. "GSA" means a Groundwater Sustainability Agency, as defined by SGMA.

D. "GSP" means a Groundwater Sustainability Plan, as defined by SGMA.

E. "Memorandum of Agreement" or "MOA" refers to this Memorandum of Agreement.

F. "SGMA" refers to the Sustainable Groundwater Management Act, of 2014, as amended.

G. "State Water Board" means the California State Water Resources Control Board.

H. "YUCAIPA-GSA" refers to the Yucaipa Sub-basin GSA formed under this MOA.

V. Coordination and Cooperation

A. Continued Cooperation. The Parties to this MOA will continue to meet, confer, coordinate, and collaborate to discuss and develop technical, managerial, financial, and other criteria and procedures for the preparation, governance, and implementation of a GSP or coordinated GSPs in the Basin and to carry out the policy, purposes, and requirements of SGMA in the Basin.

B. Points of Contact. Each Party shall designate a principal contact person for that Party, who may be changed from time to time at the sole discretion of the designating Party. The principal contact person for each Party shall be responsible for coordinating with the principal contact persons for the other Parties in scheduling meetings and other activities under this MOA.

C. Voting Methodology. The voting structure for matters pertaining to the establishment and implementation of the administrative components of the YUCAIPA-GSA shall be by simple majority (51%) of the voting Parties, wherein each WATER PURVEYOR, MUNICIPALITY and REGIONAL holds a single vote.

VI. Roles and Responsibilities

A. The YUCAIPA-GSA shall be controlled by a Governing Board comprised of one representative of each of the Parties to this MOA.

B. The Parties agree to jointly establish their specific roles and responsibilities for implementing this MOA, including through the adoption of organizational documents, management policies, rules and procedures.

C. The Parties agree to jointly develop and implement a GSP or coordinated GSPs for the Basin in accordance with SGMA.

D. The Parties agree to work in good faith and coordinate all activities to carry out the purposes of this MOA in implementing the policy, purposes, and requirements of SGMA in the Basin, including continuing to meet, confer, coordinate, and collaborate to discuss and develop governance, management, technical, financial, and other matters, including respective roles and responsibilities for activities such as, but not limited to, the following: modeling;

metering; monitoring; hiring consultants; developing and maintaining list of interested persons under California *Water Code* Section 10723.4; budgeting; and other initial tasks as determined by the Parties.

E. The LOCAL AGENCIES shall coordinate with each other to cause all applicable noticing and submission of required information to DWR regarding formation of the YUCAIPA-GSA.

VII. Funding and Budgeting. The Parties shall work together to identify the costs, funding needs and funding sources for the administration of the YUCAIPA-GSA and the development and implementation of the GSP. To the extent not otherwise funded in accordance with or inconsistent with SGMA's provisions regarding GSA funding, the PURVEYORS shall collectively bear seventy-five percent (75%) and the MUNICIPALITIES and REGIONALS shall collectively bear twenty-five percent (25%) of the cost of the creation and administration of the YUCAIPA-GSA; and within each group, the Parties shall equally share in the costs of the creation and administration of the YUCAIPA-GSA. Nothing in this provision shall obligate any party to bear any portion of the attorneys' fees and legal costs of another Party.

VIII. Stakeholders. The initially designated stakeholders are the COUNTIES. The Parties agree to work together in ensuring public outreach and involvement of the public and other interested stakeholders throughout the SGMA process, including but not limited to all beneficial uses and users of groundwater as provided in SGMA Section 10723.2. Stakeholders have no voting rights under Section V.C. and no cost sharing obligations under Section VII of this MOA.

IX. Term, Termination, and Withdrawal.

A. Term. This MOA shall continue and remain in effect unless and until terminated by the unanimous written consent of the Parties, or as otherwise provided in this MOA or as authorized by law.

B. Withdrawal. After the YUCAIPA-GSA is officially established as the GSA for the Basin, any Party may decide, in its sole discretion, to withdraw from this MOA by providing ninety (90) days written notice to the other Parties. A Party that withdraws from this MOA shall remain obligated to pay its share of costs and expenses incurred or accrued under this MOA and any related cost-sharing agreement or arrangement up to the date the Party provides its notice of withdrawal as provided herein. Withdrawal by a Party shall not cause or require the termination of this MOA or the existence of the YUCAIPA-GSA with respect to the non-withdrawing Parties. In the event of withdrawal by one of the LOCAL AGENCIES, the Parties shall meet and confer during the 90-day notice period regarding: (i) whether the withdrawing Party wishes to seek GSA status for a portion of the Basin underlying the jurisdictional area or service area of the withdrawing Party; (ii) whether, as a result of the withdrawal, a co-GSA management or other arrangement with the withdrawing Party is necessary to satisfy the requirements of SGMA; and (iii) any other issues and steps that are necessary to avoid triggering probationary status of the Basin and State Water Board intervention. Any resolution of issues pertaining to withdrawal and any

other GSA issues shall be undertaken in a manner that satisfies all requirements of SGMA and DWR, including any requirement to file new GSA notices.

X. Notice Provisions

All notices required by this MOA shall be made in writing and delivered to the respective representatives of the Parties at their respective addresses as follows:

PARTIES:

PURVEYORS:

South Mesa Water Company
391 West Avenue L
Calimesa, California 92320
Attn: Dave Armstrong, General Manager
Email: smwc@verizon.net

South Mountain Water Company
35 Cajon Street
Redlands, California 92373
Attn: Cecilia Griego, Water Resources Specialist
Email: cgriego@cityofredlands.org

Western Heights Water Company
32352 Avenue D
Yucaipa, California 92399
Attn: William Brown, General Manager
Email: w.brown@westernheightswater.org

Yucaipa Valley Water District
12770 Second Street
Yucaipa, California 92399
Attn: Joseph, Zoba, General Manager
Email: jzoba@yvwd.dst.ca.us

MUNICIPALS:

City of Calimesa
908 Park Avenue
Calimesa, California 92399
Attn: Bonnie Johnson, City Manager
Email: bjohnson@cityofcalimesa.net

City of Redlands
35 Cajon Street
Redlands, California 92373
Attn: Chris Diggs, Municipal Utilities and Engineering Director
Email: cdiggs@cityofredlands.org

City of Yucaipa
34272 Yucaipa Boulevard
Yucaipa, California 92399
Attn: Ray Casey, City Manager
Email: rcasey@yucaipa.org

REGIONALS:

San Bernardino Valley Municipal Water District
380 E. Vanderbilt Way
San Bernardino, CA 92408
Attn: Douglas Headrick, General Manager & Chief Engineer
Email: douglash@sbvmwd.com

San Gorgonio Pass Water Agency
1210 Beaumont Avenue
Beaumont, CA 92223
Attn: Jeff Davis, General Manager and Chief Engineer
Email: jdavis@sgpwa.com

STAKEHOLDERS:

COUNTIES:

County of Riverside
4080 Lemon Street
Riverside, CA 92501
Attn: Steve Horn, Senior Management Analyst, Executive Office
Email: shorn@rceo.org

County of San Bernardino
385 N. Arrowhead Avenue
San Bernardino, CA 92415-0120
Attn: Bob Page, Principal Management Analyst, Special Projects
Email: bpage@sbcounty.gov

Any Party or Stakeholder may change the address to which notices are to be given under this MOA by providing all other Parties with written notice of such change at least fifteen (15) calendar days prior to the effective date of the change. All notices shall be effective upon receipt and shall be deemed received upon confirmed personal service, confirmed facsimile delivery, confirmed courier service, or on the fifth (5th) calendar day following deposit of the notice in registered first class mail.

XI. General Terms

A. Amendments. Amendments to this MOA require the unanimous written consent of all Parties and approval by the Parties' respective governing boards.

B. Successors and Assigns. The terms of this MOA shall be binding upon and inure to the benefit of the successors-in-interest and assigns of each Party; provided, however, that no transfer or assignment shall be effective until approved by the

Parties in accordance with the provisions of Section V.C. of this MOA. Once succession and/or assignment has been approved, a former Party shall have no further rights or obligations under this MOA.

C. Waiver. No waiver of any provision of this MOA by any Party shall be construed as a further or continuing waiver of such provision or any other provision of this MOA by the waiving Party or any other Party.

D. Authorized Representatives. Each person executing this MOA on behalf of a Party hereto affirmatively represents that such person has the requisite authority to sign this MOA on behalf of the respective Party.

E. Exemption from CEQA. The Parties recognize and agree that, pursuant to SGMA Section 10728.6, neither this MOA nor the preparation or adoption of a GSP constitute a "project" or approval of a project under the California Environmental Quality Act (CEQA) or the State CEQA Guidelines, and therefore this MOA is expressly exempt from CEQA review.

F. Governing Law and Venue. This MOA shall be governed by and construed in accordance with the laws of the State of California. Any suit, action, or proceeding brought under the scope of this MOA shall be brought and maintained to the extent allowed by law in the County of San Bernardino, California.

G. Attorney's Fees, Costs, and Expenses. In the event of a dispute among any or all of the Parties arising under this MOA, each Party shall assume and be responsible for its own attorney's fees, costs, and expenses.

H. Entire Agreement/Integration. This MOA constitutes the entire agreement among the Parties regarding the specific provisions of this MOA, and the Parties hereto have made no agreements, representations or warranties relating to the specific provisions of this MOA that are not set forth herein.

I. Construction and Interpretation. The Parties agree and acknowledge that this MOA has been developed through a negotiated process among the Parties, and that each Party has had a full and fair opportunity to review the terms of this MOA with the advice of its own legal counsel and to revise the terms of this MOA, such that each Party constitutes a drafting Party to this MOA. Consequently, the Parties understand and agree that no rule of construction shall be applied to resolve any ambiguities against any particular Party as the drafting Party in construing or interpreting this MOA.

J. Force Majeure. No Party shall be liable for the consequences of any unforeseeable force majeure event that (1) is beyond its reasonable control, (2) is not caused by the fault or negligence of such Party, (3) causes such Party to be unable to perform its obligations under this MOA, and (4) cannot be overcome by the exercise of due diligence. In the event of the occurrence of a force majeure event, the Party unable to perform shall promptly notify the other Parties in writing to the extent practicable. It shall further pursue its best efforts to resume its obligations under this MOA as quickly as possible and shall suspend performance only for such period of time as is necessary as a result of the force majeure event.

K. Execution in Counterparts. This MOA may be executed in counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same instrument.

L. No Third Party Beneficiaries. This MOA is not intended, and will not be construed, to confer a benefit or create any right on a third party or the power or right of any third party to bring an action to enforce any of the terms of this MOA.

M. Timing and Captions. Any provision of this MOA referencing a time, number of days, or period for performance shall be measured in calendar days. The captions of the various articles, sections, and paragraphs of this MOA are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, terms, or intent of this MOA.

IN WITNESS WHEREOF, the Parties hereto have approved and executed this MOA as of the respective dates specified in the adopting Resolution of each Party as provided above in Article III of this MOA.

[Signature Pages Follow]

COUNTY OF RIVERSIDE
EXECUTIVE OFFICE

GEORGE A. JOHNSON
COUNTY EXECUTIVE OFFICER

ROB FIELD
ASSISTANT COUNTY EXECUTIVE OFFICER
ECONOMIC DEVELOPMENT AGENCY

MICHAEL T. STOCK
ASSISTANT COUNTY EXECUTIVE OFFICER
HUMAN RESOURCES

ZAREH SARRAFIAN
ASSISTANT COUNTY EXECUTIVE OFFICER
HEALTH SYSTEMS

PAUL McDONNELL
ASSISTANT COUNTY EXECUTIVE OFFICER
COUNTY FINANCE DIRECTOR

June 22, 2017

Mr. Douglas Headrick
General Manager and Chief Engineer
San Bernardino Valley Municipal Water
District 380 E. Vanderbilt Way
San Bernardino, CA 92408

re: Support for Yucaipa Sub-Basin GSA

Mr. Headrick:

The County of Riverside appreciates the commitment of the cities of Calimesa, Redlands and Yucaipa; San Bernardino Valley Municipal Water District; San Gorgonio Pass Water Agency; Yucaipa Valley Water District; South Mesa Water Company; South Mountain Water Company; and Western Heights Water Company to maintain local control of the Yucaipa Sub-Basin and to work together through a Memorandum of Agreement to sustainably manage the basin's groundwater resources in a way that considers the interests of all beneficial uses and users.

As the County is also eligible to serve as the Groundwater Sustainability Agency for the Yucaipa Sub-Basin, the County wishes to assure you that it does not intend to adopt a competing Groundwater Sustainability Agency formation resolution and notification of the California Department of Water Resources.

If you should have any questions, please contact me at 951-955-1110 or by email at agann@rivco.org.

Sincerely,

Alex Gann
Deputy County Executive Officer

ec: Steve Van Stockum, Director, Riverside County Department of Environmental Health
Jeff Johnson, Deputy Director, Riverside County Department of Environmental Health
Jason Uhley, General Manager-Chief Engineer, Riverside County Flood Control
And Water Conservation District

385 N. Arrowhead Avenue, 5th Floor, San Bernardino, CA 92415 | Phone: 909.387.4830 Fax: 909.387.3029
www.SBCounty.gov

SAN BERNARDINO COUNTY

Board of Supervisors

May 23, 2017

Mr. Douglas Headrick
General Manager and Chief Engineer
San Bernardino Valley Municipal Water District
380 E. Vanderbilt Way
San Bernardino, CA 92408

Re: Support for Yucaipa Sub-Basin Groundwater Sustainability Agency

Mr. Headrick:

On May 23, 2017, the County of San Bernardino Board of Supervisors voted to communicate the County's support of the cooperative efforts of the Yucaipa Sub-Basin Groundwater Sustainability Agency to manage groundwater in the Yucaipa Sub-Basin (No. 8-2.07) in compliance with the California Sustainable Groundwater Management Act.

The County appreciates the commitment of the cities of Calimesa, Redlands and Yucaipa; San Bernardino Valley Municipal Water District; San Gorgonio Pass Water Agency; Yucaipa Valley Water District; South Mesa Water Company; South Mountain Water Company; and Western Heights Water Company to maintain local control of the Yucaipa Sub-Basin and to work together through a Memorandum of Agreement to sustainably manage the basin's groundwater resources in a way that considers the interests of all beneficial uses and users.

As the County is also eligible to serve as the Groundwater Sustainability Agency for the Yucaipa Sub-Basin, the County wishes to assure you that the County does not intend to adopt a competing Groundwater Sustainability Agency formation resolution and notification of the California Department of Water Resources. To that end, on March 7, 2017, the Board of Supervisors adopted a resolution that the County would not be the Groundwater Sustainability Agency for 11 groundwater basins and sub-basins in the county, including Yucaipa Sub-Basin. A copy of this resolution is attached.

If you should have any questions, please contact Bob Page, Principal Management Analyst, at (909) 387-4384 or by email at bpage@cao.sbcounty.gov. Thank you.

Sincerely,

Robert A. Lovingood
Chairman and First District Supervisor
Board of Supervisors
County of San Bernardino

BOARD OF SUPERVISORS
ROBERT A. LOVINGOOD, Chairman, First District | JANICE RUTHERFORD, Second District | JAMES RAMOS, Third District | CURT HAGMAN, Vice Chairman, Fourth District | JOSIE GONZALES, Fifth District
DENA M. SMITH, Interim Chief Executive Officer

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS OF SAN BERNARDINO COUNTY, CALIFORNIA AND RECORD OF ACTION

May 23, 2017

FROM: **DENA M. SMITH, Interim Chief Executive Officer**
County Administrative Office

SUBJECT: **SUPPORT FOR BEAR VALLEY BASIN AND YUCAIPA BASIN GROUNDWATER SUSTAINABILITY AGENCIES**

RECOMMENDATION(S)

1. Approve and authorize submission of letters of support for the cooperative efforts of cities, water districts and water companies to manage groundwater in compliance with the California Sustainable Groundwater Management Act in the following groundwater basins:
   a. Bear Valley Basin (No. 8-9)
   b. Yucaipa Sub-Basin (No. 8-2.07)
2. Authorize the Chairman of the Board of Supervisors or the Chief Executive Officer to execute similar letters of support, subject to review by County Counsel, for local agency efforts to manage other groundwater basins in San Bernardino County that must comply with the California Sustainable Groundwater Management Act for which the County has previously notified the California Department of Water Resources that the County will not serve as the Groundwater Sustainability Agency.

(Presenter: Bob Page, Principal Management Analyst, 387-5425)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS AND OBJECTIVES

Ensure Development of a Well-Planned, Balanced, and Sustainable County.
Pursue County Goals and Objectives by Working with Other Agencies.

FINANCIAL IMPACT

Providing letters of support to local agencies forming Groundwater Sustainability Agencies (GSAs) will not result in the use of additional Discretionary General Funding (Net County Cost).

BACKGROUND INFORMATION

Effective January 1, 2015, the California Sustainable Groundwater Management Act (SGMA) requires local water and land use agencies to sustainably manage 127 groundwater basins and sub-basins (basins) that have been designated by the California Department of Water Resources (DWR) as medium or high priority. SGMA mandates that one eligible local agency or multiple eligible local agencies form a GSA for each of these basins by June 30, 2017 with the responsibility of developing and implementing a Groundwater Sustainability Plan (GSP).

cc: CAO-Smith
CAO-Page w/Letters of Support
CAO-Shea
File - Administrative Office w/copy of Letters
jr 5/24/17

ITEM 55

Record of Action of the Board of Supervisors

APPROVED (CONSENT CALENDAR)
COUNTY OF SAN BERNARDINO
Board of Supervisors

MOTION	AYE	AYE	SECOND	MOVE	AYE
	1	2	3	4	5

LAURA H. WELCH, CLERK OF THE BOARD

BY _____

DATED: May 23, 2017

DWR has designated Bear Valley Basin as medium priority. DWR has also defined the boundaries of the Bear Valley Basin in its Bulletin 118 and assigned it No. 8-9. The City of Big Bear Lake, the Big Bear City Community Services District and the Big Bear Municipal Water District have formed the Bear Valley Basin Groundwater Sustainability Agency (Bear Valley Basin GSA), a joint powers authority that became effective on April 26, 2017, with the purpose to become the exclusive GSA for the Bear Valley Basin.

DWR has designated Yucaipa Sub-Basin as medium priority. DWR has also defined the boundaries of the Yucaipa Sub-Basin in its Bulletin 118 and assigned it No. 8-2.07. Negotiations of a Memorandum of Agreement (MOA) regarding the formation of a GSA for the Yucaipa Sub-Basin completed in April. The MOA was circulated for approval by June from the governing bodies of the following parties to the MOA: the cities of Calimesa, Redlands and Yucaipa; San Bernardino Valley Municipal Water District; San Gorgonio Pass Water Agency; Yucaipa Valley Water District; South Mesa Water Company; South Mountain Water Company; and Western Heights Water Company.

Before either GSA can be the exclusive GSA for their respective basin, SGMA requires that they hold a noticed public hearing to adopt a resolution to become the exclusive GSA. The Bear Valley Basin GSA hearing is scheduled for May 25, 2017. The parties to Yucaipa Sub-Basin GSA MOA will hold separate public hearings on various dates before June 30, 2017. The GSAs will then have 30 days to notify DWR of their decisions, providing among other things a map of the service areas of the parties within each basin (attached) and a list of all beneficial uses and users of the groundwater and how their interests will be considered in the operation of the GSAs and the development and implementation of their GSPs.

DWR will post the notices on its SGMA Portal on its website (sgma.water.ca.gov/portal/#intro). Other eligible local agencies in each basin, including the County, will then have 90 days to file a competing GSA notice. If no competing notices are filed with DWR, the Bear Valley Basin GSA and Yucaipa Sub-Basin GSA will become the exclusive GSAs for their basins. On March 7, 2017 (Item No. 20), the Board of Supervisors (Board) adopted a resolution that the County would not be the GSA for 11 groundwater basins and sub-basins in the county, including Bear Valley Basin and Yucaipa Sub-Basin. The Board adopted a similar resolution covering five other basins on January 10, 2017 (Item No. 21).

The parties to these GSAs requested that the County support their efforts. If approved by the Board, the recommended letters will be provided to the Bear Valley Basin GSA and Yucaipa Sub-Basin GSA.

If local agencies in any of the other 14 basins covered by the Board's January 10 and March 7 resolutions request support of their GSA, approval of Recommendation No. 2 will authorize the Chairman of the Board or the Chief Executive Officer to execute similar letters of support, subject to review by County Counsel.

PROCUREMENT
N/A.

REVIEW BY OTHERS
This item has been reviewed by County Counsel (Sophie A. Akins, Deputy County Counsel, 387-5001) on May 5, 2017; Finance (Stephenie Shea, Administrative Analyst, 387-4919) on May 8, 2017; and County Finance and Administration (Katrina Turturro, Deputy Executive Officer, 387-5423) on May 8, 2017.

5/23/17 #55

City Council Meeting **J. 11.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Accept the donation from the estate of George Fikrle of approximately $96,000 to support the Redlands Animal Shelter, approve the additional appropriation for the same, and authorize the City Manager or his designer to execute documents as required to accept the donation (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motions are provided:

1. I move to accept the donation of approximately $96,000 from the estate of George Fikrle to support the Redlands Animal Shelter; and
2. I move to approve the additional appropriations as detailed in the staff report; and
3. I move to authorize the City Manager or his designee to execute documents as required to accept this donation.

RECOMMENDATION:

It is recommended that the City Council accept this generous donation from the estate of George Fikrle in the amount of approximately $96,000 to support the Redlands Animal Shelter.

DISCUSSION:

The Animal Services Division was notified that the estate of Mr. George Fikrle intends to donate approximately $96,000 dollars to support the Redlands Animal Shelter through the liquidation of an IRA account.

The funds will be reserved for use by the Animal Services Division in support of the Redlands Animal Shelter and utilized in a manner determined by staff that

best benefits the operation and facility.

ALTERNATIVES:

Do not accept the donation.

STRATEGIC PLAN:

Not Applicable

SUBMITTED BY:
Tabitha Crocker, Facilities and Community Services Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Chris Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Don Craw, Senior Manager, Facilities and Community Services Department

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Fiscal Impact

Fiscal Year:	2024
Revenue Generating:	YES
Appropriation Required Y/N:	YES
Amount:	$96,000
Budgeted Y/N:	N
Account No.:	101311-4819

Discussion:

Donation revenue to be appropriated to Animal Services Division donation account: 101311-4819.
Appropriate the funds to the Other Betterments.Improve account 101311-8501

Attachments

Donation Acknowledgement Form
Appropriation Form

City of Redlands
Donation Acknowledgement Form

REDLANDS "A CITY THAT WORKS"

Management Services/ Finance Department
Revenue Division
35 Cajon Street, Suite 15 B
Redlands, CA 92373
Phone: 909-798-7544

DONOR INFORMATION

Company/Individual: GEORGE FIKRLE

Contact person: LORI A LYON

Address: PO BOX 8968

City/State/Zip: Redlands, CA 92375

Phone: 951-906-8284 Email: _____

DONATION INFORMATION

Amount of Monetary Donation: APPROXIMATELY $96,000

Stated Purpose for Donation: Redlands Animal Control

Any Donor-Specified Restrictions on the Use of the Donation: NONE

→ Donor Signature: Lori A. Lyon Administrator

Date Accepted: _____

Signature of City Representative: _____

Thank you for your donation to the City of Redlands.
The Management Services/ Finance Department will be in touch with you shortly.
Your generosity is appreciated.

IRA Beneficiary Claim

To claim the assets from a decedent's IRA, this form needs to be completed by the beneficiary. A separate form is required for each beneficiary. Before completing, read the important information on inheriting an IRA attached to this form. Do not use this form for Coverdell ESAs; use the ESA Request form.

If you wish to Disclaim all assets, complete the IRA Beneficiary Disclaimer Certification form. If you are claiming a portion of the assets and disclaiming a portion, you will need to **complete both this form and the IRA Beneficiary Disclaimer Certification form.** Disclaiming is Irrevocable and must be completed within nine months of the IRA owner's death. Once you disclaim, you cannot dictate who will inherit assets.

Important note concerning international claims: Please refer to the "International Claims" Section 3 below if this claim (1) is being submitted by a beneficiary who resides in a country outside of the United States, or (2) involves a decedent who resided outside of the United States at the time of their passing.

Section 1 Deceased IRA Holder's Information

All fields must be completed.

Name: GEORGE FIKRLE

Account Number: 3289-3292

At the time of passing, Deceased IRA Holder resided:

☒ In the United States ☐ Outside of the United States (See Section 3)

Section 2 Beneficiary's Information

All fields must be completed.

Name of Individual/Trust/Estate/Charity: REDLAND ANIMAL CONTROL / City of Redlands

(If the beneficiary is a legal entity and subject to beneficial ownership requirements, an account must be opened for that beneficiary (corporations, non-profits, etc.))

SSN/TIN: 95-6000766 Date of Birth: _____ *(mm/dd/yyyy)*

Current Address: 35 CAJON ST., STE 15 B Email: _____

City: REDLANDS State: CA ZIP Code: 92373

Country: USA Phone Number: (909) 798-7544

Beneficiary resides: ☒ In the United States ☐ Outside the United States (See Section 3) ☐ Both

Relationship to Original Account Holder ☐ Spouse ☐ Non-Spouse

If Claiming an Inherited IRA, check here: ☒ Successor Beneficiary

Section 3 International Claims

Additional Requirements: In certain instances, if the decedent resided, or a beneficiary resides, outside of the United States, regardless of citizenship, the beneficiary may be required to: (1) provide additional documentation and undergo additional processing requirements; (2) establish an Inherited IRA account prior to distribution; and (3) submit to Wells Fargo Clearing Services, LLC (WFCS) a copy of IRS "Transfer Certificates" specifically referencing the decedent's WFCS IRA account before any transfer instructions from the decedent IRA will be accepted.

IRS Transfer Certificates: IRS Transfer Certificates are generally required when an IRA holder, *regardless of their citizenship,* passes away while residing outside of the United States and the decedent's total U.S. assets (held at WFCS and elsewhere) exceeded $60,000 in value at the date of death. In instances where IRS Transfer Certificates are required, the Transfer

Account(s) carried by First Clearing. First Clearing is a trade name used by Wells Fargo Clearing Services, LLC, a registered broker-dealer and non-bank affiliate of Wells Fargo & Company.

 Redlands Regular Meeting of 06-04-2024

Office Use Only: Sub Firm 032 BR Code PS FA Code PS15 Account Number 3289 3292

Certificates **must be obtained by the beneficiary, the heirs or executor of the decedent and provided to WFCS before assets are transferred out of the decedent's IRA account.** Applying for IRS Transfer Certificates requires filing certain documents with the U.S. Internal Revenue Service and may have tax implications for the decedent's estate. Consequently, any beneficiary, heir, executor, or estate administrator/representative who is seeking to resolve the decedent's IRA account is advised to consult a professional tax advisor. Please note that for IRS Transfer Certificates to be acceptable they must specifically identify (i.e., by account number) and release the decedent's WFCS IRA account.

Section 4 Instructions to Liquidate Asset(s) in the IRA:

Important information about procedures for liquidating and requesting a lump sum distribution. To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each person who is considered a client. What this means for you: When you sign the IRA Beneficiary Claim form we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

Employee of WFA/WFAFN or Introducing Firm: ☐ Yes ☐ No

Large Trader: ☐ Yes ☐ No (If Yes, the beneficiary will need to open an inherited IRA and will not be able to liquidate in the deceased account.) **Note:** Rule 13h-1 defines "large trader" as: a person whose transactions in NMS (National Market System) securities equal or exceed 2 million shares or $20 million during any calendar day, or 20 million shares or $200 million during any calendar month.

Institutional Investor: ☐ Yes ☐ No (Institutional Account definition: (1) A bank, savings and loan association, insurance company or registered investment company; (2) An investment adviser registered either with the SEC under Section 203 of the Investment Advisers Act or with a state securities commission (or any agency or office performing like functions); or (3) Any other person (whether a natural person, corporation, partnership, trust or otherwise) with total assets of at least $50 million.)

WFCS is instructed to liquidate the specific asset(s) in the decedent's IRA, and to payout the proceeds of the liquidation per your election in section 5.

Check the appropriate box below:

☒ **Full Liquidation:** I authorize WFCS to liquidate my entire portion of the IRA. This means your portion will be sold in its entirety and assets distributed to you, as you direct in Section 5.

Partial Liquidations are only allowed for indivisible or non-transferrable securities.

☐ **Partial Liquidation:** I authorize WFCS to liquidate only the specific assets listed on the Partial Liquidation Specified Asset(s) List on page 4 of this form. This means only the assets you specify will be liquidated. All other assets will be transferred in kind.

FA must be properly registered where the beneficiary resides. If the beneficiary is a legal entity and subject to beneficial ownership requirements, an account must be opened for that beneficiary. Commissions and/or fees may apply to your liquidation. You may ask the Financial Advisor associated with the account any questions you have concerning commissions and fees.

Section 5 Beneficiary Election Options *(See attached information on inheriting an IRA)*

Beneficiary may only elect one option for their designated portion of the account.

Spouse Only selection.

☐ **Roll Over/Treat as My Own.** Transfer assets to account number _____.

You may want to move the assets to an Inherited IRA if you are under age 59½. Distributions from your own IRA before age 59½ may have an IRS 10% additional tax for early or pre-59½ distributions (10% additional tax). Inherited IRA distributions have no 10% IRS tax penalty. You will have no required minimum distributions (RMDs) due from a Traditional IRA until you attain RMD age. There are no RMDs for Roth IRA owners. This is not an option if you are inheriting your spouse's Inherited IRA because you are a Successor Beneficiary.

Spouse and Non-Spouse selections.

☐ **Inherited IRA.** Move assets to account number _____.

Please select your beneficiary category from one of the three below and read the information on *What to know when you inherit an IRA* to learn more.

If you do not select one of the below options we cannot assist you with the time this account is allowed to remain open under current law.

Beneficiary Type (Select Only One type from the below options)

1. Designated Beneficiary (DB)
   - ☐ Non-spouse individual more than 10 years younger than IRA owner
   - ☐ Non-spouse individuals who are not disabled or chronically ill
   - ☐ Primary beneficiary of qualified "look-through" trust who is not the surviving spouse, or disabled or chronically ill individual
   - ☐ Child of the IRA owner who has exceeded age 21 and not chronically ill or disabled
2. Eligible Designated Beneficiary (EDB)
   - ☐ Surviving spouse
   - ☐ Disabled or chronically ill individuals
   - ☐ Individuals not more than 10 years younger, same age or older than the IRA owner
   - ☐ Primary beneficiary of qualified "look-through" trust who is the surviving spouse, or disabled or chronically ill individual
   - ☐ Child of the account owner who has not reached age of 21
   - ☐ Non-spouse beneficiary of IRA owners who died on or before 12/31/19
   - ☐ Qualified trust beneficiary of IRA owners who died on or before 12/31/19
3. Non-Designated Beneficiary (NDB)
   - ☐ Estate
   - ☐ Non-qualified trust
   - ☐ Charity

Use Beneficiary Asset Worksheet (589387) to assist with uneven breakdowns.

☒ **Lump Sum.** This is a taxable, irrevocable event. *Once a non-spouse bene iciary chooses to take a lump-sum distribution, it cannot be rolled over into an Inherited IRA to their own IRA. In this situation, a spouse beneficiary would have 60 days to roll over the inherited assets into his or her own IRA if they meet the rollover requirements.* You will not have a 10% additional tax on the distribution. Taxable distribution included as part of all ordinary income. ***Complete Payment Instructions section.***

External Transfers:
In order to transfer your assets, we will require the receiving institution's transfer paperwork, which will include account number, delivery instructions, and letter of acceptance. All assets might not be transferable. Please work with receiving broker to determine if assets are transferable.

☐ **IRA To IRA/Inherited IRA (non-taxable transfer)**

☐ **IRA to Non-IRA account (taxable distribution)**

Office Use Only: Sub Firm 032 BR Code PS FA Code PS15 Account Number 3289 3290

Section 6 Payment Instructions

Distribution Information

- Any RMD that should have been taken by the deceased in the year of death must be taken by the beneficiaries by December 31 of the year of death.
- A spouse who rolls over can satisfy the RMD from his or her own IRA. A spouse under 59½ may have a 10% additional tax if the RMD is taken from the spouse's own IRA and not the Inherited IRA.

Use Beneficiary Asset Worksheet (589387) to assist with uneven breakdowns.

Method

☒ **Check** ☐ Payable to: _____

☐ Mail to Address of Record ☒ Mail to above Recipient Address

☐ Hold for Pick-Up at Branch

☐ Mail to Address: _____

☐ **Transfer** To Internal Non-IRA Account Number _____ Account Name _____

☐ **FedWire Funds.** This method requires completion of the wire instructions page.

☐ **Deposit electronically via ACH/Money Transfer.** This method requires completion of the ACH/Money Transfer bank information below.

ACH/Money Transfer Information

Name on Account _____

Name of Bank _____

Type of Account ☐ Checking or ☐ Savings

Bank City _____ Bank State _____

ABA/Routing Number _____ Account Number to Credit _____

Office Use Only: Sub Firm 032 BR Code PS FA Code PS15 Account Number 3289-43290283

Partial Liquidation Specified Asset(s) List

Instructions:

Please indicate the specific assets you are directing us to liquidate; sign and attach a separate list if you need to add more assets. Only your specified assets will be liquidated. If there are remaining assets they will be transferred in kind as directed in Section 5.

Number of Shares	Security Description	Symbol/CUSIP

Section 7 Tax Withholding Certifications and Elections

Required if the Lump Sum option was selected in Section 5.

Withholding elections are made by choosing one option in the federal taxes and one option in the state taxes section. Make an election in the Federal Taxes section and choose one option in the State Taxes section. **You should consult with your tax advisor before making your elections.**

All IRA distributions are treated as "non-periodic" payments by the IRS. To opt out of federal or state withholding, enter a "0" for your withholding rate.

Federal Taxes *W-4R, OMB No.1545-0074*

You cannot elect out of the 10% mandatory withholding if you have not supplied the IRA Custodian with your correct SSN or TIN and a "Residence address" within the United States.

For non-periodic payments, the default withholding rate is 10%. You can choose to have a different rate by entering a rate between 0% and 100% on Line 1. Generally, you can't choose less than 10% for payments to be delivered outside the United States and its territories.

1. Complete this line if you would like a rate of withholding that is different from the default withholding rate. See the instrustions and the Marginal Rate Tables below for additional information.

Enter the rate as a whole number (no decimal) _____%

State Taxes

Withholding is required in some states if federal withholding applies, unless you specifically elect out. Please visit https://www.wellsfargoclearingserviceslIc.com/irastatetax to view your state's specific withholding rules. State taxes will be withheld based on the state where the beneficiary(ies) reside. **If you elect an amount that does not meet your state's requirements,** the minimum state withholding will be applied. **Residents of CA or VT:** If you elect to withhold federal taxes, the state withholding minimum rate for CA is 10% of federal withholding, or for VT is 30% of federal withholding. **Residents of MI:** If you elect out, you are certifying your distribution is not taxable because you were born before 1946 or you believe that you will not have a balance due on your MI-1040. **Residents of CT:** If you've opted out of state tax withholding or elected an amount to withhold for partial distributions, you are electing withholding code "E," as defined by Connecticut's form CT-W4P.

Withhold state income tax of _____% from my IRA distribution.

Section 8 Client Signature and Acknowledgment

If liquidation instructions are included, I understand that:

- WFCS will take action only after WFCS has received and verified all required supporting claim documentation.
- WFCS may not enter trades necessary to facilitate the liquidation on the same business day that WFCS receives my instructions, due to administrative handling and processing time.
- WFCS will make every effort to process my liquidation promptly.
- The value of my assets at liquidation may differ from current market values.
- Commissions and/or fees may apply to the trades necessary to facilitate this liquidation.

Office Use Only: Sub Firm 032 BR Code PS FA Code PS15 Account Number 3289-3298

- I agree to release and indemnify, defend and hold harmless WFCS, WFA, Introducing Firm and their respective affiliates and agents, officers, employees, successors and assigns (collectively, "Indemnitee") from any and all claims, liabilities, damages, losses, penalties, judgments and expenses, including without limitation, attorneys' fees and costs, of any kind or description that directly or indirectly arise out of or are related to the liquidation by WFCS of the specific asset(s) or the distribution of the proceeds thereof to me pursuant to this Acknowledgment and the WFCS IRA Disclosure Statement and Custodial Agreement.

By signing below, you:

- Certify the IRA holder is deceased, you are the beneficiary and the information provided is true and correct.
- Acknowledge that you have attached a copy of the Death Certificate to this form.
- Understand that you are responsible for calculating and taking the owner's RMD by December 31, if any is due.
- Assume full responsibility for any decisions regarding the inherited assets.
- Agree to consult with tax and legal professionals because WFCS has not given you any tax or legal advice.
- Have not relied on any Information WFCS has provided to determine what action to take.
- Acknowledge that you received the beneficiary option pages and will retain for your records.

Connecticut Perjury Declaration: I declare under penalty of law that I have examined this certificate and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for reporting false information is a fine of not more than $5,000, imprisonment for not more than five years, or both (as defined by the state of Connecticut on the CT-W4P).

Following are Signature(s) for Beneficiary, Executor/Executrix, Charity Representative, Trustee Representative, Conservator/Guardian, or POA attorney-in-fact (POA Document Required). ***Execution by more than one of the preceding parties may be required in certain instances.***

SIGN HERE

Signature 1 X	**Print Name 1**	**Date Signed 1**
Signature 2 X	**Print Name 2**	**Date Signed 2**
Signature 3 X	**Print Name 3**	**Date Signed 3**
Signature 4 X	**Print Name 4**	**Date Signed 4**

CITY OF REDLANDS
REQUEST FOR ADDITIONAL APPROPRIATION

DATE OF REQUEST: 6/4/2024

FINANCE USE ONLY
TRANSACTION NO:
ACCOUNTING PERIOD:

An additional appropriation is hereby requested as follows:

Department: FCS

EXPENDITURE APPROPRIATION INCREASE (if applicable)				
Account Description	**Orgkey**	**Object Code**	**Job Ledger (If applicable)**	**Amount**
Other Betterments/Improv	101311	8501		$ 96,000.00
			$	$ 96,000.00

REVENUE APPROPRIATION INCREASE (if applicable)				
Account Description	**Orgkey**	**Object Code**	**Job Ledger (If applicable)**	**Amount**
Animal Services Donation	101311	4819		$ 96,000.00
			$	$ 96,000.00

JUSTIFICATION: To record the donation revenue from the estate of George Firkle to the Animal Services Division to support the Redlands Animal Shelter and appropriate the funds to the Other Betterments/Improve account to support improvements at the shelter.

Requested By: Tabitha Crocker
Department Head

Recommended By Finance Director:

Yes _____ No _____ Signed _____

Comments: _____

Recommended: _____
City Manager

Approved by City Council:

Date: _____

Signed: _____
City Clerk

City Council Meeting **J. 12.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Reject all bids received for the Joslyn Senior Center Roofing and HVAC Replacement Project; bids received exceed the available budget (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

1. I move that the City Council reject all bids received for the Joslyn Senior Center Roofing and HVAC Replacement Project.

RECOMMENDATION:

Staff recommends that the City Council reject all bids received for the Joslyn Senior Center Roofing and HVAC Replacement Project Number FCS12092023KG.

DISCUSSION:

The Joslyn Senior Center Roofing and HVAC Replacement Project Number FCS12092023KG includes the complete re-roofing and replacement of all roof mounted HVAC units at the Joslyn Senior Center. Staff prepared plans and specifications based on current equipment installed and a roof assessment that was completed in 2023 and advertised the project for construction.

On March 13, 2024, the City Clerk's office received and opened one bid for the project. Staff evaluated the bid for conformance with the City's purchasing ordinance, and verified the total price as shown in the table below.

BIDDER	ORIGINAL BID AMOUNT	REVISED BID AMOUNT
California Professional Engineering, Inc.	$777,217.60	$721,343.62*

*Staff negotiated this lower price with California Professional Engineering, Inc.

The bid received exceeded the available budget and construction cost estimate for the project. Despite negotiations, proposed changes to decrease cost would have impacted the project scope. Therefore, staff recommends the rejection of the bid received for the project. If approved, Facilities and Community Services staff will prioritize the project based on future available funds and look to procure potential grant funds to support the project.

ALTERNATIVES:

City Council may deny the staff recommendation and provide alternate direction.

STRATEGIC PLAN:
N/A

SUBMITTED BY:
Tabitha Crocker, Facilities and Community Services Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Directo

PREPARED BY:
Don Craw, Senior Manager Facilities and Community Services

Fiscal Impact

Discussion:

There is no fiscal impact associated with this action.

Attachments

Clerk's Bid Report

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **13th day of March 2024 at 11:30 a.m.** on behalf of the Facilities and Community Services Department for **Roofing & HVAC Replacement Joslyn Senior Center – FCS12092023KJ**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Bid Bond	Addenda Acknowledged (2)	Total Bid Amount
1	California Professional Engineering, Inc., La Puente, CA	Yes	Yes	Two Acknowledged	$777,217.60

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Kathleen Giorgianni

City Council Meeting **J. 13.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a request for in-kind support in the amount of $48,240 related to the Redlands Fourth of July Celebration event on July 4, 2024, at Sylvan Park and Moore Middle School, authorize street closures as necessary for the event; authorize the sale and consumption of alcoholic beverages at each location; and determine that the event is categorically exempt from environmental review pursuant to Section 15301 of the CEQA guidelines (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that the request and staff's recommendation is appropriate, the following motions are provided:

1. I move that the City Council determine that approval of the Redlands 4th of July event is categorically exempt from environmental review pursuant to Section 15301 of the state's guidelines implementing the California Environmental Quality Act;
2. I move to authorize the temporary closure as necessary for the event and as detailed in the staff report; the expenditure of city resources and in-kind support in the amount of $48,240 related to this event; and the sale and consumption of alcoholic beverages at the event held at Sylvan Park and along 5th Avenue during the event held at Moore Middle School.

RECOMMENDATION:

Staff recommends that City Council determine that the event is categorically exempt from environmental review pursuant to Section 15301 of the State's guidelines implementing the California Environmental Quality Act (CEQA) and further recommends that the City Council direct staff accordingly concerning expenditure for personnel and equipment resources and in-kind support in the amount of $48,240 for the 2024 4th of July Celebration. Staff also recommends that the City Council authorize the request to temporarily close streets as indicated in the motions and authorize the sale and consumption of alcoholic

beverages during the event, held at Sylvan Park and Moore Middle School.

DISCUSSION:

In anticipation of planning the 2024 Fourth of July Celebration, the Redlands 4th of July Committee, Inc. (Committee) has submitted a request for in-kind services in the amount of $48,240. The Facilities and Community Services Department administers applications and the issuance of permits for special events to be held in public areas of the City. Upon issuance of a special event permit, the event may take place contingent on the event organizer paying the required fees. The City recognizes the value of partnering with non-profit agencies and organizations to provide services beneficial to the community. In an effort to provide support for programs that provide a community benefit, the City Council will, from time to time, consider the authorization of the in kind support of City resources related to a specific special event without reimbursement from non-profit agencies and organizations.

As the Council may recall, on December 5, 2023, the City Council approved a contribution of $30,000 for the 2024 Fourth of July Celebration to be paid to the Committee with the determination that the financial support served as a public benefit. This $30,000 was a contribution needed to reserve the fireworks display. The cost represented only a portion of the total cost for fireworks, as the Committee reported that the overall show costs were in excess of $123,000. As previously indicated in that report, the Committee has submitted a separate request for in-kind services for personnel, equipment resources and fees to support the event.

The Committee has held the Redlands 4th of July Celebration Event for the past 53 years. Although historically the firework show display has been held at the University of Redlands, it was relocated to Moore Middle School in 2020. The in-kind service request application includes services and staff resources for both of the locations, Sylvan Park and Moore Middle School. The request includes the reservation of Sylvan Park for Thursday, July 4, 2024, from 8:00 a.m. to 4:00 p.m., the temporary closure of surrounding streets including portions of E. Colton Ave., Chapel St., Stillman Ave., E. High Ave., Division St., Park Ave., and University St. between the hours of 9:00 a.m. to 11:00 a.m., as well as the temporary closure of streets for the fireworks display show to be held at Moore Middle School, for Highland Avenue, Dearborn Street, 5th Avenue and Marion Rd. between 1:00 p.m. to 11:30 p.m.

In partnership with the Committee, the Redlands Sunrise Rotary is requesting permission to serve alcohol at the event for both locations. The Sylvan Park beer garden will be held between 10:00 a.m. to 4:00 p.m. and the beer garden located at the Moore Middle School on 5th Avenue right of way will be held between 4:00 p.m. to 11:00 p.m. The Redlands Sunrise Rotary will be responsible for operating and obtaining the Daily License to Serve Alcohol from

the Office of Alcohol Beverage Control. City Council approval is necessary to authorize the consumption of alcohol for both locations. Staff's approval authority is limited to only enclosed public areas in public parks as defined by Resolution No. 7559 and therefore the approval of this request is outside of staff's purview.

The Redlands 4th of July Committee is requesting in kind support in the amount of $48,240.00. These costs are outlined in the fiscal impact section of this report. The Redlands 4th of July Committee is a registered non-profit organization operating out of the city of Redlands and has held their 4th of July celebration in the City annually since 1968. According to the submitted application, all funds generated pay for the expenses associated with facilitating the 4th of July fireworks show, park and parade activities within the City of Redlands. The event also provides an economic benefit by drawing visitors into the City who spend money on various food and services.

Furthermore, the event is categorically exempt from the requirements of the California Environmental Quality Act’s guidelines pursuant to Sections 15301(c) and 15323. This section includes the permitting of existing public facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The request is consistent with this exemption as it includes the permitting of a temporary event within an existing public park.

ALTERNATIVES:

The City Council has the option of denying the request or providing staff with alternative direction.

STRATEGIC PLAN:

Supports Strategic Plan Priority A: Quality of Life - Strategic Objective 1: Beautification, Arts and Culture

SUBMITTED BY:
Tabitha Crocker, Facilities and Community Services Department Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Amber N. Davis, Adminstrative Assistant

Fiscal Impact

Fiscal Year:	FY 2023/24
Revenue Generating:	No
Appropriation Required Y/N:	N
Amount:	$48,240.00

Discussion:

Please see the attached "Fiscal Impact" document for reference.

Attachments

Non-Profit Status
Maps-Street Closure and Parade Route
In-Kind Support Request
Street Closure Request
Street Closure Request - Rolling
ABC Permit Request
Fiscal Impact

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

Date:
04/19/2022
Employer ID number:
[redacted]
Person to contact:
Name: Julie Chen
ID number: 31261
Telephone: 877-829-5500
Accounting period ending:
October 31
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
December 23, 2021
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053761008911

REDLANDS 4TH OF JULY COMMITTEE INC
A NONPROFIT CORPORATION
278 TENNESSEE STREET SUITE 12
REDLANDS, CA 92373

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is the postmark date of your application.
Your exemption under IRC Section 501(c)(3) is effective as of the date listed at the top of this letter.
You were exempt under Section 501(c)(4) prior to this date.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



Fourth of July 2024

Street Closure Map



Parade Route

City of Redlands *In-Kind Support Request*

Event Name: Redlands 4th of July

Event Date(s): July 4, 2024 **Location(s):** Sylvan Park and Moore MS

Rain Out Date: None **Beginning Time:** 8:00am **End Time:** 11:00pm

Describe Your Request:

This completed form with all supporting documentation shall be submitted a minimum of 60 days prior to the scheduled event. Additional information may be attached to this application form, as needed.

Sylvan Park; 8:00am Food, Drink and Game Vendors, Fourth of July Band, Rock Band
Parade at 10:00am
Moore MS; 4:00pm Food and Drink Vendors, Skydivers, Vintage Airplane Flyovers, Fourth of July Band, Rock Band, Laser Show and Fireworks Show
Show End; 9:45pm

Select and Describe All City Provided Services That May Apply to Your Request :

- [x] Traffic (*Personnel, equipment, cones, barricades, no-parking* — no parking signage along parade route
- [x] Police (*Public Safety Personnel)* — Sylvan Park and Moore MS as recomended by RPD
- [x] Fire (*Paramedics, Inspectors)* — Moore MS Fire Marshal as recomended by RFD
- [x] Parks *(Cleanup Personnel, Ball Field Lights)* — Park, Pavillian, Picnic Bench areas, Trash and Restro
- [x] Facility — Use of bathrooms and the North section of Sylvan Park, areas alongside the Para

Refuse/Recycling *(Event Receptacles, Roll-Off Service)* acquired by Event Organizers through Redlands Customer Service

Section 13.65 of the Redlands Municipal Code requires that events that serve more than 2,000 individuals per day will be required to submit for review and approval a Large Venue Recycling Plan. The Quality of Life Department may require smaller events to comply with City recycling practices as a condition of waiving fees.

- [ ] Other

Group/Organization Name: Redlands Fourth of July Committee, Inc.

Is your Group/Organization a Registered Non-Profit: [x] Yes [ ] No **Non-Profit Federal Tax ID Number:** 33-0437034

Does your Group/Organization Presently Have Liability Insurance? [x] Yes [ ] No

Please be advised that depending upon your request, you may be required to provide proof of insurance coverage in an amount determined by the City and naming the City as an additional insured.

Has your Group/Organization received fee waivers from the City in the past? yes

Primary Contact Name & Title: Tim Murone

Mailing Address: 278 Tennessee Street, Suite 12 92373

Phone Number: 909-327-7446 **E-Mail Address:** timtbm@email.com

As a part of our commitment to fiscal responsibility, the City of Redlands gathers data associated with the economic and social benefits associated with in-kind support. Please provide estimates, as applicable, for your event.

Positive outcomes for your organization from this

Redlands Fourth of July Committee, Inc mission is to provide support and organize the 4th July Celebration for the City of Redlands.
As our community grows in demographics starting with housing, shopping, theater and culture there is always those few that people are sincerely touched and continue to enjoy our community or come back to visit in the future.

Describe what economic benefit and impact this event will bring to the City:

The City of Redlands support for this event in partnership with San Manuel Band of Mission Indians provides the "glue" to allow this event to happen. We believe our Citys exposure is beneficial to the Inland Empire and Redlands combined. People come from surrounding communities to enjoy and share in their enthusiasm for this holiday event. While every event believes they have purpose we believe the 4th of

In April 2002, the City Council adopted Resolution No. 6038, which encourages groups or organizations requesting in-kind support from the City to use local businesses when procuring goods and services associated with the event. Receipts will need to be submitted through a follow up form. Failure to submit post event documentation (within 15 days) may affect future requests.

	Proposed Event	Previous Event Actuals	Vendors
Attendance: Redlands Residents	4000	3500	25/4
Attendance: Non-Residents	2000	1500	
Food & Beverage Sales	Local Non-Profits	Local Non-Profits	Local Non-Profits
Merchandise Sales		8,996.	
Ticket/Entrance Fees	77,000.	65,035.	
Other	65,000.	62,500.	
Total Revenue	152,000.	136,531.00	

I certify that all statements on this application are true and complete to the best of my knowledge.

Signature: | **Title:** President, Redlands 4th July Comm

Please Print Your Name: Tim Murone | **Date:** January 13, 2024

To Be Completed by the City of Redlands

Date Received: | **Received By:**

Notes:

City Manager Approval: | City Council Approval:

Event: Redlands 4TH July

PERMIT TO CLOSE STREET FOR SOCIAL EVENT(S)

Permission to close a street for an event is subject to the following requirements:

1.	**Street Closure Diagram MUST be attached. (Failure to submit diagram will result in non-issuance of permit).**
2.	**Event Flyer or Event Description MUST be attached. (Failure to submit flyer or event description will result in non-issuance of permit).**
3.	**Applicant MUST provide insurance coverage per City's requirements (see reverse)**
4.	Written permission from all residents of the effected portion of the street MUST be attached.
5.	No tables or other objects shall be placed on the street surface.
6.	No alcohol shall be consumed on the street or City right-of-way outside of a permitted area.
7.	Temporary No Parking Signs and barricades shall be supplied and posted by City Staff
8.	Affected street(s) shall remain accessible for emergency vehicles and local traffic at all times.
9.	This permit pertains only to the closing of the street(s). This permit does not relate to the type of activity, noise, or any other aspect of the event. All other applicable and appropriate ordinances and laws apply.

Permission is hereby granted to: Redland 4TH July Committee, Inc

To close (street names) 5TH street

Between (street names) Marion Rd & Dearborn

On (date) 7/4/24 **Event times -** from (time) 2 ☐ am ☒ pm to (time) 10 ☐ am ☒ pm

Address of Applicant: 218 Tennessee #12 Redlands, CA 92373

Signature of Applicant: _____ Phone No. 909.327.7446

Condition(s): _____

Event Description: Fireworks Show

FOR OFFICE USE ONLY

This permit must be signed by the Chief of Police in order to be valid.

1. _____ _____
   Chief of Police — Date

2. _____ _____
   Municipal Utilities & Engineering Department — Date

3. _____ _____
   Facilities & Community Services Department — Date

4. _____ _____
   Risk Management Division — Date

Street Closure time: From _____ ☐ am ☐ pm To _____ ☐ am ☐ pm

Staff Notes:

_____

_____

Event: Fourth of July 2024

PERMIT TO CLOSE STREET FOR SOCIAL EVENT(S)

Permission to close a street for an event is subject to the following requirements:

1.	**Street Closure Diagram MUST be attached. (Failure to submit diagram will result in non-issuance of permit).**
2.	**Event Flyer or Event Description MUST be attached. (Failure to submit flyer or event description will result in non-issuance of permit).**
3.	**Applicant MUST provide insurance coverage per City's requirements (see reverse)**
4.	Written permission from all residents of the effected portion of the street MUST be attached.
5.	No tables or other objects shall be placed on the street surface.
6.	No alcohol shall be consumed on the street or City right-of-way outside of a permitted area.
7.	Temporary No Parking Signs and barricades shall be supplied and posted by City Staff
8.	Affected street(s) shall remain accessible for emergency vehicles and local traffic at all times.
9.	This permit pertains only to the closing of the street(s). This permit does not relate to the type of activity, noise, or any other aspect of the event. All other applicable and appropriate ordinances and laws apply.

Permission is hereby granted to: 4th of July Committee

To close (street names) Colton Ave, University St, Park Ave, E High Ave, and Chapel St

Between (street names) _____

On (date) 7/4/24 **Event times -** from (time) 10 ☑ am ☐ pm to (time) 11 ☑ am ☐ pm

Address of Applicant: 278 Tennessee St #12, Redlands CA 92373

Signature of Applicant: _____ Phone No. _____

Condition(s): Rolling closure

Event Description: Rolling street closure for 4th of July parade around perimeter of Sylvan Park and Colton Avenue

FOR OFFICE USE ONLY

This permit must be signed by the Chief of Police in order to be valid.

1. _____ _____
   Chief of Police — Date

2. _____ _____
   Municipal Utilities & Engineering Department — Date

3. _____ _____
   Facilities & Community Services Department — Date

4. _____ _____
   Risk Management Division — Date

Street Closure time: From _____ ☐ am ☐ pm To _____ ☐ am ☐ pm

Staff Notes:

CITY OF REDLANDS
APPLICATION REQUESTING AUTHORIZATION TO SERVE ALCOHOL

TYPE/NAME OF EVENT: Redlands 4TH July Fireworks Show

DATE OF EVENT: 7/4/24 HOURS: 4pm to 10pm

LOCATION: 5TH Street between Marion Rd & Dearborn

APPLICANT'S INFORMATION:

INDIVIDUAL/ORGANIZATION NAME: Redlands 4TH July Committee, Inc

CONTACT PERSON: Tim Murone PHONE: 909.327.7446

EMAIL: timthm@email.com ADDRESS: 178 Tennessee st #12

EVENT INFORMATION:

ARE FEES BEING CHARGED FOR EVENT? YES ☒ NO ☐ PRICE: 13.00

ARE FEES BEING CHARGED FOR ALCOHOL? YES ☒ NO ☐ PRICE: 8.00

TYPE OF ALCOHOL BEING SERVED: BEER ☒ WINE ☐ DISTILLED SPIRITS ☐

RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE

I, the undersigned, representing Redlands 4TH July Comm and in consideration of being permitted to conduct the Event, agree that the members/participants of Rlds 4TH July Comm, Inc shall defend, indemnify and hold harmless the City of Redlands, its elected officials, officers, boards, commissions, agents and employees from and against any and all claims, demands, actions, suits, damages, liabilities and judgments of every kind and nature and regardless of the merit of the same, arising out of the use of City of Redlands' facilities.

The members/participants of Rlds 4TH July Comm, Inc hereby release, discharge and agree not to sue the City of Redlands for any injury, death or damages to or loss of property arising out of or in connection with this event from whatever cause.

I HAVE CAREFULLY READ THIS RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO USE AND FULLY UNDERSTAND ITS CONTENTS. I REPRESENT I HAVE THE FULL AUTHORITY TO EXECUTE THIS FULL RELEASE OF LIABILITY ON BEHALF OF THE MEMBERS/PARTICIPANTS OF Redlands 4TH July Committee, Inc AND THAT I HAVE SIGNED THIS AGREEMENT ON:

Date: 3.30.24 Signature: _____

AUTHORIZATION

Pursuant to the use of alcohol within the City property noted above, the City of Redlands grants you permission to do so with the following conditions set forth by the City Council:

ALCOHOL RELATED TO PARKS:

Redlands Municipal; Code, Section 12.44.270 does allow, pursuant to a written permit from the Quality of Life Director, a person or persons to drink or consume alcoholic beverages in public parks, only in enclosed public areas as defined by resolution of the City Council. Any other locations within the City's property requires the City Council approval and designation of the place for the sale and consumption thereof.

Tape or fencing of some kind shall be used for setting off the area for which the alcoholic beverages are served and consumed. Alcohol sales and distribution shall cease one hour prior to end of the event unless otherwise directed by RPD or ABC office.

ALCOHOL RELATED TO AIRPORT:

12.56.090: USE OF INTOXICATING LIQUOR OR DRUGS: No person shall operate or assist in the operation of any aircraft while under the influence of, or using, any intoxicating liquor or habit forming or hallucinatory or narcotic drug. No alcoholic beverage may be consumed or sold on the airport unless the city council shall have approved and designated the place for the sale and consumption thereof.

APPROVED: _____ DATE: _____ DENIED: _____ DATE: _____

CITY COUNCIL DATE (if applicable): _____

In anticipation of the City Council's consideration of this request, staff has compiled the following table outlining costs related to fees established by Resolution of the City Council and departmental charges pertaining to personnel and equipment resources necessary for the support of the event. The departmental charges are costs outside of normal City operations that would not be incurred by the City if the special event was not taking place.

Departmental Charges (Personnel & Equipment)	**2024 Amount**	**Type**	**2023 Amount**
Police Personnel[1]	$35,820.00	Hard Cost	$25,750.00
Fire Personnel[1]	$1,156.00	Hard Cost	$2,497.00
Facilities & Community Services Personnel[1]	$7,200.00	Hard Cost	$7,560.00
Personnel & Equipment Subtotal	**$44,176.00**		**$35,807.00**
Fees Established by City Council Resolution			
Park Reservation	$225.00	Soft Cost	$211.00
FCS Equipment	$1,280.00	Soft Cost	$450.00
Fire Equipment	$2,559.00	Soft Cost	$1,218.00
Fees Subtotal			
Total Departmental Charges and Fees	**$4,064.00**		**$1,879.00**
	$44,176.00 (hard) **$4,064.00** (soft) **$48,240.00 (Total)**		**$35,807.00** **$ 1,879.00** **$37,686.00**

[1]*Personnel costs are calculated conservatively assuming the highest staff cost scenario. Actual costs may vary on the day of the event based on the actual staff present. Actual costs will be confirmed following the event and will be included in a reconciliation report presented to the City Council.*

The following table summarizes the total estimated costs associated with the use of City resources and waiver of fees approved for events scheduled during Fiscal Year 2023-24 to date:

TABLE 2: FY 2023-24 Fee Waivers to date

Hard Costs	**Soft Costs**	**Deposits Refunded**	**Waiver Amount**	**Net Amount**
$385,619.14	$28,011.96	$	$413,631.10	$413,631.10

City Council Meeting **J. 14.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a request for in-kind support in the amount of $33,381 related to the 2024 Summer Music Festival event hosted by the Redlands Bowl Performing Arts and determine that the event is categorically exempt from environmental review pursuant to Section 15301 of the state's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Department Director Crocker)

MOTION(S):

If the City Council determines that this request is appropriate, the following motions are provided:

1. I move that the City Council determine that approval of the 2024 Summer Music Festival event is categorically exempt from environmental review pursuant to Section 15301 of the state's guidelines implementing the California Environmental Quality Act; and
2. I move to approve a request for in-kind support in the amount of $33,381 related to the 2024 Summer Music Festival event hosted by the Redlands Bowl Performing Arts.

RECOMMENDATION:

Staff recommends that the City Council approve the request for in-kind support and determine that the event is categorically exempt from environmental review pursuant to Section 15301 of the State’s guidelines implementing the California Environmental Quality Act.

DISCUSSION:

The Facilities and Community Services Department issues permits for special events to be held in public areas of the City. Upon issuance of a special event permit, the event may take place contingent on the event organizer paying the required fees. The City recognizes the value of partnering with non-profit agencies and organizations to provide services beneficial to the community. In an effort to provide support for programs that provide a community benefit, the City Council will consider the authorization of in-kind support including the use of city resources and facilities in support of a special event.

The Redlands Bowl Performing Arts (RBPA) is planning its 2024 season of the Redlands Bowl Summer Music Festival. The concerts are scheduled to take place between June 21, 2024, and August 16, 2024, from the hours of 8:00 p.m. to 10:00 p.m. The anticipated attendance for the 2024 Summer Music Festival season is approximately 100,000 visitors from Redlands and surrounding areas. On January 16, 2007, the City Council approved a lease agreement with RCMA, now RBPA, for the exclusive use of the Redlands Bowl and Prosellis for their summer performances.

Additionally, they are requested to use the Joslyn Senior Center auditorium for 40 hours during summer. The usage rate is $51.00 per hour, amounting to a total of $2,040.00. This request aligns with their typical usage during the summer for accommodating cast members of larger productions; and a fireworks permit with engine crew on standby for a total amount of $1,341.00 .

RBPA is requesting in-kind support consisting of two sworn police officers during each of their 19 concerts, as well as the cost of the fireworks permit and RFD engine standby. The RBPA is a registered 501(c)(3) non-profit organization operating out of the City of Redlands. Similar requests have been approved by the City Council for past events.

Furthermore, this event has been determined to be categorically exempt from the requirements of the California Environmental Quality Act’s guidelines pursuant to Section 15301. This section includes the permitting of existing public facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

ALTERNATIVES:

The City Council may deny the request for in-kind support or provide alternative direction to staff.

STRATEGIC PLAN:

Supports Strategic Plan Priority A: Quality of Life - Strategic Objective 1: Beautification, Arts and Culture

SUBMITTED BY:
Tabitha Crocker, Facilities and Community Services Department Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Amber N. Davis, Adminstrative Assistant

Fiscal Impact

Fiscal Year:	FY 2023/24
Revenue Generating:	No
Appropriation Required Y/N:	N
Amount:	$33,381.00

Discussion:

Please see attached "Fiscal Impact" for reference.

Attachments

In-Kind Support Request
Fiscal Impact

City of Redlands *In-Kind Support Request*

Event Name: Redlands Bowl Summer Music Festival

Event Date(s): 6/21/24 through 8/16/24 **Location(s):** Redlands Bowl

Rain Out Date: **Beginning Time:** 8:00pm **End Time:** 10:30pm

Describe Your Request:

This completed form with all supporting documentation shall be submitted a minimum of 60 days prior to the scheduled event. Additional information may be attached to this application form, as needed.

We kindly request for police presence at the Redlands Bowl Summer Music Festival, and we ask for a firework permit for our closing ceremony at the end of the season.

Select and Describe All City Provided Services That May Apply to Your Request :

- [x] Traffic (*Personnel, equipment, cones, barricades, no-parking* — CVP helps with traffic/handicapped parking
- [x] Police (*Public Safety Personnel*) — 2 police officers per concert
- [x] Fire (*Paramedics, Inspectors*) — 1 permit for fireworks Fri, 8/16/24
- [x] Parks (*Cleanup Personnel, Ball Field Lights*) — City maintains park
- [ ] Facility

Refuse/Recycling *(Event Receptacles, Roll-Off Service)* acquired by Event Organizers through Redlands Customer Service

Section 13.65 of the Redlands Municipal Code requires that events that serve more than 2,000 individuals per day will be required to submit for review and approval a Large Venue Recycling Plan. The Quality of Life Department may require smaller events to comply with City recycling practices as a condition of waiving fees.

- [ ] Other

Group/Organization Name: Redlands Bowl Performing Arts

Is your Group/Organization a Registered Non-Profit: [x] Yes [ ] No **Non-Profit Federal Tax ID Number:** 95-6006074

Does your Group/Organization Presently Have Liability Insurance? [x] Yes [ ] No

Please be advised that depending upon your request, you may be required to provide proof of insurance coverage in an amount determined by the City and naming the City as an additional insured.

Has your Group/Organization received fee waivers from the City in the past? Yes

Primary Contact Name & Title: Beverly Noerr, Executive Director

Mailing Address: 168 S. Eureka St. Redlands, CA 92373

Phone Number: 909-793-7316 **E-Mail Address:** bnoerr@redlandsbowl.org

As a part of our commitment to fiscal responsibility, the City of Redlands gathers data associated with the economic and social benefits associated with in-kind support. Please provide estimates, as applicable, for your event.

Positive outcomes for your organization from this

Each year over 100,000 people enjoy world-class performing arts free of admission at the Redlands Bowl.

Describe what economic benefit and impact this event will bring to the City:

The summer music festival attracts people throughout the Inland Empire and greater Southern California who patronize local businesses and restaurants.

In April 2002, the City Council adopted Resolution No. 6038, which encourages groups or organizations requesting in-kind support from the City to use local businesses when procuring goods and services associated with the event. Receipts will need to be submitted through a follow up form. Failure to submit post event documentation (within 15 days) may affect future requests.

	Proposed Event	Previous Event Actuals	Vendors
Attendance: Redlands Residents	Over 65,000 per summer	Same	
Attendance: Non-Residents	Over 35,000 per summer	Same	
Food & Beverage Sales			
Merchandise Sales			
Ticket/Entrance Fees			
Other			
Total Revenue			

I certify that all statements on this application are true and complete to the best of my knowledge.

Signature: [signature] **Title:** Executive Director

Please Print Your Name: Beverly Noerr **Date:** 3/25/2024

To Be Completed by the City of Redlands

Date Received: **Received By:**

Notes:

City Manager Approval: City Council Approval:

In anticipation of the City Council's consideration of this request, staff has compiled the following table outlining costs related to fees established by Resolution of the City Council and departmental charges pertaining to personnel and equipment resources necessary for the support of the event. The departmental charges are costs outside of normal City operations that would not be incurred by the City if the special event was not taking place.

Departmental Charges (Personnel & Equipment)	**2024 Amount**	**Type**	**2023 Amount**
Police Personnel[1]	$30,000.00	Hard Cost	$30,000.00
Fire Personnel[1]	$0.00	Hard Cost	$0.00
Facilities & Community Services Personnel[1]	$0.00	Hard Cost	$0.00
Personnel & Equipment Subtotal	**$30,000.00**		**$30,000.00**
Fees Established by City Council Resolution			
Park Reservation	$0.00	Soft Cost	$0.00
FCS Equipment	$0.00	Soft Cost	$0.00
FCS Facilities Rental	$2,040.00	Soft Cost	$0.00
Fire Equipment (Firework Permit)	$1,341.00	Soft Cost	$0.00
Fees Subtotal			
Total Departmental Charges and Fees	**$3,341.00**		**$0.00**
	$ 30,000.00 **$ 3,341.00** **$ 33,341.00**		**$30,000.00** **$ 0.00** **$30,000.00**

[1]*Personnel costs are calculated conservatively assuming the highest staff cost scenario. Actual costs may vary on the day of the event based on the actual staff present. Actual costs will be confirmed following the event and will be included in a reconciliation report presented to the City Council.*

The following table summarizes the total estimated costs associated with the use of City resources and waiver of fees approved for events scheduled during Fiscal Year 2023-24 to date:

TABLE 2: FY 2023-24 Fee Waivers to date:

Hard Costs	**Soft Costs**	**Deposits Refunded**	**Waiver Amount**	**Net Amount**
$385,619.14	$28,011.96	$	$413,631.10	$413,631.10

City Council Meeting **J. 15.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8543 - Annual Engineer's Reports Preliminary Approval, and Resolution No. 8544 - Declaration of Intention to Levy Fiscal Year 24/25 Street Lighting District No. 1 and Landscape Maintenance District No. 1 Assessments (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion are provided:

1. I move to adopt Resolution No. 8543; and

2. I move to adopt Resolution No. 8544

RECOMMENDATION:

Staff recommends City Council adopt Resolution No. 8543 preliminarily approving the annual Engineer's Reports for Landscape Maintenance District No. 1 and Street Lighting District No. 1, and Resolution No. 8544 declaring the City Council's intention to levy and collect assessments for fiscal year 24/25 and scheduling a June 18, 2024, Public Hearing to receive comments related to levying assessments within these districts.

DISCUSSION:

On July 7, 1987, City Council ordered the formation of Landscape Maintenance District No. 1 (LM District), which was established to ensure satisfactory levels of maintenance are provided. LM District assessments provide funding for labor, materials, and equipment associated with landscape services provided by the City within the LM District. These services include turf and ground cover maintenance, irrigation, tree and bush trimming, and LM District management.

On September 19, 1989, City Council ordered the formation of Street Lighting District No. 1 (SL District), which was established to generate funding for electricity to power streetlights, labor, material, and equipment costs to replace burned-out or damaged streetlight bulbs, damaged streetlight poles, and provide SL District management.

On May 7, 2024, City Council approved Donald Young, One Stop Permit Center Manager, as the Assessment Engineer for both districts. In the role of Assessment Engineer, Mr. Young is responsible for the preparation of the Engineer's Reports required to levy the annual assessments in accordance with the California Streets and Highways Code.

Staff has prepared the comprehensive Engineer's Reports to establish fiscal year 24/25 LM District and SL District assessments that will recover costs for City services within both districts. Appendix "D" of the Engineer's Reports detail the assessments and provides a description of specific areas to be assessed. The Assessment District diagrams are also included in each of the Engineer's Reports as Appendix "B". No new areas are proposed for annexation into the districts.

A public hearing is required to levy these assessments. The date of the Public Hearing will be set by adoption of Resolution No. 8544. At the Public Hearing, the Council will consider Resolution Nos. 8545 and 8546 to approve the Engineer's Reports for Landscape Maintenance District No. 1 and Street Lighting District No. 1 and implement the assessments for Fiscal Year 2024-2025. A copy of the Notice of Public Hearing is included with this staff report.

ALTERNATIVES:

The City Council may deny the staff recommendation which will result in no imposition of assessments by the San Bernardino County Assessor on property tax bills without adoption of the annual Engineer's Reports.

STRATEGIC PLAN:

N/A

SUBMITTED BY:

Tabitha Crocker, Facilities and Community Services Department Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
Brian Desatnik, Development Services Department Director

PREPARED BY:
Donald Young, One Stop Permit Center Manager

Fiscal Impact

Fiscal Year: 24/25

Revenue Generating: Yes

Appropriation Required Y/N: No

Discussion:

The proposed FY 24/25 the Street Lighting District No. 1 and Landscape Maintenance District No. 1 assessments will generate revenues to supplement necessary General Fund costs within the Facilities and Community Services Department budget to provide services within the districts.

Attachments

A. Resolution No. 8543 SLD and LMD Preliminary Approval
B. Resolution No. 8544 - SLD and LMD Intent
C. 10 Day Display Notice
D. SLD Engineer's Report
E. LMD Engineer's Report

RESOLUTION NO. 8543

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS GIVING PRELIMINARY APPROVAL OF THE ENGINEER'S REPORTS FOR FISCAL YEAR 2024-2025 FOR STREET LIGHTING DISTRICT NO. 1 AND LANDSCAPE MAINTENANCE DISTRICT NO. 1

WHEREAS, the City Council of the City of Redlands (the "City Council") has heretofore determined that the public interest, convenience and necessity require the maintenance and operation of street lighting and appurtenant facilities, as set forth in Section 22525 of the Streets and Highways Code, within the incorporated boundaries of the City of Redlands; and

WHEREAS, the City Council has heretofore determined that the public interest, convenience and necessity require the maintenance of landscape and irrigation facilities set forth in Section 22525 of the Streets and Highways Code, State of California, within the incorporated boundaries of the City of Redlands; and

WHEREAS, Donald Young, One Stop Permit Center Manager, 35 Cajon Street, Suite 15A, Redlands, California, has been appointed "Assessment Engineer" with all provisions of Part 2 of Division 15 of the Streets and Highways Code applicable to the Engineer being applied to the "Assessment Engineer;" and

WHEREAS, Sections 22622 and 22623 of the Streets and Highways Code require that an Engineer's Report be prepared and filed annually, specifying the assessments to be levied against the benefitting properties within the City's Street Lighting District No. 1 and Landscape Maintenance District No. 1; and

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk reports in writing as required by the Landscaping and Lighting Act of 1972 and in compliance with Article XIIID of the California Constitution; and

WHEREAS, the City Council has duly considered said reports and each and every part thereof; and finds that each and every part of said reports is sufficient, and that no part of said reports requires modification in any respect;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. That the Engineer's estimate of the itemized costs and expenses of said work and of the incidental expenses in connection therewith, contained in said reports be, and each of them are hereby, preliminarily approved and confirmed.

Section 2. That the diagram showing the Street Lighting District No. 1 and Landscape Maintenance District No. 1 referred to and described in said reports, and the boundaries of the lots and parcels of land within such assessment district as the same existed at the time of passage of this resolution, are hereby preliminarily approved and confirmed.

Section 3. That the proposed assessment upon the properties in Street Lighting District No. 1 and Landscape Maintenance District No. 1, in proportion to the estimated benefit to be received by such properties, respectively, from said work and of the incidental expenses thereof, as contained in said report is hereby preliminarily approved and confirmed.

Section 4. That said reports shall stand as the Engineer's Report for the purposes of all subsequent proceedings for Street Lighting District No. 1 and Landscape Maintenance District No. 1.

APPROVED AND ADOPTED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____
Jeanne Donaldson, City Clerk

RESOLUTION NO. 8544

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS WITHIN REDLANDS' STREET LIGHTING ASSESSMENT DISTRICT NO. 1 AND LANDSCAPE ASSESSMENT DISTRICT NO. 1 FOR FISCAL YEAR 2024-2025 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972, AND ESTABLISHING A TIME AND PLACE FOR PUBLIC HEARINGS FOR THE TWO DISTRICTS TO CONSIDER PROTESTS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The City Council of the City of Redlands hereby (1) finds that the public interest and convenience requires, and (2) declares its intention to levy and collect, assessments against the lots and parcels of property within an existing assessment districts designated "Redlands' Street Lighting Assessment District No. 1 and Landscape Assessment District No. 1" (the "Districts") pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code (commencing with Section 22500) (the "Act") for fiscal year 2024-2025, commencing July 1, 2024, and ending June 30, 2025, to pay for the costs and expenses of the improvements described in Section 3 hereof.

Section 2. Reference is hereby made to a map on file in the office of the City Clerk and open for public inspection for a description of the exterior boundaries of the Districts.

Section 3. The proposed improvements are briefly described as follows: The operation, maintenance and servicing of public within the District, including the operation, maintenance and servicing of public lighting facilities and landscaping, including safety lighting, traffic signals, trees, shrubs, grass and other ornamental vegetation, and appurtenant facilities, located along public roadways, streets and rights-of-way within the boundaries of the Districts. "Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the public lighting and landscaping facilities, and appurtenant facilities, including repair, removal or replacement of all or part of any of the public lighting and landscaping facilities, or appurtenant facilities. "Servicing" means the maintenance of any of the public lighting and landscaping facilities or appurtenant facilities, including the furnishing of electric current, energy or gas for the operation of any of the lighting facilities and the furnishing of water for the irrigation of any of the landscaping facilities.

Section 4. The assessments to be levied and collected against the assessable lots and parcels of property within the Districts for fiscal year 2024-2025 are not proposed to increase from the assessments levied and collected for fiscal year 1997-1998.

Section 5. Public property owned by any public agency and in use in the performance of a public function which is included within the boundaries of the Districts shall not be subject to assessment to be made under these proceedings to cover any of the costs and expenses of the improvements.

Section 6. All railroad, gas, water and electric utility rights-of-way are included within the Districts and shall be assessed in accordance with the benefits received from the improvements.

Section 7. Reference is hereby made to the Reports of the Engineer entitled "City of Redlands Street Lighting District No. 1 Engineer's Report for Fiscal Year 2024-2025" and "City of Redlands Landscape Maintenance District No. 1 Engineer's Report for Fiscal Year 2024-2025" on file in the office of the City Clerk for a full and detailed description of the improvements, the boundaries of the District and any zones therein and the proposed assessments upon assessable lots and parcels of land within the District.

Section 8. NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL APPOINTS TUESDAY, THE 18th DAY OF JUNE, 2024, AT THE HOUR OF 6:00 P.M., OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD, IN THE COUNCIL CHAMBERS AT CITY HALL, CITY OF REDLANDS, 35 CAJON STREET, SUITE 2, REDLANDS, CALIFORNIA 92373, AS THE TIME AND PLACE FOR TWO PUBLIC HEARINGS TO CONSIDER PROTESTS OR OBJECTIONS TO THE LEVY OF THE PROPOSED ASSESSMENTS IN CONNECTION WITH THE DISTRICTS. All interested persons shall be afforded the opportunity to hear and be heard. Any interested person may file a written protest with the City Clerk prior to the conclusion of the hearing. A written protest shall state all grounds of objection. A protest by a property owner shall contain a description sufficient to identify the property owned by the signer thereof. The City Council shall consider all oral statements and all written protests made or filed by any interested person.

Section 9. The City Clerk is hereby authorized and directed to give notice of such hearing in accordance with law.

Section 10. The City Council hereby determines and declares that the proposed assessments constitute a continuation of assessments existing on the effective date of Article XIIID, that the assessments are imposed exclusively to finance the maintenance and operation expenses for streets and that the assessments are exempt from the requirements of Article XIIID, Section 4 of the California Constitution.

Section 11. The City Council hereby designates Donald Young, One Stop Permit Center Manager, telephone number (909) 798-7585 x6, to answer inquiries regarding the hearing, protest proceedings and procedural or technical matters.

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certifies that the foregoing resolution was duly adopted by the City Council, at a regular meeting thereof, held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____
Jeanne Donaldson, City Clerk

CITY OF REDLANDS
CITY COUNCIL
NOTICE OF PUBLIC HEARING

NOTICE is hereby given that the City Council of the City of Redlands, County of San Bernardino, State of California, will hold a **PUBLIC HEARING** to consider the following:

1. **PUBLIC HEARING** to consider Ordinance No. 2969 and Ordinance No. 2970 to approve the Engineer's Reports for Landscape Maintenance District No. 1 and Street Lighting District No. 1 and implement the assessments for Fiscal Year 2024-2025

   City of Redlands, Applicant

In accordance with the Landscaping and Lighting Act of 1972 and in compliance with Article XIIID of the California Constitution a report has been prepared and filed with the City Clerk.

The full text of the proposed Ordinances, and all materials relevant to this hearing, are available for public inspection at the One Stop Permit Center, located at 35 Cajon Street, Ste. 15A, Redlands, California. Phone number is (909) 798-7585x6. Website: www.cityofredlands.org

The public hearing will be held in the Council Chambers, Civic Center, 35 Cajon Street, Ste. 2, Redlands, California, at 6:00 P.M., or as soon thereafter as may be heard, on Tuesday, June 18, 2024.

Due to time constraints and the number of persons wishing to give oral testimony, time restrictions may be placed on oral testimony at the hearing regarding this project. You may wish to make your comments in writing to the following address to assure that you are able to express yourself adequately: City Council, P. O. Box 3005, Redlands, California 92373 or by e-mail to jdonaldson@cityofredlands.org

If you challenge the Ordinances described in this notice in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council prior to the public hearing.

_____

Jeanne Donaldson, City Clerk
City of Redlands, California

CITY OF REDLANDS
STREET LIGHTING DISTRICT NO. 1
ENGINEER'S REPORT
FOR FISCAL YEAR 2024-2025

CITY OF REDLANDS
FACILITIES AND COMMUNITY SERVICES DEPARTMENT

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ENGINEER'S REPORT AFFIDAVIT

Street Lighting District No. 1

City of Redlands
San Bernardino County, State of California

This Report describes the Street Lighting District No. 1 ("District") and services therein including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2024-2025 as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the San Bernardino County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this 4th day of June, 2024



By: Donald P. Young

Donald Young
One Stop Permit Center Manager
R.C.E # 49918

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TABLE OF CONTENTS

I. AUTHORITY FOR REPORT

II. GENERAL DESCRIPTION

III. PLANS AND SPECIFICATIONS

IV. IMPROVEMENTS

V. ASSESSMENT DIAGRAM

VI. ESTIMATED COSTS AND ASSESSMENTS

VII. ASSESSMENT ROLL

VIII. PROPOSED BASIS FOR ASSESSMENTS

IX. CALCULATION OF UOB AND INCIDENTAL COSTS FOR FY 2024-2025

X. ESTIMATED ASSESSMENTS FOR FY 2024-2025

APPENDIX A: CALCULATION OF UOB AND INCIDENTAL COST TABLE
APPENDIX B: DISTRICT ASSESSMENT DIAGRAM
APPENDIX C: RESOLUTIONS
APPENDIX D: ASSESSMENT ROLL

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AUTHORITY FOR REPORT

This report is prepared by order of the City Council of the City of Redlands, California (City). This report is in compliance with the requirements of Chapter 1, Article 4, and Chapter 3 of Division 15 of the Streets and Highway Code of the State of California (Landscape and Lighting Act of 1972) and Article XIIID of the California Constitution.

I. GENERAL DESCRIPTION

The City Council of the City of Redlands, California has heretofore elected to form Street Lighting District No. 1 (District) and annexed territories to said District. The boundaries of said District and annexations thereto are entitled "Assessment Diagram of Street Lighting District No. 1," and are on file in the office of the City Clerk of the City of Redlands.

II. PLANS AND SPECIFICATIONS

All street lights are or will be owned by the City and are provided electrical services by Southern California Edison Company (SCE).

Reference is hereby made to the subject tract or parcel maps and assessment diagrams for the exact location of the parcels covered by the District. The plans and specifications by reference are hereby made a part of this report to the same extent as if said plans and specifications were attached hereto.

III. IMPROVEMENTS

The Landscaping and Lighting Act of 1972 allows the confirmation of benefit assessments for the construction of improvements in addition to maintenance and operation of existing facilities. Assessments will not be levied under the District to fund the installation of street lights during FY 2024-2025. Therefore, this report does not include any proposed benefit assessments for the installation of improvements for FY 2024-2025.

IV. ASSESSMENT DIAGRAM

The assessment District locations for the Original District and subsequent Annexations shown as Appendix B. The assessment diagrams by reference are hereby made a part of this report. The original diagram document used in prior Engineer's Reports was updated in 2021 for purposes of clarity.

Since there were numerous locations as part of Annexation Nos. 1, 2, 3, 4, 5, etc. they were identified on the diagram as S1-A, S1-B, S1-C or S2-A, S2-B, S2-C, etc. Prefix S is added to the identification on the later Annexations to identify that they are within the District. The same Annexation description will be used for identification with Sections IX and X of this report

V. ESTIMATED COSTS AND MAINTENANCE

Since the City owns the street lighting system, all maintenance efforts by the City should be allocated to the District as a direct cost. The Municipal Utilities and Engineering Department has taken the information used in the previous annual report and updated the values based upon the formulas for Unit of Benefit. Southern California Edison (SCE) monthly rates were calculated based upon LS-2 schedule of rates for 100W and 150W high pressure sodium vapor street lights. Because the District costs have historically exceeded the revenue generated by District assessment, it is anticipated that minimal administration and no maintenance will be provided during the 2024-2025 year. As such, the labor amount has been significantly reduced to an estimated value of $6,855 to be spread equally over the number of street lights.

Given these parameters the following is the estimated monthly costs per lamp:

POLES	SCE CHARGE	DEPARTMENT ADMINISTRATION	MONTHLY LAMP COST
419	$ 2.82	$ 1.36	$ 1,751

The following information is from the City's FY2017-2018 Budget:

Power Expenses	
City Street Lighting	S 15,000
Subtotal	**S 15,000**
Administration	
Salaries and Benefits	$ 10,893
Maintenance	$ 1,101
Subtotal	**S 11,994**
Incidental	
Other Professional Services	$ 0
Subtotal	**$ 0**
Total Costs	S 26,994
2017-2018 Levy	$ 25,465
Deficit	**$ 1,529**
Total Parcels Levied	990

The District and Annexations, which are maintained by the City, have been in existence for a number of years. Over the years, the existing assessments have not kept pace with the true annual cost of maintenance and administration.

No new areas are being proposed to be annexed to the District for FY 2024-2025.

VI. ASSESSMENT ROLL

Following the public hearing for FY 2024-2025 assessments and the City Council's approval of the assessments, an assessment roll will be prepared. The assessment roll will include the assessment parcel number, the San Bernardino County Assessor's parcel number and the confirmed assessment for each parcel. The assessment roll will be filed with the City Clerk and will subsequently be transmitted to the San Bernardino County Auditor/Tax Collector.

VII. PROPOSED BASIS FOR ASSESSMENTS

The City Council has heretofore determined that it will be necessary to utilize the provisions of the Landscaping and Lighting Act of 1972, a benefit assessment act, for the Original District and the subsequent Annexations to the District and to assess benefitting properties in proportion to the benefits that the various properties will receive.

The benefits the properties will receive will be assessed as increments of units of benefit (UOB). The District and the subsequent Annexations consist of various types of development having varying parcel sizes. Since the street lights either have been or will be installed in accordance with customary spacing established by the City, there will be four Assessment Zones based upon a street's curb-to-curb width.

Assessments proposed for individual parcels within the District and Annexations will be for the benefit received and will be determined based upon the four following Assessment Zones.

Zone 1: This will include all parcels having frontage on streets with curb separation of less than 40' or greater with 100watt HPSVL at 250' spacing.

Zone 2: This will include all parcels having frontage on streets with curb separations of less than 40' with 100 watt HPSVL at 600' spacing.

Zone 3: This will include all parcels having frontage on streets with curb separations of 40' or greater and less than 64' with 150 watt HPSVL at 250' spacing.

Zone 4: This will include all parcels having frontage on streets with curb separations of 64' or more with 150 watt HPSVL at 230' spacing.

Each of these four Assessment Zones will have assessments levied in UOB which is defined as increments of 100' frontage on public streets, right-of-way or easements. The frontage length and the corresponding UOB are as follows:

FRONTAGE LENGTH	UOB
Less than 199'	1
200' – 299'	2
300' – 399'	3
And so forth	

The UOB assessments for the four Zones are calculated as follows:

Zone 1: Includes 100 watt high pressure, sodium vapor luminaries with a monthly billing rate from SCE, a minimal amount of labor (excluding City General Government Overhead and Facilities and Community Services Department maintenance) for a lamp cost of $8.49. Since the spacing will be 240' ± 15', a spacing of 250' will be used in the calculation.

$$\frac{\$8.49 \times 12}{500} \times \frac{100'}{\text{UOB}} = \$20.38 \text{ per UOB}$$

Zone 2: Includes 100 watt high pressure, sodium vapor luminaries with a monthly billing rate from SCE, a minimal amount of labor (excluding City General Government Overhead and Facilities and Community Services Department maintenance) for a lamp cost of $8.49. Since the spacing will be 600', a spacing of 600' will be used in the calculation.

$$\frac{\$8.49 \times 12}{1200} \times \frac{100'}{\text{UOB}} = \$8.49 \text{ per UOB}$$

Zone 3: Includes 150 watt high pressure, sodium vapor luminaries with a monthly billing rate from SCE, a minimal amount of labor (excluding City General Government Overhead and Facilities and Community Services Department maintenance) for a lamp cost of $11.51. Since the spacing will be 265' ± 15', a spacing of 250' will be used in the calculation.

$$\frac{\$11.51 \times 12}{500} \times \frac{100'}{\text{UOB}} = \$27.63 \text{ per UOB}$$

Zone 4: Includes 150 watt high pressure, sodium vapor luminaries with a monthly billing rate from SCE, a minimal amount of labor (excluding City General Government Overhead and Facilities and Community Services Department maintenance) for a lamp cost of $11.51. Since the spacing will be 215' ± 15', a spacing of 230' will be used in the calculation.

$$\frac{\$11.51 \times 12}{460} \times \frac{100'}{\text{UOB}} = \$30.03 \text{ per UOB}$$

The incidental expenses are most equitably spread on a UOB basis, which is the same method for spreading the benefit from the direct lighting costs.

VIII. CALCULATION OF UOB AND INCIDENTAL COSTS FOR FY 2024-2025

For a breakdown of the UOB Incidental Costs see Appendix A – Calculation of UOB and Incidental Cost Table

IX. ESTIMATED ASSESSMENTS FOR FY 2024-2025

The following calculations presume the on-site development has been completed and include the estimated energy, administration and engineering costs:

Original District (Zone 3) – Parcel Map 11917 APN 0292-032-39, 40, 41, 42

The four parcels will receive one UOB per 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of operation and maintenance to be assessed
N = Number of UOB in Parcel Map 11917

NA = C
A = $621.55/31
A = $20.05 per UOB

Assessment for each parcel:

Parcel 2	-	10 UOB	=	$200.50
Parcel 3	-	2 UOB	=	$40.10
Parcel 4	-	3 UOB	=	$60.15
Parcel 5	-	16 UOB	=	$320.80

Annexation S1-A – Parcel Map 12450, APN 0167-201-62 thru -65

These parcels are not assessed.

Annexation S1-B (Zone 4) – Parcel Map 11755 APN 0293-172-16, 17, 18

The seven parcels in Annexation S1-B having street frontage will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S1-B with street frontage

NA = C
A = $273.39/13
A = $21.03 per UOB

Assessment for each parcel:

Parcel 1	-	1 UOB	=	$21.03
Parcel 3	-	1 UOB	=	$21.03
Parcel 5	-	1 UOB	=	$21.03
Parcel 6	-	2 UOB	=	$42.06
Parcel 7	-	2 UOB	=	$42.06
Parcel 8	-	4 UOB	=	$84.12
Parcel 9	-	2 UOB	=	$42.06

The original parcels have been reconfigured into three Assessor's Parcels.

Annexation S1-C (Zone 4) – CUP 617 APN 0292-033-11

The one parcel in Annexation S1-C will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S1-C

NA = C
A = $231.33/1
A = $231.33 per Parcel

Annexation S1-D (Zone 3) – MS 184, Parcel Map 12300, APN 0167-231-19, 20, 21

The three parcels in Annexation S1-D will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S1-D

NA = C
A = $60.15/3
A = $20.05 per Parcel

Annexation S1-E (Zone 3) – CUP 382 APN 0171-383-19, 20

The two parcels in Annexation S1-E will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-E

NA = C
A = $40.10/2
A = $20.05 per Parcel

Annexation S1-F (Zone 1) – CRA 606 APN 0169-131-33

The one parcel in Annexation S1-F will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-F

NA = C
A = $19.45/1
A = $19.45 per Parcel

Annexation S1-G (Zone 4) – CRA 486 APN 0292-321-10

The one parcel in Annexation S1-G will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-G

NA = C
A = $105.15/1
A = $105.15 per Parcel

Annexation S1-G (Zone 4) – CRA 486 APN 0292-321-10

The one parcel in Annexation S1-G will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-G

NA = C
A = $105.15/1
A = $105.15 per Parcel

Annexation S1-H (Zone 4) – CUP 253 APN 0169-411-07

The one parcel in Annexation S1-H will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-H

NA = C
A = $105.15/1
A = $105.15 per Parcel

Annexation S1-I (Zone 3) – CRA 608 APN 0169-142-11

The one parcel in Annexation S1-I will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-I

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S1-J (Zone 3) – CUP 519 APN 0171-331-04

The one parcel in Annexation S1-J will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-J

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S1-K (Zone 4) – CUP 516 APN 0292-166-11

The one parcel in Annexation S1-K will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-K

NA = C
A = $273.39/1
A = $273.39 per Parcel

Annexation S1-L (Zone 3) – CUP 518 APN 0169-053-12

The one parcel in Annexation S1-L will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-L

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S1-M (Zone 3) – CUP 522 APN 0172-031-49

The one parcel in Annexation S1-M will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-M

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S1-N (Zone 1) – Tract 13947 APN 0174-621-01 thru -35

The thirty-five parcels in Annexation S1-N will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-N

NA = C
A = $680.75/35
A = $19.45 per Parcel

Annexation S1-O (Zone 3) – CUP 521 APN 0292-034-16

The one parcel in Annexation S1-O will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-L

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S1-P (Zone 1) – CUP 605 APN 0169-182-02, 03, 04

The three parcels in Annexation S1-P will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-L

NA = C
A = $38.90/3
A = $12.97 per Parcel

Annexation S1-Q – City Hall, APN 0171-301-03

The one parcel in Annexation S1-Q is not assessed.

Annexation S1-R – Parcel Map 11904, APN 0176-044-14, 15

The two parcels in Annexation S1-R are not assessed.

Annexation S1-S (Zone 3) – CUP 278 APN 0171-171-18, 22, 23

The three parcels in Annexation S1-S will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-L

NA = C
A = $80.20/3
A = $26.73 per Parcel

Annexation S7-A was originally APN 0171-161-13 and was then changed to APN 0171-161-14 and -15. Annexation S1-S was originally APN 0171-171-18, -22, and -23. Assessments for Annexation S7-A and S1-S were combined and then adjusted proportionately. New APNs for both annexations are 0171-161-17 and 0171-171-34. Assessment spread proportionately.

Annexation S1-T (Zone 3) – CUP 405 APN 0169-343-07

The one parcel in Annexation S1-T will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-T

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S1-U (Zone 4) – CRA 354, Parcel Map 3131 APN 0292-182-30, 31

The two parcels in Annexation S1-U will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-L

NA = C
A = $42.06/2
A = $21.03 per Parcel

Annexation S1-V (Zone 1) – CRA 346 APN 0292-061-25

The one parcel in Annexation S1-V will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-V

NA = C
A = $19.45/1
A = $19.45 per Parcel

This property is owned by the County of San Bernardino and is not assessed.

Annexation S1-W (Zone 3) – CRA 607 APN 0292-156-21

The one parcel in Annexation S1-L will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-W

NA = C
A = $120.30/1
A = $120.30 per Parcel

Annexation S1-X (Zone 1) – Tract 12461 APN 1212-191-60 thru -79

The twenty parcels in Annexation S1-X will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of parcels in Annexation S1-X

NA = C
A = $389.00/20
A = $19.45 per Parcel

Annexation S1-Y (Zone 3) – Parcel Map 12022 APN 0169-212-17 thru -27

The eleven parcels in Annexation S1-Y having street frontage will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S1-Y

NA = C
A = $380.95/19
A = $20.05 per UOB

Assessment for each parcel:

Parcel 1	-	3 UOB	=	$60.15
Parcel 2	-	1 UOB	=	$20.05
Parcel 3	-	1 UOB	=	$20.05
Parcel 4	-	2 UOB	=	$40.10
Parcel 5	-	4 UOB	=	$80.20
Parcel 6	-	3 UOB	=	$60.15
Parcel 7	-	1 UOB	=	$20.05
Parcel 8	-	1 UOB	=	$20.05
Parcel 9	-	1 UOB	=	$20.05
Parcel 10	-	1 UOB	=	$20.05
Parcel 11	-	1 UOB	=	$20.05

Annexation S2-A (Zone 3) – Parcel Map 12330 APN 0292-153-24, 25, 26, 27

The four parcels in Annexation S2-A will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S2-A

NA = C
A = $240.60/12
A = $20.05 per UOB

Assessment for each parcel:

Parcel 1	-	4 UOB	=	$80.20
Parcel 3	-	4 UOB	=	$80.20
Parcel 5	-	2 UOB	=	$40.10
Parcel 4	-	2 UOB	=	$40.10

Annexation S2-B (Zone 3) – Parcel Map 12940 APN 0292-441-11 thru 15

The five parcels in Annexation S2-B will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S2-B

NA = C
A = $60.15/5
A = $12.03 per Parcel

Annexation S2-C (Zone 3) – MS 184, Parcel Map 12300, APN 0167-231-19, 20, 21

This annexation is a duplication of Annexation S1-D and has been removed.

Annexation S2-D (Zone 1) – Tract 14556 APN 0176-441-18 thru 27

The ten parcels in Annexation S2-D will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S2-D

NA = C
A = $330.65/10
A = $33.07 per Parcel

Annexation S2-E – CRA 611 APN 0174-241-31

This annexation is not assessed.

Annexation S2-F (Zone 3) – MS 196 APN 0292-331-15, 16

The two parcels in Annexation S2-F will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S2-F

NA = C
A = $160.40/2
A = $80.20 per Parcel

Annexation S2-G Parcel Map 11189 APN 0294-091-48, 48

The two parcels in Annexation S2-G are not assessed.

Annexation S2-H (Zone 4) – CRA 615 APN 0292-157-31

The one parcel in Annexation S2-H will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S2-H

NA = C
A = $21.03/1
A = $21.03 per Parcel

Annexation S3-A (Zone 3) – CRA 517 APN 0169-321-01, 02

The two parcels in Annexation S3-A will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-A

NA = C
A = $80.20/2
A = $40.10 per Parcel

Annexation S3-B (Zone 1) – CRA 628 APN 0292-310-07

The one parcel in Annexation S3-B will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-B

NA = C
A = $19.45/1
A = $19.45 per Parcel

Annexation S3-C (Zone 3) – CRA 624 APN 0169-281-39

The one parcel in Annexation S3-C will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-C

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S3-D (Zone 3) – CRA 305 APN 0167-271-61

The one parcels in Annexation S3-D will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-D

NA = C
A = $100.25/1
A = $100.25 per Parcel

Annexation S3-E (Zone 1) – Tract 13575 APN 1212-201-01 thru -27

The twenty-seven parcels in Annexation S3-E will receive an equal benefit assessment:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-E

NA = C
A = $700.20/27
A = $25.93 per Parcel

Annexation S3-F (Zone 3 & 4) – CUP 550 APN 0292-165-15

The one parcel in Annexation S3-F will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-F

NA = C
A = $222.51/1
A = $222.51 per Parcel

Annexation S3-G (Zone 1) – CRA 623 APN 0292-381-08

The one parcel in Annexation S3-G will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-G

NA = C
A = $19.45/1
A = $19.45 per UOB

Annexation S3-H (Zone 4) – CUP 542 APN 0292-064-13, 17, 21 thru 27

The nine parcels in Annexation S3-H will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-A

NA = C
A = $567.81/27
A = $21.03 per UOB

Assessment for each parcel:

Parcel 1	-	4 UOB	=	$84.12
Parcel 2	-	2 UOB	=	$42.06
Parcel 3	-	2 UOB	=	$42.06
Parcel 4	-	7 UOB	=	$147.21
Parcel 5	-	4 UOB	=	$84.12
Parcel 6	-	2 UOB	=	$42.06
Parcel 7	-	1 UOB	=	$21.03
Parcel 8	-	1 UOB	=	$21.03
Parcel 9	-	4 UOB	=	$84.12

Annexation S3-I – there is no Annexation S3-I

Annexation S3-J (Zone 3) – MS 201 APN 0171-341-33

The one parcel in Annexation S3-J will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S3-J

NA = C
A = $80.20/1
A = $80.20 per Parcel

Annexation S4-A (Zone 4) – MS 213, Parcel Map 13978 APN 0172-301-14, 15, 16, 17

The four parcels in Annexation S4-A will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S4-A

NA = C
A = $63.09/3
A = $21.03 per UOB

Assessment for each parcel:

Parcel 1	-	2 UOB	=	$25.24
Parcel 2	-	1 UOB	=	$12.62
Parcel 3	-	1 UOB	=	$12.62
Parcel 4	-	1 UOB	=	$12.62

Annexation S4-B (Zone 3) – MS 211 APN 0292-201-36, 39

The two parcels in Annexation S4-B will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S4-B

NA = C
A = $100.25/5
A = $20.05 per UOB

Assessment for each parcel:

Parcel 1	-	2 UOB	=	$40.10
Parcel 2	-	3 UOB	=	$60.15

Parcel 2 lot line was adjusted with the property to the north. The assessment was spread proportionately - $47.57 to APN 0292-201-39 and $12.58 to APN 0292-201-40.

Annexation S4-C (Zone 4) – CUP 559 APN 0171-202-30

The one parcel in Annexation S4-C will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S4-C

NA = C
A = $40.10/1
A = $40.10 per Parcel

Annexation S4-D (Zone 1) – CRA 636 APN 0169-043-14

The one parcel in Annexation S4-D will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S4-D

NA = C
A = $58.35/1
A = $58.35 per Parcel

Annexation S4-E (Zone 4) – CUP 546 APN 0292-192-11

The one parcel in Annexation S4-E will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S4-E

NA = C
A = $231.33
A = $231.33 per UOB

Annexation S4-F (Zone 1) – CUP 641 APN 0292-310-36

The two parcels in Annexation S4-F will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S4-G

NA = C
A = $38.90/2
A = $19.45 per UOB

The two parcels were subsequently combined into a single parcel and the full assessment is on the one parcel.

Annexation S4-G (Zone 4) – CRA 640 APN 0169-301-08, 10, 11

The three parcels in Annexation S4-G will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessment are as follows:

A = Assessment per UOB
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB in Annexation S4-C

NA = C
A = $21.03/3
A = $7.01 per Parcel

Annexation S4-H (Zone 4) - CUP 562 APN 0292-064-17

The one parcel in Annexation S4-H will receive four UOB assessments for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S4-H

NA = C
A = $84.12/1
A = $84.12 per Parcel

Note that Annexation S4-H is already assessed in Annexation S3-H. Therefore, the assessment in Annexation S4-H is $0

Annexation S4-I (Zone 1) - CUP 548 APN 0169-313-16

The one parcel in Annexation S4-I will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S4-1

NA = C
A = $77.80 /1
A = $77.80 per Parcel

Annexation S5-A – CRA 637 APN 0169-281-23

This property became a City owned parcel and was removed from the assessment roll.

Annexation S5-B (Zone 1) - Tract 10179 APN 0167-851-39 thru 56, 0167-861-37 thru 54

The thirty-six parcels in Annexation S5-B will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S5-B

NA = C
A = $505.70/36
A = $14.05 per Parcel

Annexation S5-C (Zone 1) - CUP 574 APN 0171-202-33

The one parcel in Annexation S5-C will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S5-C

NA = C
A = $19.45/1
A = $19.45 per Parcel

Annexation S5-D (Zone 3) - CRA 642 APN 0292-154-12

The one parcel in Annexation S5-D will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation 85·0

NA = C
A = $100.25/1
A = $100.25 per Parcel

Annexation S5-E (Zone 1) - MS 216-B Parcel Map 14090 APN 0174-021-41, 42

The two parcels in Annexation S5-E will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S5-E

NA = C
A = $38.90/2
A = $19.45 per Parcel

Annexation S6-A (Zone 4) - CRA 648 APN 0292-157-16

The one parcel in Annexation S6-A will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S6-A

NA = C
A = $189.27/1
A = $189.27 per Parcel

Annexation S6-B (Zone 1) - CUP 581 APN 0171-203-13

The one parcel in Annexation S6-B will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S6-B

NA = C
A = $38.90/1
A = $38.90 per Parcel

Annexation S7-A (Zone 3): MS 228 APN 0171-161-17

The two parcels in Annexation S7-A will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-A

NA = C
A = $200.50/2
A = $100.25 per Parcel

Annexation S7-A was originally APN 0171-161-13 and was then changed to APN 0171-161-14 and -15. Annexation S1-S was originally APN 0171-171-18, -22, and -23. Assessments for Annexation S7-A and S1-S were combined and then adjusted proportionately. New APNs for both annexations are 0171-161-17 and 0171-171-34. Assessment spread proportionately.

Annexation S7-B (Zone 3): CRA 639 APN 0292-152-39

The one parcel in Annexation S7-B will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-B

NA = C
A = $100.25/1
A = $100.25 per Parcel

Annexation S7-C (Zone 4) - CUP 602 APN 0292-063-48

The one parcel in Annexation S7-C will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-C

NA = C
A = $42.06/1
A = $42.06 per Parcel

Annexation S7-D (Zone 1) - CUP 590 APN 0171-332-30

The one parcel in Annexation S7-D will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-D

NA = C
A = $38.90/1
A = $38.90 per Parcel

Annexation S7-E (Zones 1 & 3) - CUP 607 APN 0167-101-13

The one parcel in Annexation S7-E will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-E

NA = C
A = $198.10/1
A = $198.10 per Parcel

Annexation S7-F (Zone 1) - CUP 577 APN 1212-041-01

The one parcel in Annexation S7-F will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-F

NA = C
A = $77.80/1
A = $77.80 per Parcel

Annexation S7-G (Zone 1) - CUP 541 APN 0174-261-15

The one parcel in Annexation S7-G will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-G

NA = C
A = $155.60/1
A = $155.60 per Parcel

Annexation S7-H (Zone 2) - Tract 14790-1 APN 0176-521-01 thru -13, -18 thru -23, -27 thru -32, APN 0176-531-01, 02, 03, 07, 08, 09, 12, 13, 18, 20, 21, 22, 24, 25, 26

The forty parcels in Annexation S7-H will receive an equal benefit assessment.

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S7-H

NA = C
A = $1,660.00/40
A = $41.50 per Parcel

Annexation S8-A (Zone 3) - CUP 584 APN 0172-121-03

The one parcel in Annexation S8-A will receive the entire benefit assessment. The calculations for the assessment are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S8-A

NA = C
A = $20.05/1
A = $20.05 per Parcel

Annexation S8-B (Zone 3) - CRA 666 APN 0292-158-17

The one parcel in Annexation S8-B will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S8-B

NA = C
A = $40.10/1
A = $40.10 per Parcel

Annexation S8-C (Zone 3) - CRA 616

The portion of this property that was Annexation S8-C is no longer assessed.

Annexation S9-A (Zones 1 & 4) - Tract 15589 APN 0293-421-01 thru -45

The forty-five parcels in Annexation S9-A will receive an equal benefit assessment.

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S9-A

NA = C
A = $202.40/45
A = $4.50 per Parcel

Annexation S9-B (Zone 1) - MS 221, Parcel Map 14285 APN 0174-281-33, 34, 35, 37

The four parcels in Annexation S9-B will receive an equal benefit assessment. The calculation for the assessment follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S9-B

NA = C
A = $58.35/4
A = $14.59 per Parcel

Annexation S9-C – there is no Annexation S9-C

Annexation S9-D (Zone 3) - CUP 617 APN 0292-033-13

The one parcel in Annexation S9-D will receive the entire benefit assessment. The calculation for the assessment follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S9-D

NA= C
A = $80.20/1
A = $80.20 per Parcel

Annexation S9-E (Zone 1) - CRA 670 APN 0292-157-20

The one parcel in Annexation S9-E will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S9-E

NA = C
A= $19.45/1
A = $19.45 per Parcel

Annexation S9-F (Zone 3) - CUP 629

The one parcel in Annexation S9-F will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S9-F

NA = C
A = $100.25/1
A = $100.25 per Parcel

Annexation S10-A (Zones 1 & 3) - Tract 15040 APN 0174-631-01 thru -09, -11 thru -35, -37 thru -58, -63, -64

The fifty-eight parcels in Annexation S10-A will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N =Number of Parcels in Annexation S10-A

NA = C
A = $1,461.15/58
A = $25.19 per Parcel

Annexation S10-B (Zones 1 & 4) - Tract 15832 APN 0172-301-18 thru 22, 26

The six parcels in Annexation S10-B will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-B

NA = C
A = $140.89/6
A = $23.48 per Parcel

Annexation S10-C (Zones 1, 3 & 4) - TR 15937 APN 0168-731-01 thru -25, APN 0168-741-01 thru -78, APN 0168-751-01 thru -56

The one hundred fifty-nine parcels in Annexation S10-C will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-C

NA = C
A = $2,722.64 /159
A = $17.12 per Parcel

Annexation S10-D (Zone 1) - Tract 16015 APN 1212-021-01 thru -62
The sixty-two parcels in Annexation S10-D will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-D

NA = C
A = $1,050.30/62
A = $16.94 per Parcel

Annexation S10-E (Zones 1 & 3) - Tract 16029 APN 0167-081-13 thru -45

The thirty-three parcels in Annexation S10-E will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $453.95/33
A = $13.76 per Parcel

Annexation S10-F (Zones 1 & 4) - Tract 16032 APN 0170-481-20 thru -34

The fifteen parcels in Annexation S10-F will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-F

NA = C
A = $259.17 /15
A = $17.28 per Parcel

Annexation S10-G (Zone 1) - Tract 16082 APN 0172-091-24 thru 36

The thirteen parcels in Annexation S1O-G will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-G

NA = C
A= $350.10/13
A = $26.93 per Parcel

Annexation S10-H (Zones 1 & 4) - Tract 16101 APN 0168-771-01 thru -50, APN 0168-781-01 thru -34, APN 0168-791-01 thru -28, APN 0168-801-01 thru -38

The one hundred fifty parcels in Annexation S10-H will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-H

NA = C
A = $2,289.87/150
A = $15.27 per Parcel

Annexation S10-I (Zones 1 & 4) - MS 253 (PM 15530) and MS 255 (PM 15617)
APN 0292-153-28, -30 thru -43

The fifteen parcels in Annexation S10-I will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment/Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-I

NA=C
A = $435.80/22
A = $19.81 per UOB

Assessment for each Parcel in PM 15530 (except Parcel 2):
APN 0292-153-28, 30 thru 41

Parcel 1	-	3 UOB	=	$59.43
Parcel 3	-	1 UOB	=	$19.81
Parcel 4	-	3 UOB	=	$59.43
Parcel 5	-	1 UOB	=	$19.81
Parcel 6	-	1 UOB	=	$19.81
Parcel 7	-	1 UOB	=	$19.81
Parcel 8	-	1 UOB	=	$19.81
Parcel 9	-	1 UOB	=	$19.81
Parcel 10	-	1 UOB	=	$19.81
Parcel 11	-	1 UOB	=	$19.81
Parcel 12	-	4 UOB	=	$79.24
Parcel 13	-	1 UOB	=	$19.81
Parcel 14	-	1 UOB	=	$19.81

Assessment for each Parcel in PM 15530:
APN 0292-153-42, 43

Parcel 1	-	1 UOB	=	$19.81
Parcel 3	-	1 UOB	=	$19.81

Annexation S10-J (Zone 4) - MS 252 (PM 15492) APN 0169-011-32 thru -35, -38, -39

The original five parcels in Annexation S10-J will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels in Annexation S10-J

NA = C
A = $147.21/5
A = $29.44 per Parcel for APN -32 thru -35

APN 0169-011-36 was split into APN 0169-011-38 and -39.
Therefore, A = $14.72 per Parcel for APN -38 and -39

Annexation S10-K (Zones 1 & 4) - CRA 720, PM 17658, APN 0292-154-22 thru -25

The four parcels in Annexation S7-K will receive one UOB assessment for 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment
C = Cost of SCE UOB and Incidental Expenses
N = Number of UOB

NA = C
A = $139.31/7
A = $19.45 per UOB (Zone 1)
A = $21.03 per UOB (Zone 4)

Assessment for each parcel:

Parcel 1	-	Zone 1 - 2 UOB / Zone 4 - 2 UOB	= $80.96
Parcel 2	-	Zone 1 - 1 UOB	= $19.45
Parcel 3	-	Zone 1 - 1 UOB	= $19.45
Parcel 4	-	Zone 1 - 1 UOB	= $19.45

Annexation S10-L – there is no Annexation S10-L

Annexation S10-M (Zone 1) - CRA 679 - APN 0292-310-42

The one parcel will receive entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and incidental Expenses
N = Number of Parcels

NA = C
A = $19.45/1
A = $19.45 per Parcel

Annexation S10-N (Zone 3) - CUP 35R2 - APN 0173-251-21

The one parcel will receive entire benefit assessment. The calculations for the assessments are as follows:

A =Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $60.15/1
A = $60.15 per Parcel

Annexation S10-O (Zone 3) - CUP 355 Rev. 8 - APN 0172-121-10, 11, 14

The three parcels will receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $80.20/3
A = $26.73 per Parcel

Annexation S10-P (Zone 3) - CUP 543 - APN 0171-431-05

The one parcel will receive entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $120.30/1
A = $120.30 per Parcel

Annexation S10-Q (Zones 1 & 2) - MS 234 (PM 14891) - APN 0169·272-29, APN 0169-281-45, 46

The three parcels will receive one UOB per 100 feet of parcel frontage in accordance with this report. The calculations for the assessments are as follows:

A = Assessment per UOB
C = Cost of operation and maintenance to be assessed
N = Number of UOB

NA = C
A = $196.38/12
A = $16.37 per UOB

Assessment for Each Parcel

Parcel 29	-	4 UOB	=	$65.48
Parcel 45	-	6 UOB	=	$98.22
Parcel 46	-	2 UOB	=	$32.74

Annexation S10-R (Zone 3) - MS 251 (PM 15414) APN 0176-014-16, 17

The two parcels will receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $60.15/2
A = $30.08 per Parcel

Annexation S10-S (Zones 1 & 3) - Tract 14790-2 APN 0294-181-02 thru -15, APN 0294-191-01 thru -04, -06 thru -12, -16 thru -20, APN 0294-201-09, -11, -13, -15, -19, -21, -27, -28, APN 0294-211-02 thru -04, -06 thru -10, -12, -13

The forty-eight parcels in Annexation S10-S will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $2,378.05/48
A = $49.54 per Parcel

Annexation S10-T (Zones 1 & 3) - Tract 14790-3 APN 0294-222-01 thru -12, APN 0294-232-01 thru -07, APN 0294-242-01 thru -06, APN 0294-252-01 thru -13, APN 0294-262-01 thru -13

The fifty-one parcels in Annexation S10-T will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $1,842.70/51
A = $36.13 per Parcel

Annexation S10-U (Zones 1, 3 & 4) - Tract 15532 APN 0168-271-13 thru -48

The thirty-six parcels in Annexation S10-U will each receive an equal benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $515.40/36
A = $14.32 per Parcel

Annexation S10-V (Zone 1) - CUP 652 - APN 0171-011-67

The one parcel will receive entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of SCE UOB and Incidental Expenses
N = Number of Parcels

NA = C
A = $19.45/1
A = $19.45 per Parcel

APN 0171-011-54 was the original Annexation 10-V. That parcel was merged with the parcel immediately to the east (APN 0171-011-45). The new parcel was assigned APN 0171-011-67.

Annexation S10-W (Zone 1) - MS 240 (PM 14912) - APN 0292-201-22

The one parcel will receive the entire benefit assessment. The calculations for the assessments are as follows:

A = Assessment per Parcel
C = Cost of Incidental Expenses
N = Number of Parcels

NA = C
A = $19.45/1
A = $19.45 per Parcel

This parcel has been subdivided and is not assessed.

* * * * * * * * * * * *

The City Council will hold a public meeting on June 18, 2024 to determine the assessments based upon the costs for FY 2024-2025 which are anticipated to be incurred by the City and which are to be recovered through assessments as required by the Landscaping and Lighting District Act of 1972.

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APPENDIX A

CALCULATION OF MAINTENANCE AND INCIDENTAL COST TABLE

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APPENDIX A
COST TABLE
ENGINEER'S REPORT
STREET LIGHTING DISTRICT NO. 1, FY 2024-2025

District Name	Original District	Annexation S1-B	Annexation S1-C	Annexation S1-D	Annexation S1-E	Annexation S1-F	Annexation S1-G	Annexation S1-H	Annexation S1-I	Annexation S1-J	Annexation S1-K	Annexation S1-L	Annexation S1-M	Annexation S1-N	Annexation S1-O	Annexation S1-P
Description	PM 11917	PM 11755	CUP 617	MS 184	CUP 382	CRA 606	CRA 486	CUP 253	CRA 608	CUP 519	CUP 516	CUP 518	CUP 522	Tract 13947	CUP 521	CUP 605
Original Parcels	APN 292-032-39 THRU 42	APN 293-172-16 THRU 18	APN 292-033-11	APN 167-231-19 THRU 21	APN 171-383-19 & 20	APN 169-131-33	APN 292-321-10	APN 169-411-07	APN 169-142-11	APN 171-331-04	APN 292-166-11	APN 169-053-12	APN 172-031-49	APN 174-621-01 THRU 35	APN 292-034-16	APN 169-182-02 THRU 04
Zone	3	4	4	3	3	1	4	4	3	3	4	3	3	1	3	1
Unit of Benefit/Zone																
Zone 1 UOB	0	0	0	0	0	1	0	0	0	0	0	0	0	35	0	2
Zone 2 UOB	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Zone 3 UOB	31	0	0	3	2	0	0	0	1	1	0	1	1	0	1	0
Zone 4 UOB	0	13	11	0	0	0	5	5	0	0	13	0	0	0	0	0
TOTAL UOB per Zone	31	13	11	3	2	1	5	5	1	1	13	1	1	35	1	2
Actual Expenses																
Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Incidental	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL EXPENSES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Calculation of Current Assessments:																
Unit of Benefit Assessment/ Zone																
Zone 1	$ -	$ -	$ -	$ -	$ -	$ 20	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 713	$ -	$ 41
Zone 2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Zone 3	$ 857	$ -	$ -	$ 83	$ 55	$ -	$ -	$ -	$ 28	$ 28	$ -	$ 28	$ 28	$ -	$ 28	$ -
Zone 4	$ -	$ 390	$ 330	$ -	$ -	$ -	$ 150	$ 150	$ -	$ -	$ 390	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ 857**	**$ 390**	**$ 330**	**$ 83**	**$ 55**	**$ 20**	**$ 150**	**$ 150**	**$ 28**	**$ 28**	**$ 390**	**$ 28**	**$ 28**	**$ 713**	**$ 28**	**$ 41**
Incidental Expenses																
Engineering and Admin.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL APPLIED UOB & EXPENSES	**$ 857**	**$ 390**	**$ 330**	**$ 83**	**$ 55**	**$ 20**	**$ 150**	**$ 150**	**$ 28**	**$ 28**	**$ 390**	**$ 28**	**$ 28**	**$ 713**	**$ 28**	**$ 41**
Levy Adjustments																
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ (235)	$ (117)	$ (99)	$ (23)	$ (15)	$ (1)	$ (45)	$ (45)	$ (8)	$ (8)	$ (117)	$ (8)	$ (8)	$ (33)	$ (8)	$ (2)
BALANCE TO LEVY	**$ 856.53**	**$ 390.39**	**$ 330.33**	**$ 82.89**	**$ 55.26**	**$ 20.38**	**$ 150.15**	**$ 150.15**	**$ 27.63**	**$ 27.63**	**$ 390.39**	**$ 27.63**	**$ 27.63**	**$ 713.30**	**$ 27.63**	**$ 40.76**
Total # of Parcels	4	3	1	3	2	1	1	1	1	1	1	1	1	35	1	3
Total Parcels Levied	4	3	1	3	2	1	1	1	1	1	1	1	1	35	1	3
Total Assessment Allowable	**$ 621.55**	**$ 273.39**	**$ 231.33**	**$ 60.15**	**$ 40.10**	**$ 19.45**	**$ 105.15**	**$ 105.15**	**$ 20.05**	**$ 20.05**	**$ 273.39**	**$ 20.05**	**$ 20.05**	**$ 680.75**	**$ 20.05**	**$ 38.91**

APPENDIX A
COST TABLE
ENGINEER'S REPORT
STREET LIGHTING DISTRICT NO. 1, FY 2024-2025

District Name	Annexation S1-S	Annexation S1-T	Annexation S1-U	Annexation S1-V	Annexation S1-W	Annexation S1-X	Annexation S1-Y	Annexation S2-A	Annexation S2-B	Annexation S2-D	Annexation S2-F	Annexation S2-H	Annexation S3-A	Annexation S3-B	Annexation S3-C	Annexation S3-D
Description	CUP 278	CUP 405	CRA 354	CRA 346	CRA 607	Tract 12461	PM 12022	PM 12330	PM 12940	Tract 14556	MS 196	CRA 615	CRA 517	CRA 628	CRA 624	CRA 305
Original Parcels	APN 171-171-18, 22 & 23 Subsequently,S1-S and S7-A resubdivided. Proportionate assessments levied to 0171-171-34 for for S1-S	APN 169-343-07	APN 292-182-30 & 31	APN 292-061-25	APN 292-156-21	APN 1212-191-60 THRU 79	APN 169-212-17 THRU 27	APN 292-153-24 THRU 27	APN 292-441-11 THRU 15	APN 176-441-18 THRU 27	APN 292-331-15 & 16	APN 292-157-31	APN 169-321-01 & 02	APN 292-310-07	APN 169-281-39	APN 167-271-61
Zone	3	3	4	Owned by County	3	1	3	3	3	1	3	4	3	1	3	3
Unit of Benefit/Zone																
Zone 1 UOB	0	0	0	0	0	20	0	0	0	17	0	0	0	1	0	0
Zone 2 UOB	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Zone 3 UOB	4	1	0	0	6	0	19	12	3	0	8	0	4	0	1	5
Zone 4 UOB	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0	0
TOTAL UOB per Zone	4	1	2	0	6	20	19	12	3	17	8	1	4	1	1	5
Actual Expenses																
Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Incidental	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL EXPENSES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Calculation of Current Assessments:																
Unit of Benefit Assessment/ Zone																
Zone 1	$ -	$ -	$ -	$ -	$ -	$ 408	$ -	$ -	$ -	$ 346	$ -	$ -	$ -	$ 20	$ -	$ -
Zone 2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Zone 3	$ 111	$ 28	$ -	$ -	$ 166	$ -	$ 525	$ 332	$ 83	$ -	$ 221	$ -	$ 111	$ -	$ 28	$ 138
Zone 4	$ -	$ -	$ 60	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 30	$ -	$ -	$ -	$ -
SUBTOTAL	**$ 111**	**$ 28**	**$ 60**	**$ -**	**$ 166**	**$ 408**	**$ 525**	**$ 332**	**$ 83**	**$ 346**	**$ 221**	**$ 30**	**$ 111**	**$ 20**	**$ 28**	**$ 138**
Incidental Expenses																
Engineering and Admin.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL APPLIED UOB & EXPENSES	**$ 111**	**$ 28**	**$ 60**	**$ -**	**$ 166**	**$ 408**	**$ 525**	**$ 332**	**$ 83**	**$ 346**	**$ 221**	**$ 30**	**$ 111**	**$ 20**	**$ 28**	**$ 138**
Levy Adjustments																
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ (30)	$ (8)	$ (18)	$ -	$ (45)	$ (19)	$ (144)	$ (91)	$ (23)	$ (16)	$ (61)	$ (9)	$ (30)	$ (1)	$ (8)	$ (38)
BALANCE TO LEVY	**$ 110.52**	**$ 27.63**	**$ 60.06**	**$ -**	**$ 165.78**	**$ 407.60**	**$ 524.97**	**$ 331.56**	**$ 82.89**	**$ 346.46**	**$ 221.04**	**$ 30.03**	**$ 110.52**	**$ 20.38**	**$ 27.63**	**$ 138.15**
Total # of Parcels	3	1	2	1	1	20	11	4	5	10	2	1	2	1	1	1
Total Parcels Levied	3	1	2	0	1	20	11	4	5	10	2	1	2	1	1	1
Total Assessment Allowable	**$ 80.19**	**$ 20.05**	**$ 42.06**	**$ -**	**$ 120.30**	**$ 389.00**	**$ 380.95**	**$ 240.60**	**$ 60.15**	**$ 330.70**	**$ 160.40**	**$ 21.03**	**$ 80.20**	**$ 19.45**	**$ 20.05**	**$ 100.25**

APPENDIX A
COST TABLE
ENGINEER'S REPORT
STREET LIGHTING DISTRICT NO. 1, FY 2024-2025

District Name	Annexation S3-E	Annexation S3-F	Annexation S3-G	Annexation S3-H	Annexation S3-J	Annexation S4-A	Annexation S4-B	Annexation S4-C	Annexation S4-D	Annexation S4-E	Annexation S4-F	Annexation S4-G	Annexation S4-H	Annexation S4-I	Annexation S5-B	Annexation S5-C
Description	Tract 13575	CUP 550	CRA 623	CUP 542	MS 201	MS 213	MS 211	CUP 559	CUP 636	CRA 546	CRA 641	CRA 640	CUP 562	CUP 548	Tract 10179	CUP 574
Original Parcels	APN 1212-701-01 THRU 27	APN 292-165-15	APN 292-381-08	APN 292-064-13, 17, 21 THRU 27	APN 171-341-33	APN 172-301-14 THRU 17	APN 292-201-36 & 37 Subsequently 36 became 38	APN 171-202-30	APN 169-043-14	APN 292-192-11	APN 292-310-36	APN 169-301-08, 10, 11	APN 292-064-17	APN 169-313-16	APN 167-861-37 THRU 54; APN 167-851-39 THRU 56	APN 171-202-33
Zone	1	3 & 4	1	4	3	4	3	3	1	4	1	4	See ANX S3-H	1	1	1
Unit of Benefit/Zone																
Zone 1 UOB	36	0	1	0	0	0	0	0	3	0	2	0	0	4	26	1
Zone 2 UOB	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Zone 3 UOB	0	9	0	0	4	0	5	2	0	0	0	0	0	0	0	0
Zone 4 UOB	0	2	0	27	0	3	0	0	0	11	0	1	0	0	0	0
TOTAL UOB per Zone	36	11	1	27	4	3	5	2	3	11	2	1	0	4	26	1
Actual Expenses																
Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Incidental	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL EXPENSES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Calculation of Current Assessments:																
Unit of Benefit Assessment/ Zone																
Zone 1	$ 734	$ -	$ 20	$ -	$ -	$ -	$ -	$ -	$ 61	$ -	$ 41	$ -	$ -	$ 82	$ 530	$ 20
Zone 2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Zone 3	$ -	$ 249	$ -	$ -	$ 111	$ -	$ 138	$ 55	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Zone 4	$ -	$ 60	$ -	$ 811	$ -	$ 90	$ -	$ -	$ -	$ 330	$ -	$ 30	$ -	$ -	$ -	$ -
SUBTOTAL	**$ 734**	**$ 309**	**$ 20**	**$ 811**	**$ 111**	**$ 90**	**$ 138**	**$ 55**	**$ 61**	**$ 330**	**$ 41**	**$ 30**	**$ -**	**$ 82**	**$ 530**	**$ 20**
Incidental Expenses																
Engineering and Admin.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL APPLIED UOB & EXPENSES	**$ 734**	**$ 309**	**$ 20**	**$ 811**	**$ 111**	**$ 90**	**$ 138**	**$ 55**	**$ 61**	**$ 330**	**$ 41**	**$ 30**	**$ -**	**$ 82**	**$ 530**	**$ 20**
Levy Adjustments																
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ (34)	$ (86)	$ (1)	$ (243)	$ (30)	$ (27)	$ (38)	$ (15)	$ (3)	$ (99)	$ (2)	$ (9)	$ -	$ (4)	$ (24)	$ (1)
BALANCE TO LEVY	**$ 733.68**	**$ 308.73**	**$ 20.38**	**$ 810.81**	**$ 110.52**	**$ 90.09**	**$ 138.15**	**$ 55.26**	**$ 61.14**	**$ 330.33**	**$ 40.76**	**$ 30.03**	**$ -**	**$ 81.52**	**$ 529.88**	**$ 20.38**
Total # of Parcels	27	1	1	9	1	4	2	1	1	1	1	3	1	1	36	1
Total Parcels Levied	27	1	1	9	1	4	2	1	1	1	1	3	0	1	36	1
Total Assessment Allowable	**$ 700.11**	**$ 222.51**	**$ 19.45**	**$ 567.81**	**$ 80.20**	**$ 63.10**	**$ 100.25**	**$ 40.10**	**$ 58.35**	**$ 231.33**	**$ 38.90**	**$ 21.03**	**$ -**	**$ 77.80**	**$ 505.80**	**$ 19.45**

APPENDIX A
COST TABLE
ENGINEER'S REPORT
STREET LIGHTING DISTRICT NO. 1, FY 2024-2025

District Name	Annexation S5-D	Annexation S5-E	Annexation S6-A	Annexation S6-B	Annexation S7-A	Annexation S7-B	Annexation S7-C	Annexation S7-D	Annexation S7-E	Annexation S7-F	Annexation S7-G	Annexation S7-H	Annexation S8-A	Annexation S8-B	Annexation S9-A	Annexation S9-B
Description	CRA 642	MS 216-B	CRA 648	CUP 581	MS 228	CRA 639	CUP 602	CUP 590	CUP 607	CUP 577	CUP 541	Tract 14790-1	CUP 584	CRA 666	Tract 15589	MS 221
Original Parcels	APN 292-154-12	APN 174-021-41 & 42	APN 292-157-16	APN 171-203-13	APN 171-161-14 & 15 Subsequently, S1-S and S7-H were resubdivided. Proportionate assessments levied to 0171-161-17 for for S7-A	APN 292-152-39	APN 292-063-48	APN 171-332-30	APN 167-101-13	APN 1212-041-01	APN 174-261-15	APN 176-521-01 THRU 13, 18 THRU 23, 27 THRU 32, APN 176-531-01 THRU 03, 07 THRU 09, 12 THRU 14, 18, 20 THRU 25 Subsequently, 0176-531-14 was changed to -26	APN 172-121-03	APN 292-158-03 Subsequently, 03 was changed to 17	APN 293-421-01 THRU 45	APN 174-281-33, 34, 35, 37
Zone	3	1	4	1	3	3	4	1	1 & 3	1	1	2	3	3	1 & 4	1
Unit of Benefit/Zone																
Zone 1 UOB	0	2	0	2	0	0	0	2	4	4	8	0	0	0	5	3
Zone 2 UOB	0	0	0	0	0	0	0	0	0	0	0	125	0	0	0	0
Zone 3 UOB	5	0	0	0	10	5	0	0	6	0	0	0	1	2	0	0
Zone 4 UOB	0	0	9	0	0	0	2	0	0	0	0	0	0	0	5	0
TOTAL UOB per Zone	5	2	9	2	10	5	2	2	10	4	8	125	1	2	10	3
Actual Expenses																
Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Incidental	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL EXPENSES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Calculation of Current Assessments:																
Unit of Benefit Assessment/ Zone																
Zone 1	$ -	$ 41	$ -	$ 41	$ -	$ -	$ -	$ 41	$ 82	$ 82	$ 163	$ -	$ -	$ -	$ 102	$ 61
Zone 2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,061	$ -	$ -	$ -	$ -
Zone 3	$ 138	$ -	$ -	$ -	$ 276	$ 138	$ -	$ -	$ 166	$ -	$ -	$ -	$ 28	$ 55	$ -	$ -
Zone 4	$ -	$ -	$ 270	$ -	$ -	$ -	$ 60	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150	$ -
SUBTOTAL	**$ 138**	**$ 41**	**$ 270**	**$ 41**	**$ 276**	**$ 138**	**$ 60**	**$ 41**	**$ 247**	**$ 82**	**$ 163**	**$ 1,061**	**$ 28**	**$ 55**	**$ 252**	**$ 61**
Incidental Expenses																
Engineering and Admin.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL APPLIED UOB & EXPENSES	**$ 138**	**$ 41**	**$ 270**	**$ 41**	**$ 276**	**$ 138**	**$ 60**	**$ 41**	**$ 247**	**$ 82**	**$ 163**	**$ 1,061**	**$ 28**	**$ 55**	**$ 252**	**$ 61**
Levy Adjustments																
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ (38)	$ (2)	$ (81)	$ (2)	$ (76)	$ (38)	$ (18)	$ (2)	$ (49)	$ (4)	$ (7)	$ 599	$ (8)	$ (15)	$ (50)	$ (3)
BALANCE TO LEVY	**$ 138.15**	**$ 40.76**	**$ 270.27**	**$ 40.76**	**$ 276.30**	**$ 138.15**	**$ 60.06**	**$ 40.76**	**$ 247.30**	**$ 81.52**	**$ 163.04**	**$ 1,061.25**	**$ 27.63**	**$ 55.26**	**$ 252.05**	**$ 61.14**
Total # of Parcels	1	2	1	1	2	1	1	1	1	1	1	40	1	1	45	4
Total Parcels Levied	1	2	1	1	2	1	1	1	1	1	1	40	1	1	45	4
Total Assessment Allowable	**$ 100.25**	**$ 38.90**	**$ 189.27**	**$ 38.90**	**$ 200.50**	**$ 100.25**	**$ 42.06**	**$ 38.90**	**$ 198.10**	**$ 77.80**	**$ 155.60**	**$ 1,660.00**	**$ 20.05**	**$ 40.10**	**$ 202.50**	**$ 58.36**

APPENDIX A
COST TABLE
ENGINEER'S REPORT
STREET LIGHTING DISTRICT NO. 1, FY 2024-2025

District Name	Annexation S9-D	Annexation S9-E	Annexation S9-F	Annexation S10-A	Annexation S10-B	Annexation S10-C	Annexation S10-D	Annexation S10-E	Annexation S10-F	Annexation S10-G	Annexation S10-H	Annexation S10-I	Annexation S10-J	Annexation S10-K	Annexation S10-M
Description	CUP 617	CRA 670	CUP 629	Tract 15040	Tract 15832	Tract 15937	Tract 16015	Tract 16029	Tract 16032	Tract 16082	Tract 16101	MS 253, 255 (PM 15530, 15617	MS 252 (PM 15492	CRA 720	CRA 679
Original Parcels	APN 292-033-13	APN 292-157-20	APN 1212-431-02	APN 174-631-01 THRU 09, 11 THRU 35, 37 THRU 58, 63 & 64	APN 172-301-18 THRU 22, 26	APN 168-731-01 THRU 25, APN 168-741-01 THRU 78, APN 168-751-01 THRU 56	APN 1212-021-01 THRU 62	APN 167-081-13 THRU 45	APN 170-481-20 THRU 34	APN 172-091 24 THRU 36	APN 168-771-01 THRU 50, APN 168-781-01 THRU 34, APN 168-791-01 THRU 28, APN168-801-01 THRU 38	APN 292-153-28, 30 THRU 43	APN 169-011-32 THRU 35, 38 & 39	APN 292-154-22 THRU 25	APN 292-310-42
Zone	3	1	3	1 & 3	1 & 4	1, 3, & 4	1	1 & 3	1 & 4	1	1 & 4	1 & 4	4	1 & 4	1
Unit of Benefit/Zone															
Zone 1 UOB	0	1	0	71	4	95	54	12	9	18	108	17	0	5	1
Zone 2 UOB	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Zone 3 UOB	4	0	5	4	0	30	0	11	0	0	0	0	0	0	0
Zone 4 UOB	0	0	0	0	3	13	0	0	4	0	9	5	7	2	0
TOTAL UOB per Zone	4	1	5	75	7	138	54	23	13	18	117	22	7	7	1
Actual Expenses															
Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Incidental	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL EXPENSES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Calculation of Current Assessments:															
Unit of Benefit Assessment/ Zone															
Zone 1	$ -	$ 20	$ -	$ 1,447	$ 82	$ 1,936	$ 1,101	$ 245	$ 183	$ 367	$ 2,201	$ 346	$ -	$ 102	$ 20
Zone 2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Zone 3	$ 111	$ -	$ 138	$ 111	$ -	$ 829	$ -	$ 304	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Zone 4	$ -	$ -	$ -	$ -	$ 90	$ 390	$ -	$ -	$ 120	$ -	$ 270	$ 150	$ 210	$ 60	$ -
SUBTOTAL	**$ 111**	**$ 20**	**$ 138**	**$ 1,558**	**$ 172**	**$ 3,155**	**$ 1,101**	**$ 548**	**$ 304**	**$ 367**	**$ 2,471**	**$ 497**	**$ 210**	**$ 162**	**$ 20**
Incidental Expenses															
Engineering and Admin.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL APPLIED UOB & EXPENSES	**$ 111**	**$ 20**	**$ 138**	**$ 1,558**	**$ 172**	**$ 3,155**	**$ 1,101**	**$ 548**	**$ 304**	**$ 367**	**$ 2,471**	**$ 497**	**$ 210**	**$ 162**	**$ 20**
Levy Adjustments															
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ (30)	$ (1)	$ (38)	$ (96)	$ (31)	$ (433)	$ (50)	$ (94)	$ (44)	$ (17)	$ (181)	$ (61)	$ (63)	$ (23)	$ (1)
BALANCE TO LEVY	**$ 110.52**	**$ 20.38**	**$ 138.15**	**$ 1,557.50**	**$ 171.61**	**$ 3,155.39**	**$ 1,100.52**	**$ 548.49**	**$ 303.54**	**$ 366.84**	**$ 2,471.31**	**$ 496.61**	**$ 210.21**	**$ 161.96**	**$ 20.38**
Total # of Parcels	1	1	1	58	6	159	62	33	15	13	150	15	6	4	1
Total Parcels Levied	1	1	1	58	6	159	62	33	15	13	150	15	6	4	1
Total Assessment Allowable	**$ 80.20**	**$ 19.45**	**$ 100.25**	**$ 1,461.02**	**$ 140.88**	**$ 2,722.08**	**$ 1,050.28**	**$ 454.08**	**$ 259.20**	**$ 350.09**	**$ 2,290.50**	**$ 435.82**	**$ 147.20**	**$ 139.31**	**$ 19.45**

APPENDIX A
COST TABLE
ENGINEER'S REPORT
STREET LIGHTING DISTRICT NO. 1, FY 2024-2025

District Name	Annexation S10-N	Annexation S10-O	Annexation S10-P	Annexation S10-Q	Annexation S10-R	Annexation S10-S	Annexation S10-T	Annexation S10-U	Annexation S10-V	Annexation S10-W	TOTALS
Description	CUP 35R	CUP 355 REV. 8	CUP 543	MS 234 (PM 15414)	MS 251 (PM 15414)	Tract 14790-2	Tract 14790-3	Tract 15532	CUP 652	MS 240	
Original Parcels	APN 173-251-21	APN 172-121-10, 11, 14	APN 171-431-02 Subsequently, 02 was changed to 05	APN 169-272-29, APN 169-281-45, 46	APN 176-014-16 & 17	APN 294-181-02 THRU 15, APN 294-191-01 THRU 4, 6 THRU 12, 16 THRU 20, APN 294-201-09, 11, 13, 15, 19, 21, 27, 28, APN 294-211-02 THRU 04, 06 THRU 10, 12, 13	APN 294-222-01 THRU 12, APN 294-232-01 THRU 07, APN 294-242-01 THRU 06, APN 294-252-01 THRU 13, APN 294-262-01 THRU 13	APN 168-271-13 THRU 48	APN 171-011-54	APN 292-201-22	
Zone	3	3	3	1 & 2	3	1 & 3	1 & 3	1, 3 & 4	1	1	
Unit of Benefit/Zone											
Zone 1 UOB	0	0	0	6	0	80	70	18	1	0	**749**
Zone 2 UOB	0	0	0	6	0	0	0	0	0	0	**131**
Zone 3 UOB	3	4	6	0	3	41	24	3	0	0	**291**
Zone 4 UOB	0	0	0	0	0	0	0	5	0	0	**158**
TOTAL UOB per Zone	3	4	6	12	3	121	94	26	1	0	**1329**
Actual Expenses											
Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**
Incidental	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**
TOTAL EXPENSES	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Calculation of Current Assessments:											
Unit of Benefit Assessment/ Zone											
Zone 1	$ -	$ -	$ -	$ 122	$ -	$ 1,630	$ 1,427	$ 367	$ 20	$ -	**$ 15,265**
Zone 2	$ -	$ -	$ -	$ 51	$ -	$ -	$ -	$ -	$ -	$ -	**$ 1,112**
Zone 3	$ 83	$ 111	$ 166	$ -	$ 83	$ 1,133	$ 663	$ 83	$ -	$ -	**$ 8,040.33**
Zone 4	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150	$ -	$ -	**$ 4,745**
SUBTOTAL	**$ 83**	**$ 111**	**$ 166**	**$ 173**	**$ 83**	**$ 2,763**	**$ 2,090**	**$ 600**	**$ 20**	**$ -**	**$ 29,162**
Incidental Expenses											
Engineering and Admin.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL APPLIED UOB & EXPENSES	**$ 83**	**$ 111**	**$ 166**	**$ 173**	**$ 83**	**$ 2,763**	**$ 2,090**	**$ 600**	**$ 20**	**$ -**	**$ 29,162**
Levy Adjustments											
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	**$ -**
General Fund Contribution	$ (23)	$ (30)	$ (45)	$ 23	$ (23)	$ (385)	$ (247)	$ (84)	$ (1)	$ -	**$ (3,697)**
BALANCE TO LEVY	**$ 82.89**	**$ 110.52**	**$ 165.78**	**$ 173.22**	**$ 82.89**	**$ 2,763.23**	**$ 2,089.72**	**$ 599.88**	**$ 20.38**	**$ -**	**$ 29,161.88**
Total # of Parcels	1	3	1	3	2	48	51	36	1	1	**993**
Total Parcels Levied	1	3	1	3	2	48	51	36	1	0	**990**
Total Assessment Allowable	**$ 60.15**	**$ 80.19**	**$ 120.30**	**$ 196.44**	**$ 60.16**	**$ 2,377.92**	**$ 1,842.63**	**$ 515.52**	**$ 19.45**	**$ -**	**$ 25,465.25**

APPENDIX B

DISTRICT DIAGRAM

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CITY OF REDLANDS
STREET LIGHT DISTRICT NO. 1

APPENDIX B - ASSESSMENT DIAGRAMS

Abbreviations

APN – Assessor's Parcel Number

CRA – Commission Review and Approval

CUP – Conditional Use Permit

MS – Minor Subdivision

PM – Parcel Map

TM – Tract Map

General comments

Each annexation has its own diagram.

North is up unless notated otherwise.

The assessor's parcel numbers are shown as a 9 digit number.

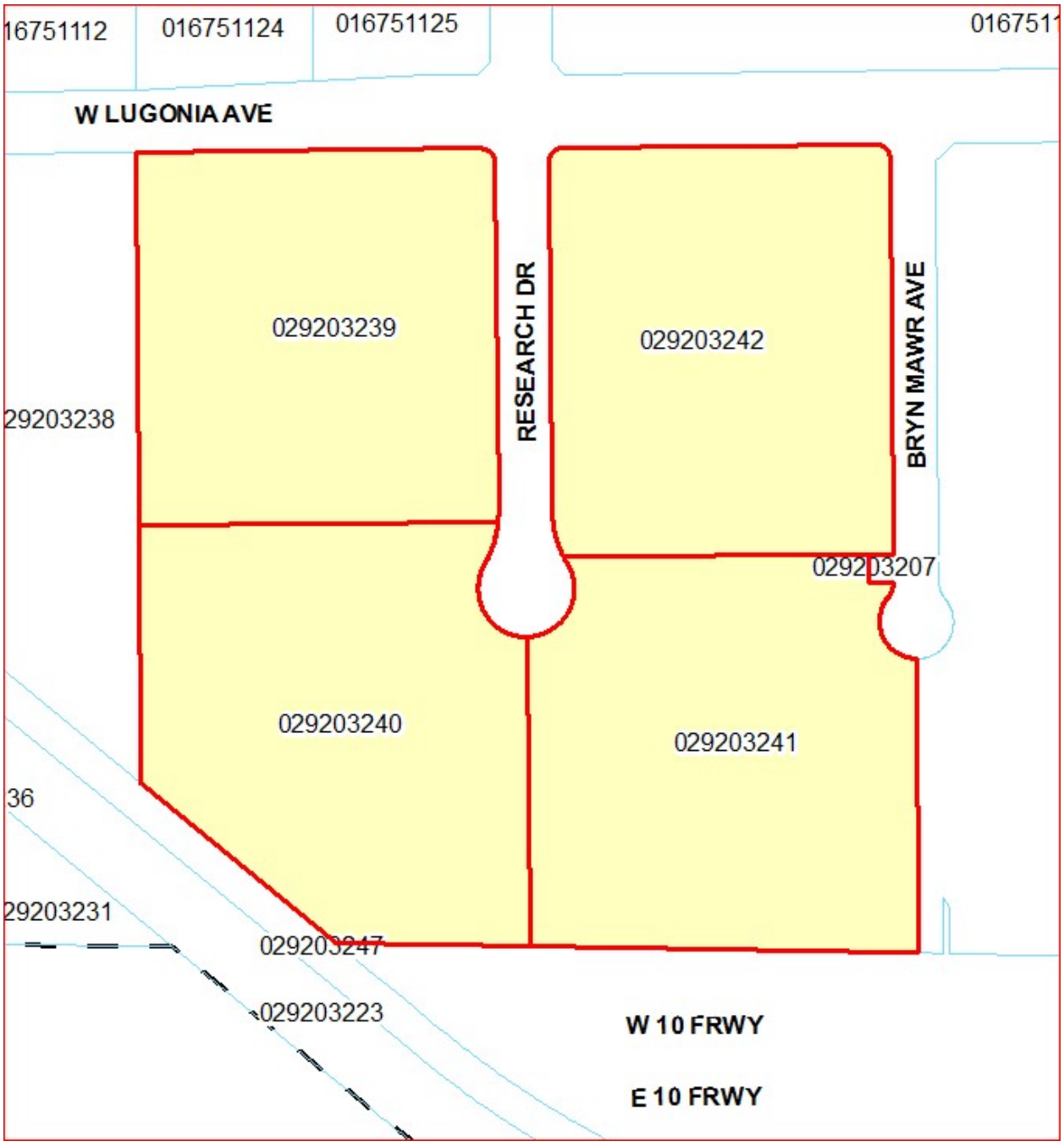
A dark red line delineates the boundary of each annexation.

A shaded background is typically used to indicate parcels within the Street Lighting District.

Annexation #s

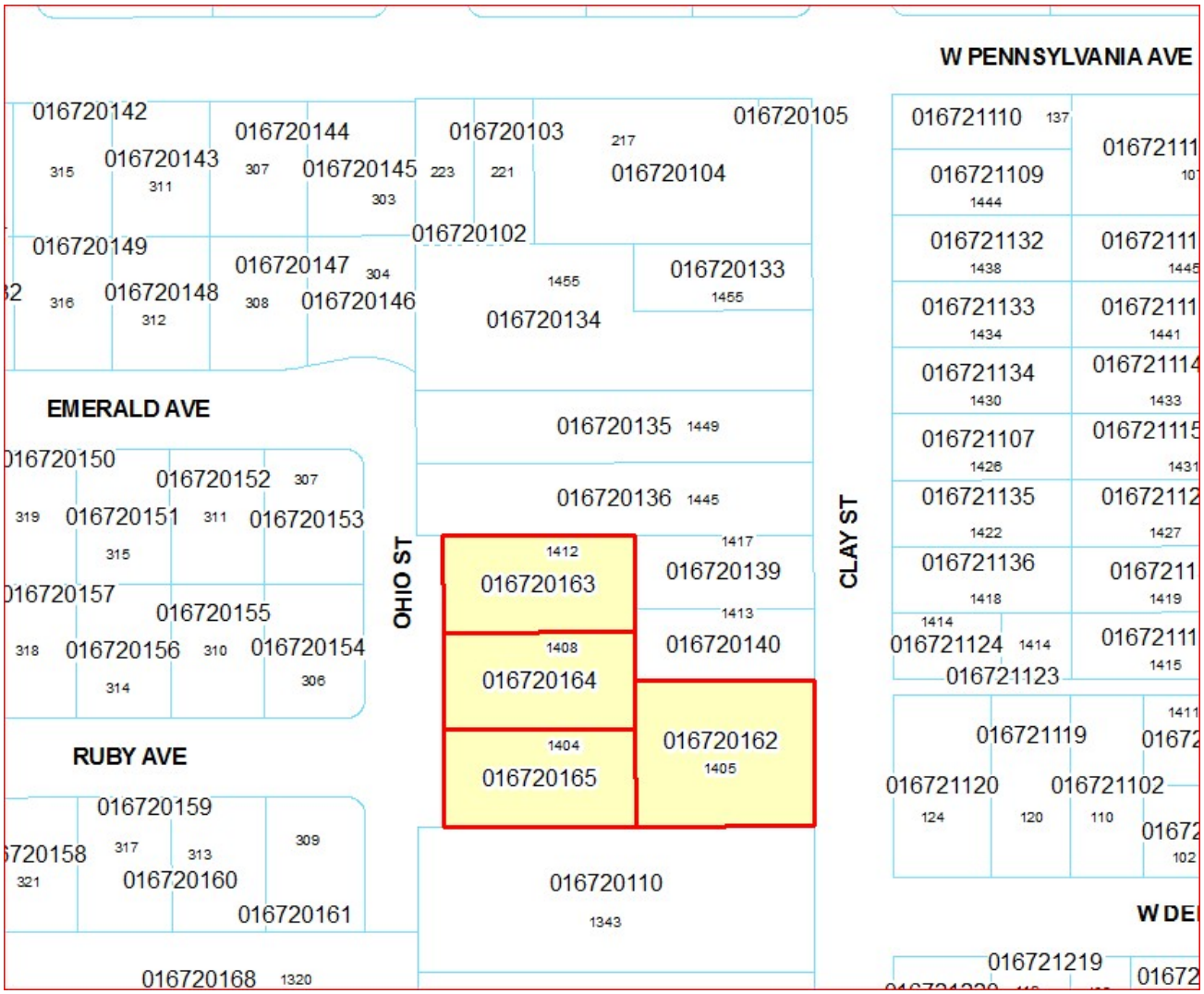
Initial District
S1-A thru S1-Y
S2-A thru S2-H
S3-A thru S3-I
S4-A thru S4-I
S5-A thru S5-E
S6-A thru S6-B
S7-A thru S7-H
S8-A thru S8-C
S9-A thru S9-F
S10-A thru S10-W

Initial District



Parcel Map No. 11917

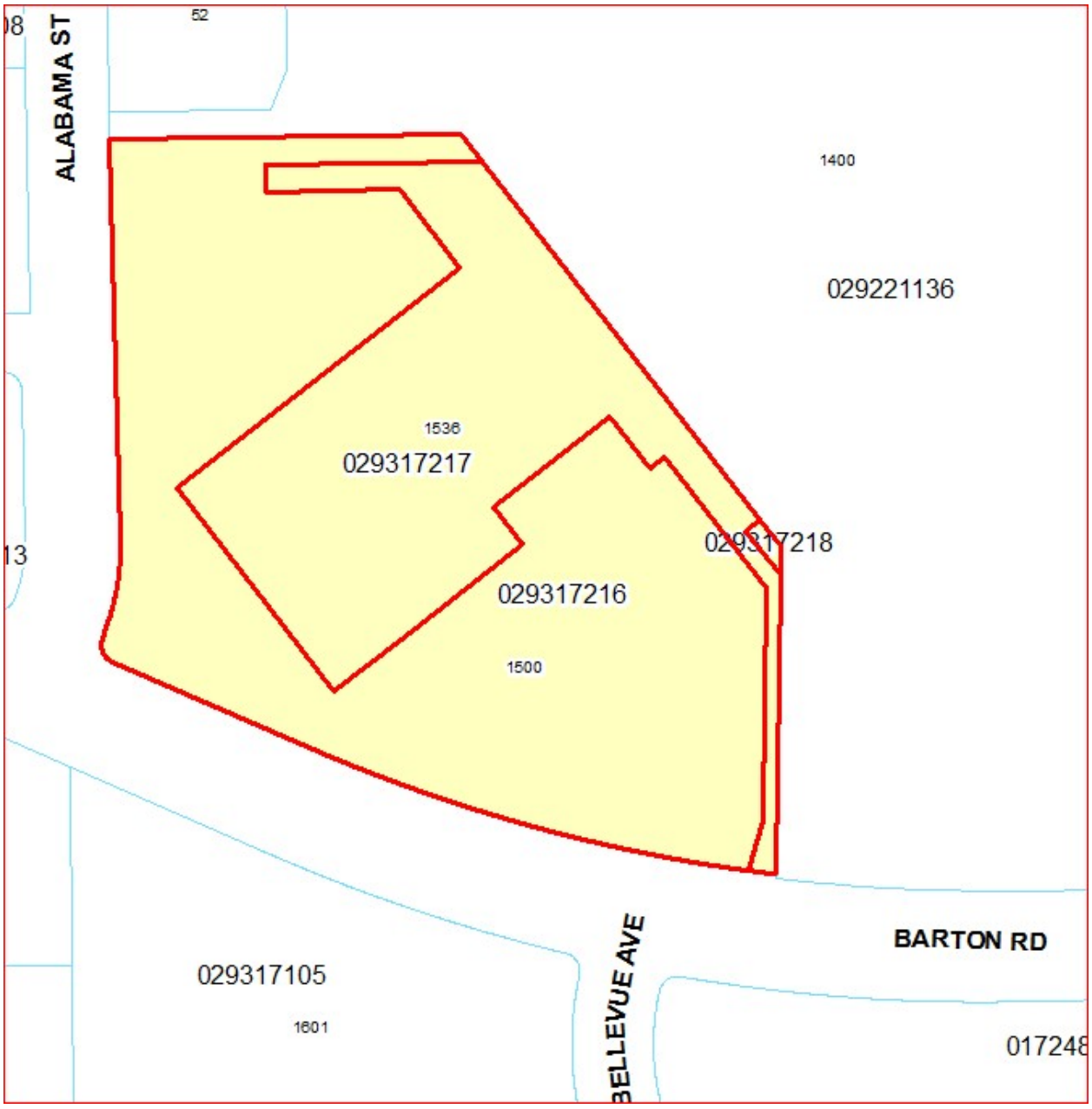
Annexation S1-A



Parcel Map No. 12450

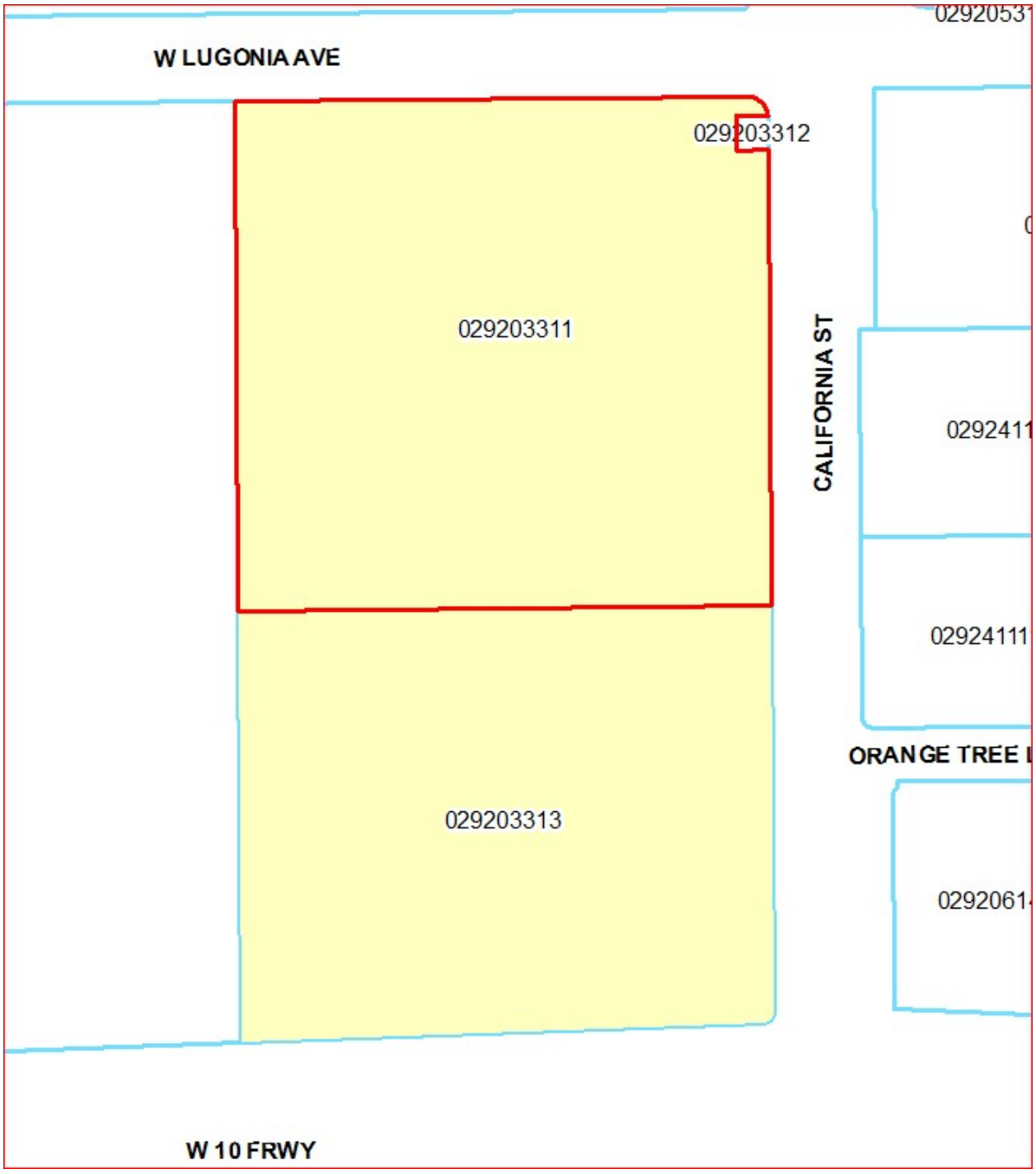
These parcels are not assessed.

Annexation S1-B



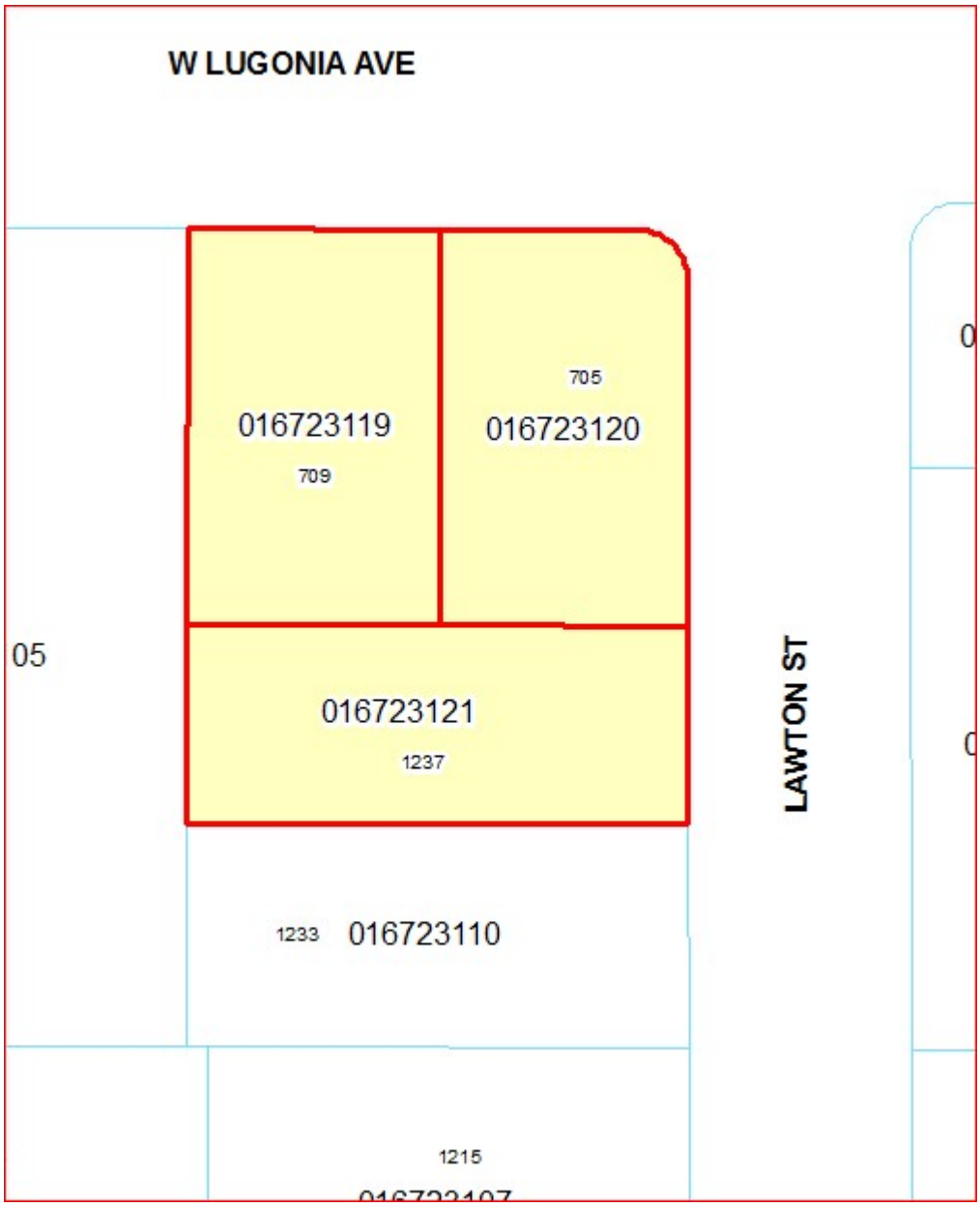
Parcel Map No. 11755

Annexation S1-C



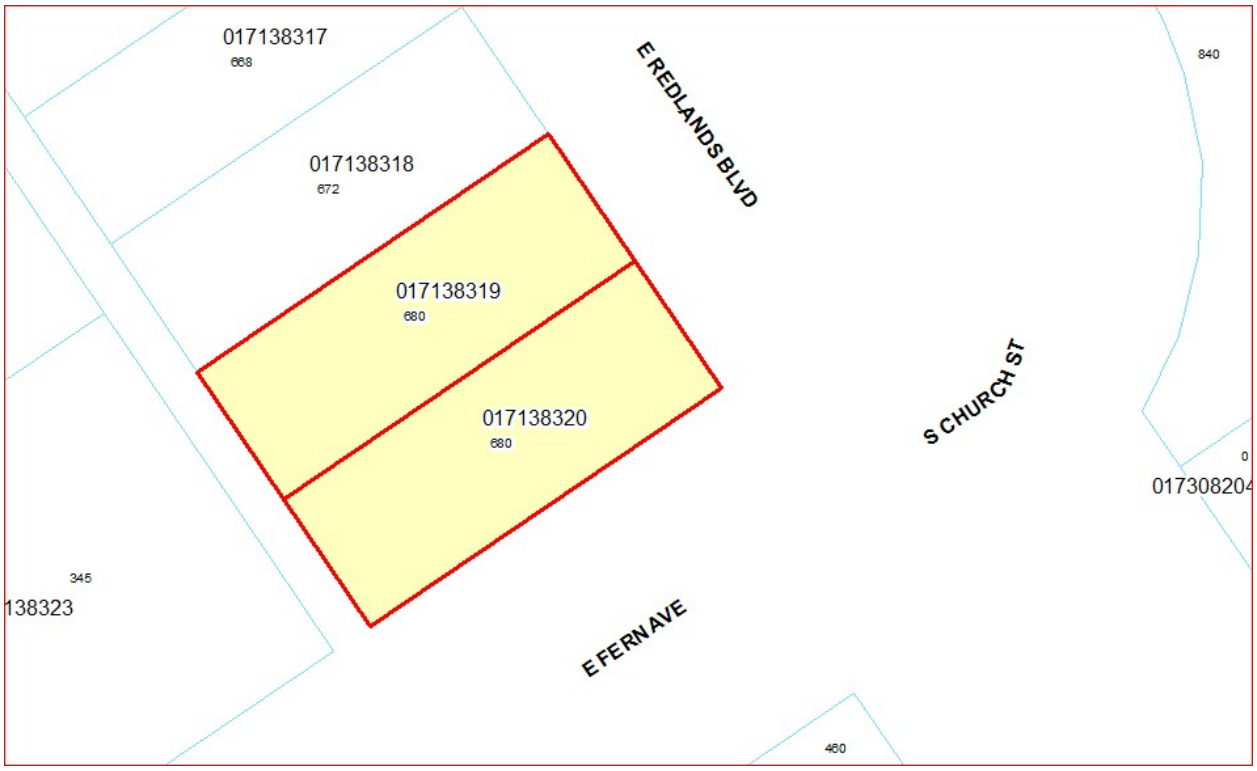
CUP 617

Annexation S1-D



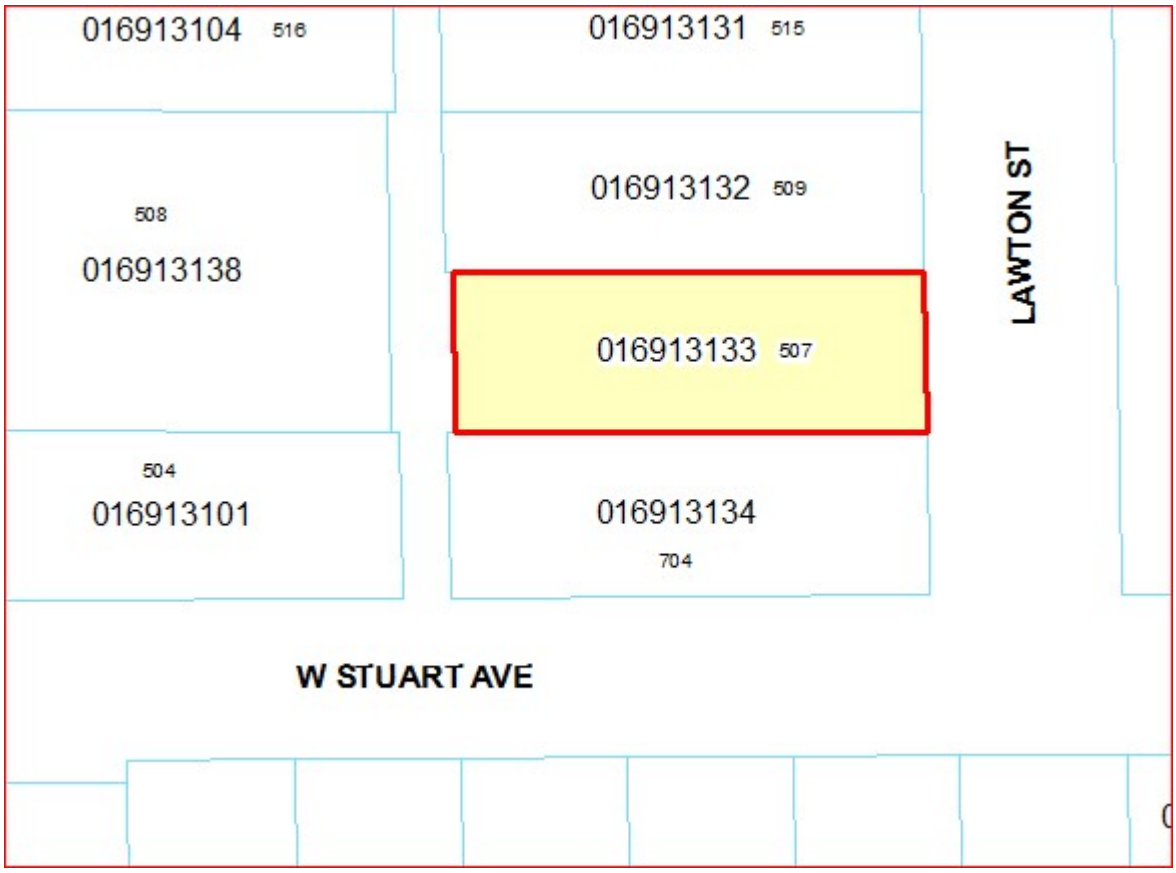
MS 184, Parcel Map No. 12300

Annexation S1-E



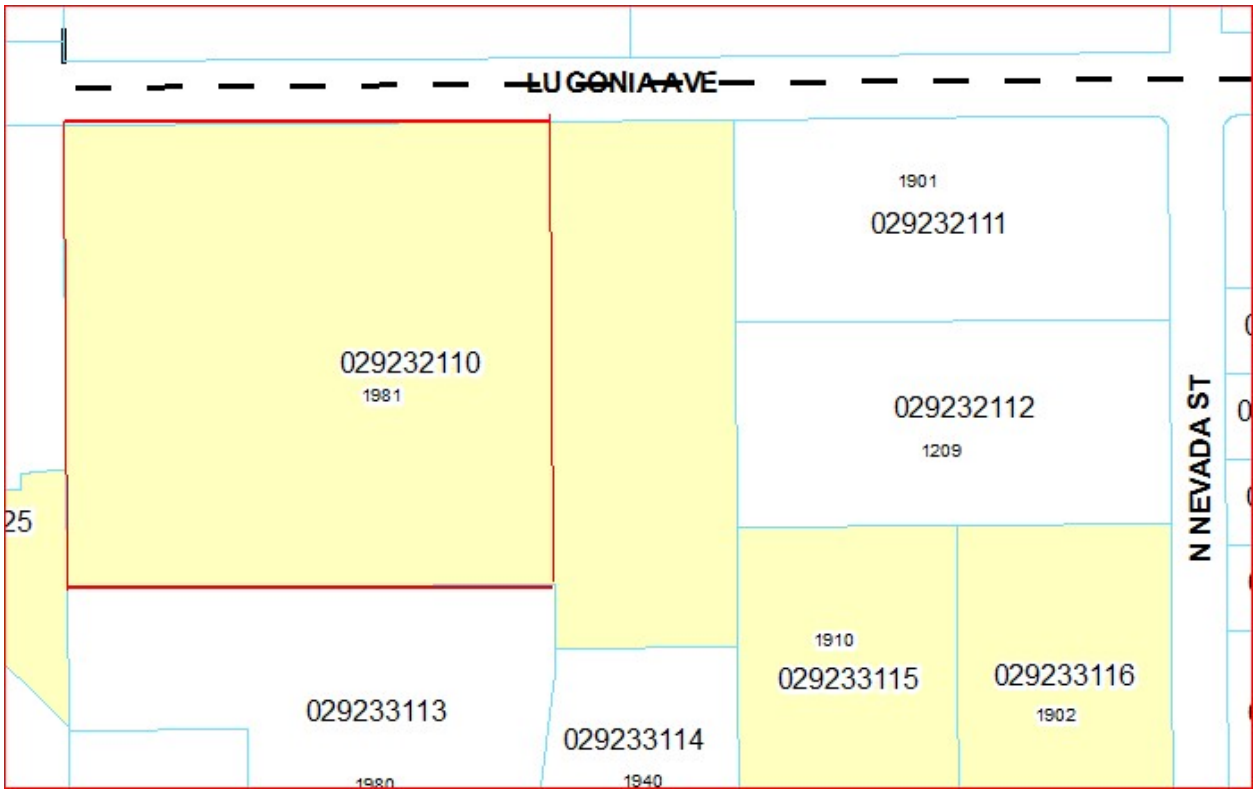
CUP 382

Annexation S1-F



CRA 606

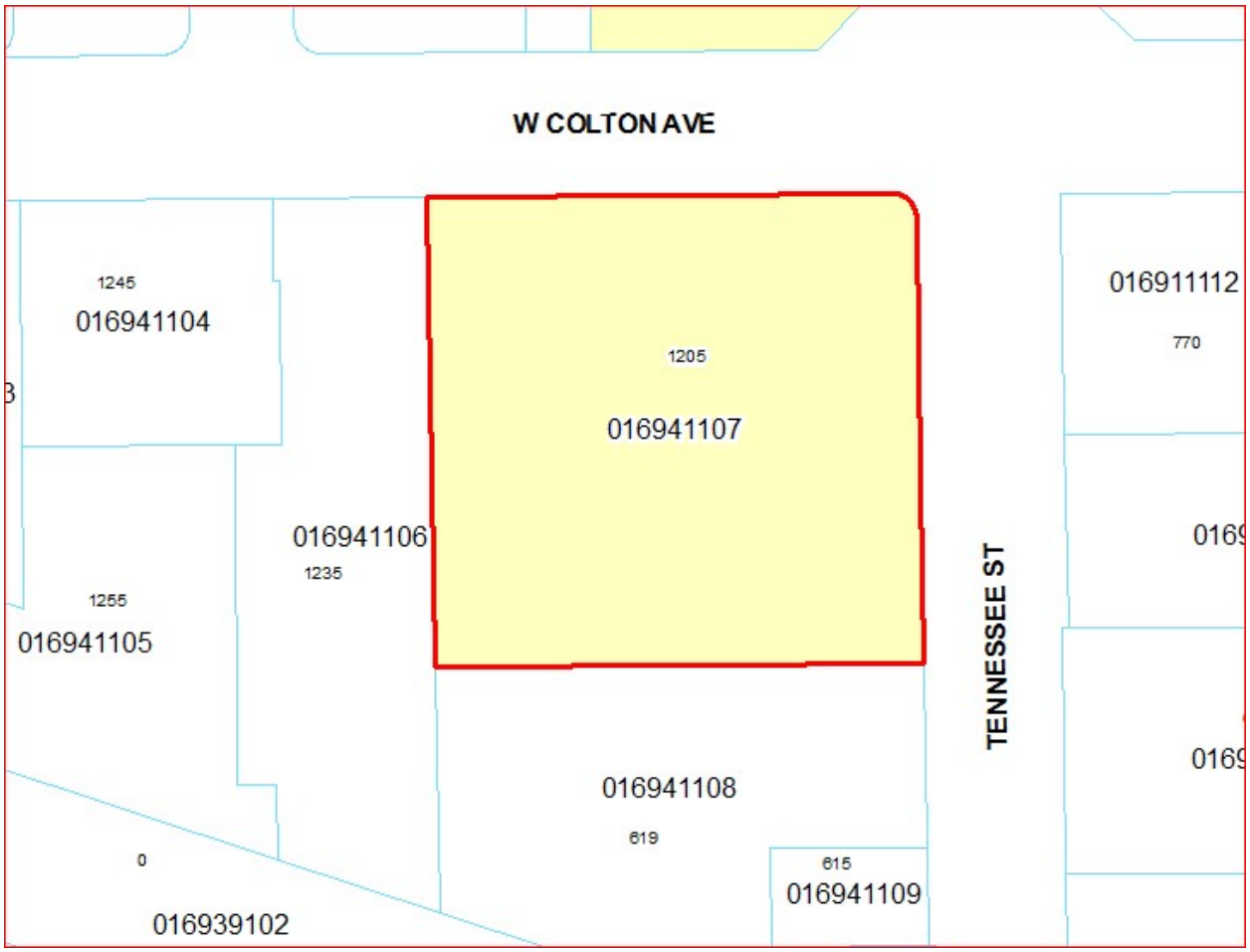
Annexation S1-G



CRA 486

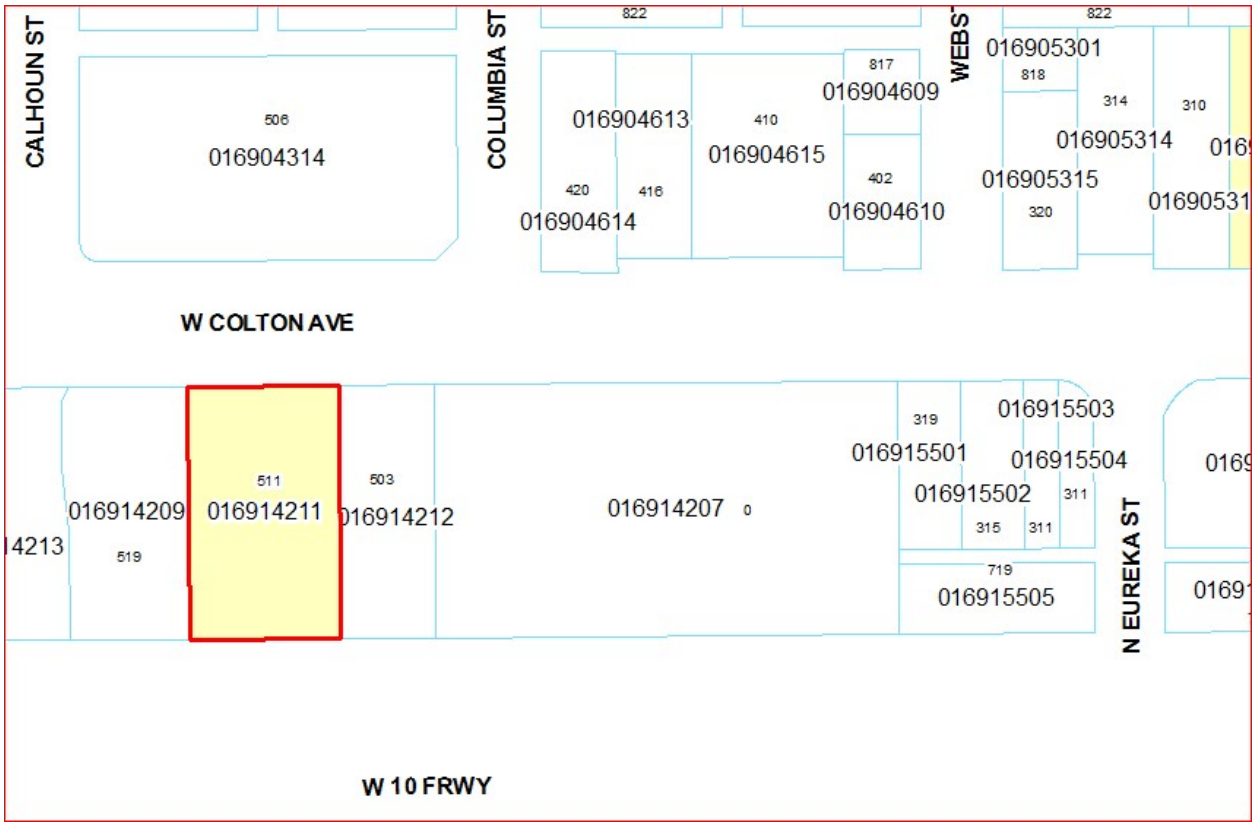
Note: The boundary shown in red was the original parcel for Annexation S1-G. The lot boundary was modified so the entire parcel is shown as part of the Street Light District.

Annexation S1-H



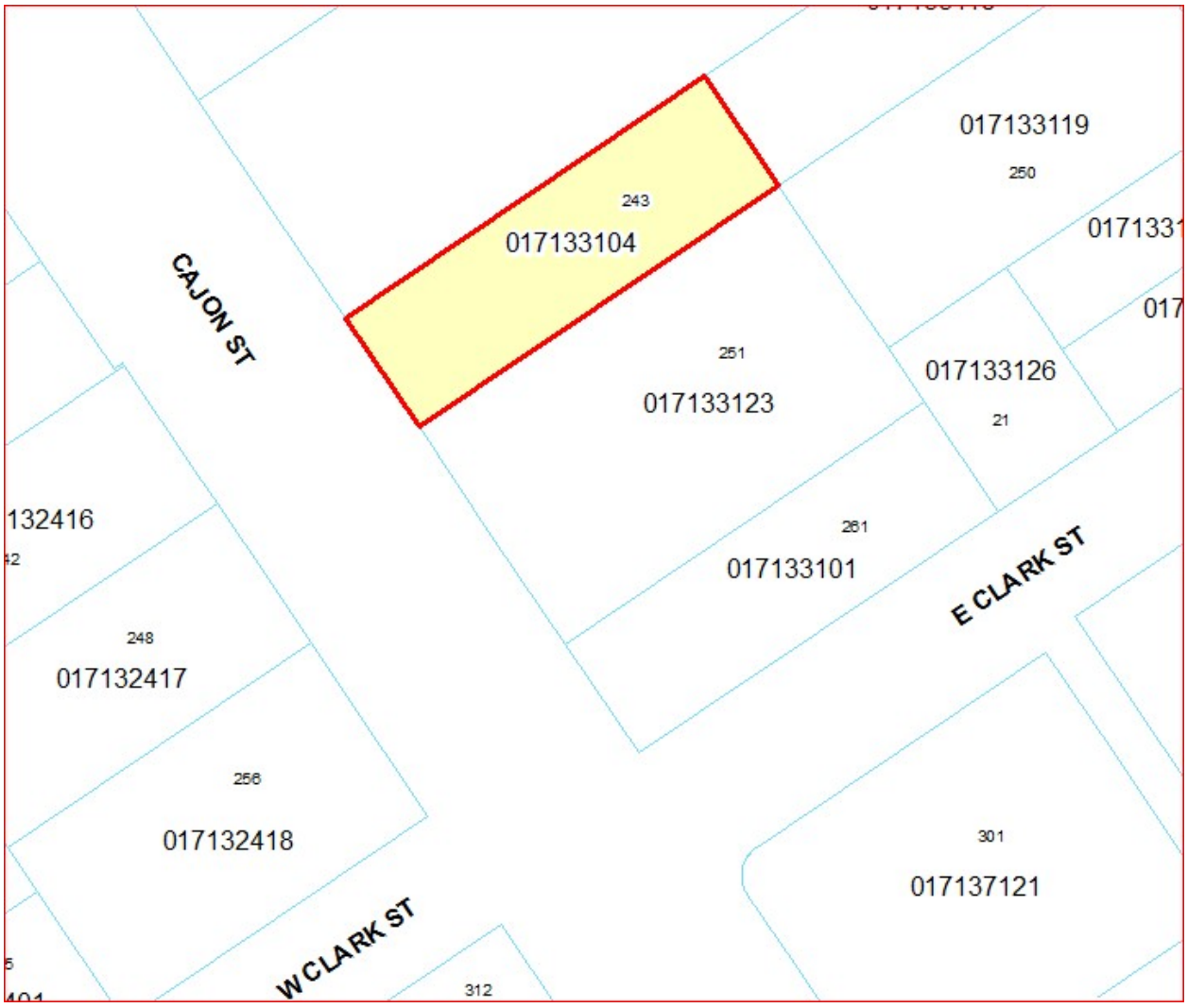
CUP 253

Annexation S1-I



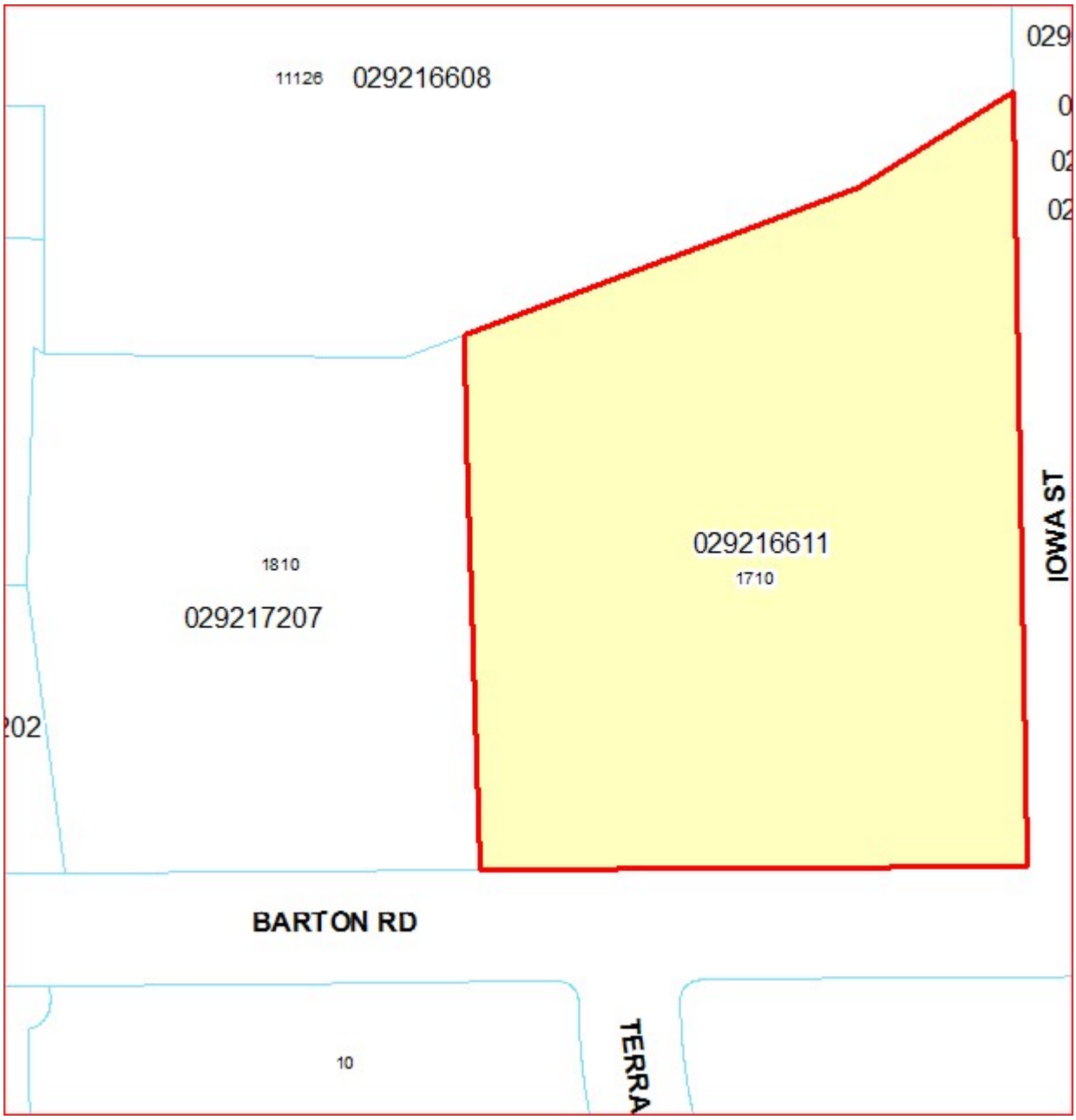
CRA 608

Annexation S1-J



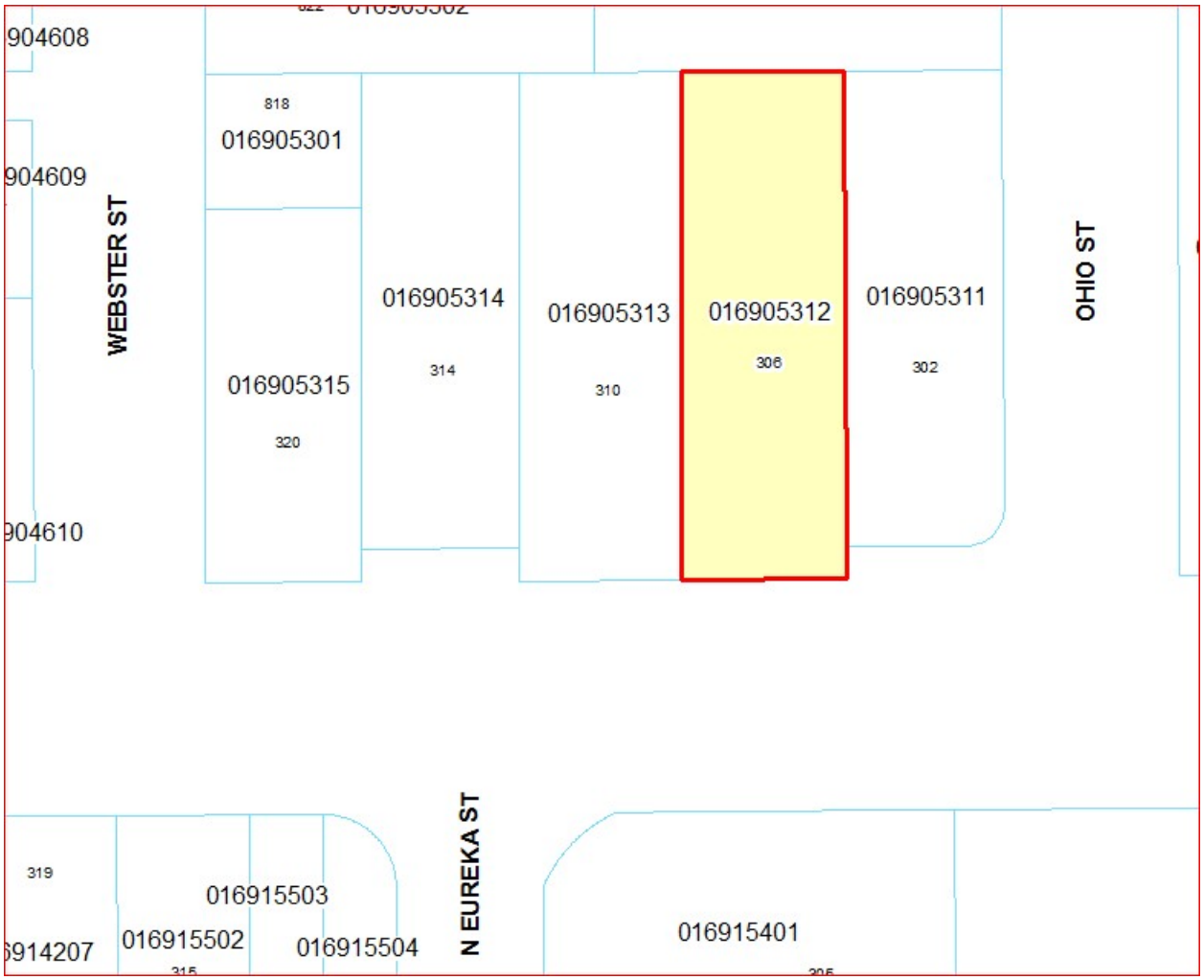
CUP 519

Annexation S1-K



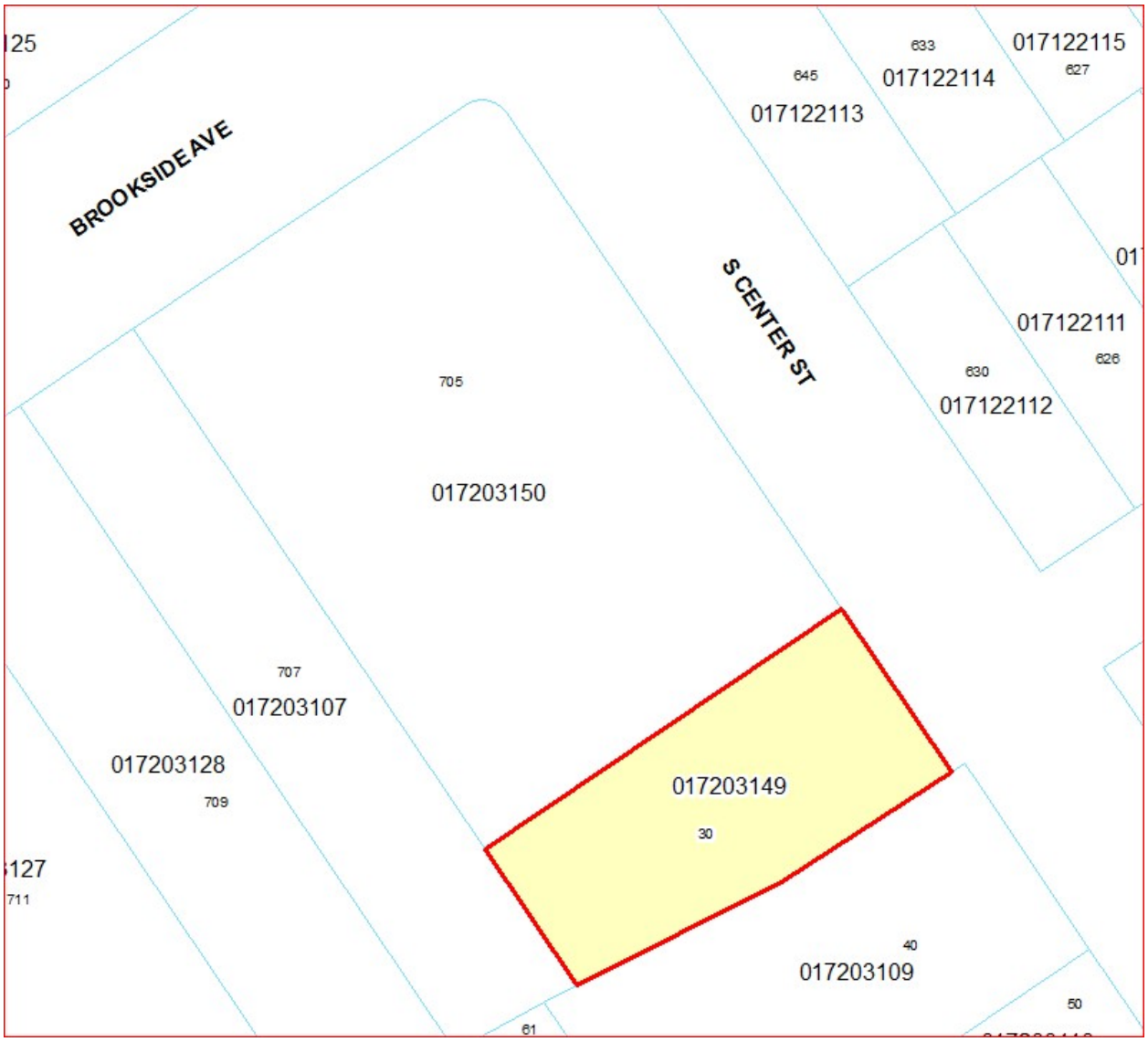
CUP 516

Annexation S1-L



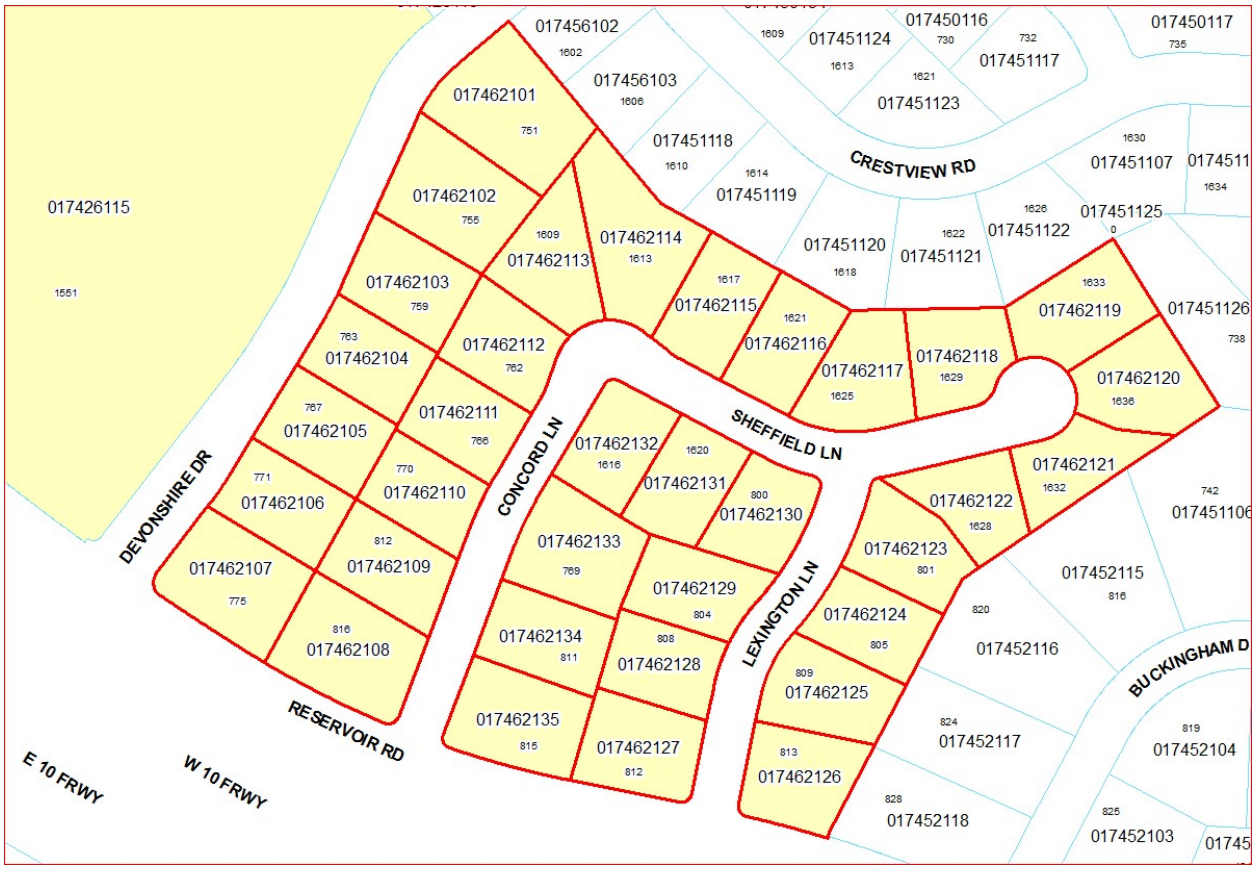
CUP 518

Annexation S1-M



CUP 522

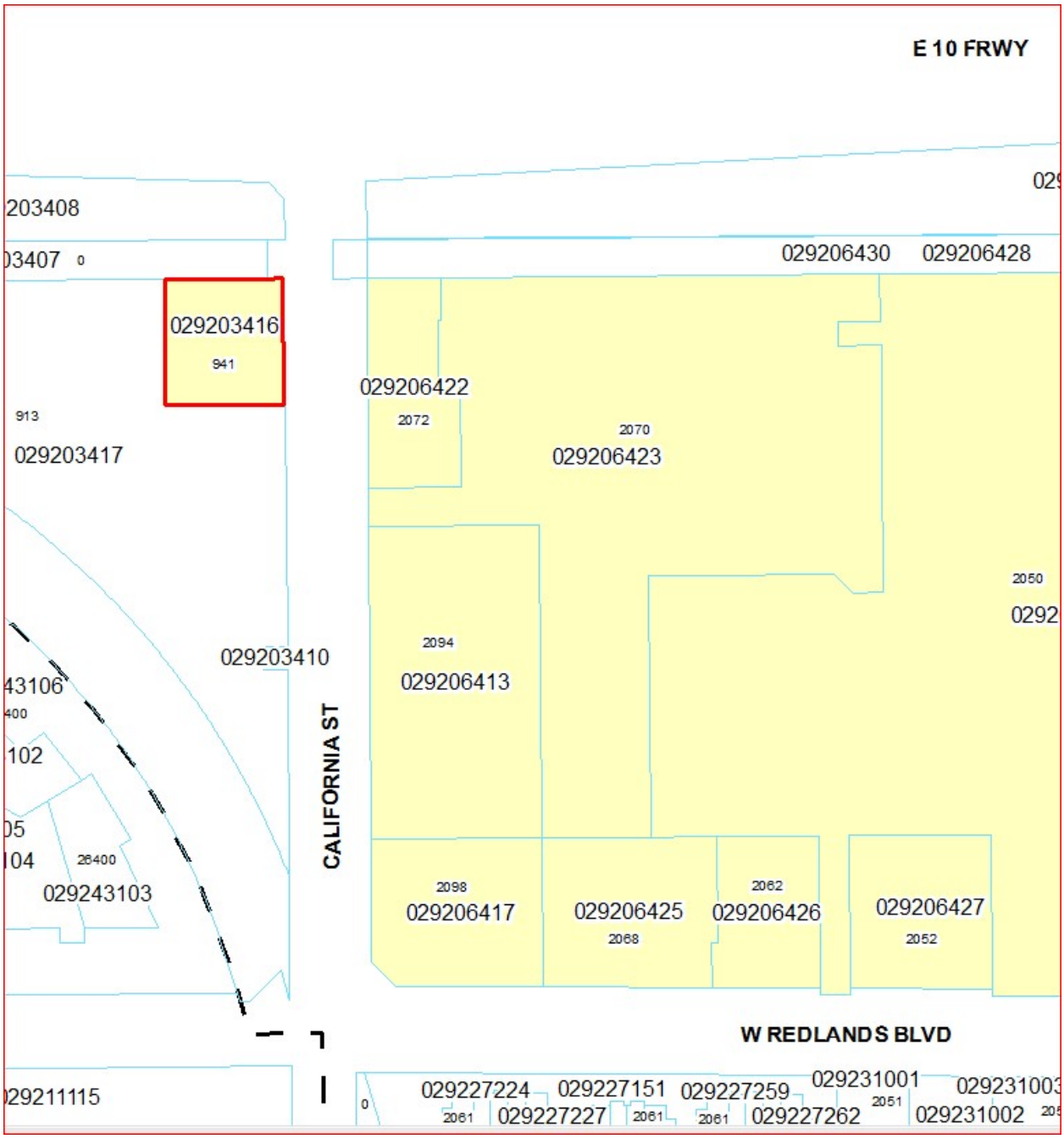
Annexation S1-N



Tract 13947

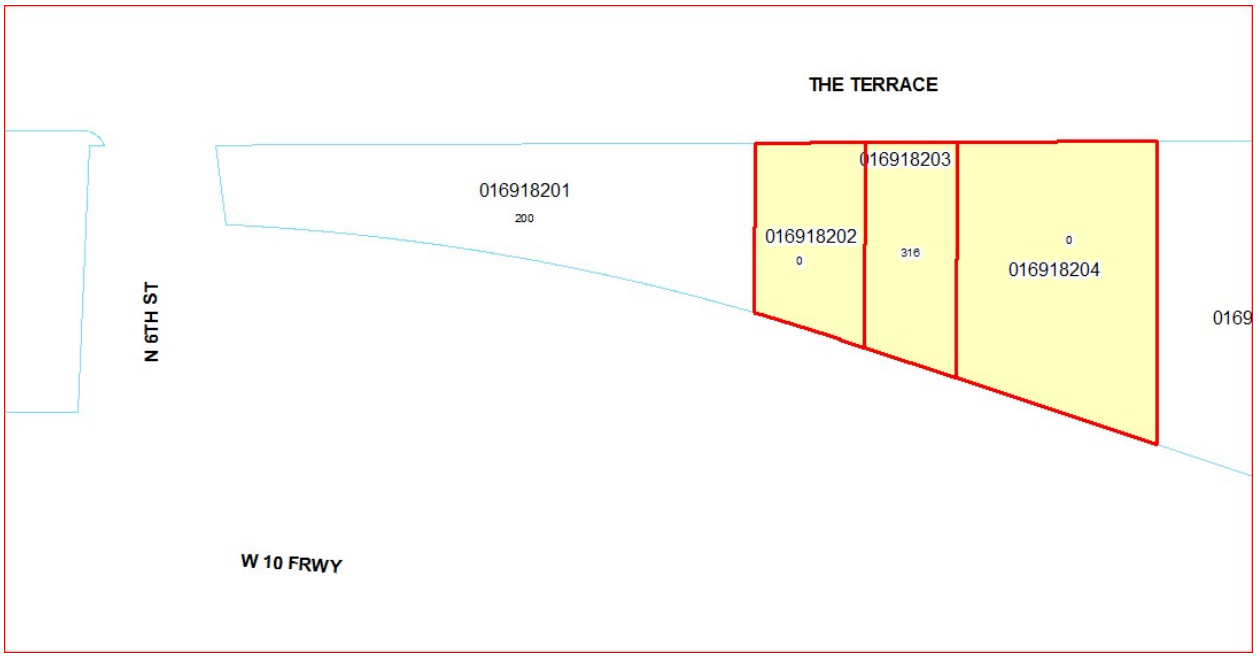
Annexation S1-O

APN changed from
029203416 to 029203439



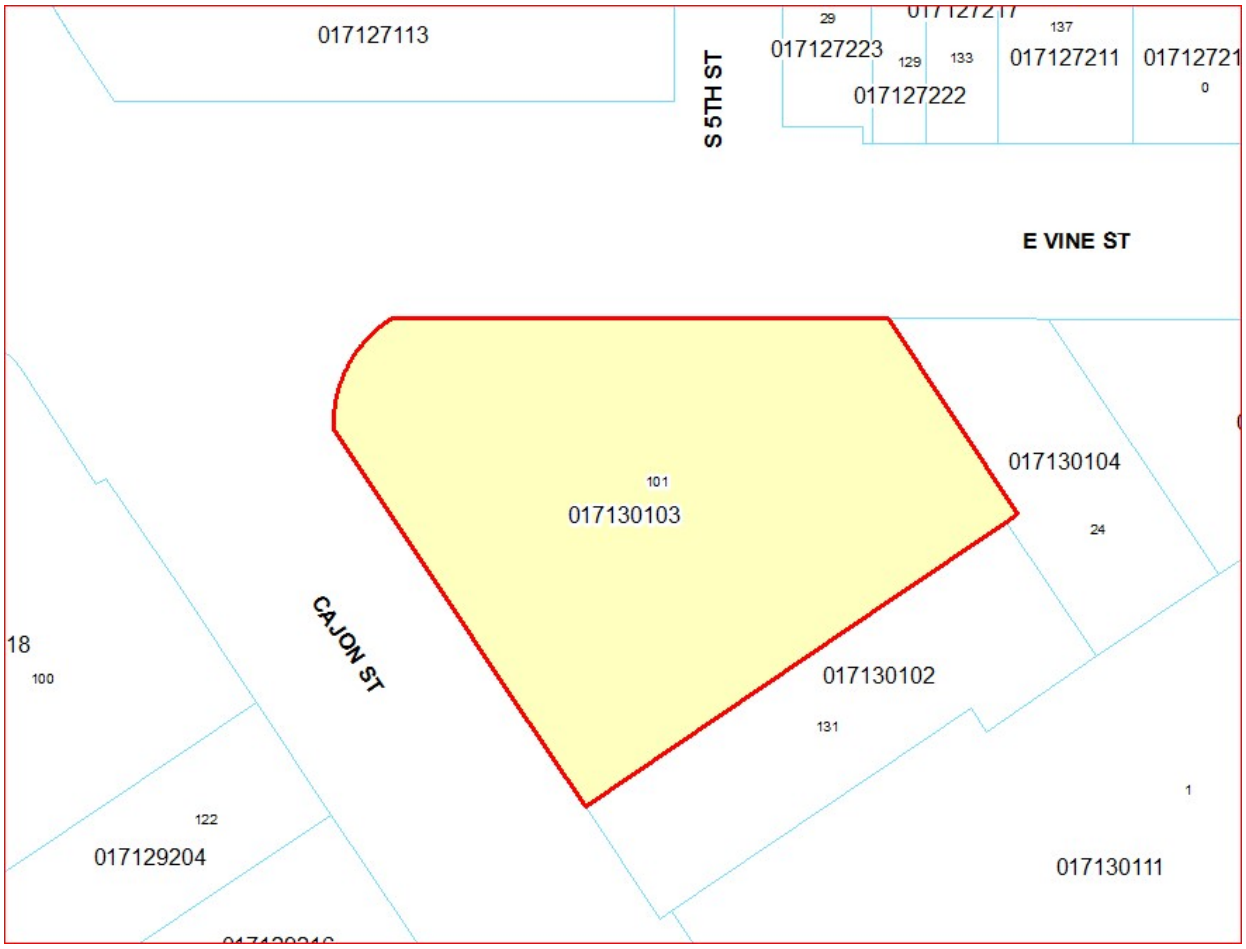
CUP 521

Annexation S1-P



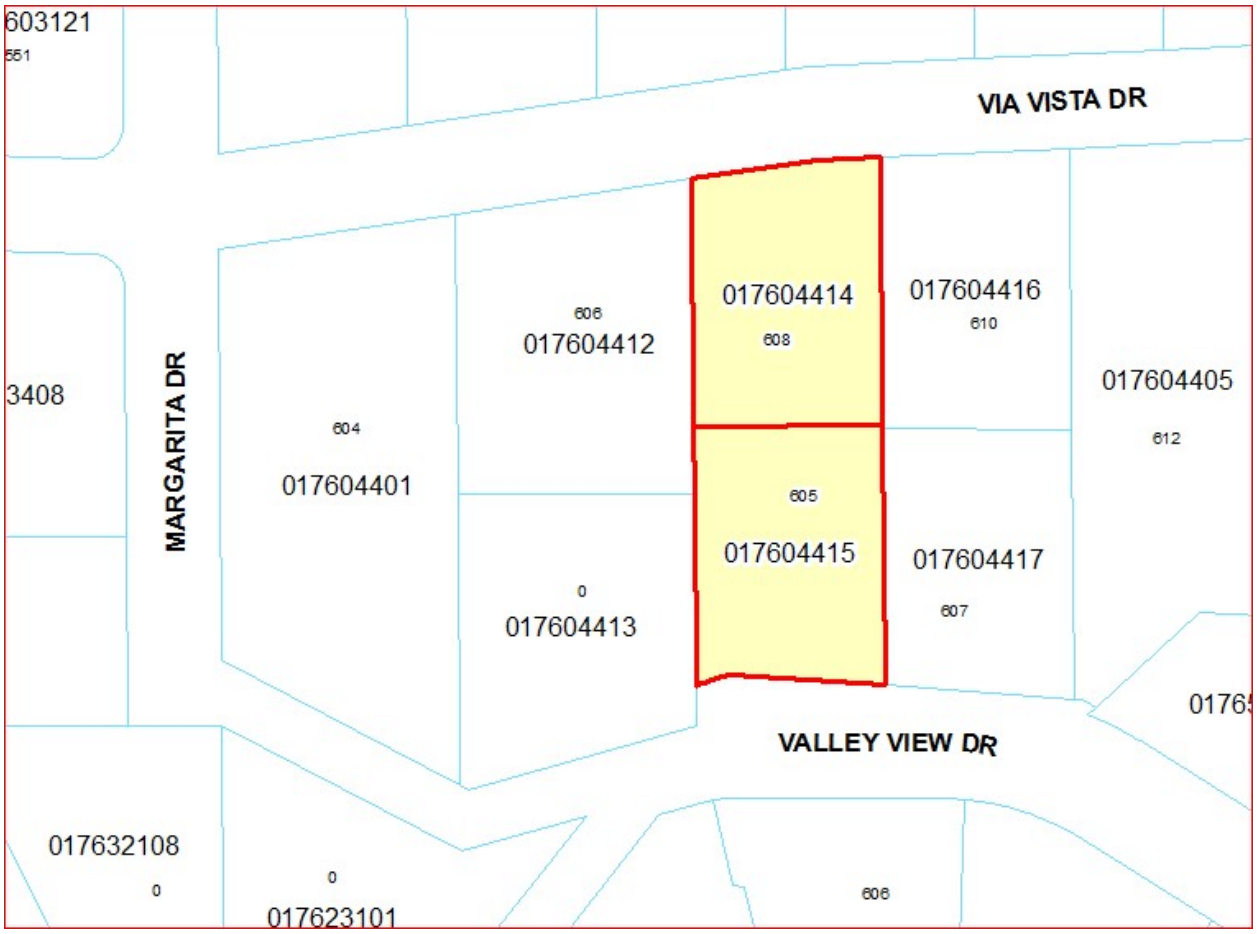
CUP 605

Annexation S1-Q



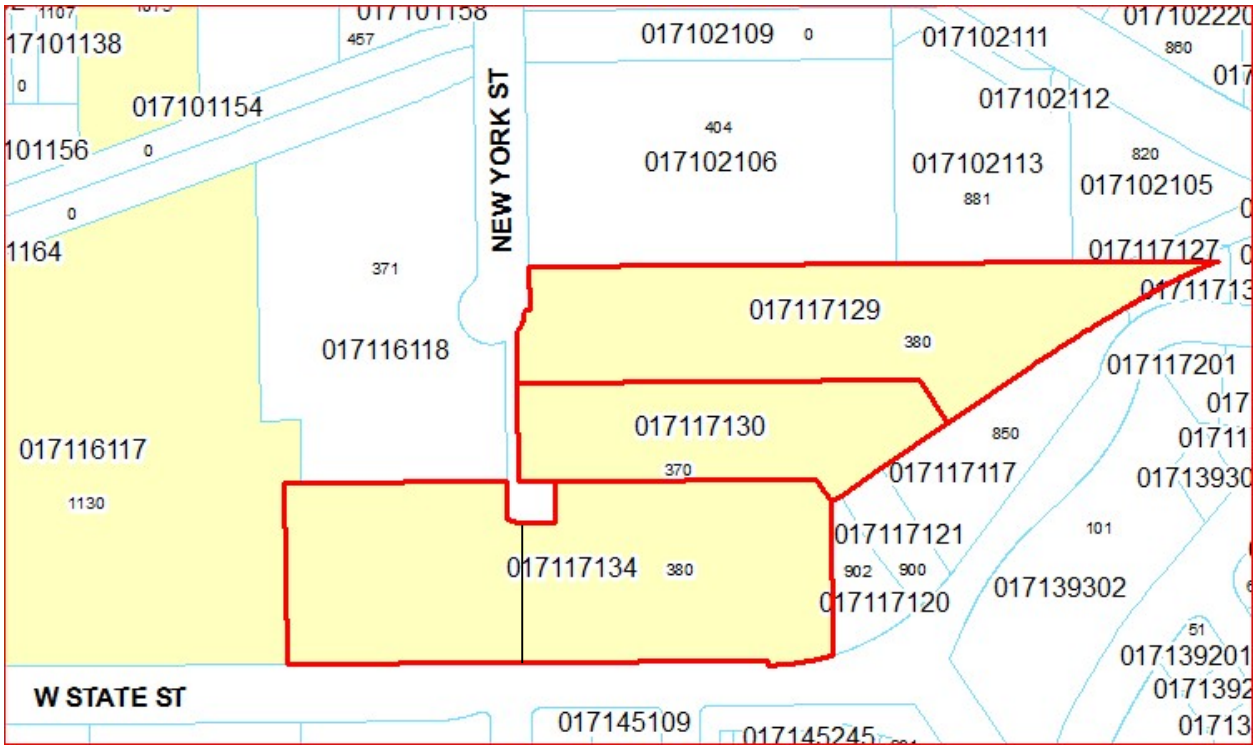
MS 183 - Parcel Map 12087, City Hall

Annexation S1-R



Parcel Map 11904

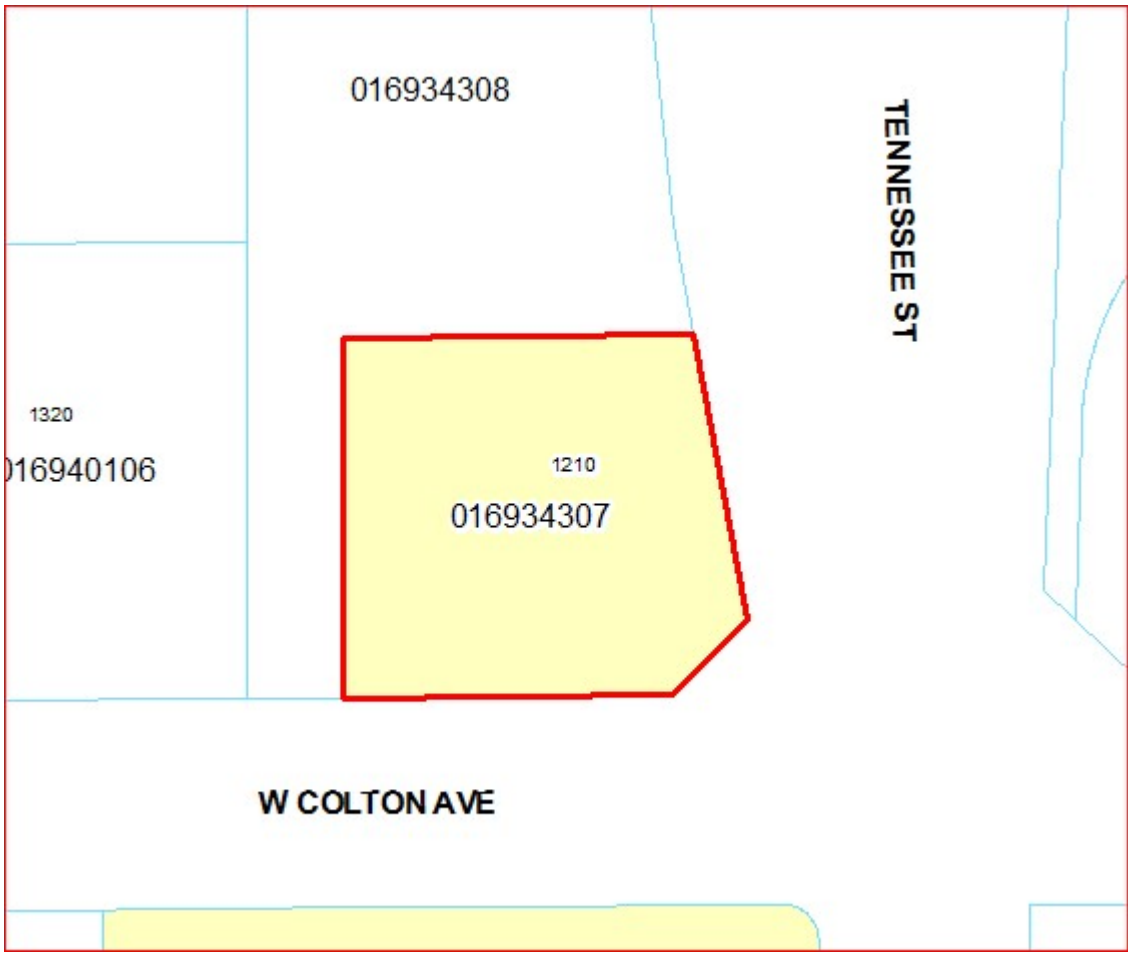
Annexation S1-S



CUP 278

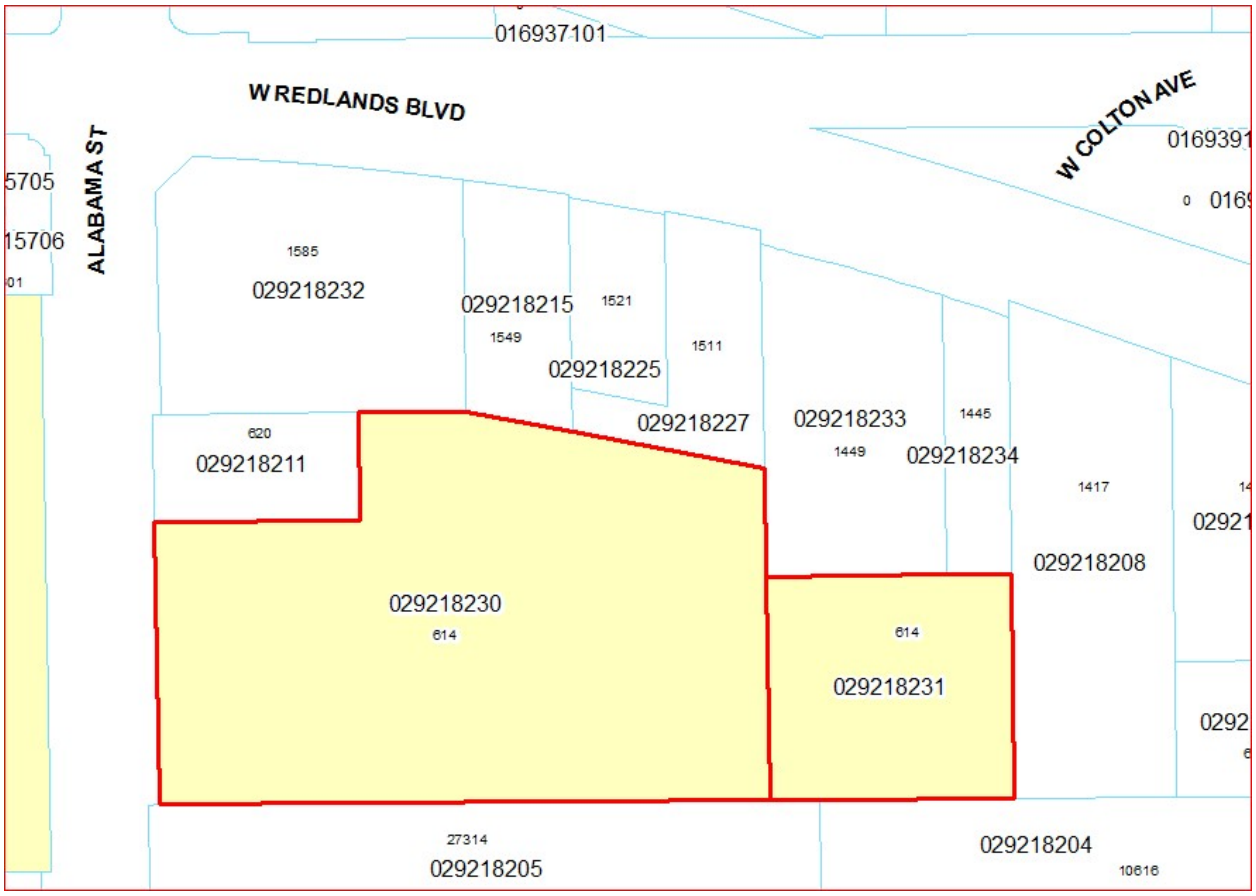
See comments for Annexation S7-A

Annexation S1-T



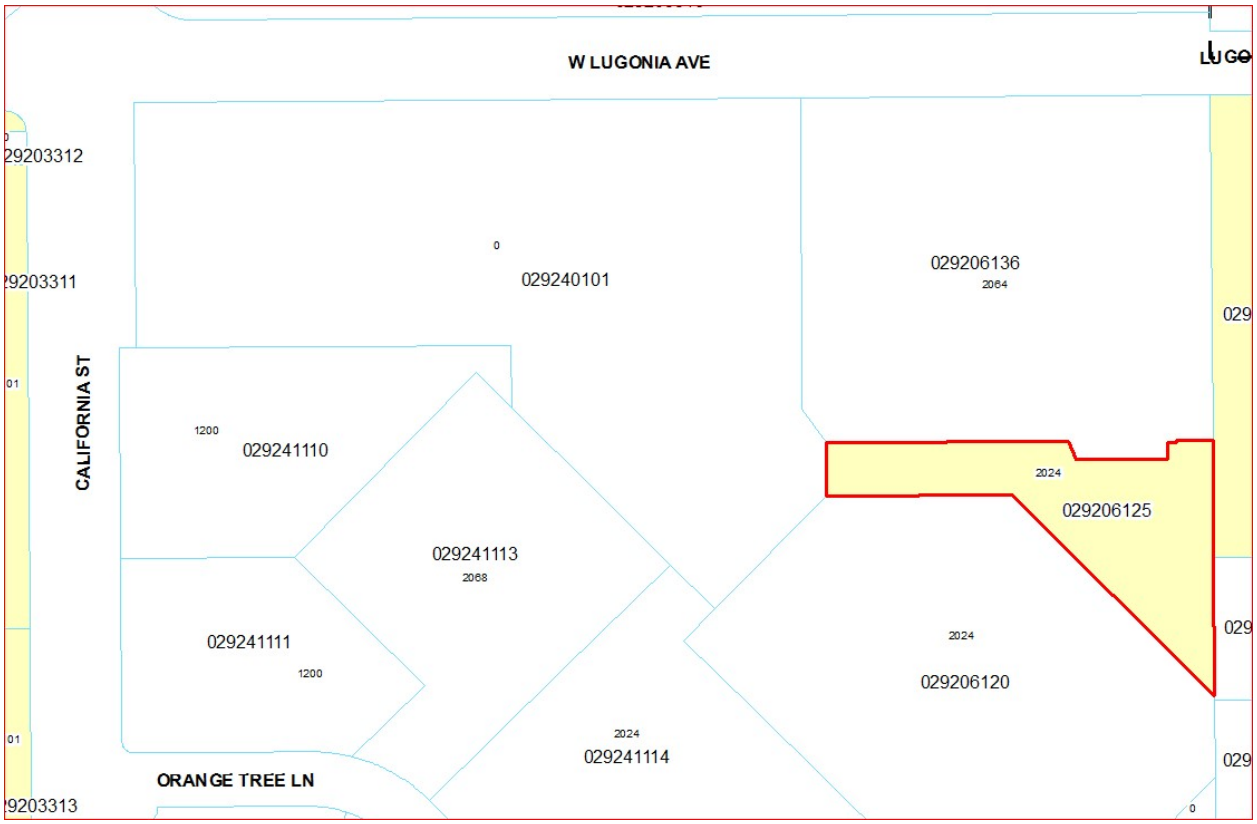
CUP 405

Annexation S1-U



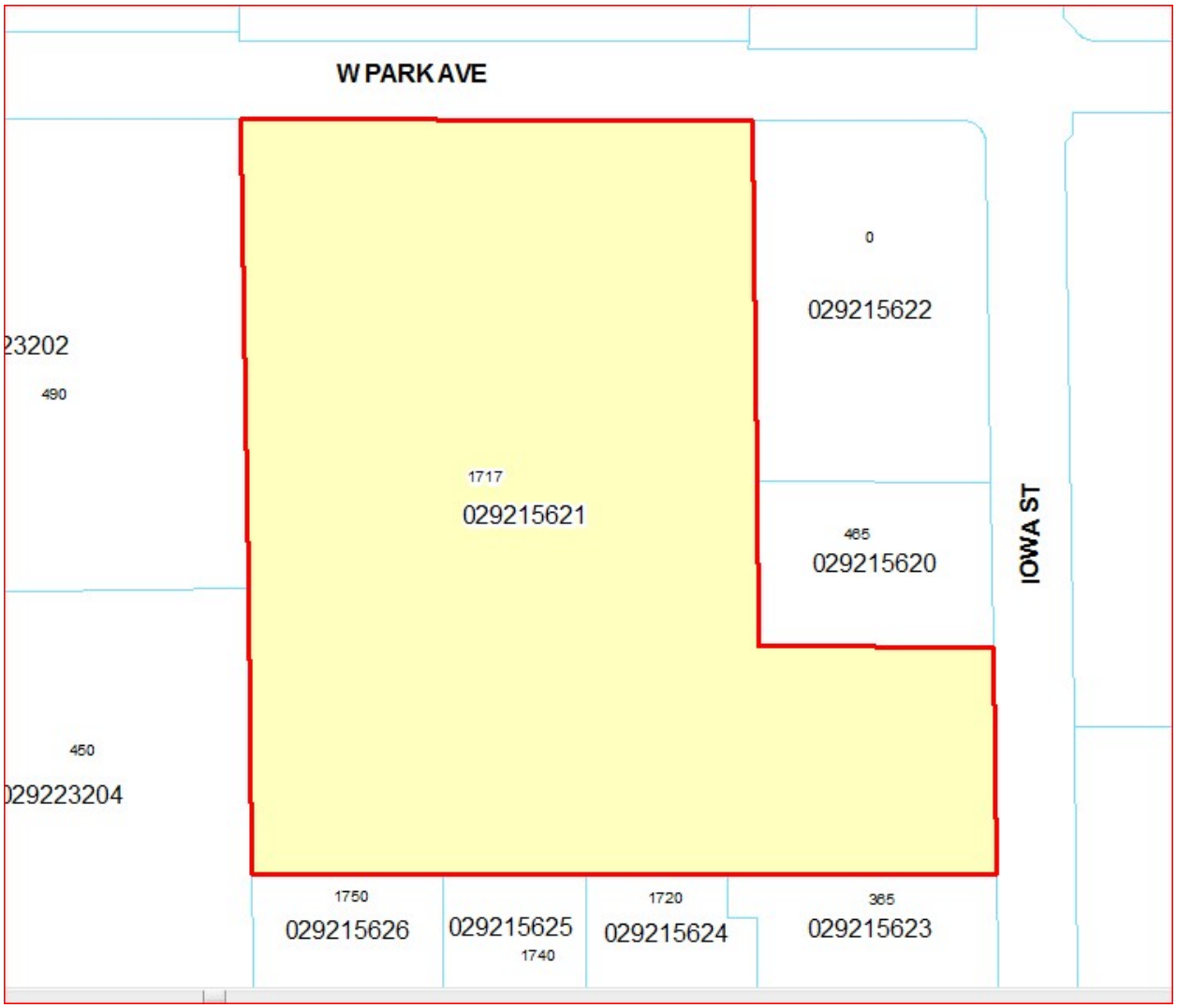
CRA 354, Parcel Map 3131

Annexation S1-V



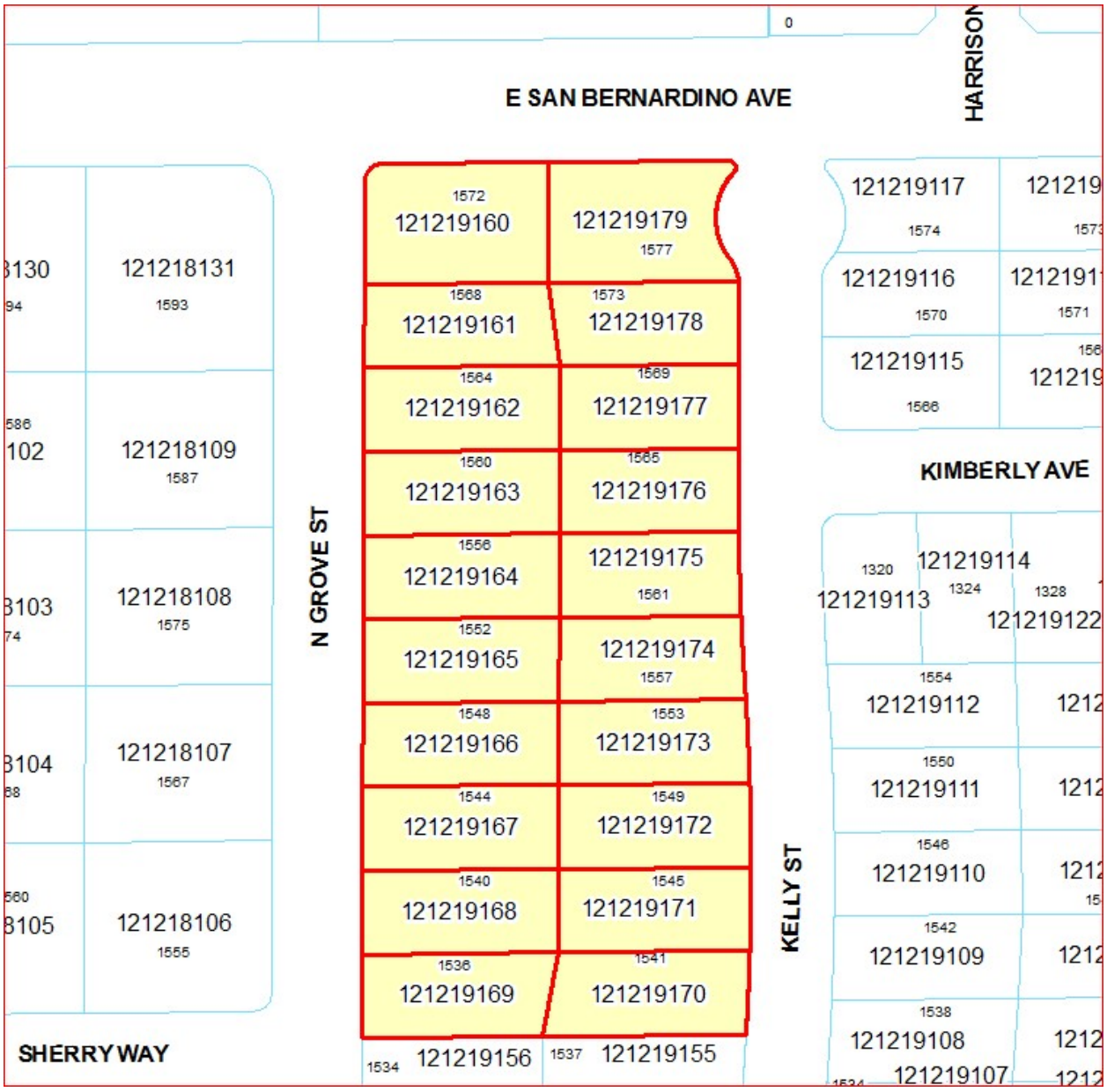
CRA 346

Annexation S1-W



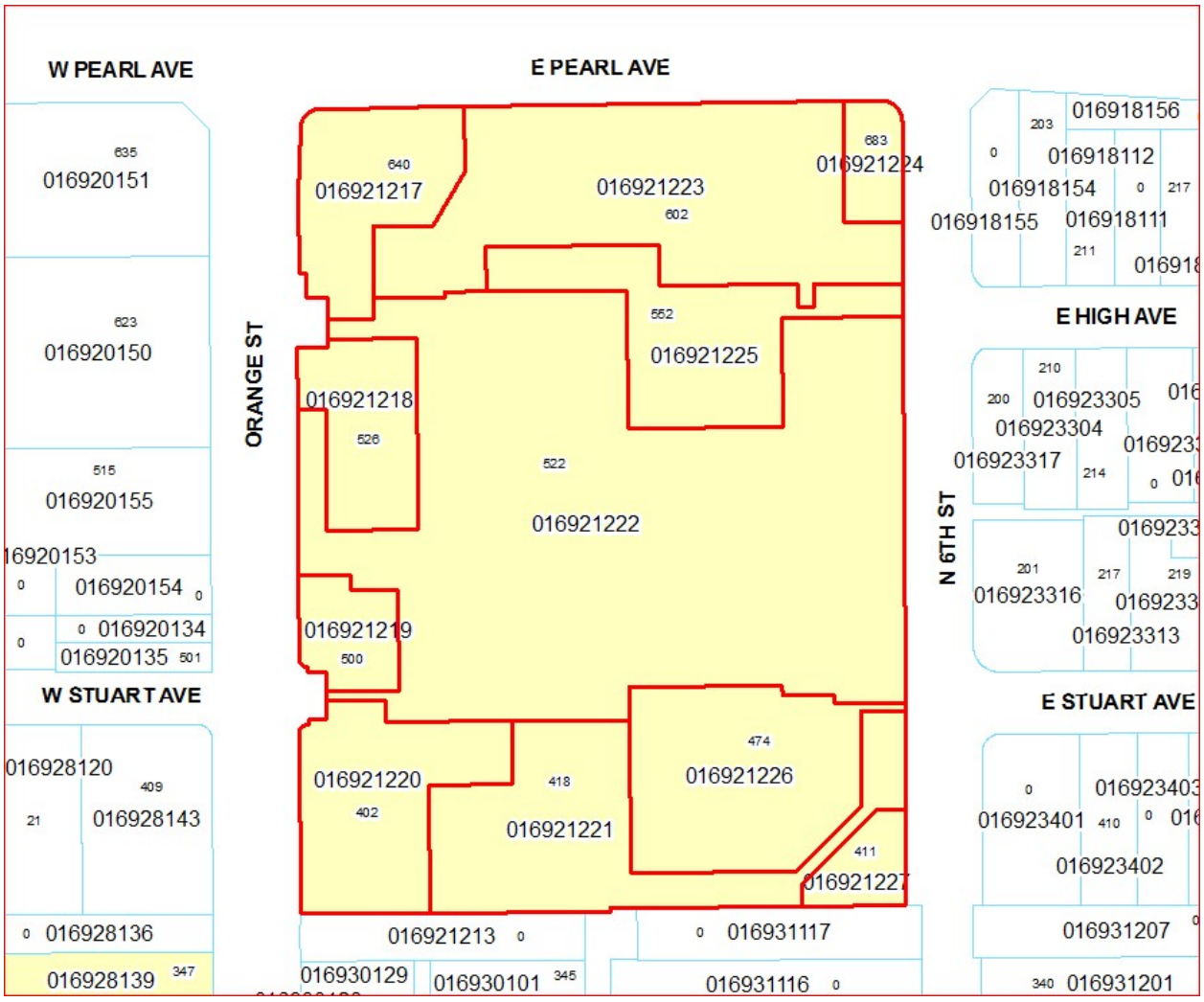
CRA 607

Annexation S1-X



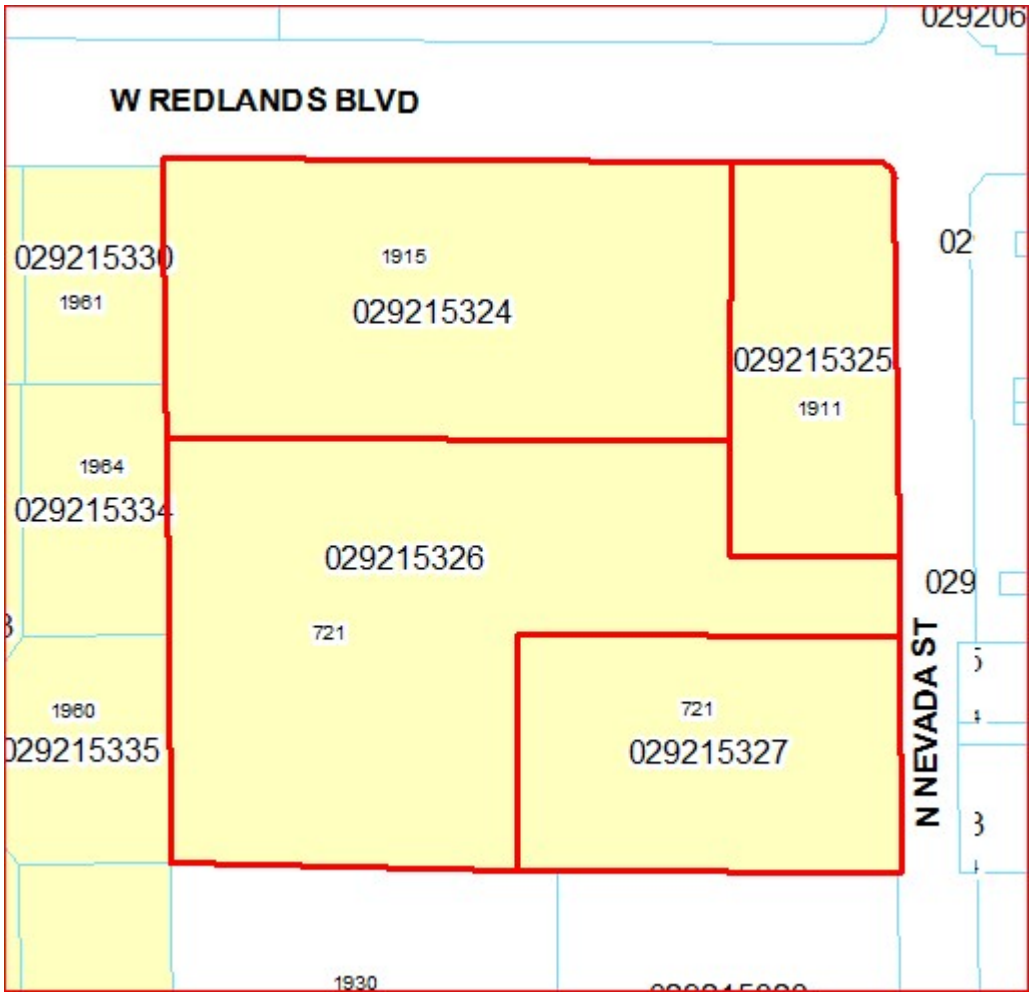
Tract 12461

Annexation S1-Y



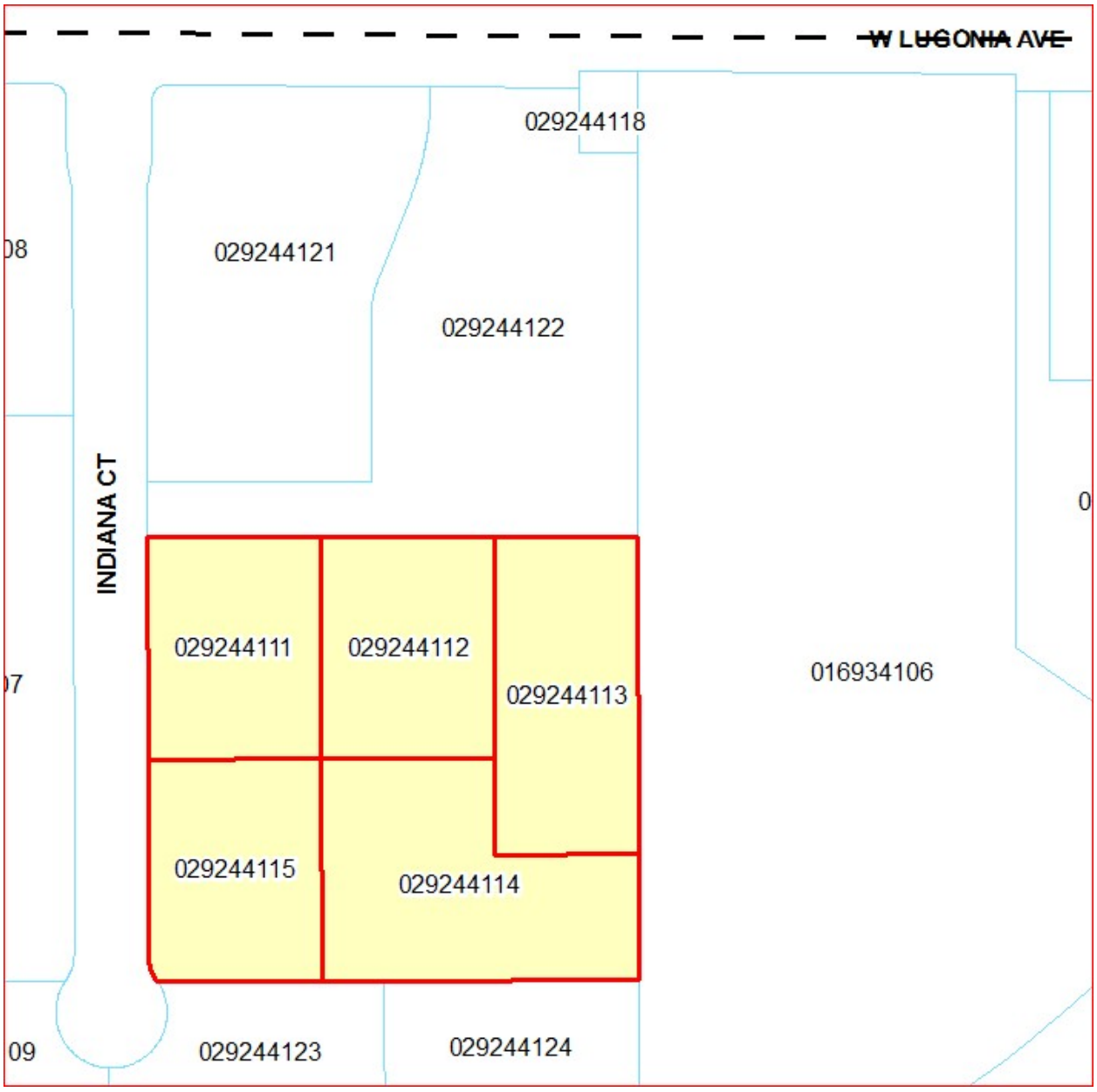
Parcel Map 12022

Annexation S2-A



Parcel Map 12330

Annexation S2-B

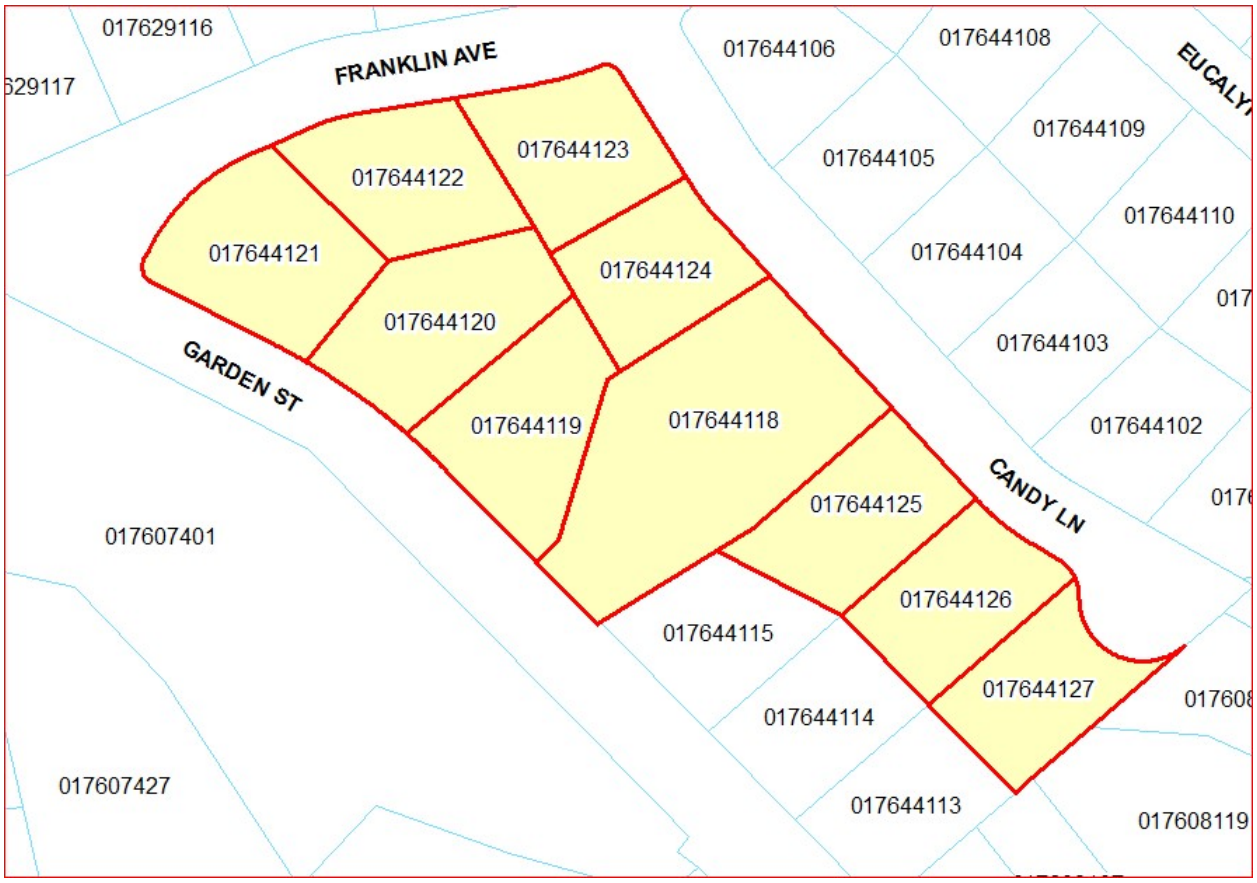


Parcel Map 12940

Annexation S2-C

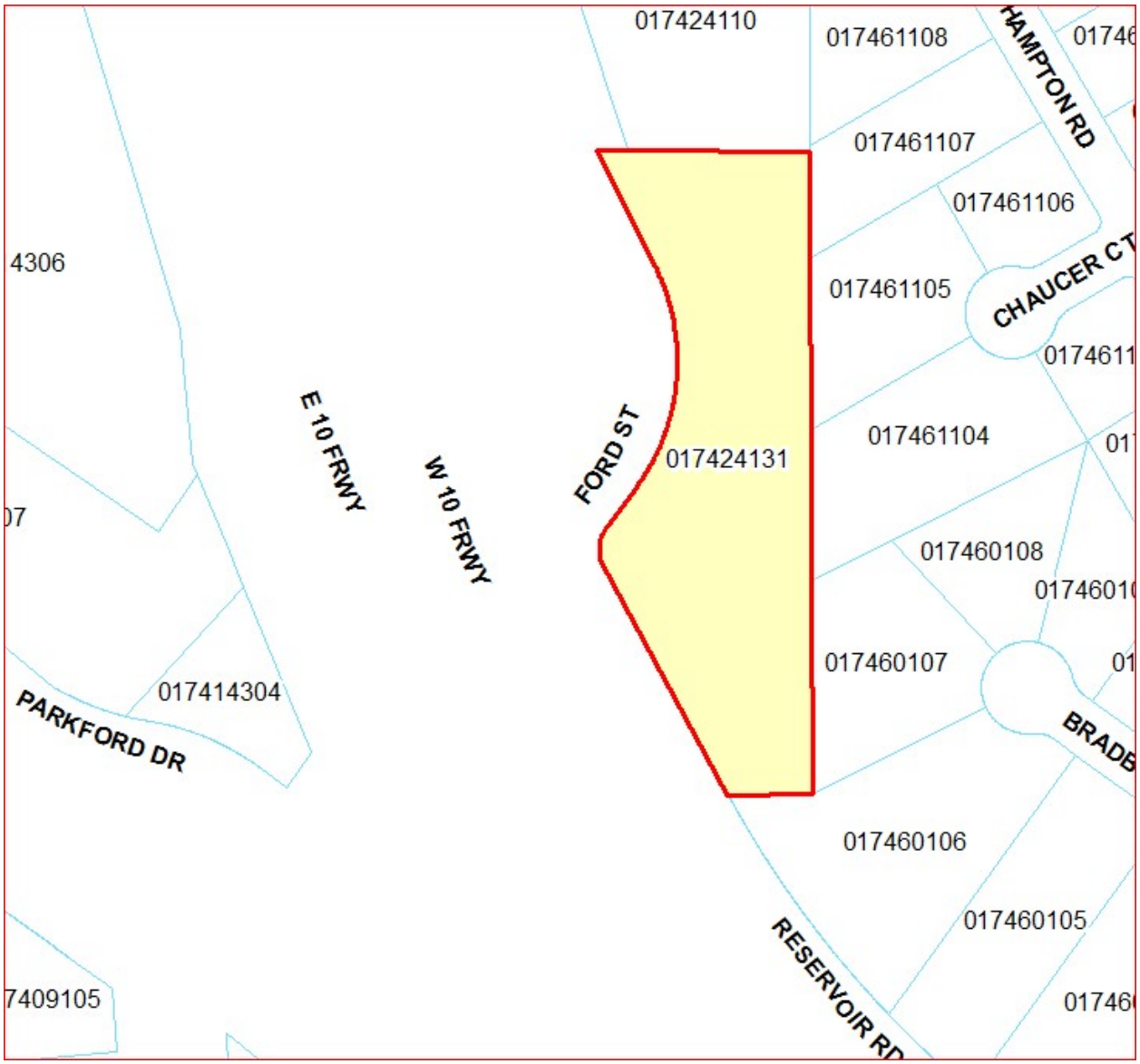
This Annexation has been removed. It was a duplicate of Annexation S1-D.

Annexation S2-D



Tract Map 14556

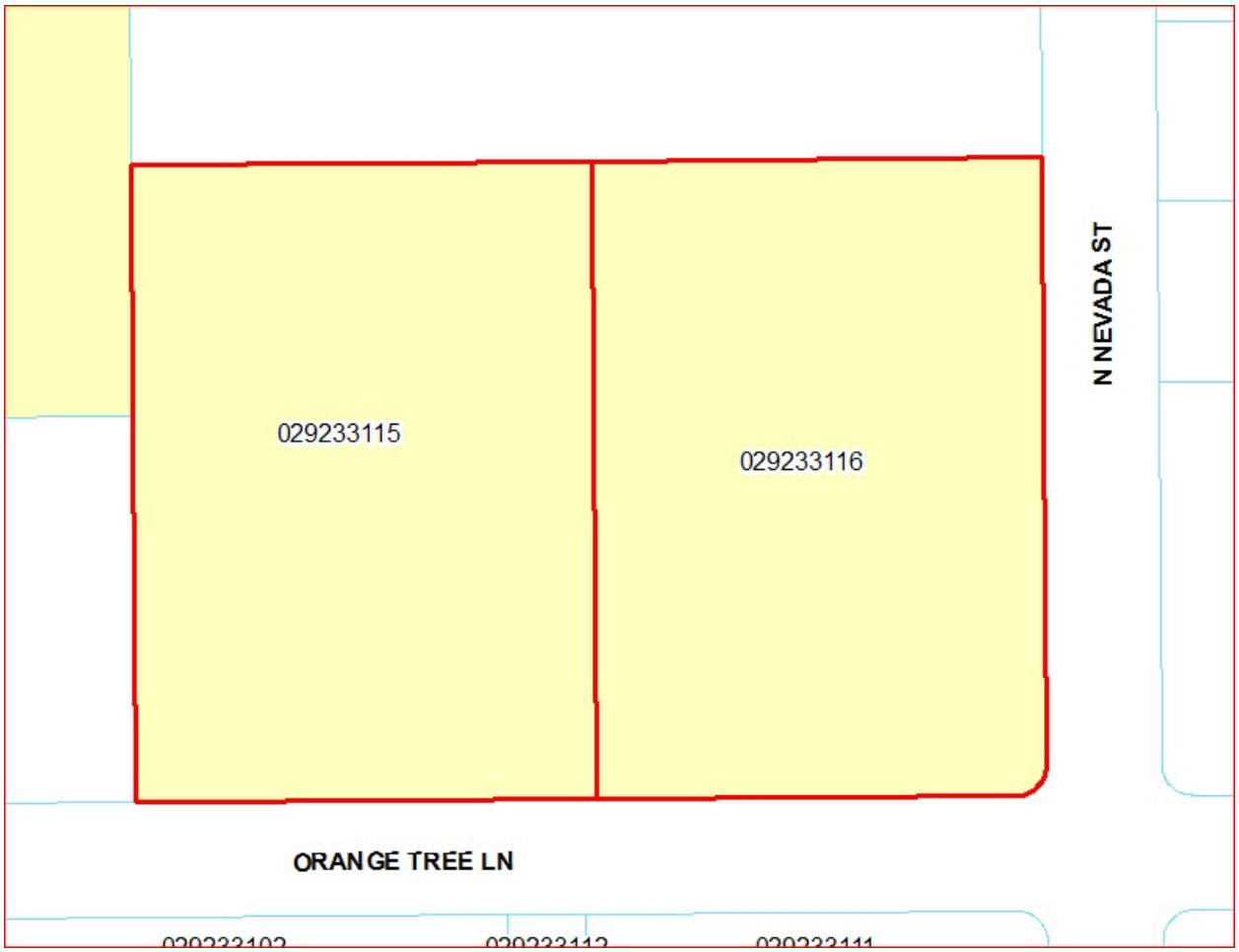
Annexation S2-E



CRA 611

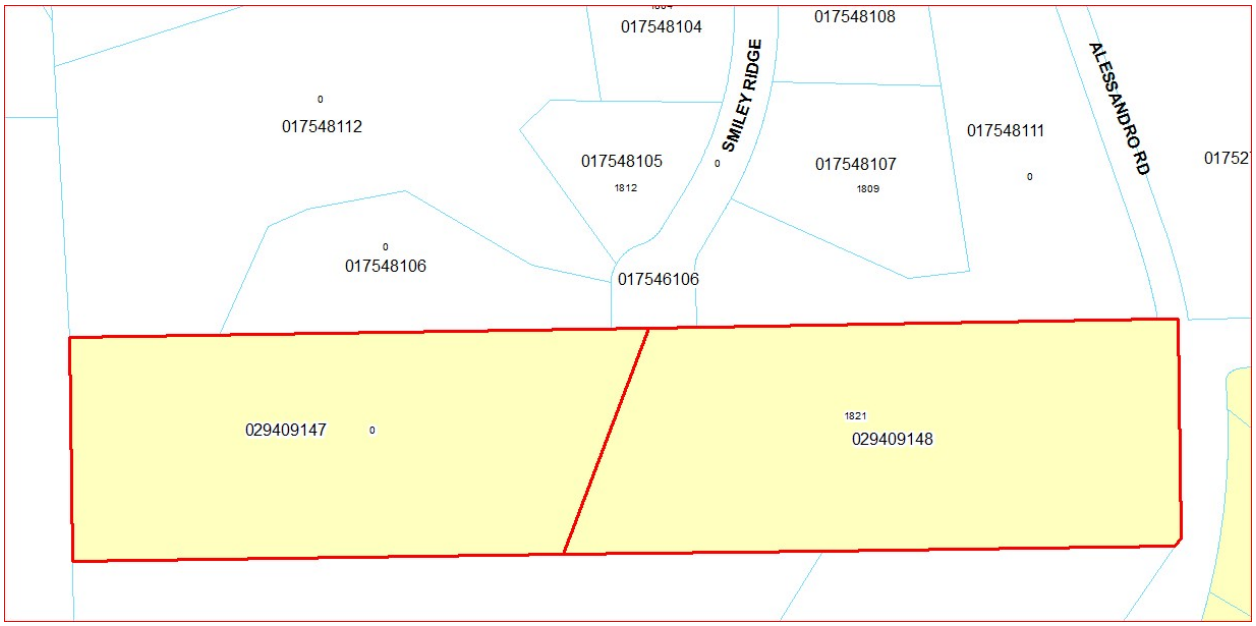
This parcel is not assessed.

Annexation S2-F



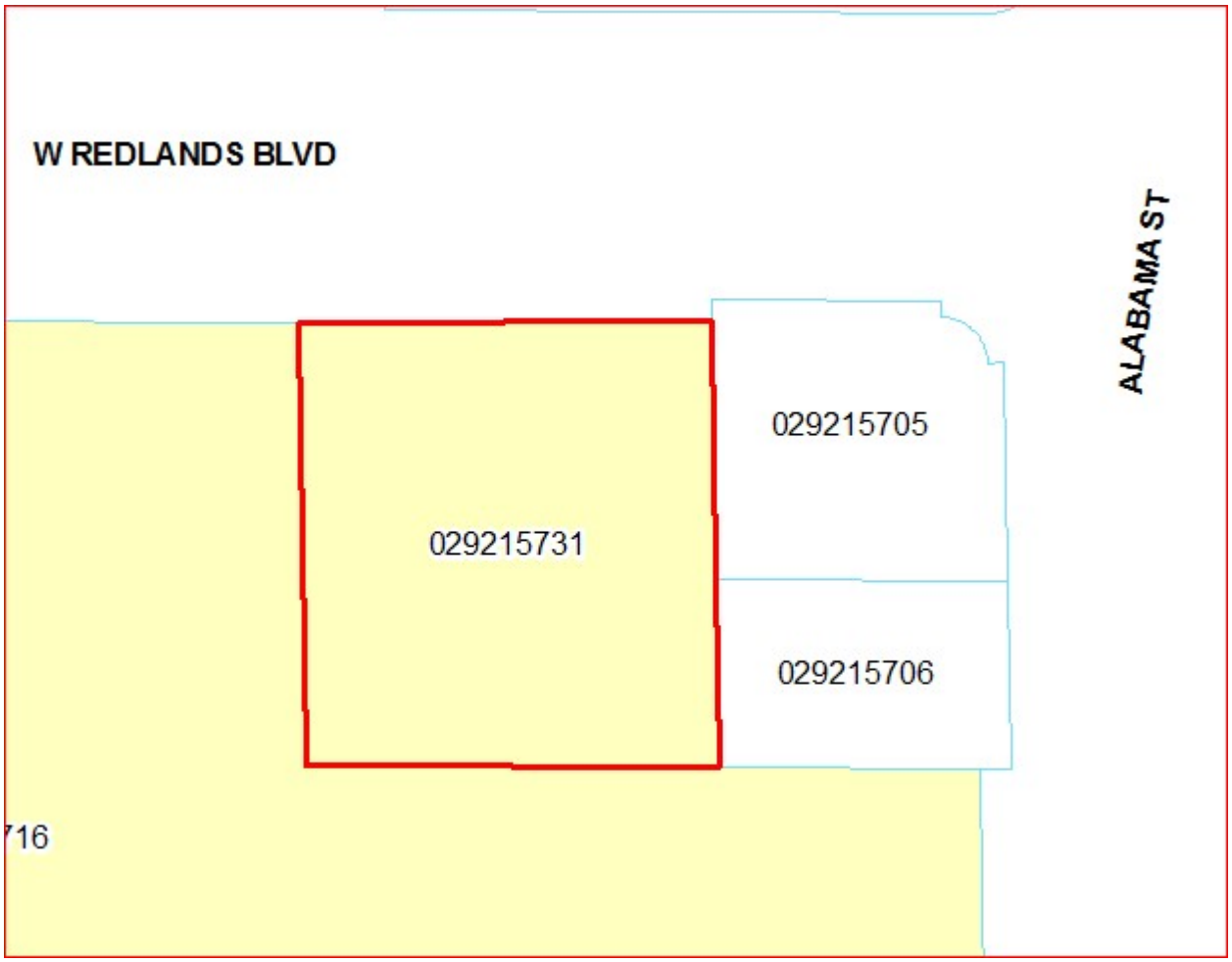
MS 196

Annexation S2-G



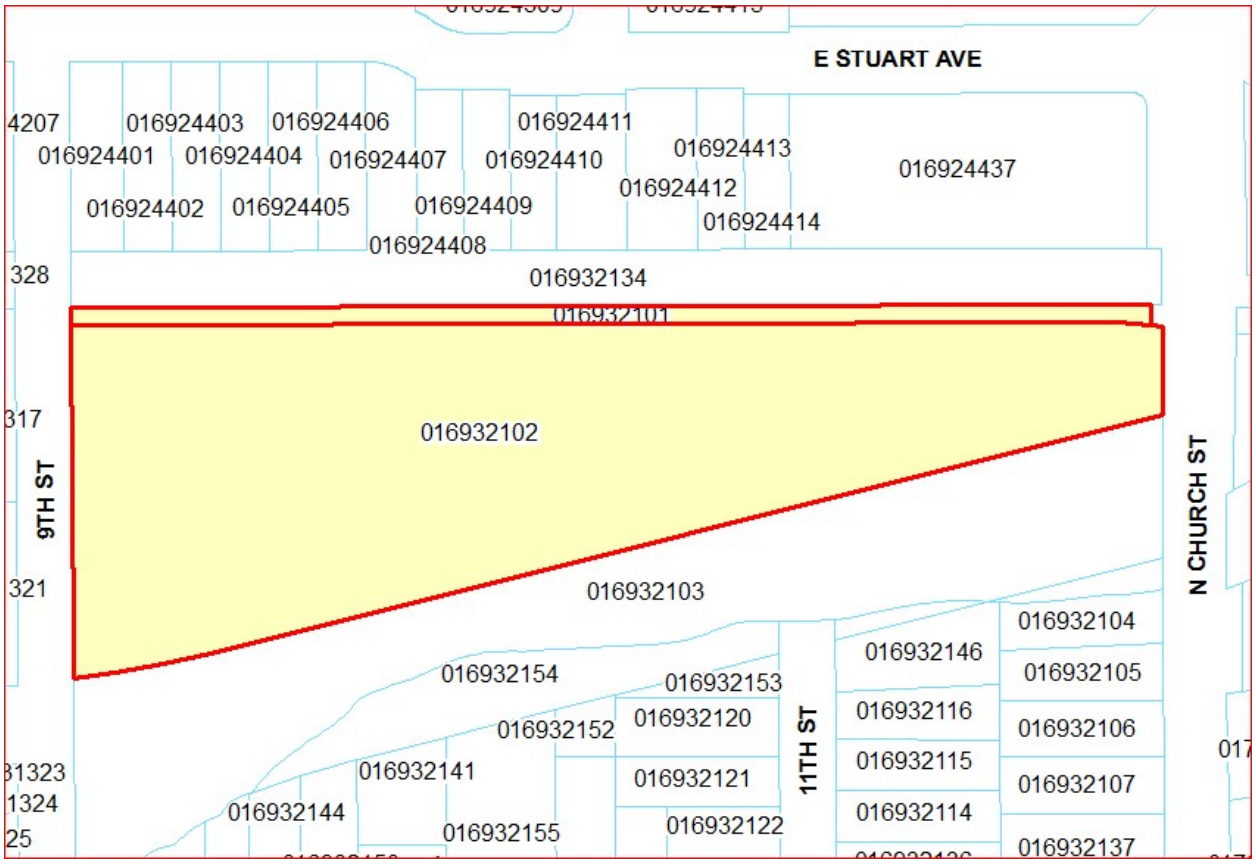
Parcel Map 11189

Annexation S2-H



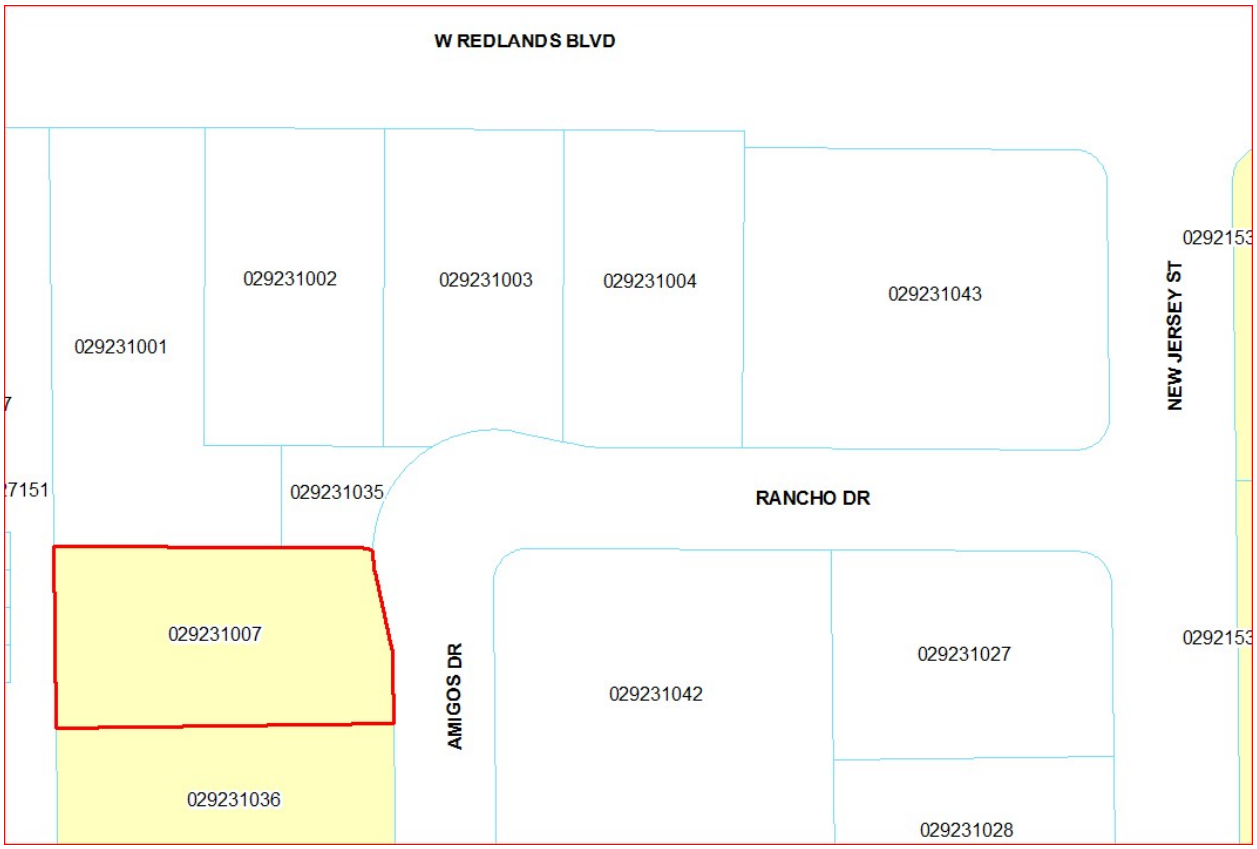
CRA 615

Annexation S3-A



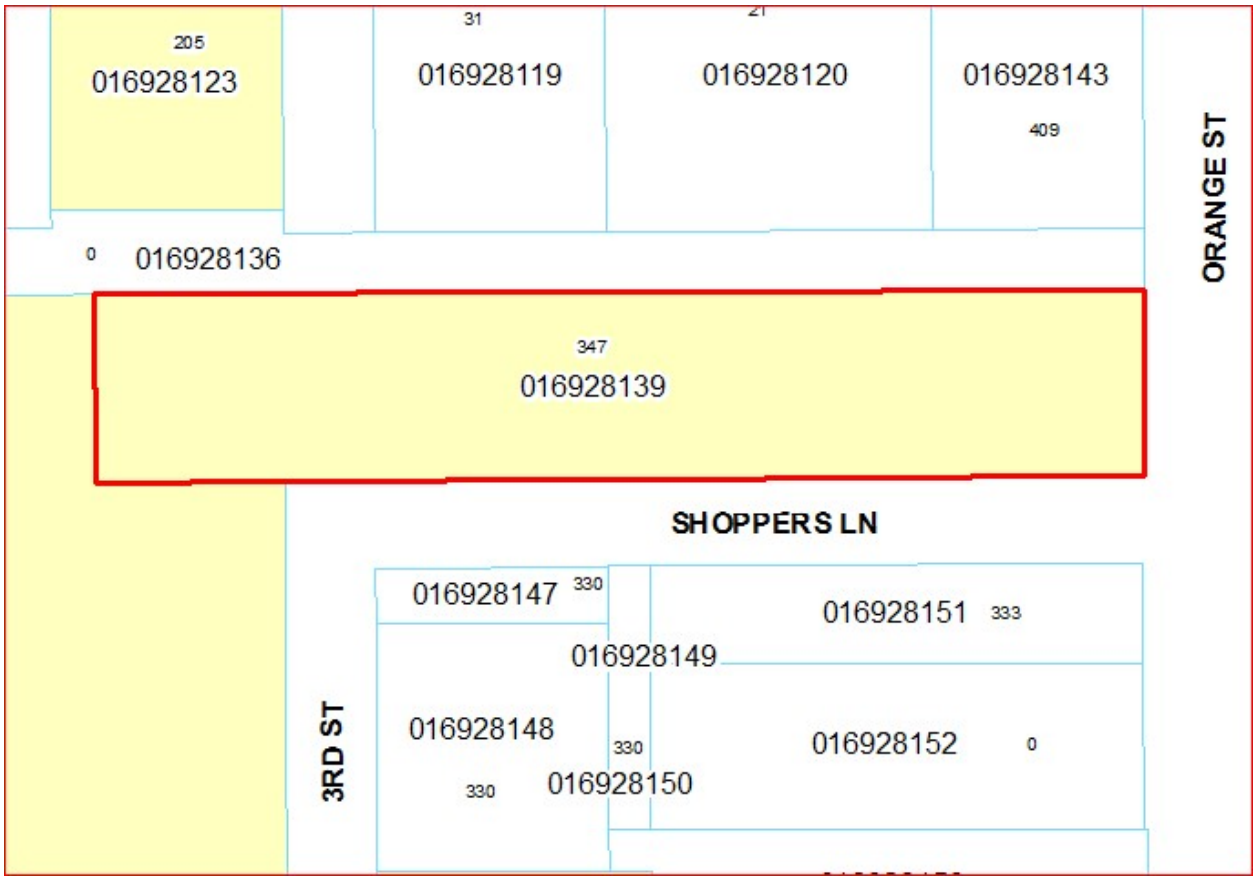
CRA 517

Annexation S3-B



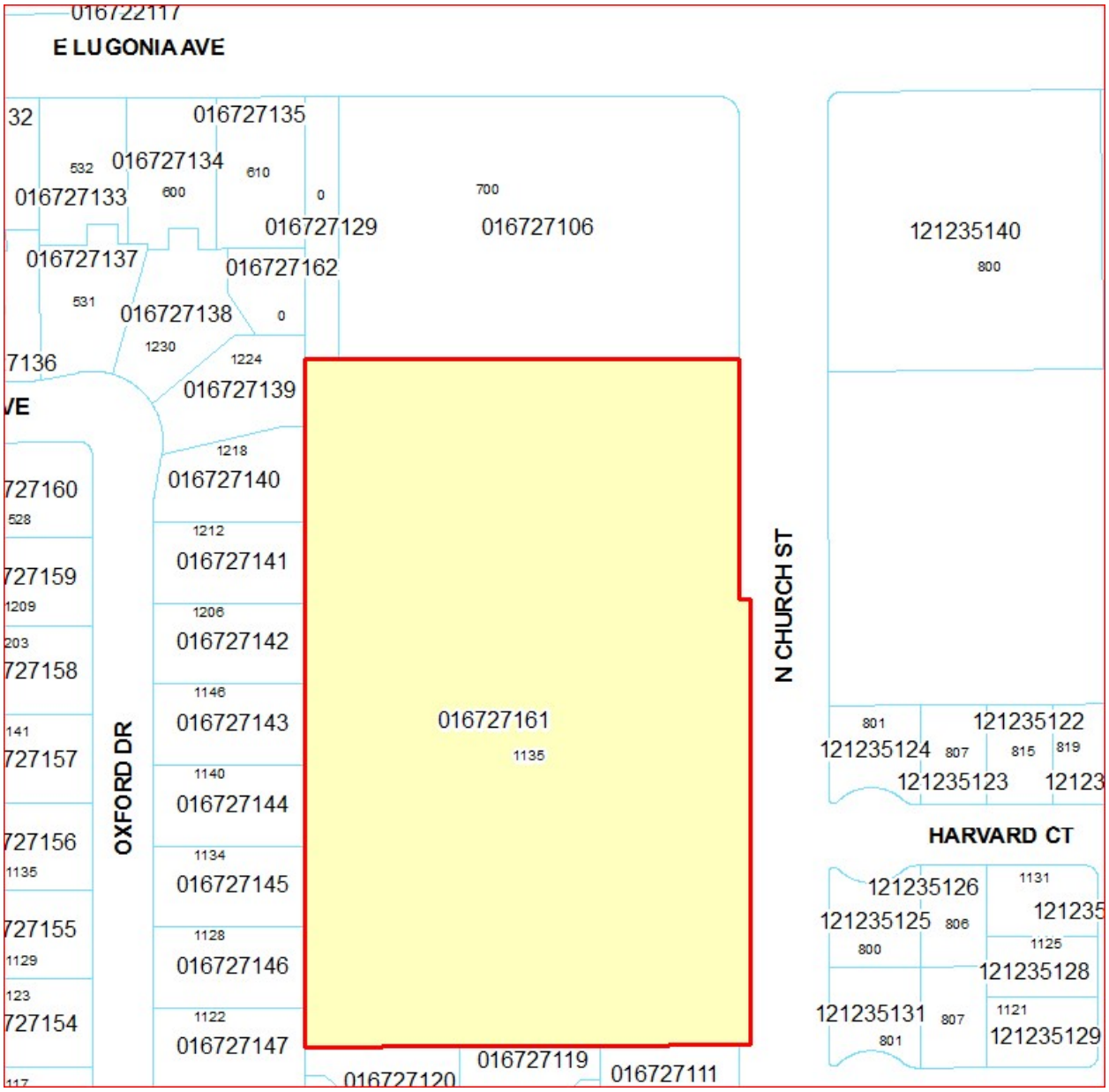
CRA 628

Annexation S3-C



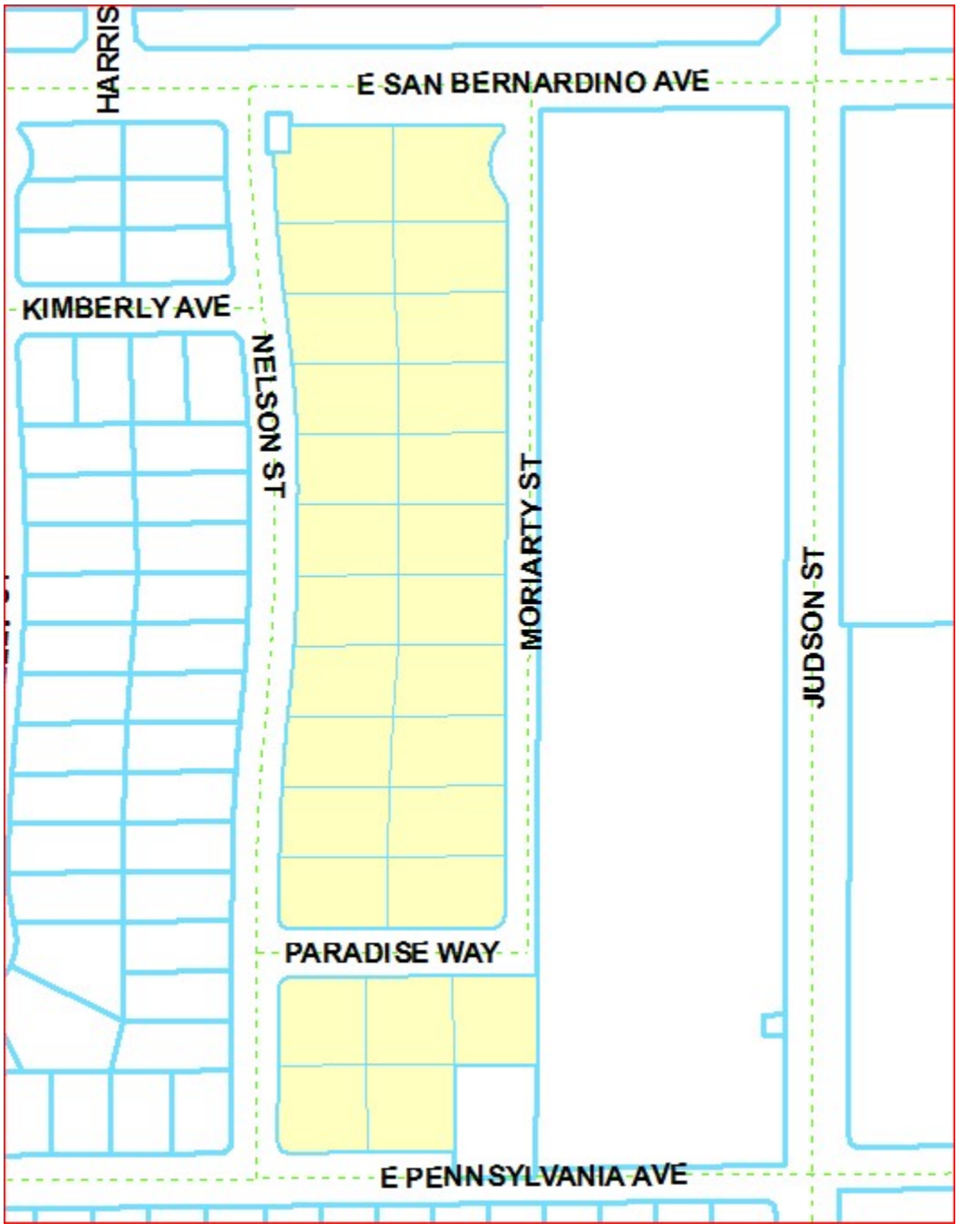
CRA 624

Annexation S3-D



CUP 532, CRA 305

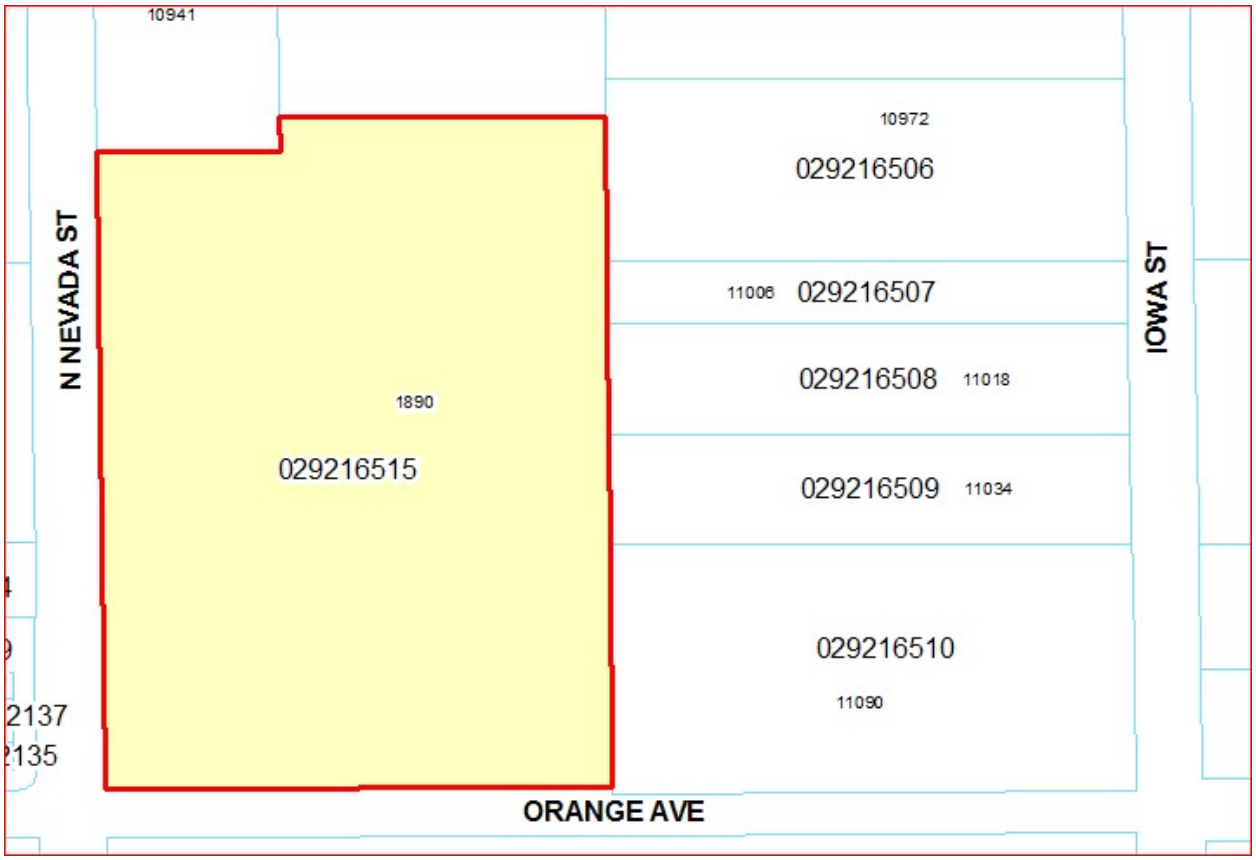
Annexation S3-E



Tract 13575

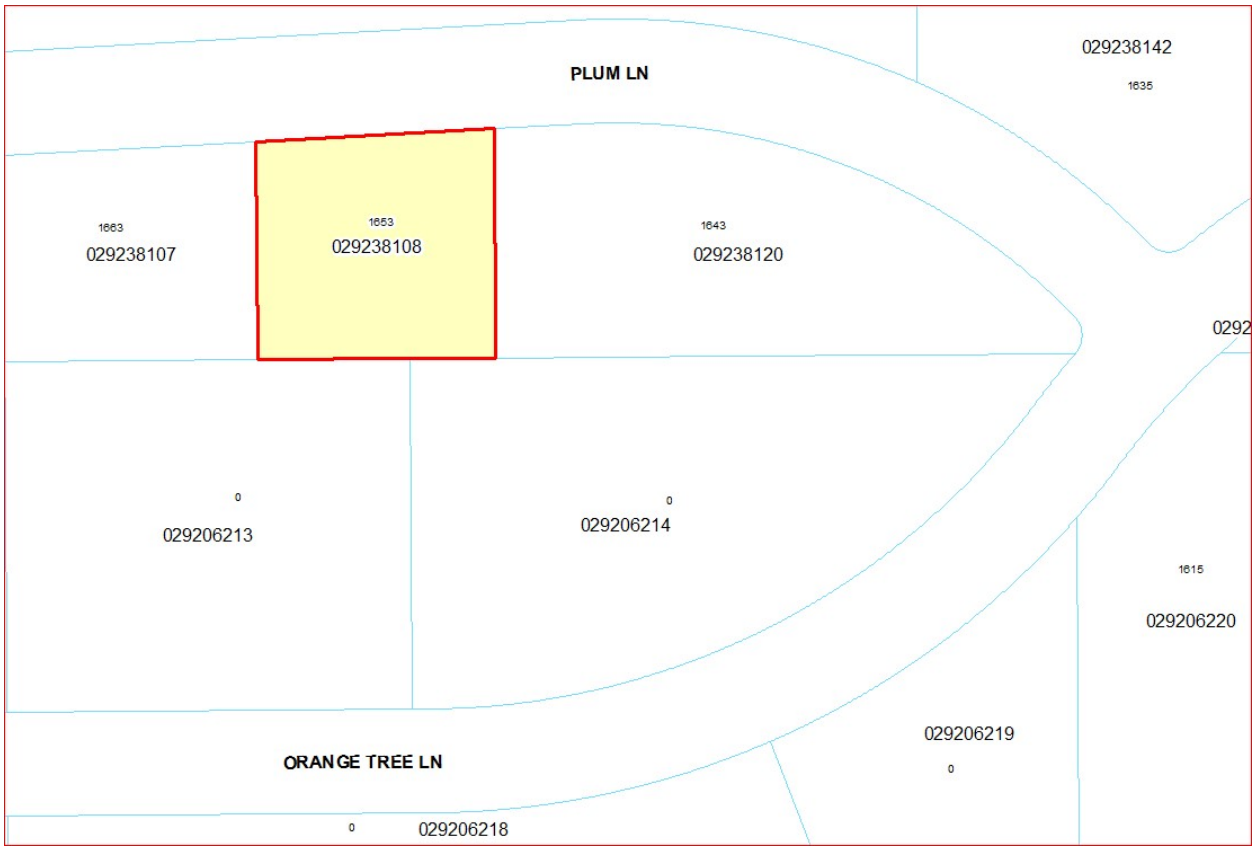
APN 1212-201-01 thru -27

Annexation S3-F



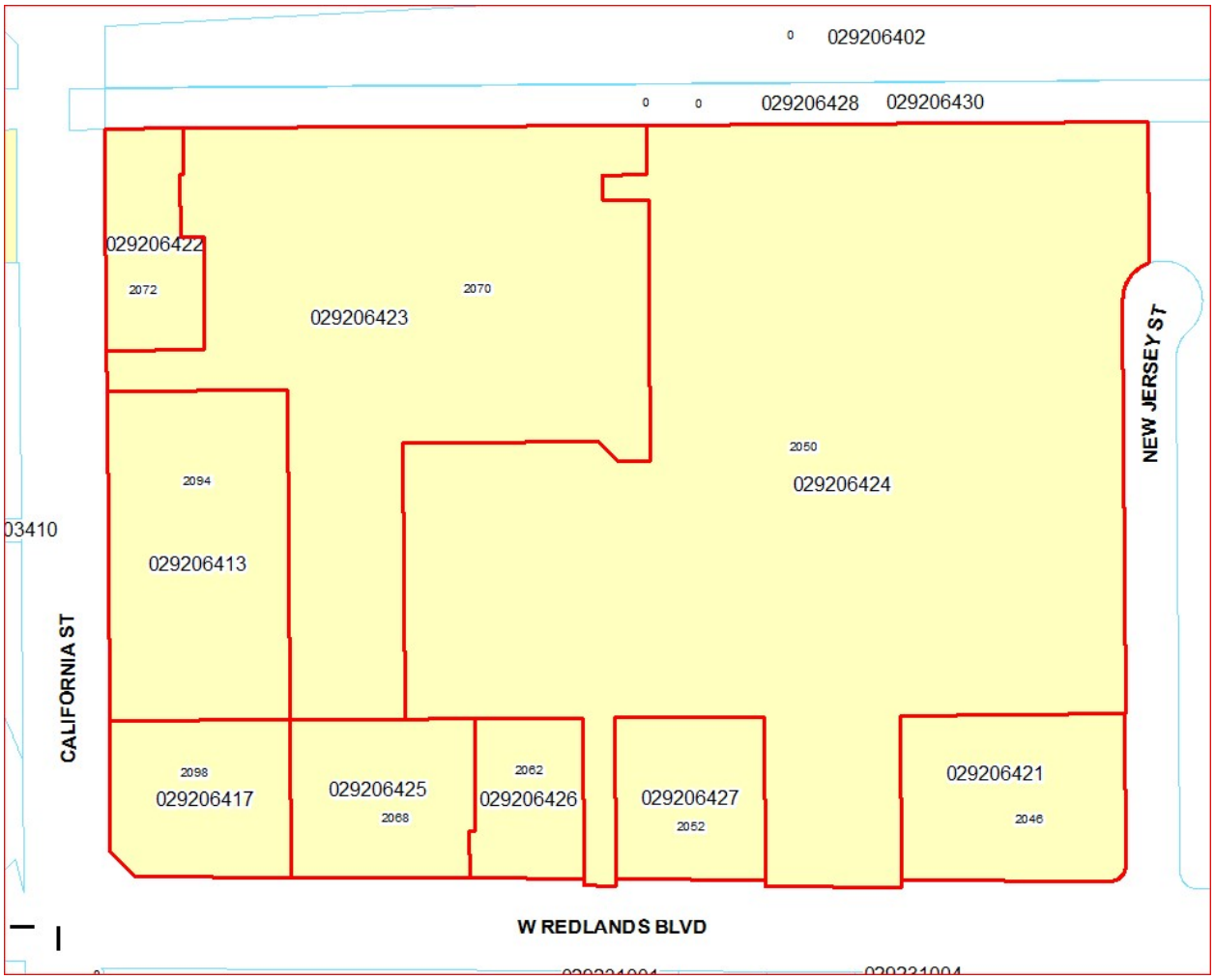
CUP 550

Annexation S3-G



CRA 623

Annexation S3-H

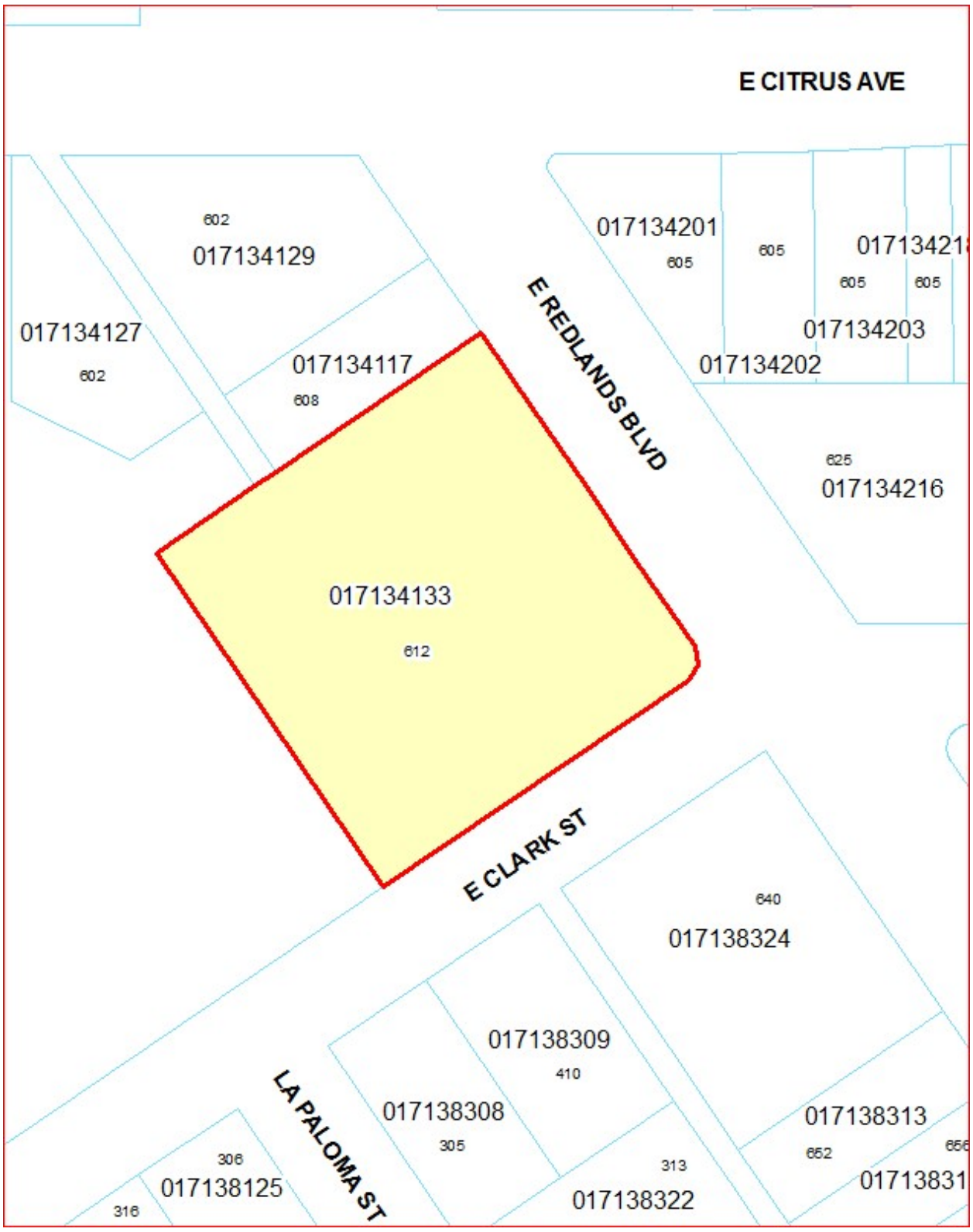


CUP 542, Parcel Map 13542

Annexation S3-I

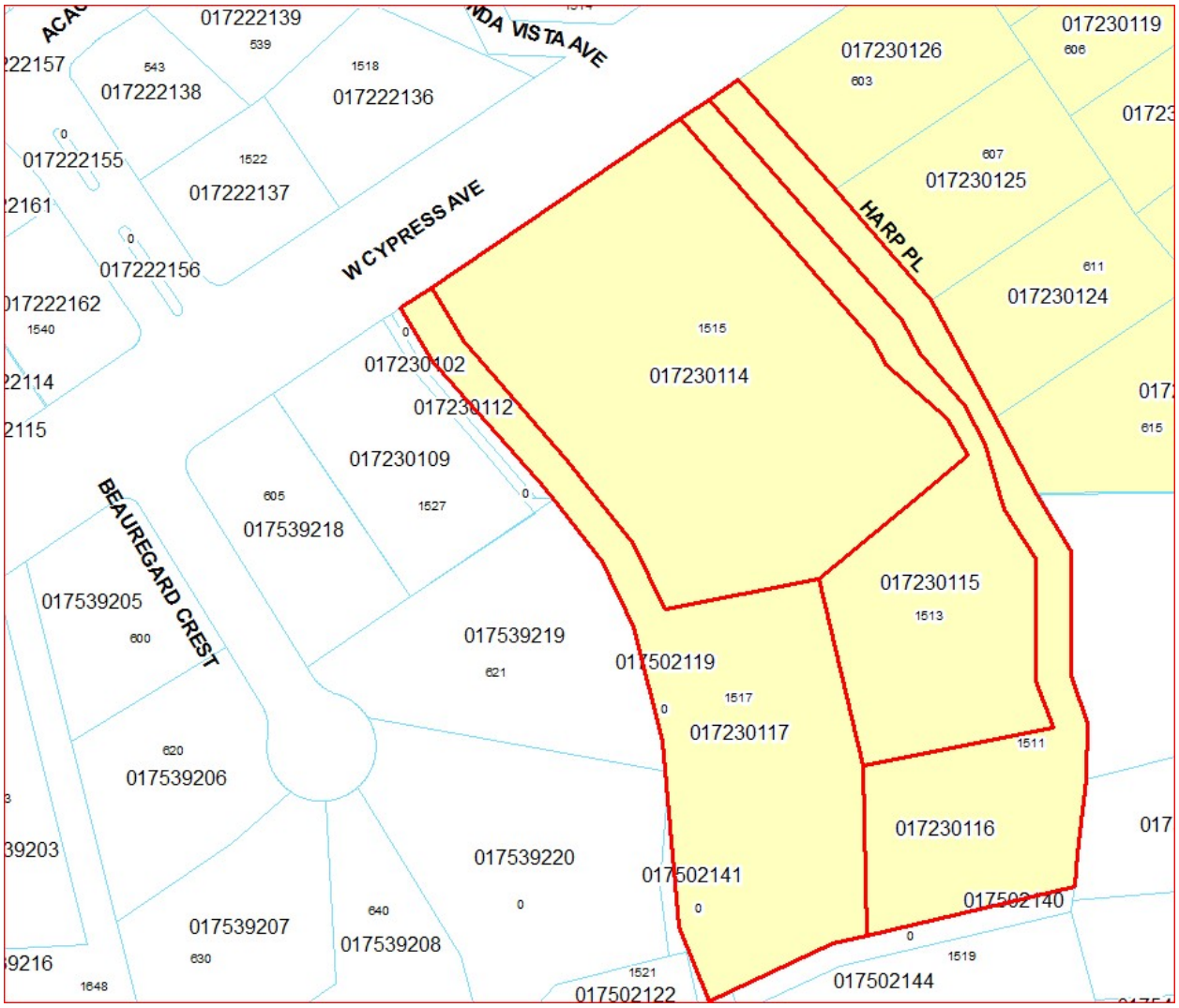
There is no Annexation S3-I

Annexation S3-J



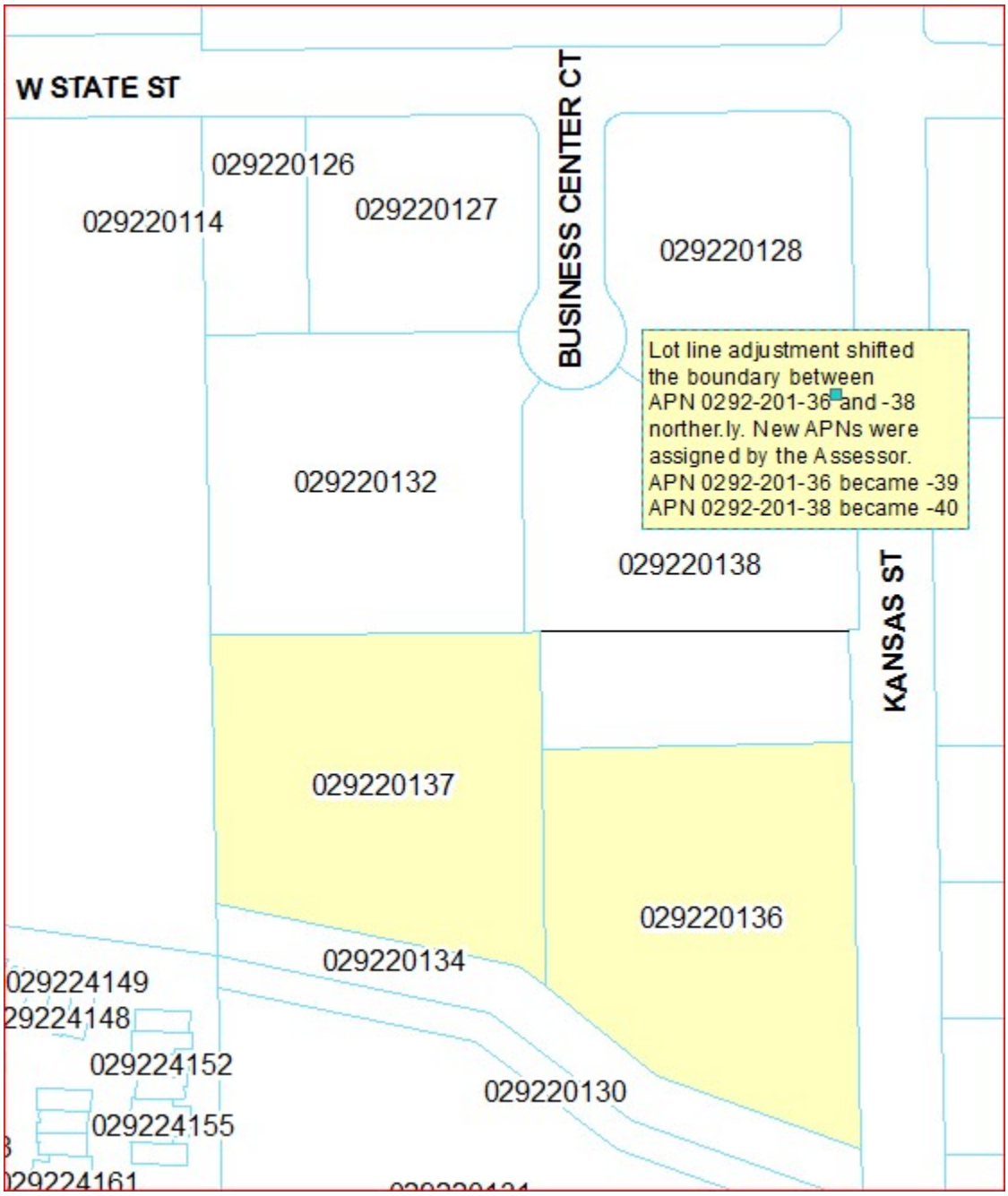
CUP 314, CUP 324, CUP 383

Annexation S4-A



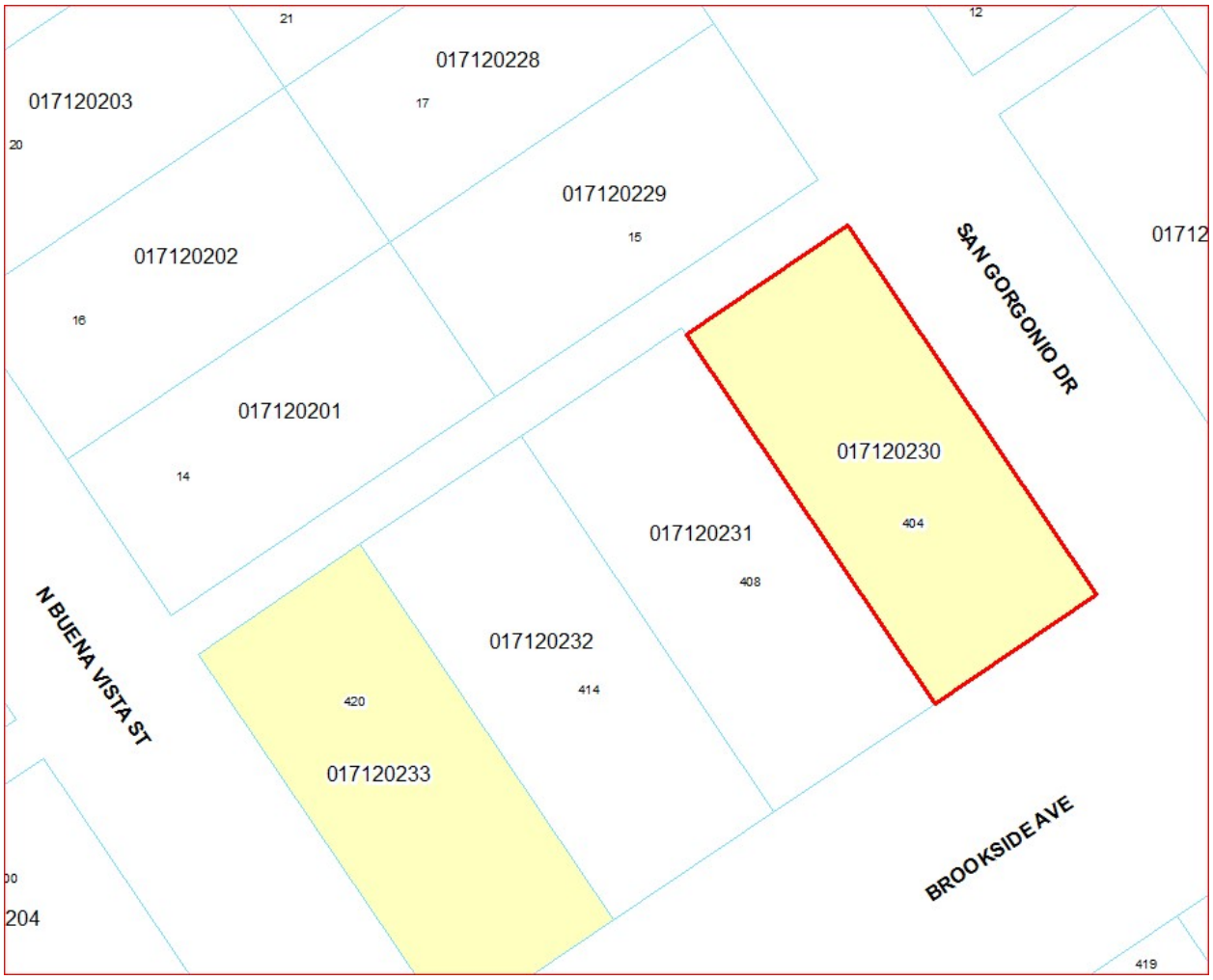
MS 213, Parcel Map 13978

Annexation S4-B



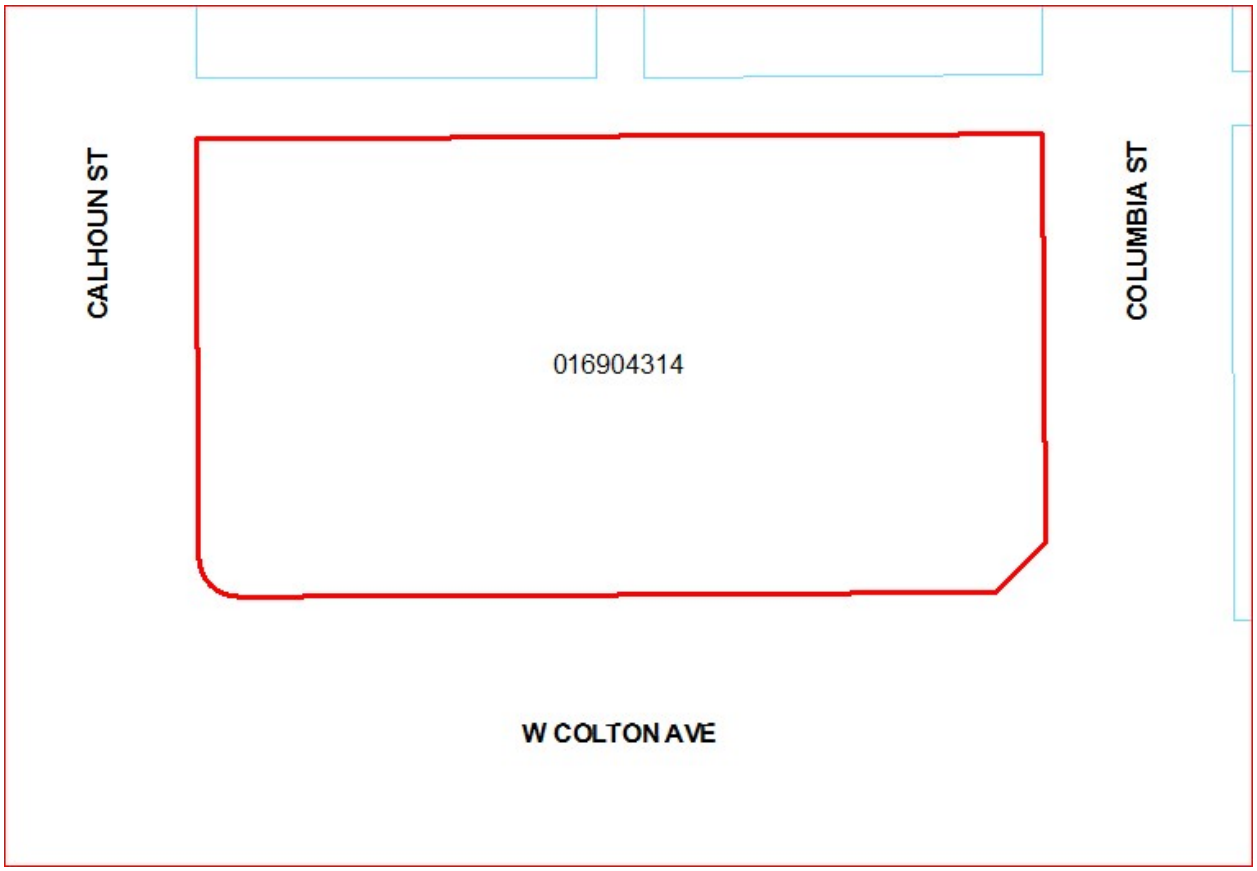
MS 211

Annexation S4-C



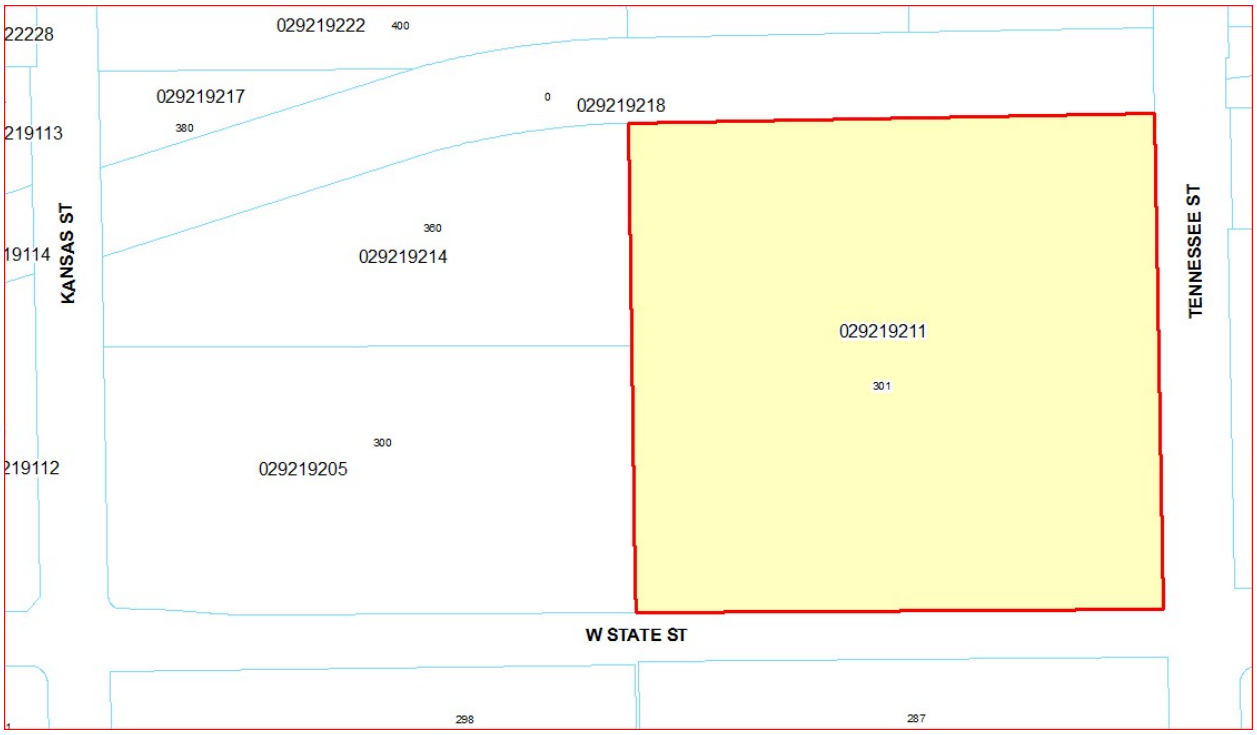
CUP 559

Annexation S4-D



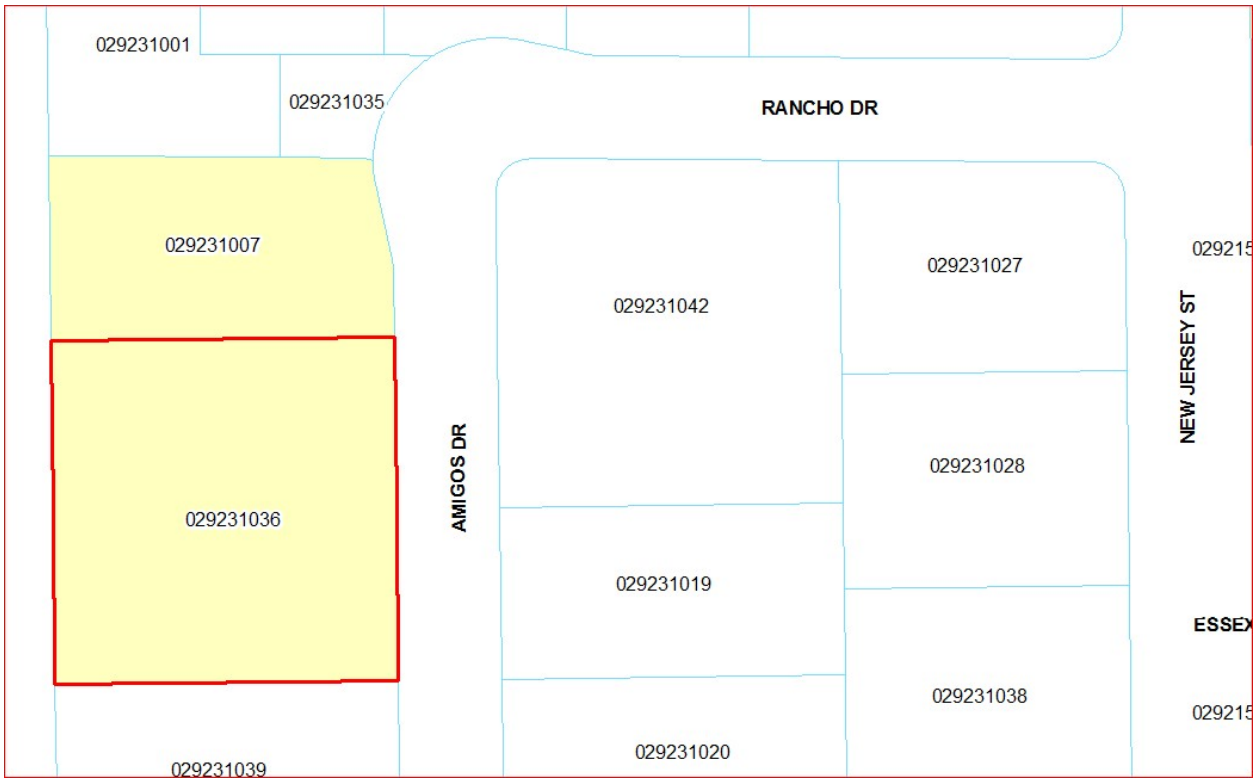
CRA 636

Annexation S4-E



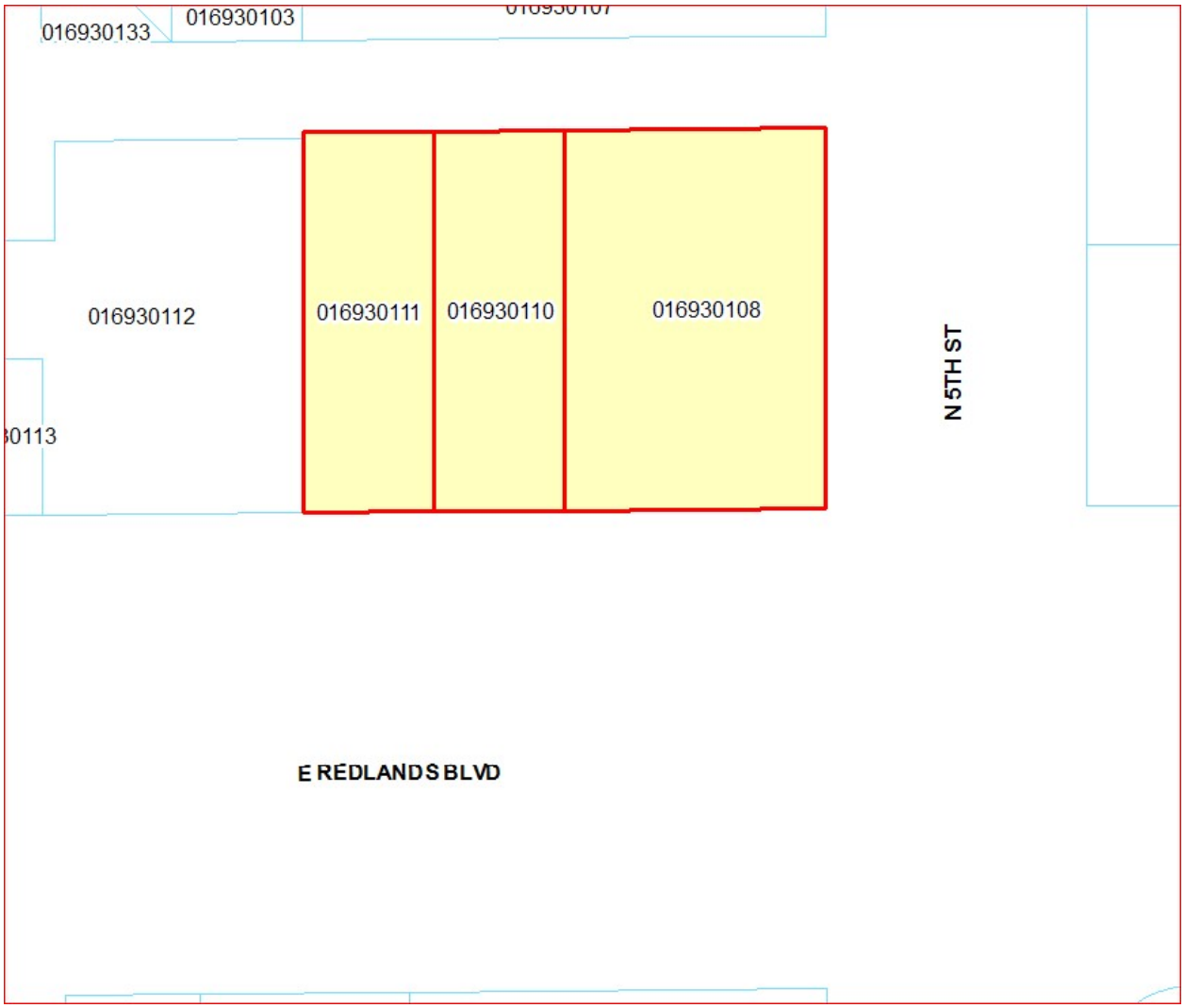
CRA 546

Annexation S4-F



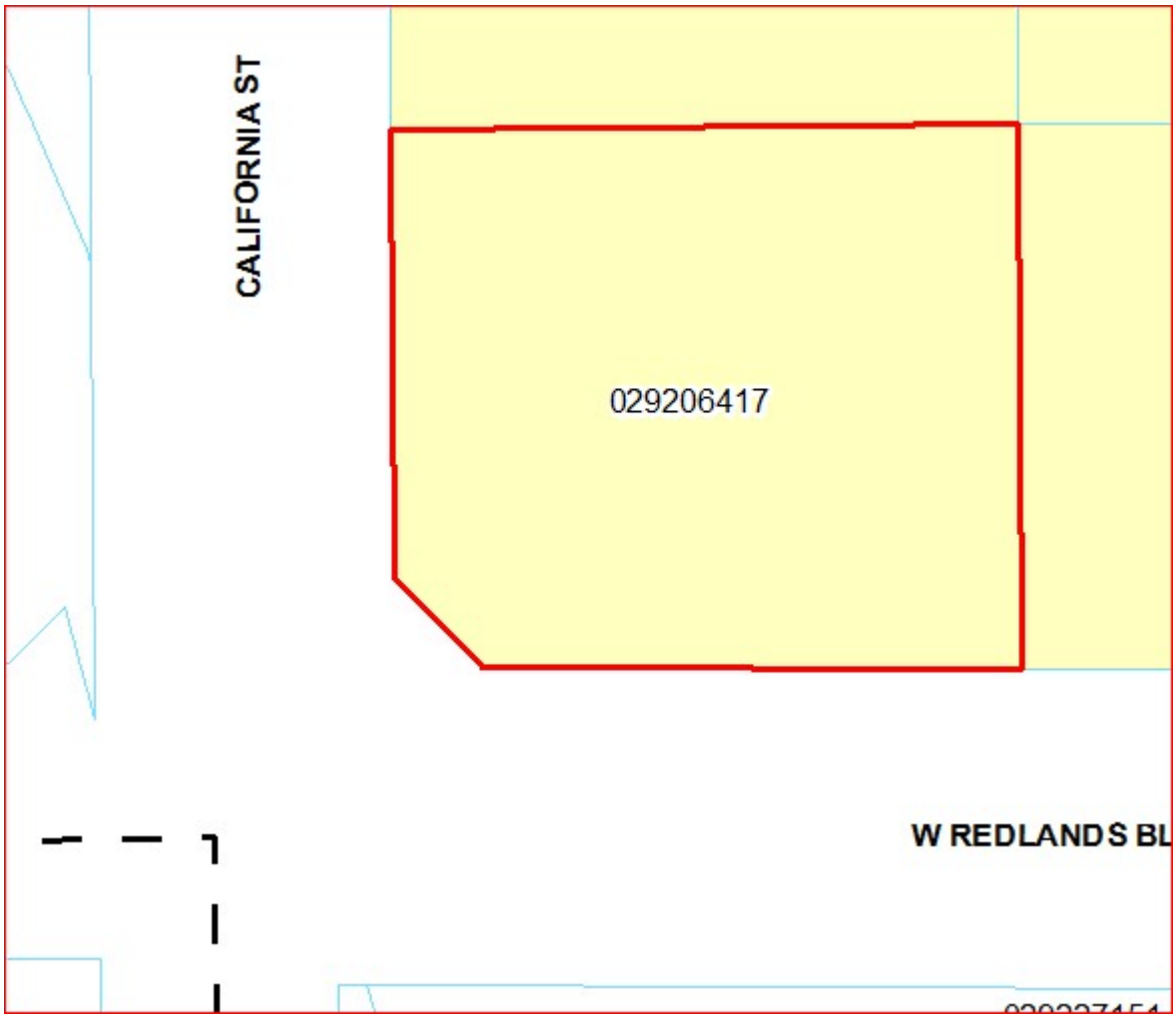
CRA 641 – originally two parcels that have been combined into a single parcel.

Annexation S4-G



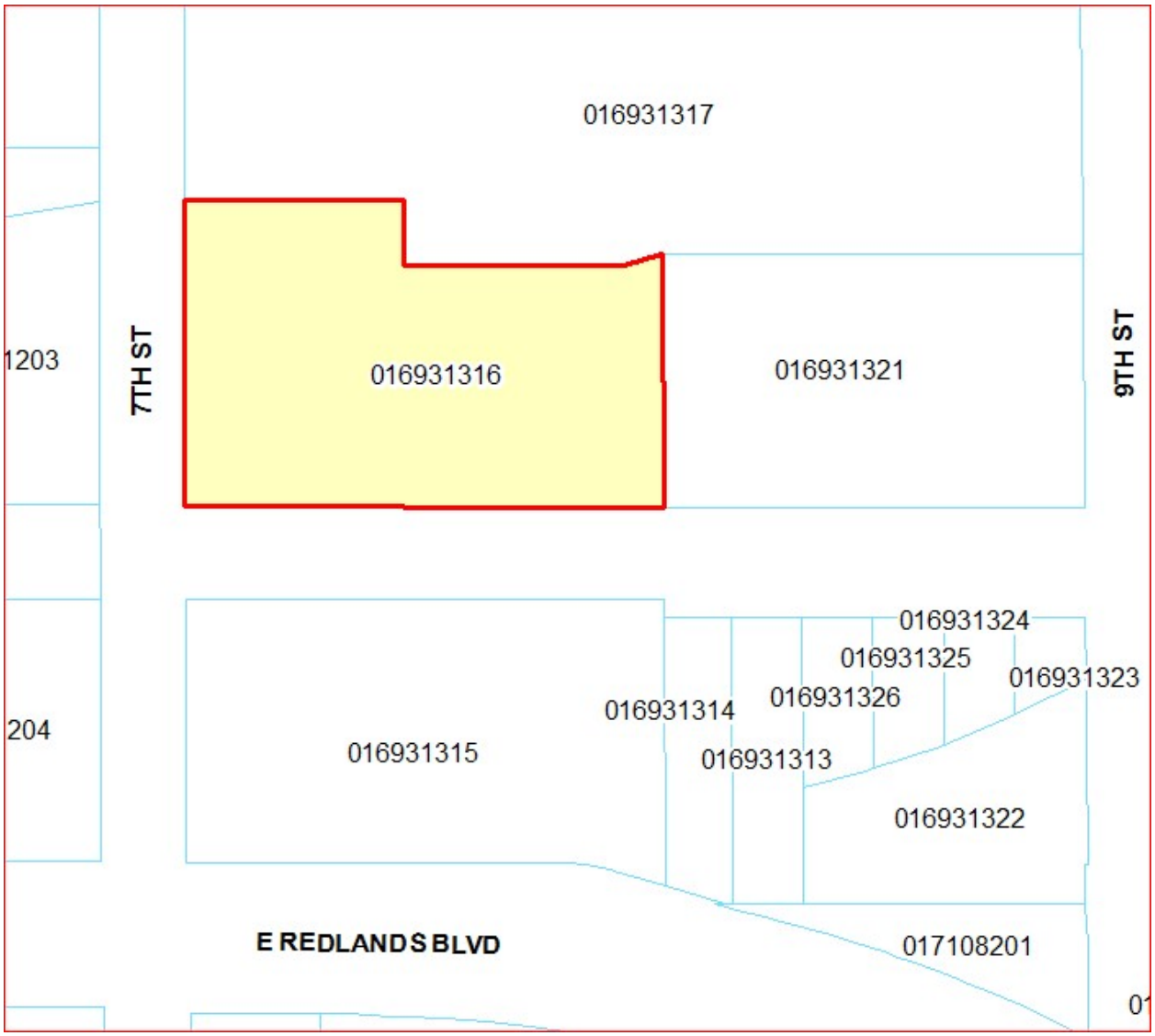
CRA 640

Annexation S4-H



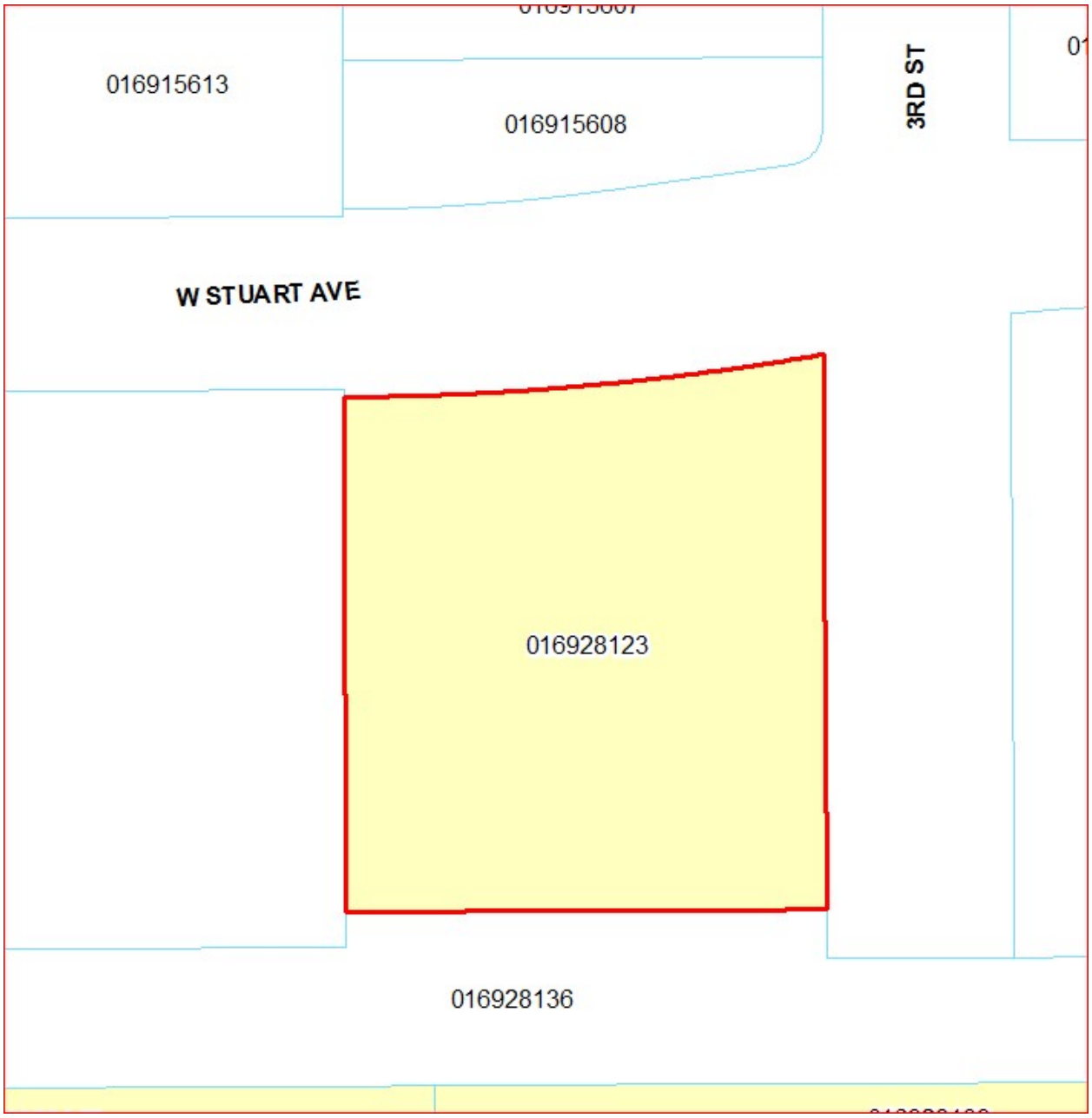
CUP 562

Annexation S4-I



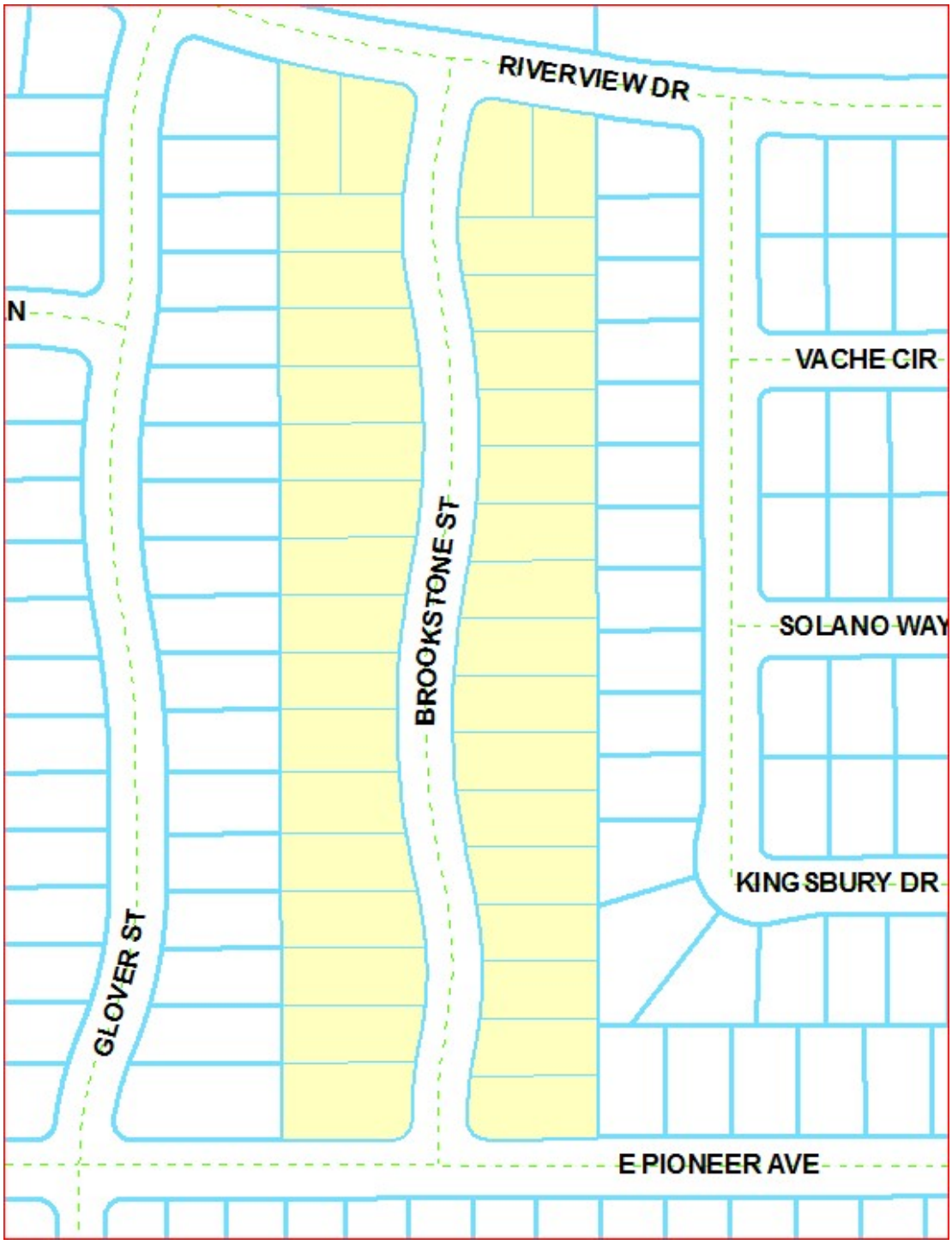
CUP 548

Annexation S5-A



CRA 637

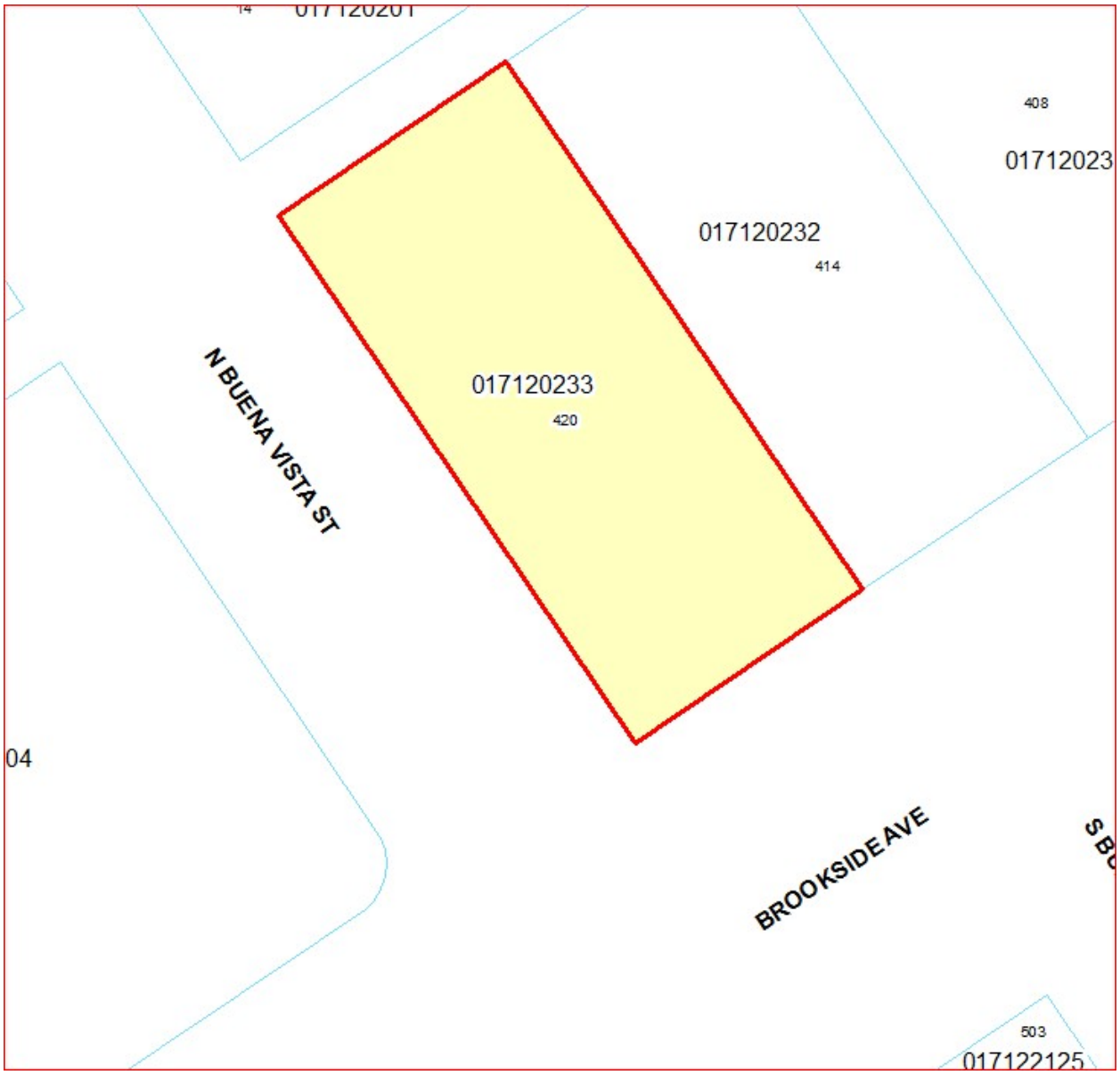
Annexation S5-B



Tract Map 10179

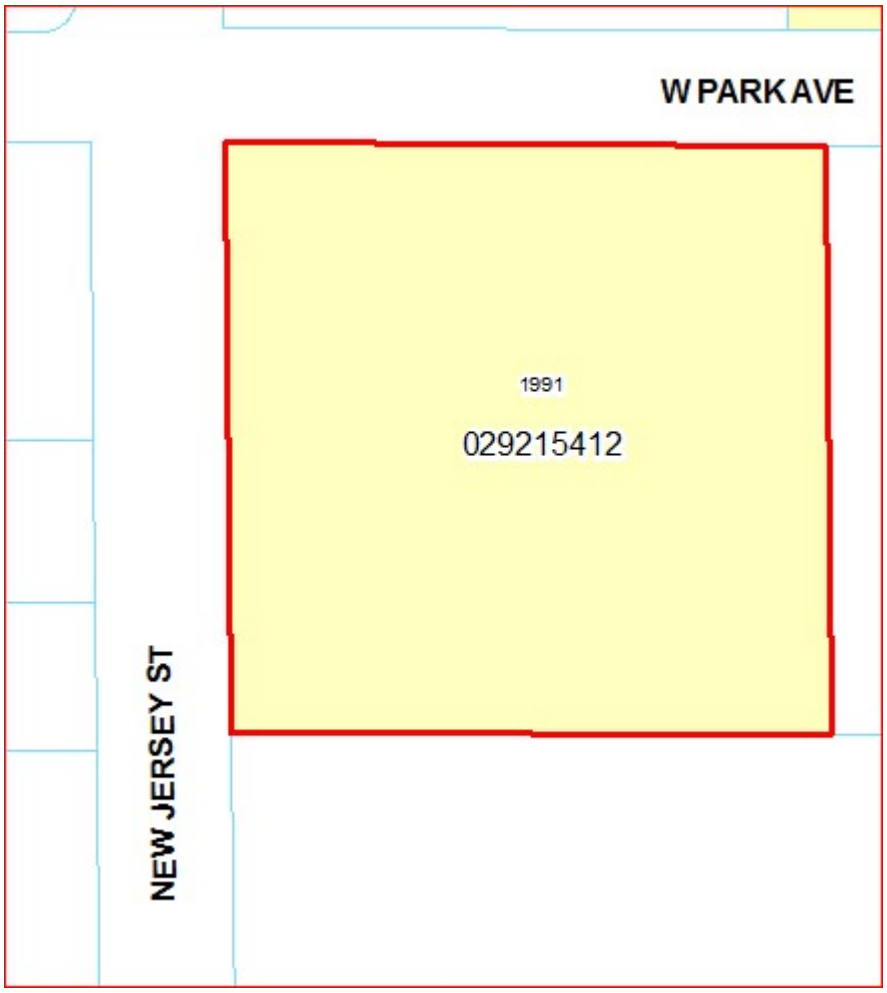
APN 0167-851-39 thru -56
APN 0167-861-37 thru -54

Annexation S5-C



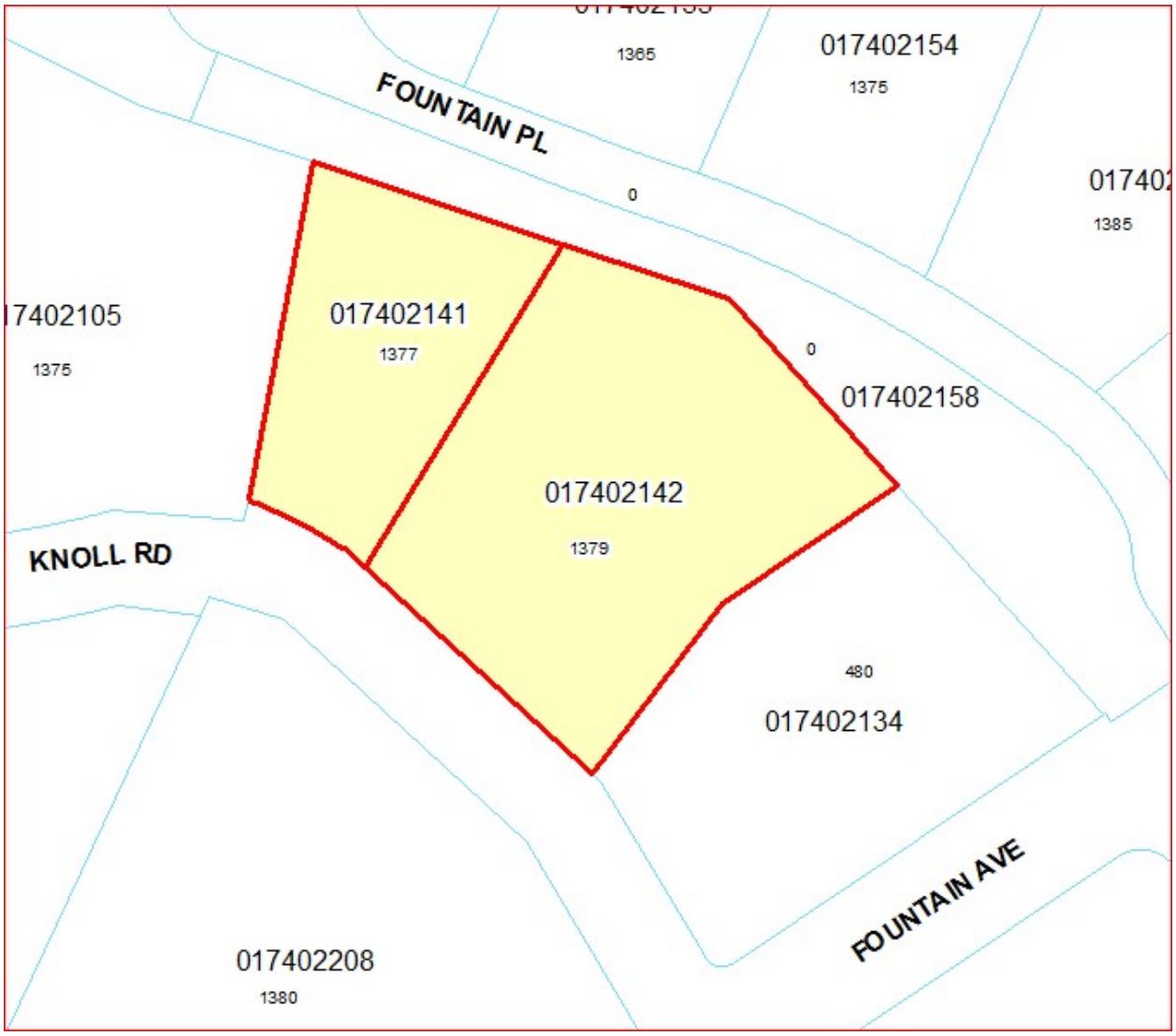
CUP 574

Annexation S5-D



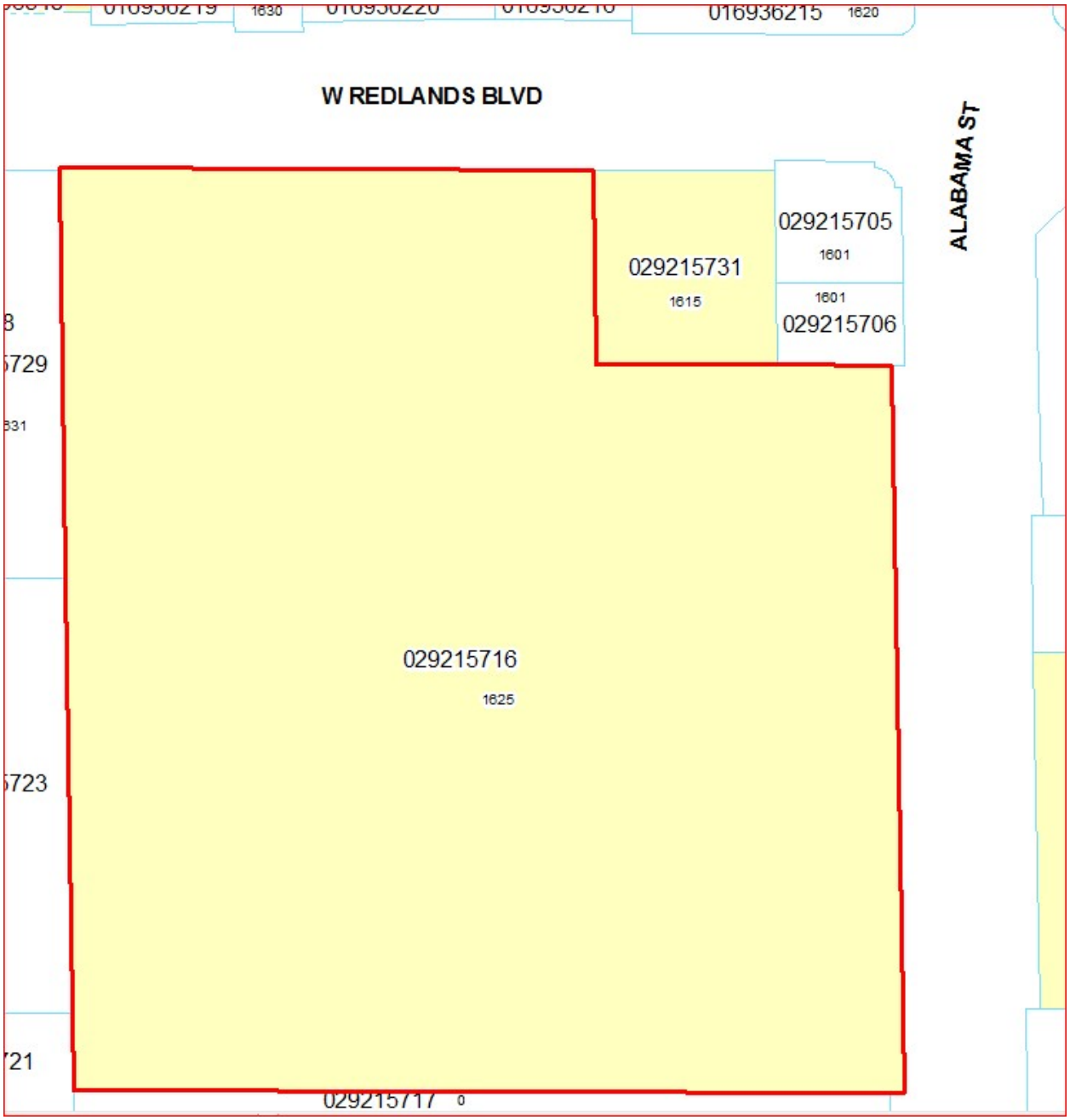
CRA 642

Annexation S5-E



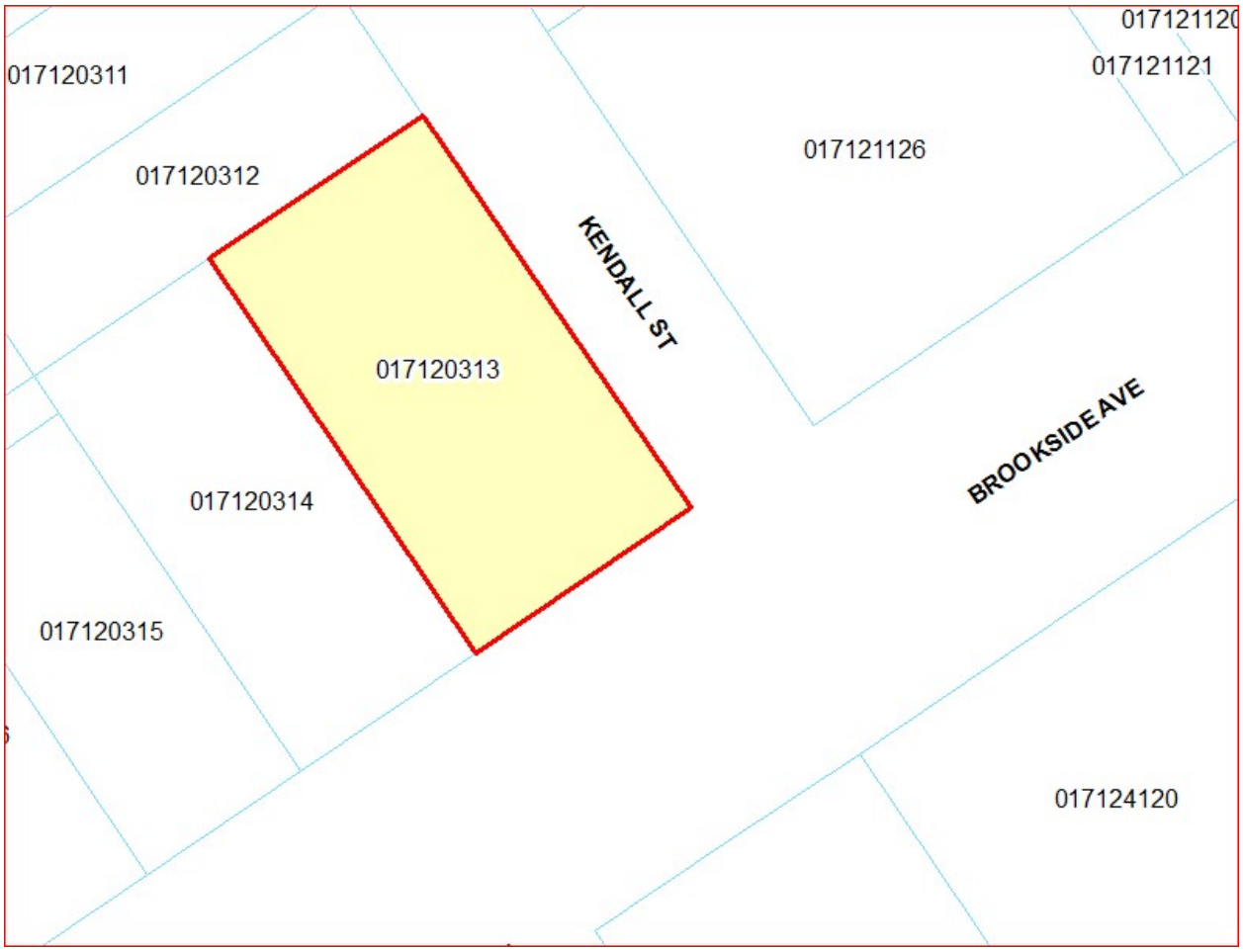
Parcel Map 14090

Annexation S6-A



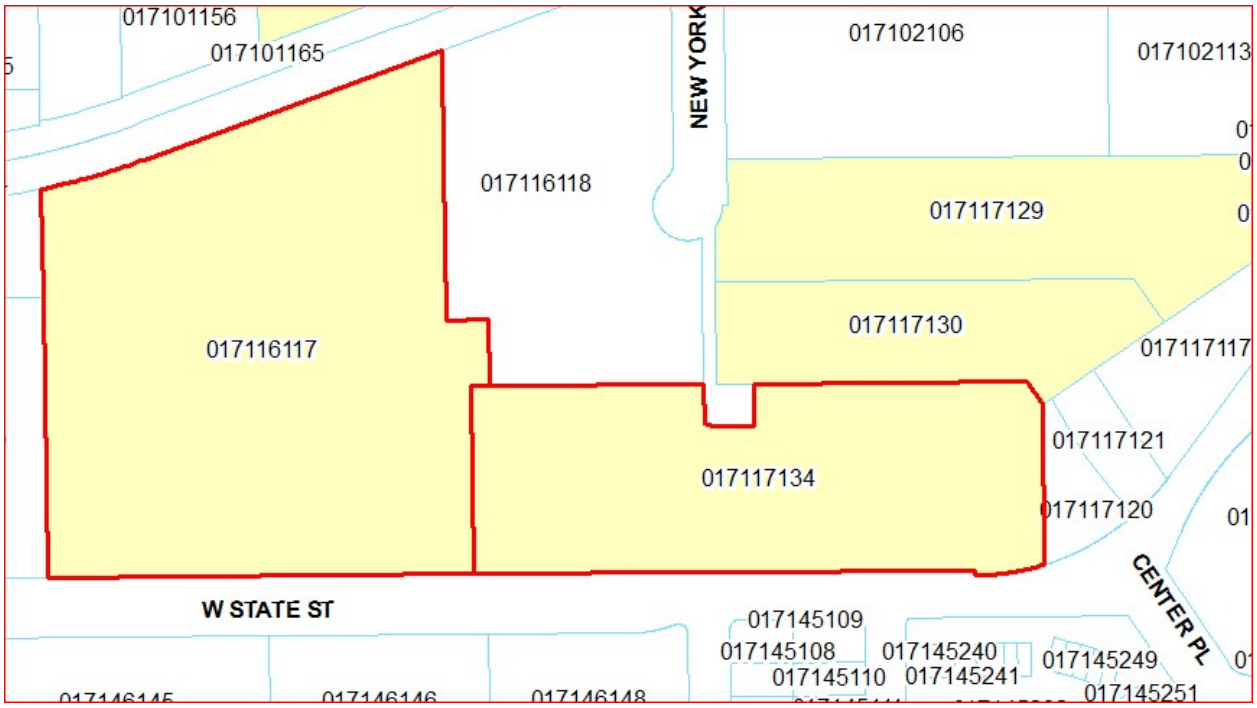
CRA 648

Annexation S6-B



CUP 581

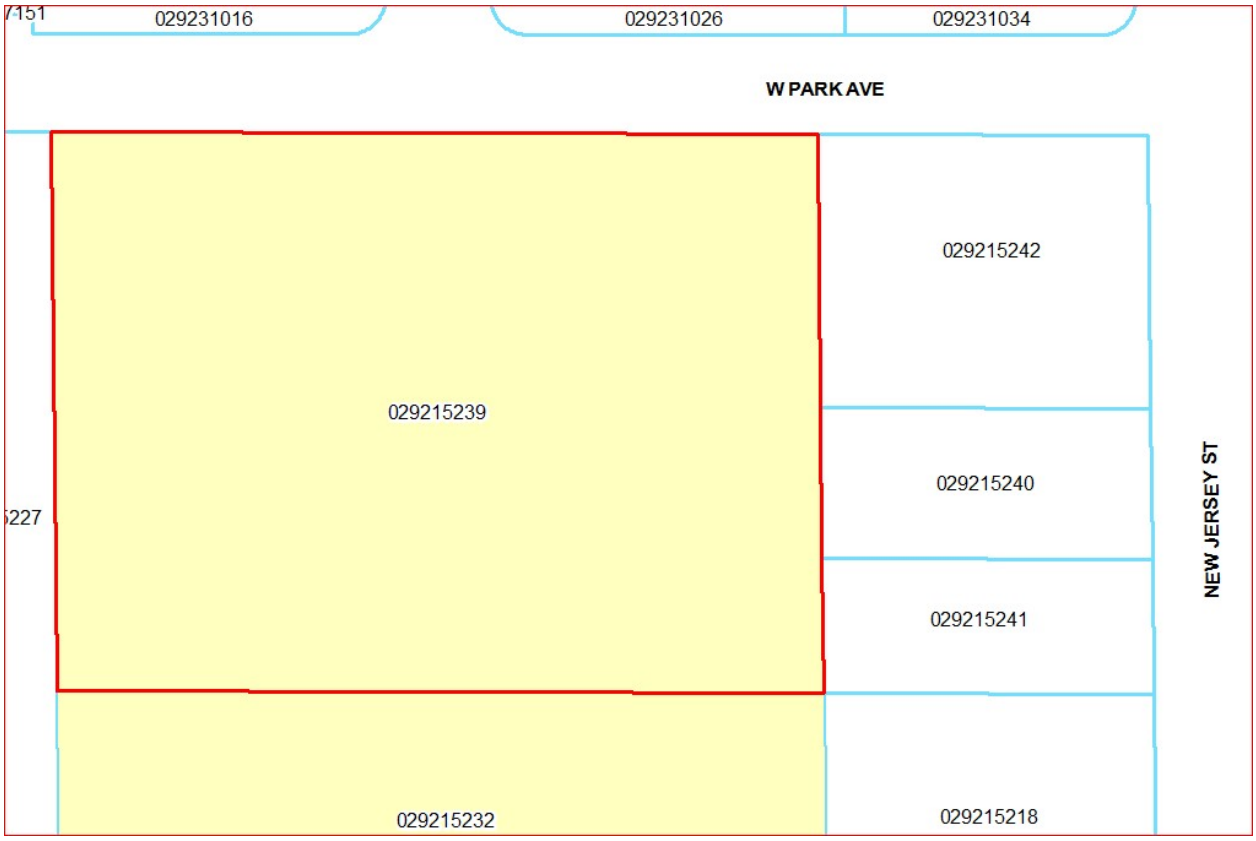
Annexation S7-A



MS 228

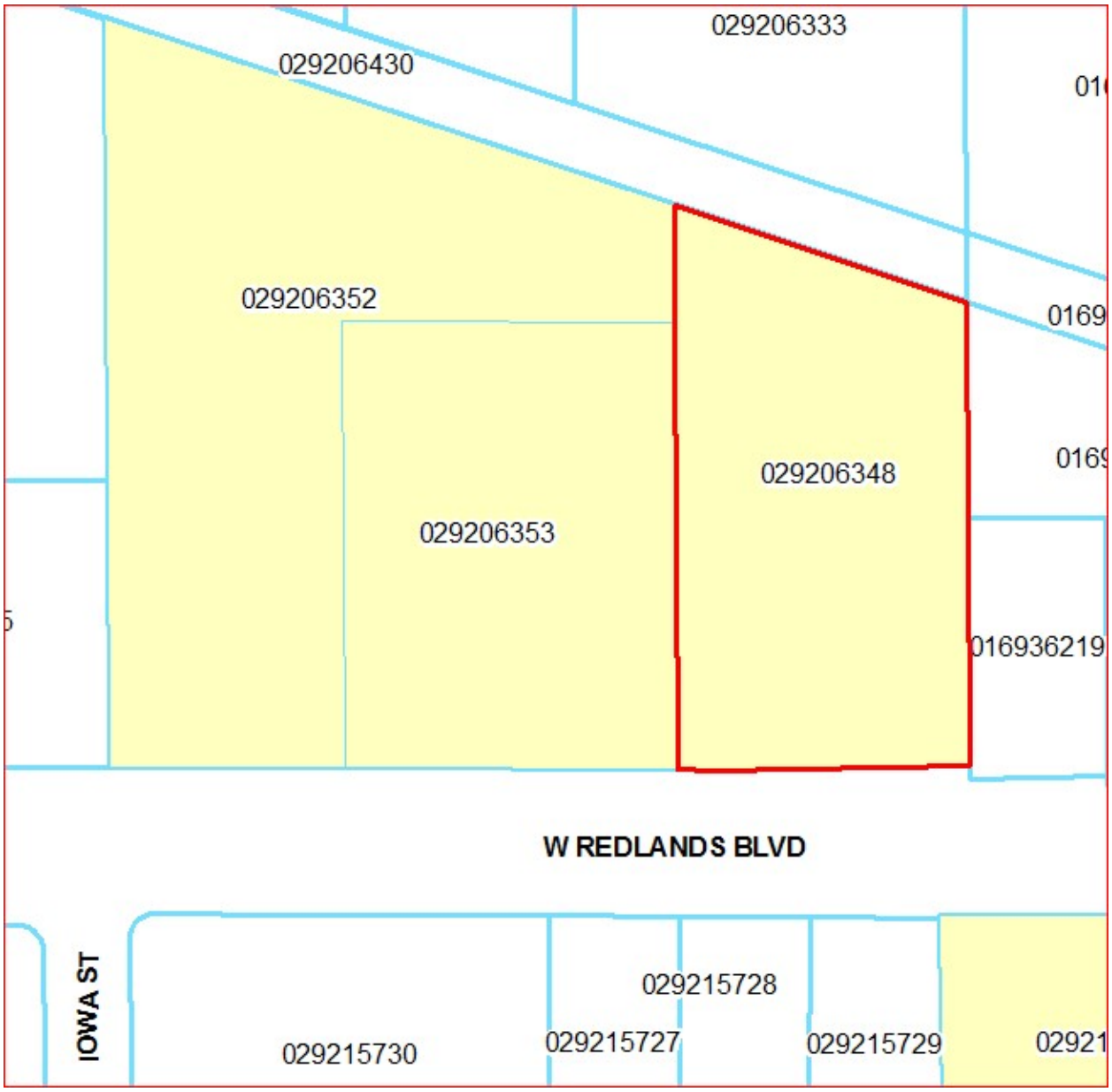
Annexation S7-A was originally APN 0171-161-13 and was then changed to APN 0171-161-14 and -15. Annexation S1-S was originally APN 0171-171-18, -22, and -23. Assessments for Annexation S7-A and S1-S were combined and then adjusted proportionately. New APNs for both annexations are 0171-161-17 and 0171-171-34. Assessment spread proportionately. 4/20/2020

Annexation S7-B



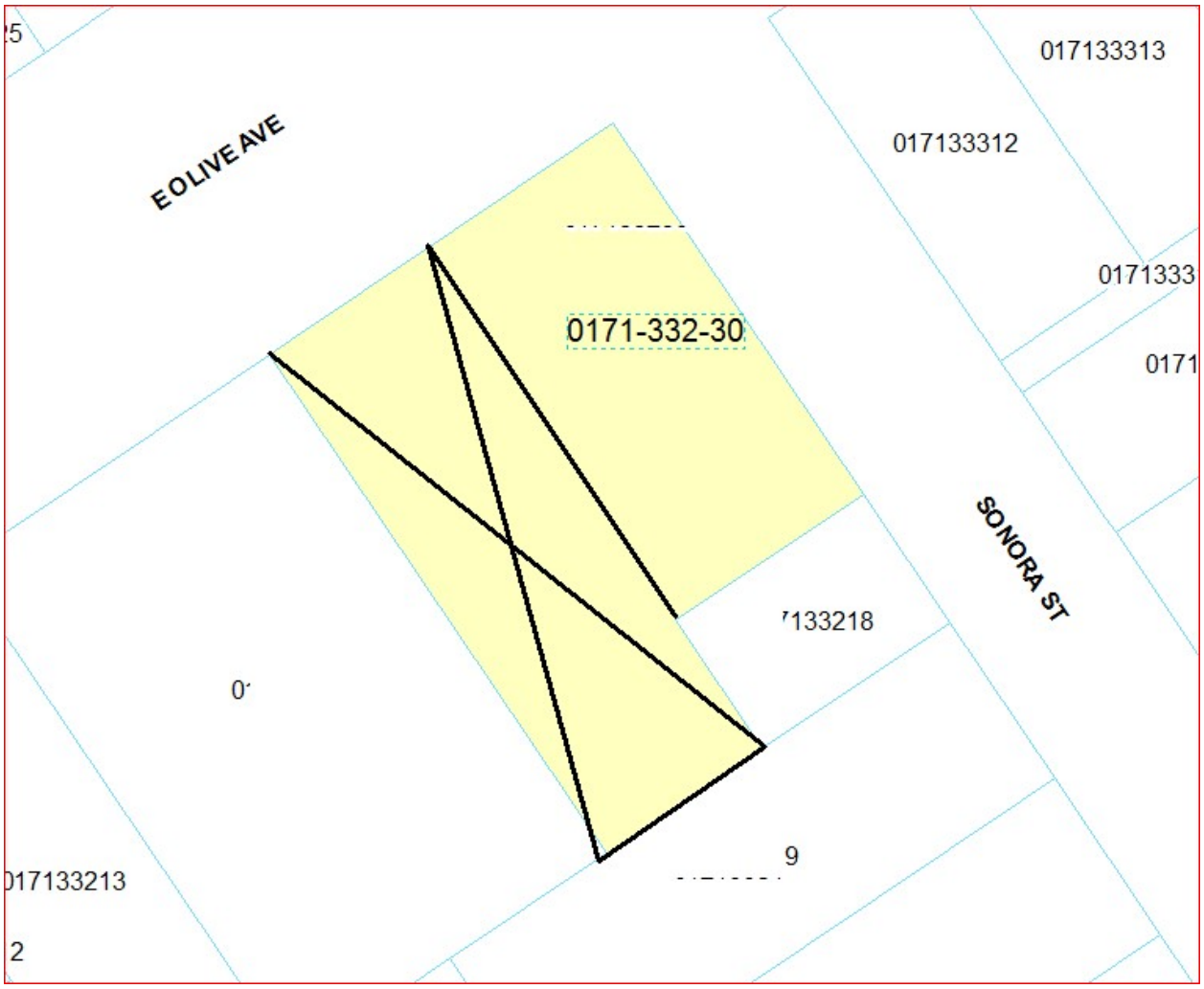
CRA 639

Annexation S7-C



CUP 602

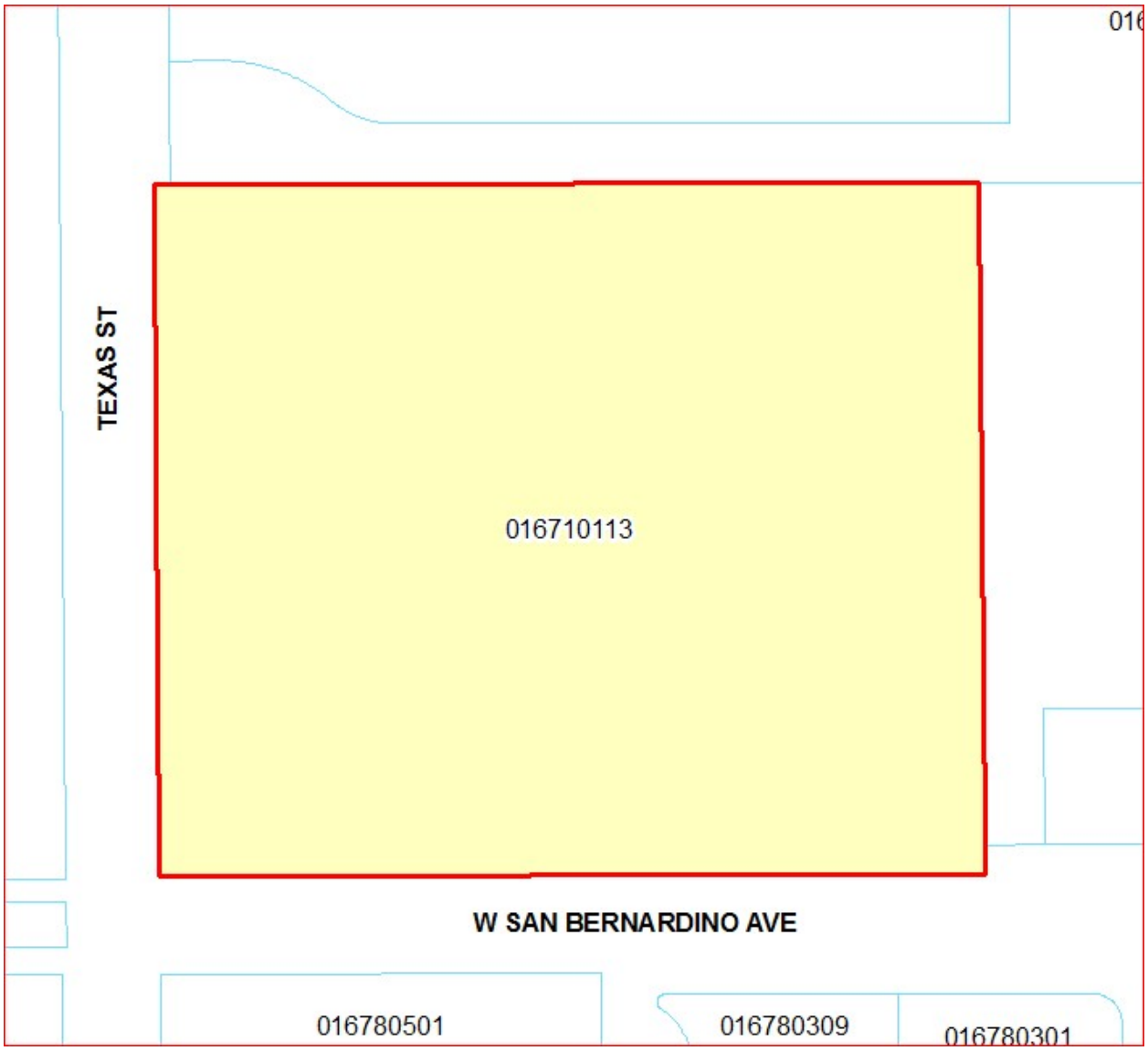
Annexation S7-D



CUP 590

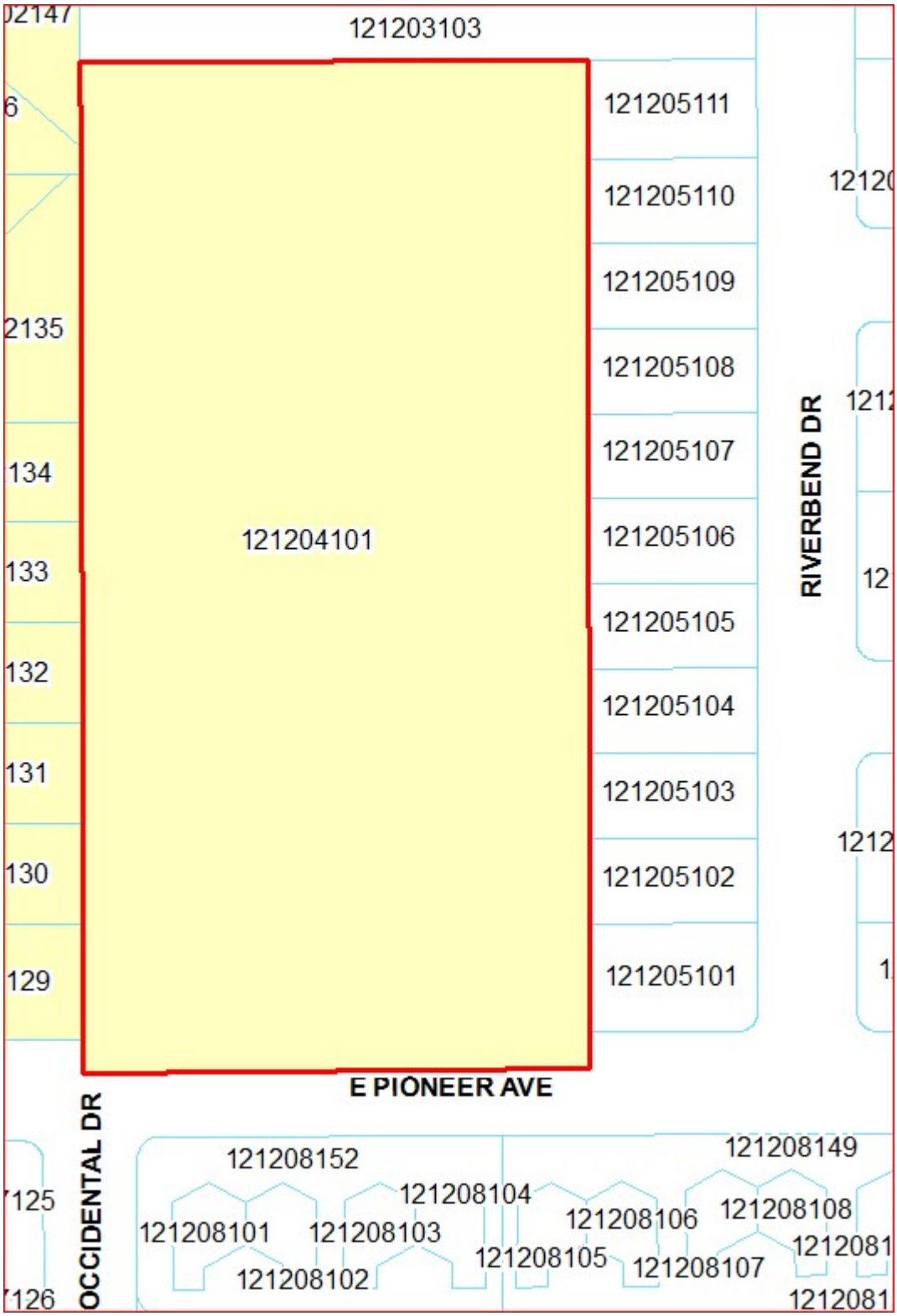
The east half of the property was the original Annexation S7-D when it was a separate parcel.

Annexation S7-E



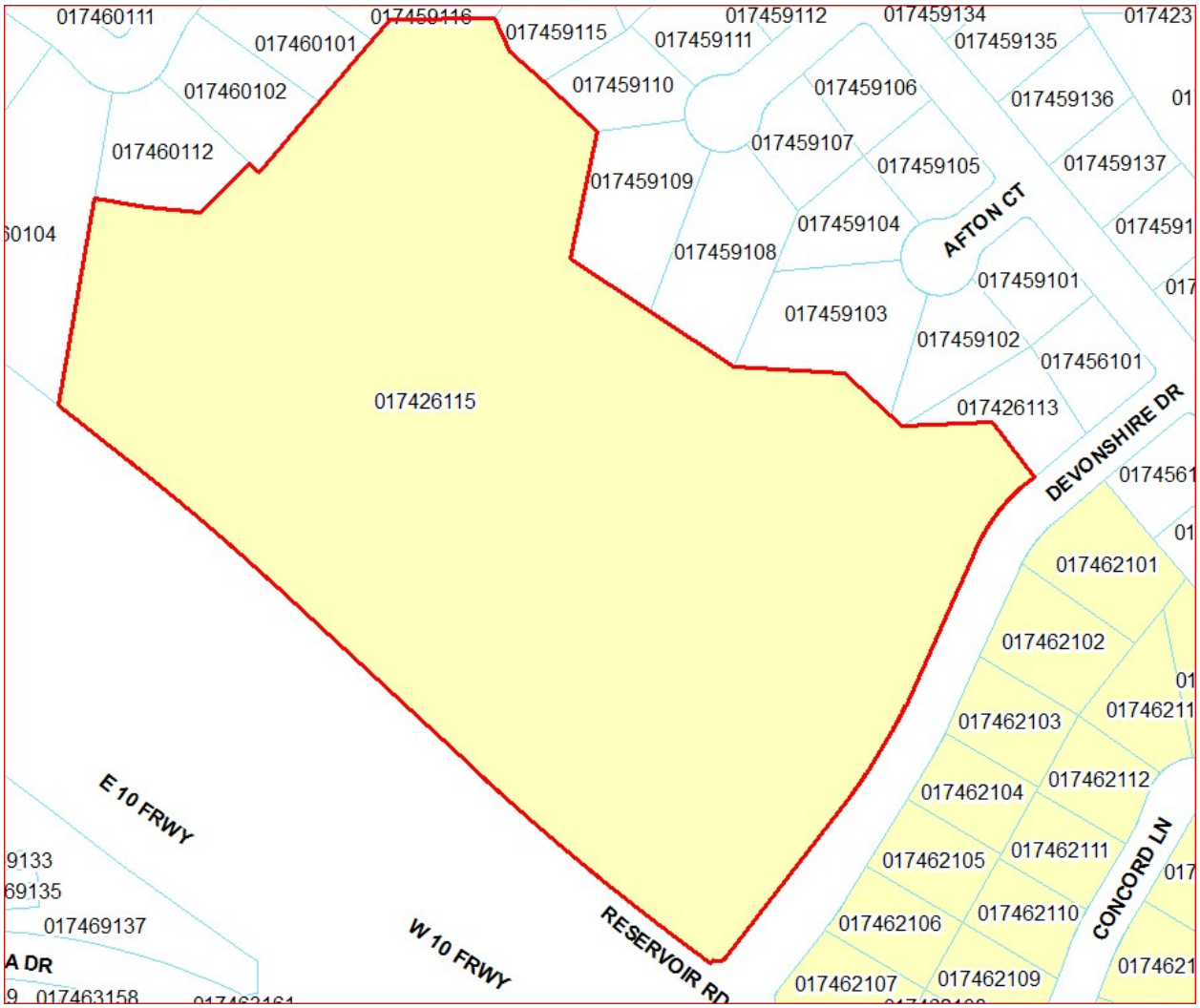
CUP 607

Annexation S7-F



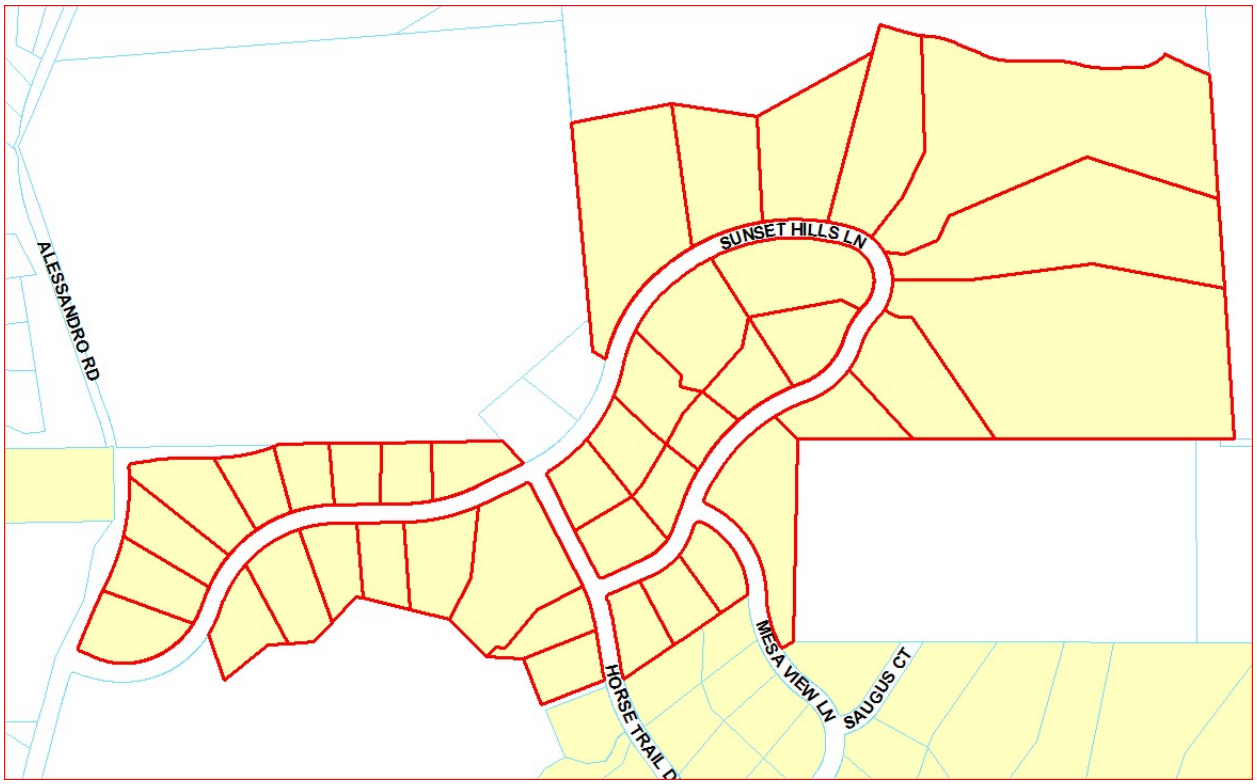
CUP 577

Annexation S7-G



CUP 541

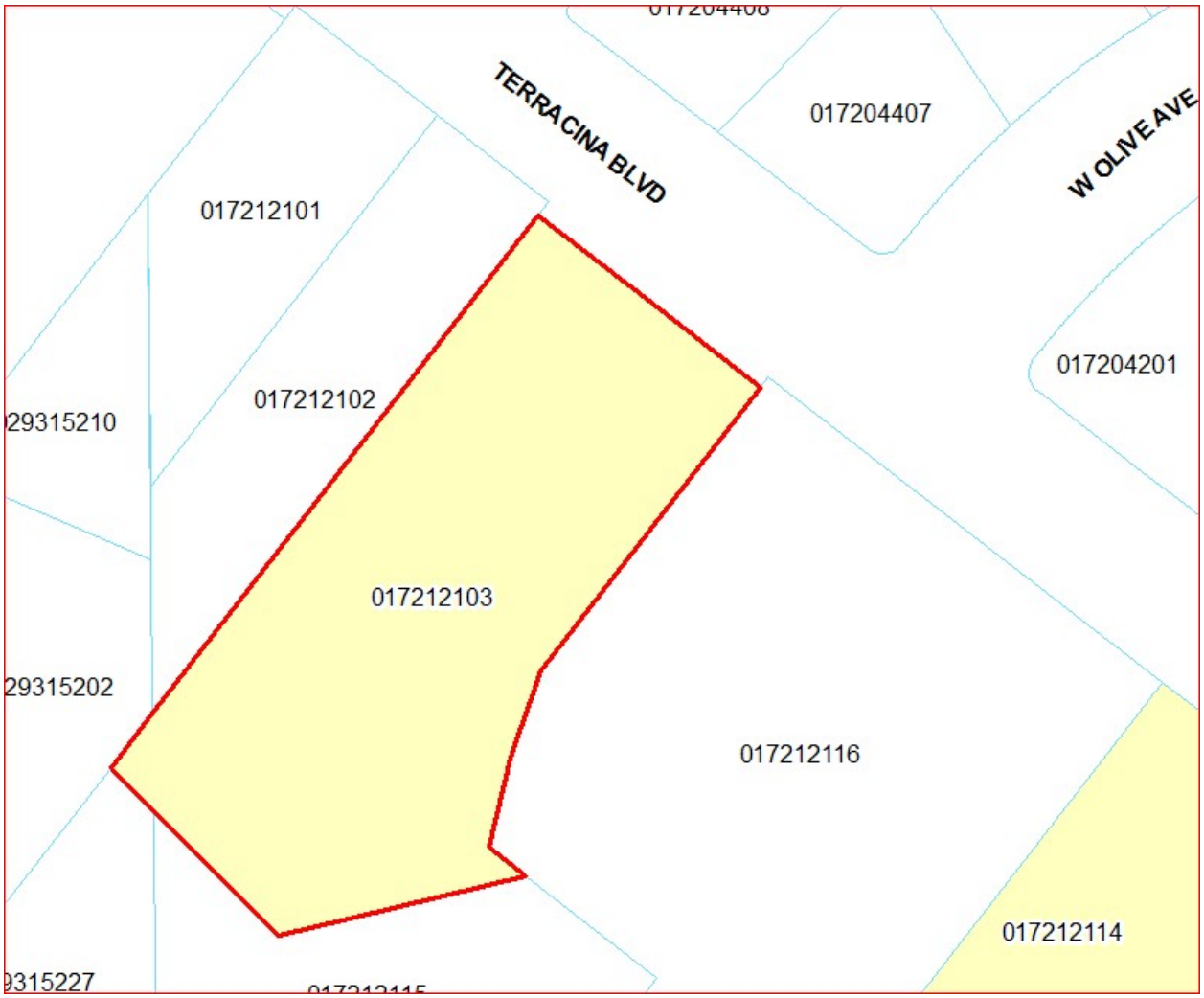
Annexation S7-H



Tract 14790-1

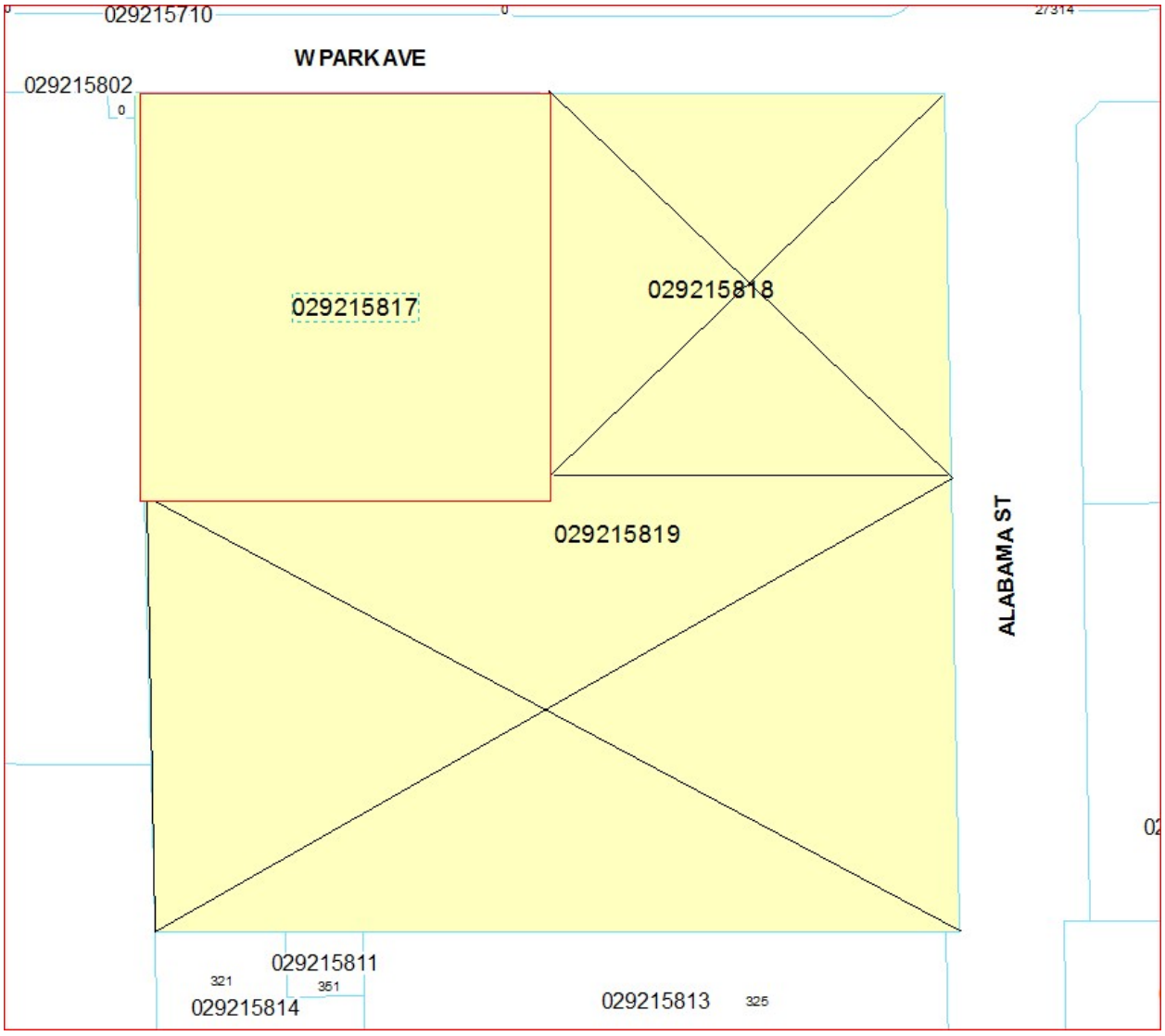
APN 0176-521-01 thru -13, -18 thru -23, -27 thru -32
APN 0176-531-01 thru -03, -07 thru -09, -12, -13, -18, -20 thru -22, -24 thru -26

Annexation S8-A



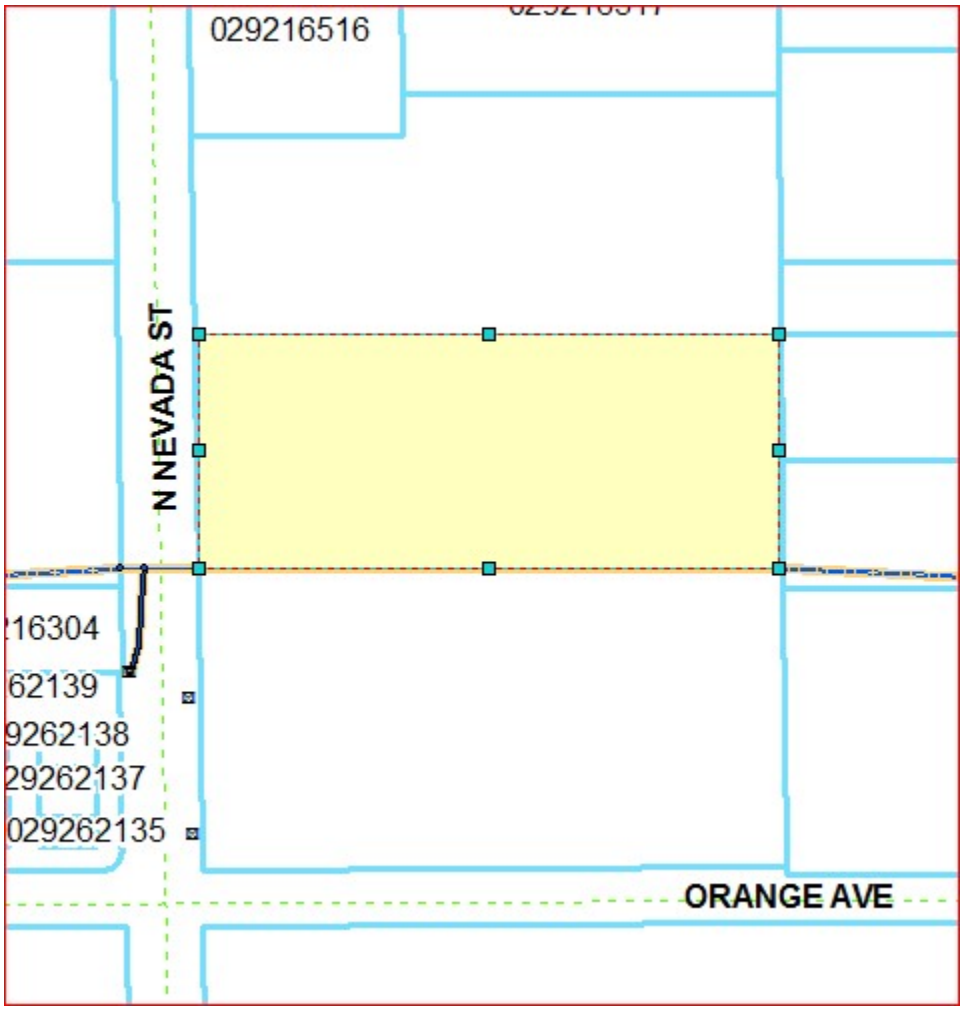
CUP 584

Annexation S8-B



CRA 666

Annexation S8-C, CUP 616



The portion of this parcel that was Annexation S-8C is no longer assessed.

Annexation S9-A

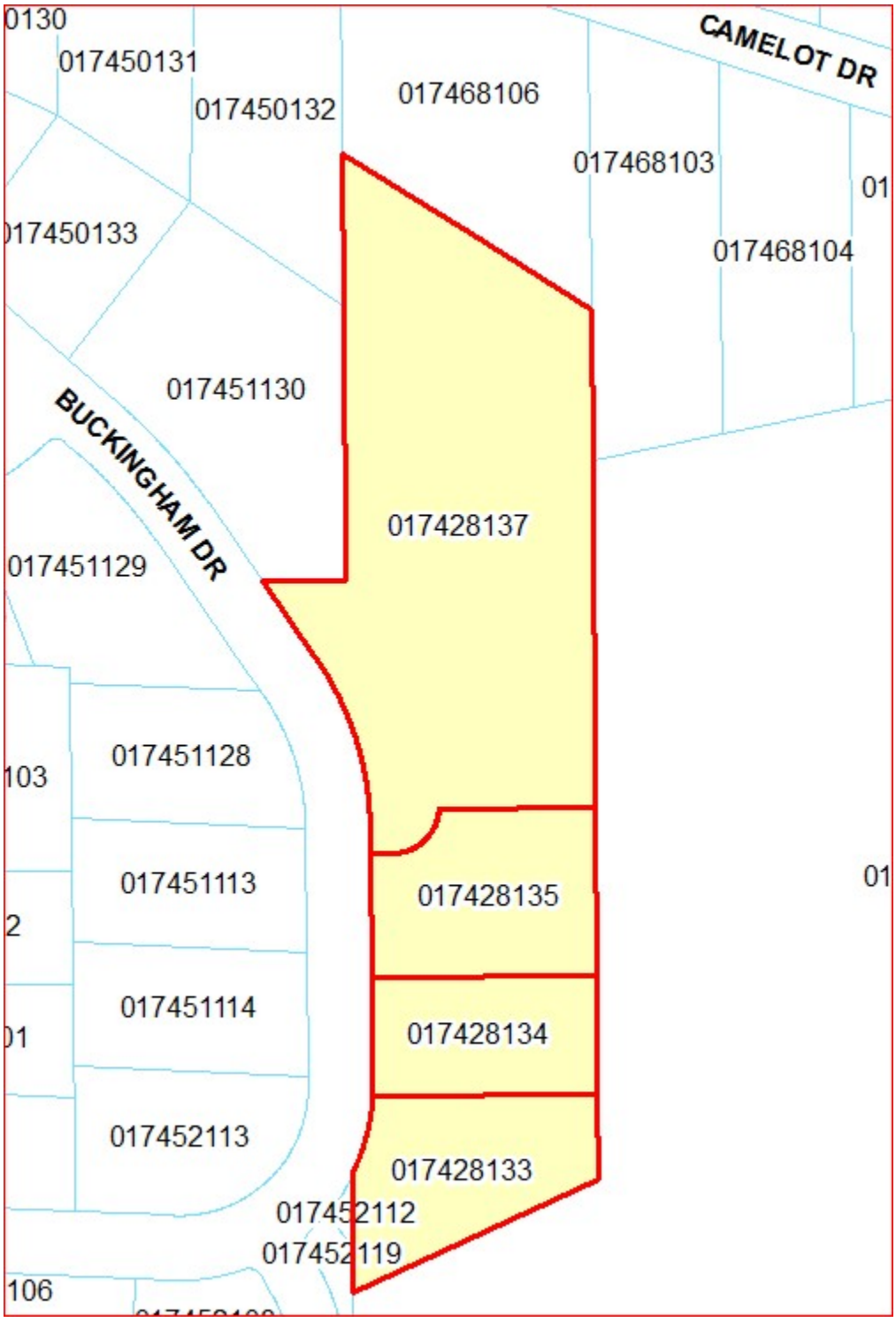


Tract 15589

Assessor's Parcel Numbers

0293-421-01 thru -45

Annexation S9-B

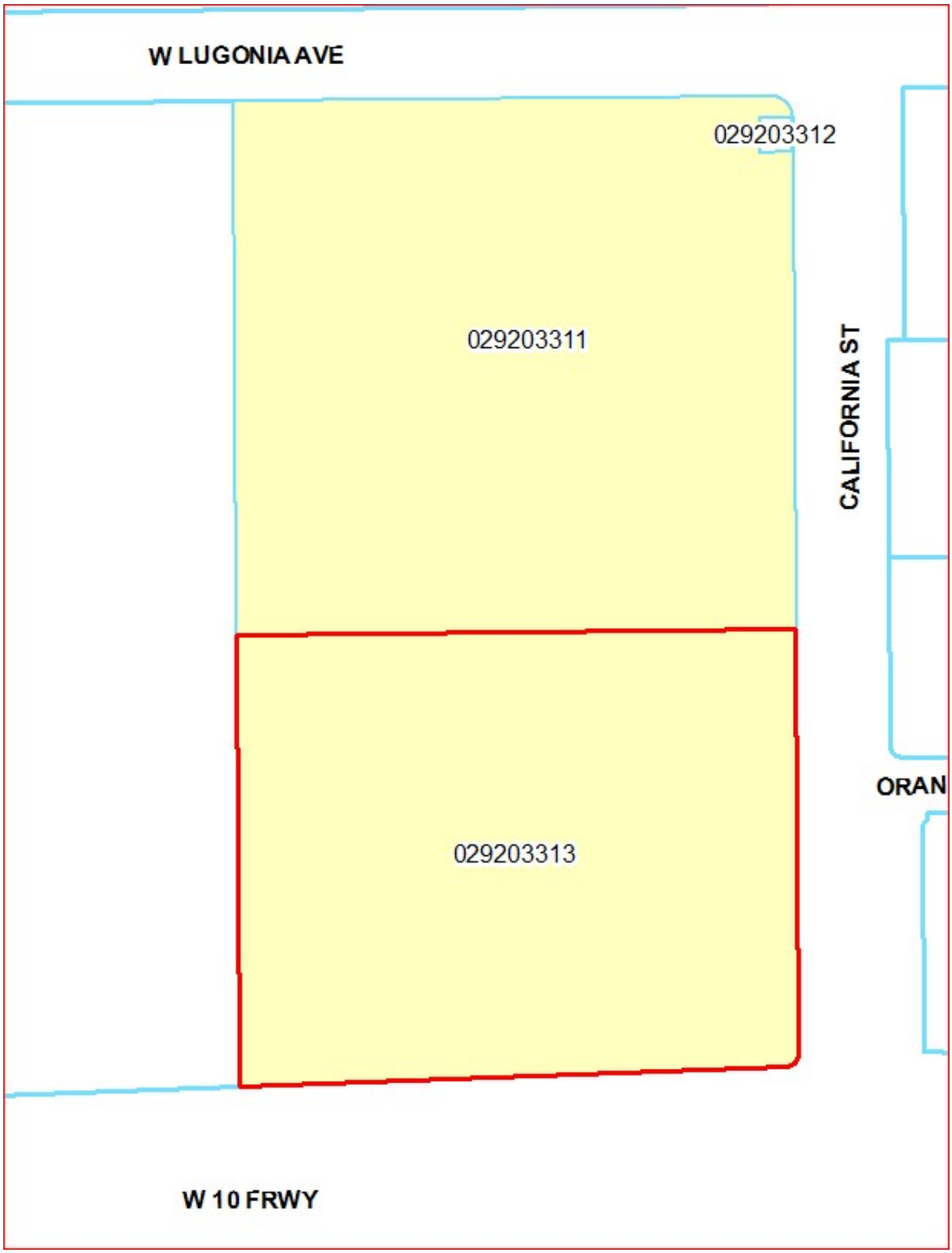


MS 221, Parcel Map 14285

Annexation S9-C

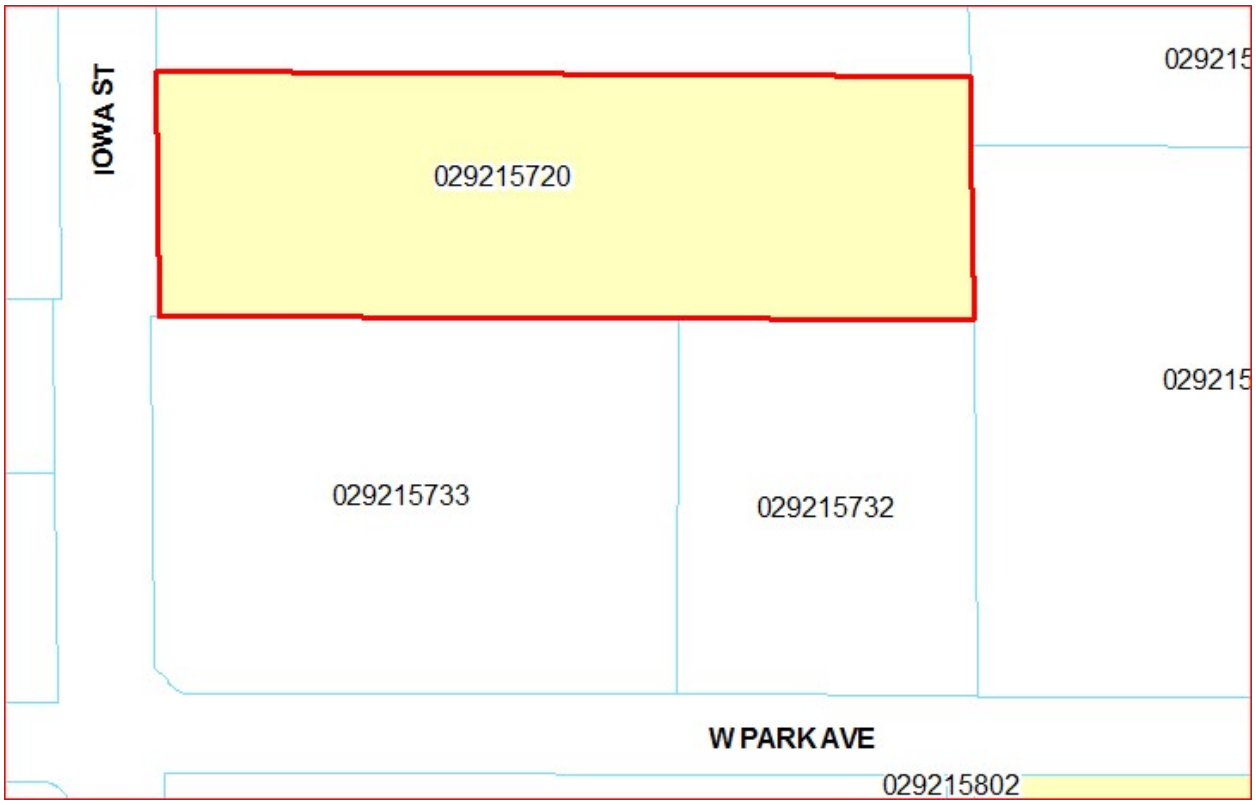
There is no Annexation S9-C.

Annexation S9-D



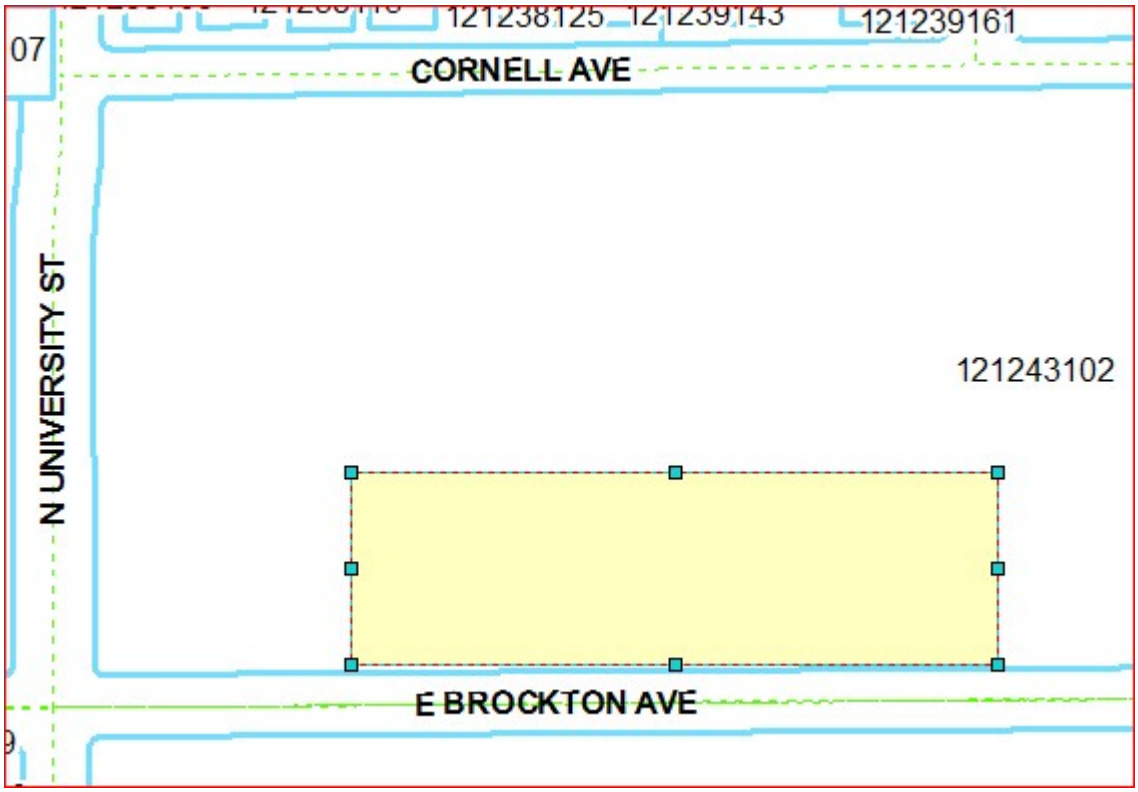
CUP 617

Annexation S9-E



CRA 670

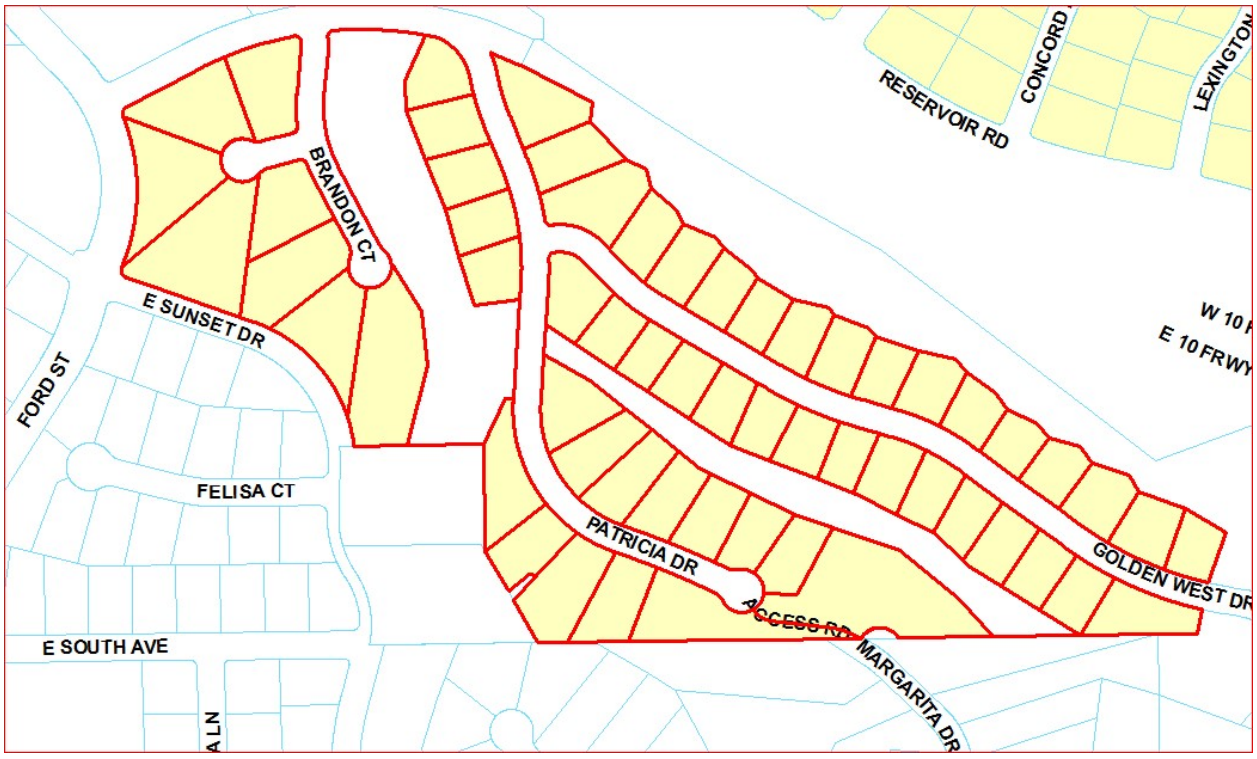
Annexation S9-F



CUP 629

Boundary of area of original annexation is shown. That parcel has since been incorporated into the larger parcel.

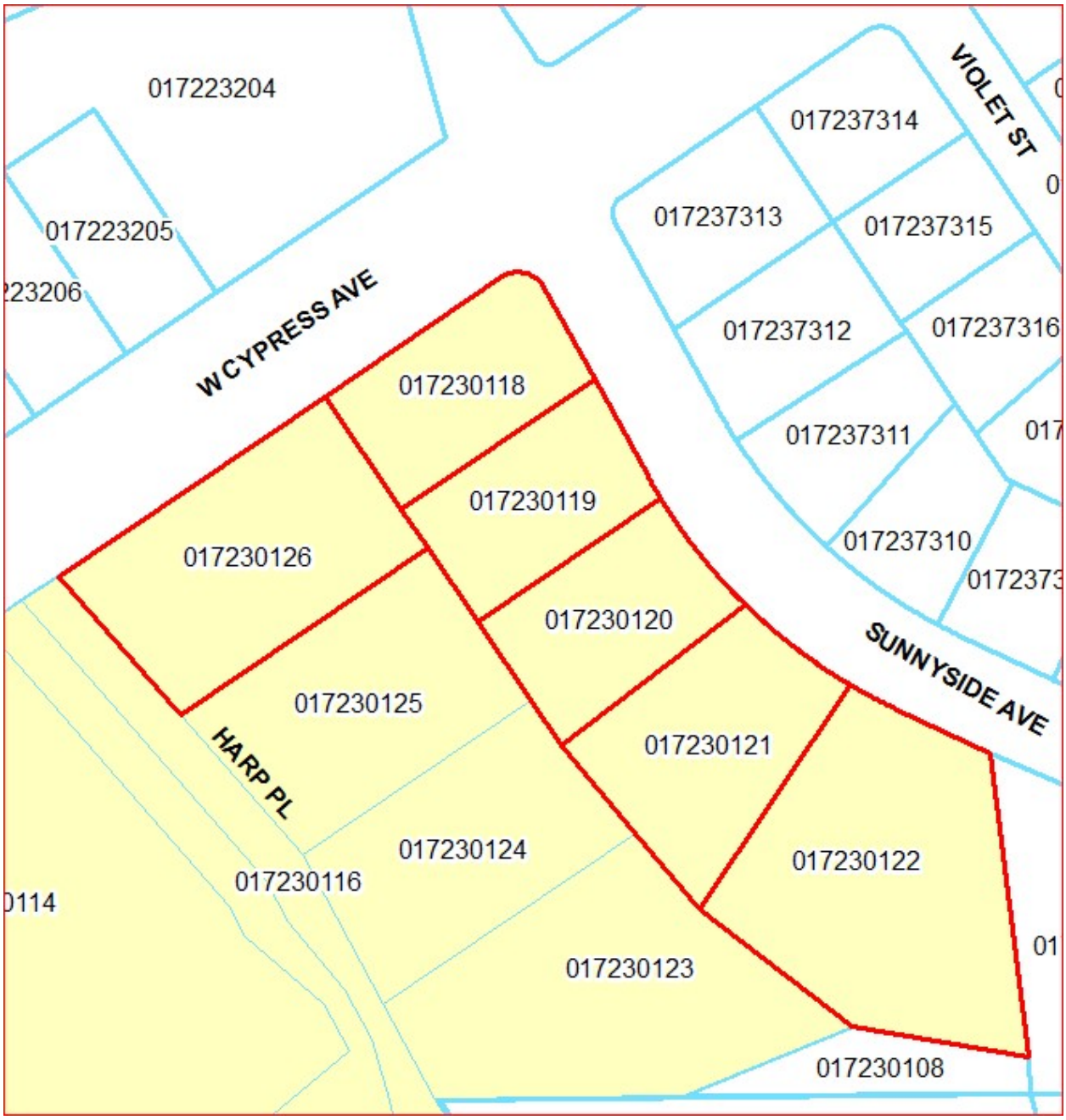
Annexation S10-A



Tract 15040

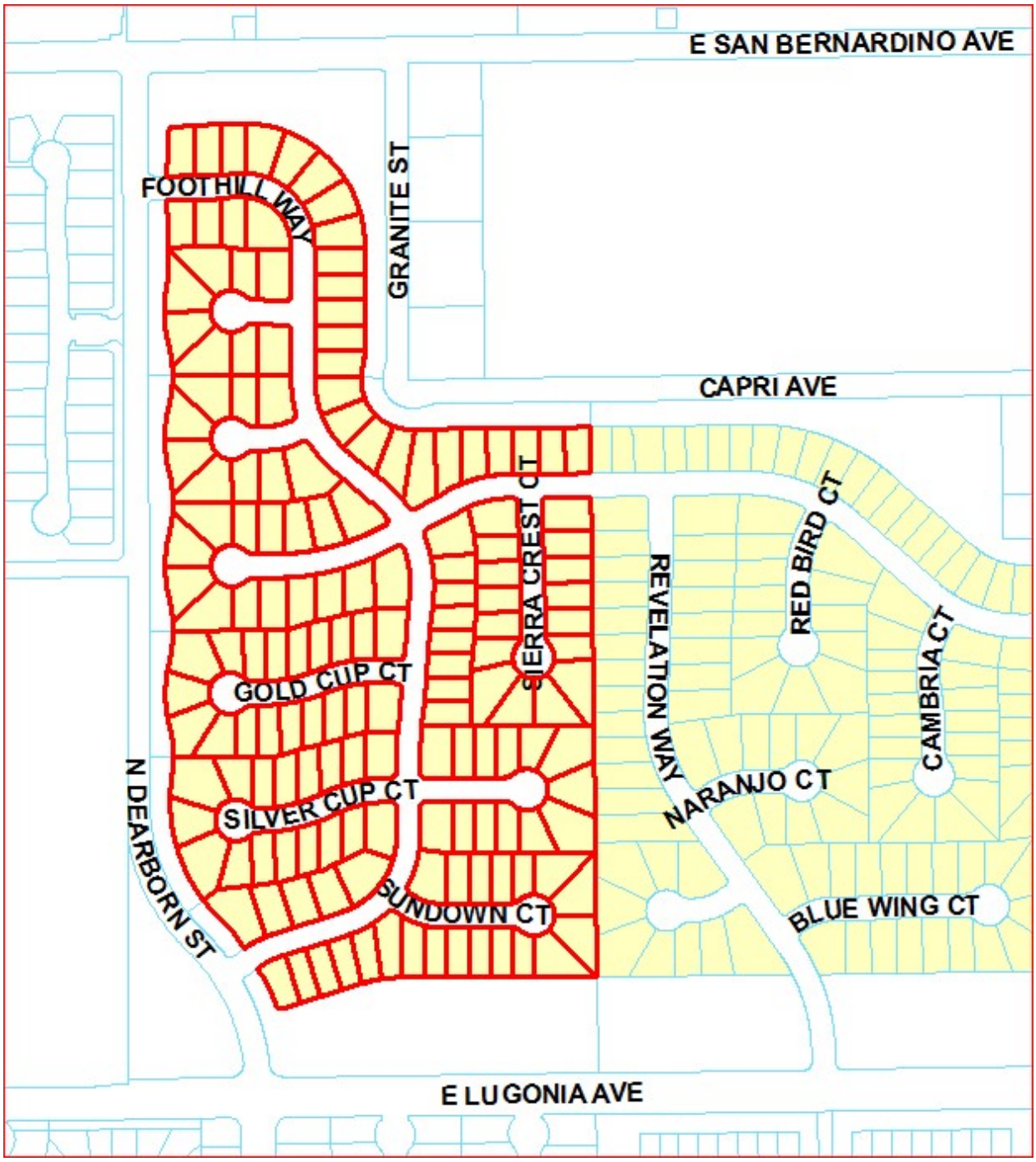
APN 174-631-01 thru -09, -11 thru -35
APN 174-631-37 thru -58
APN 0174-631-63, -64

Annexation S10-B



Tract 15832

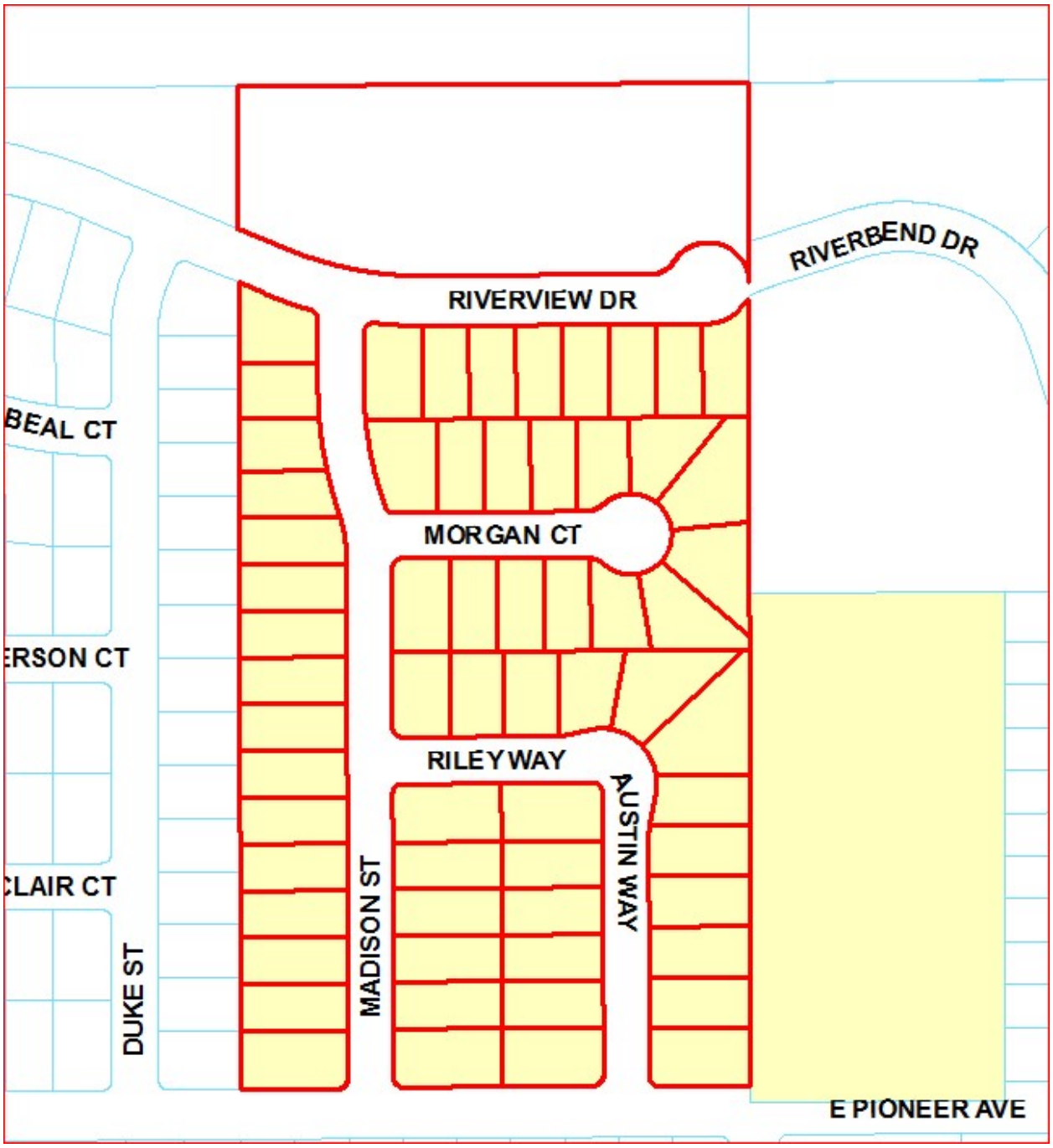
Annexation S10-C



Tract 15937

APN 0168-731-01 thru -25
APN 0168-741-01 thru -78
APN 0168-751-01 thru -56

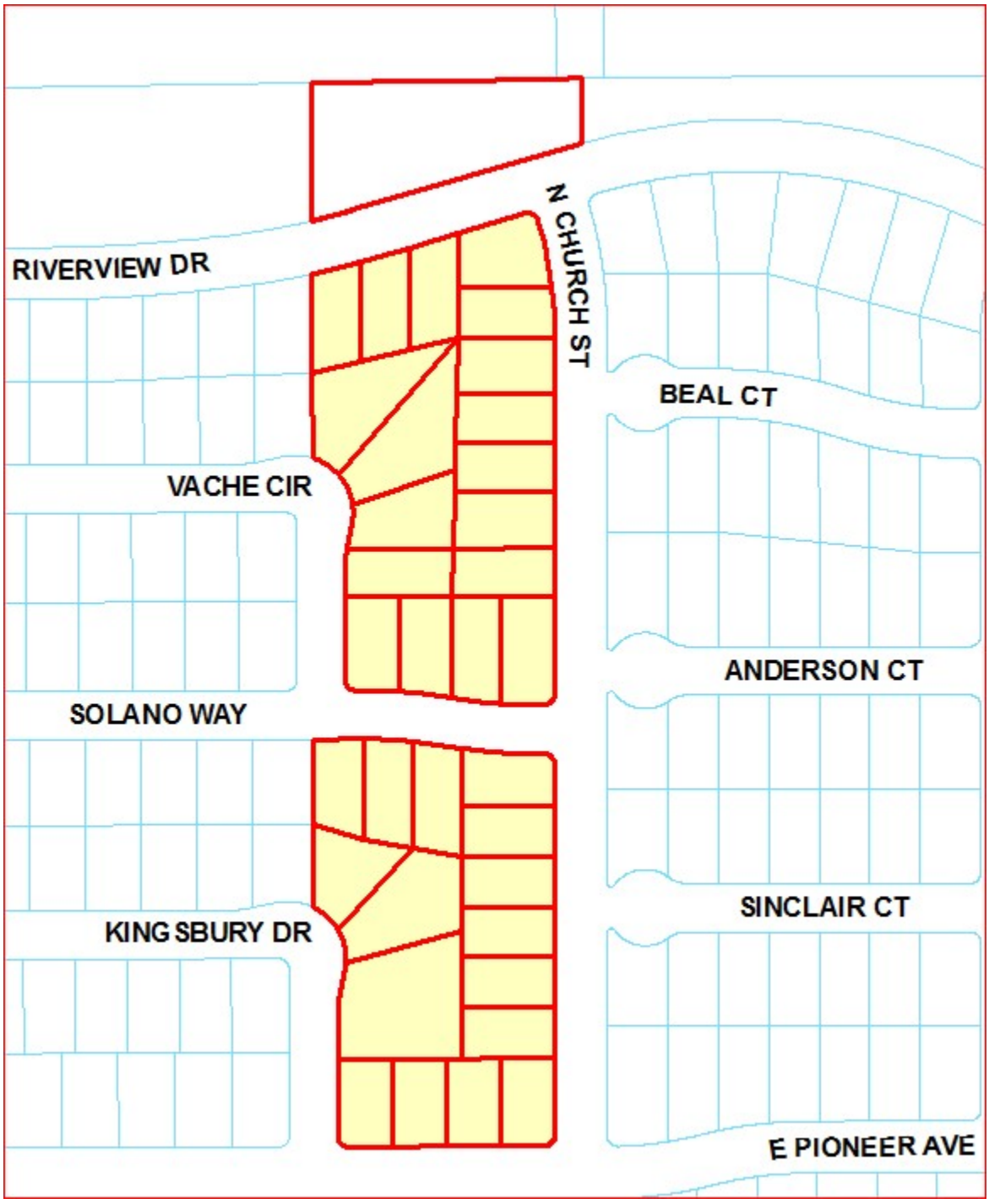
Annexation S10-D



Tract 16015

APN 168-761-01 thru 168-761-62

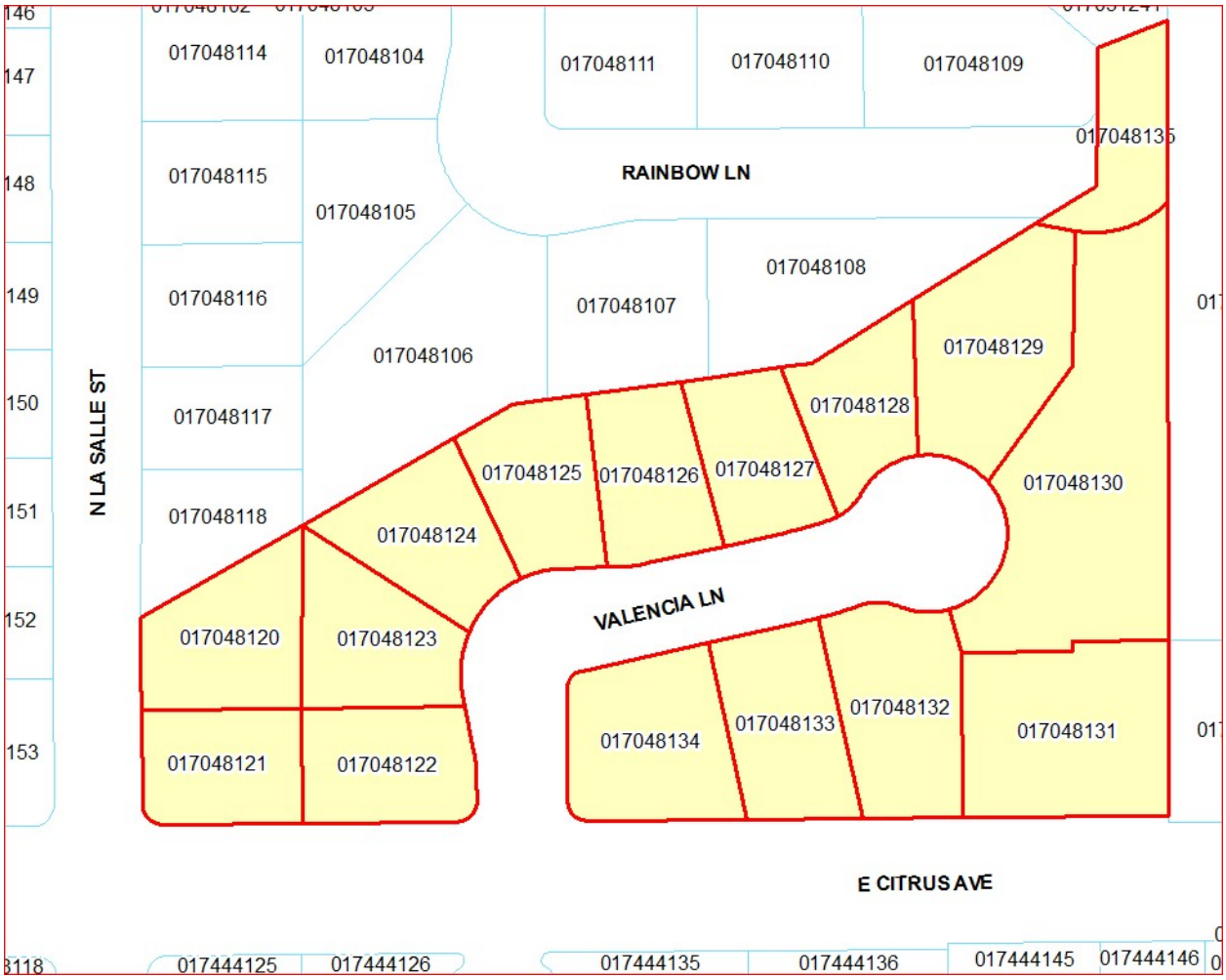
Annexation S10-E



Tract 16029

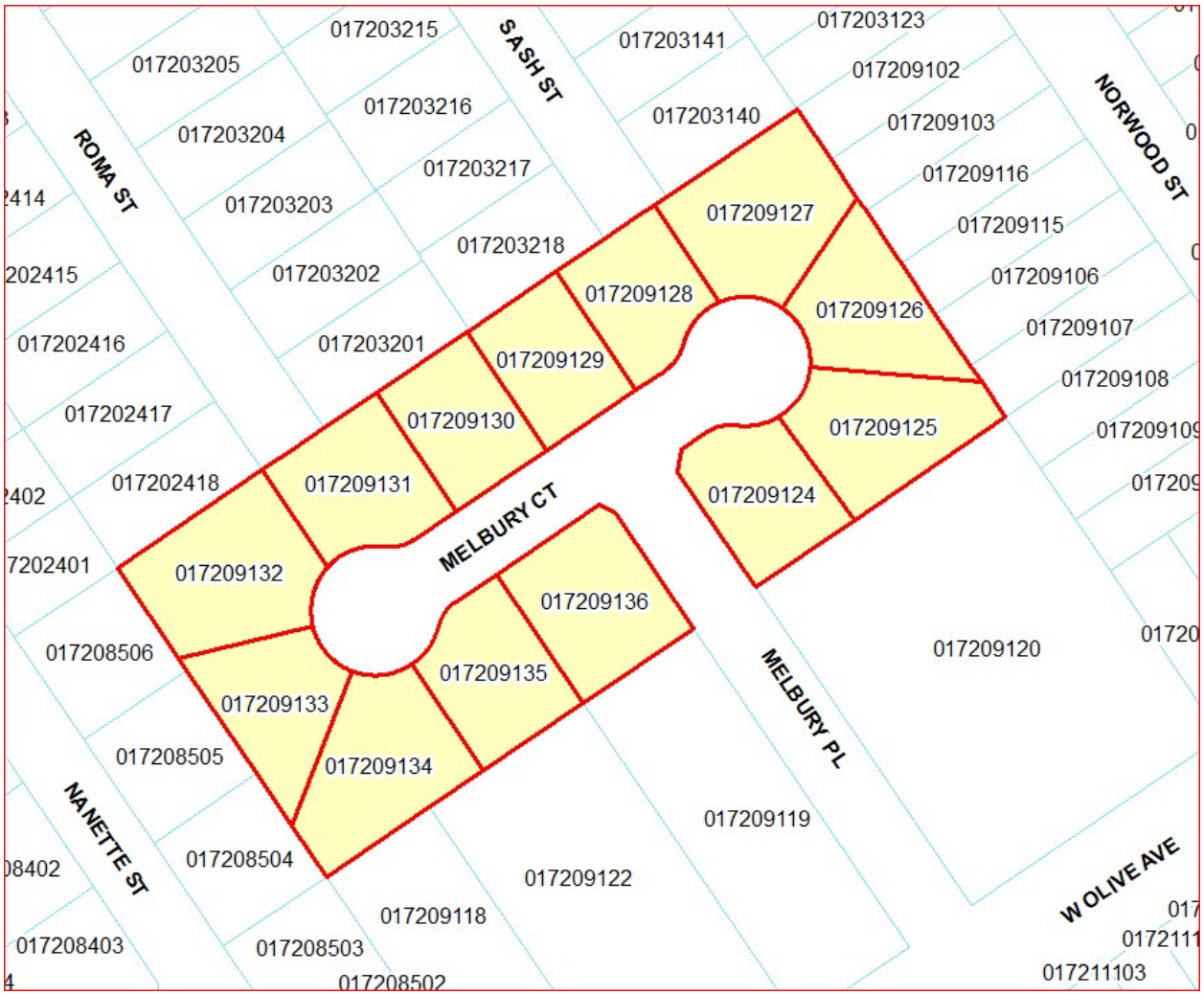
APN 167-081-13 thru 167-081-45

Annexation S10-F



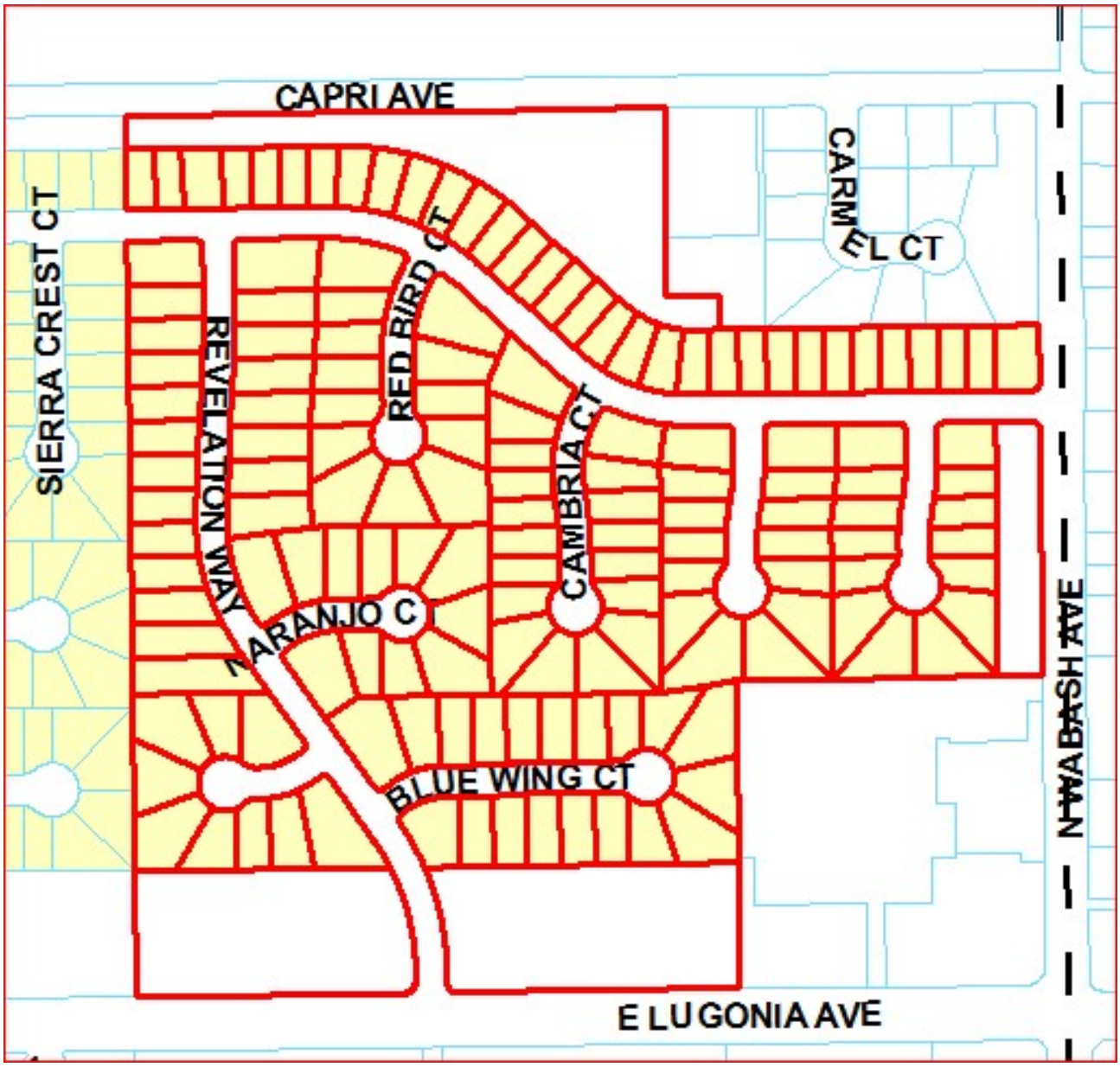
Tract 16032

Annexation S10-G



Tract 16082

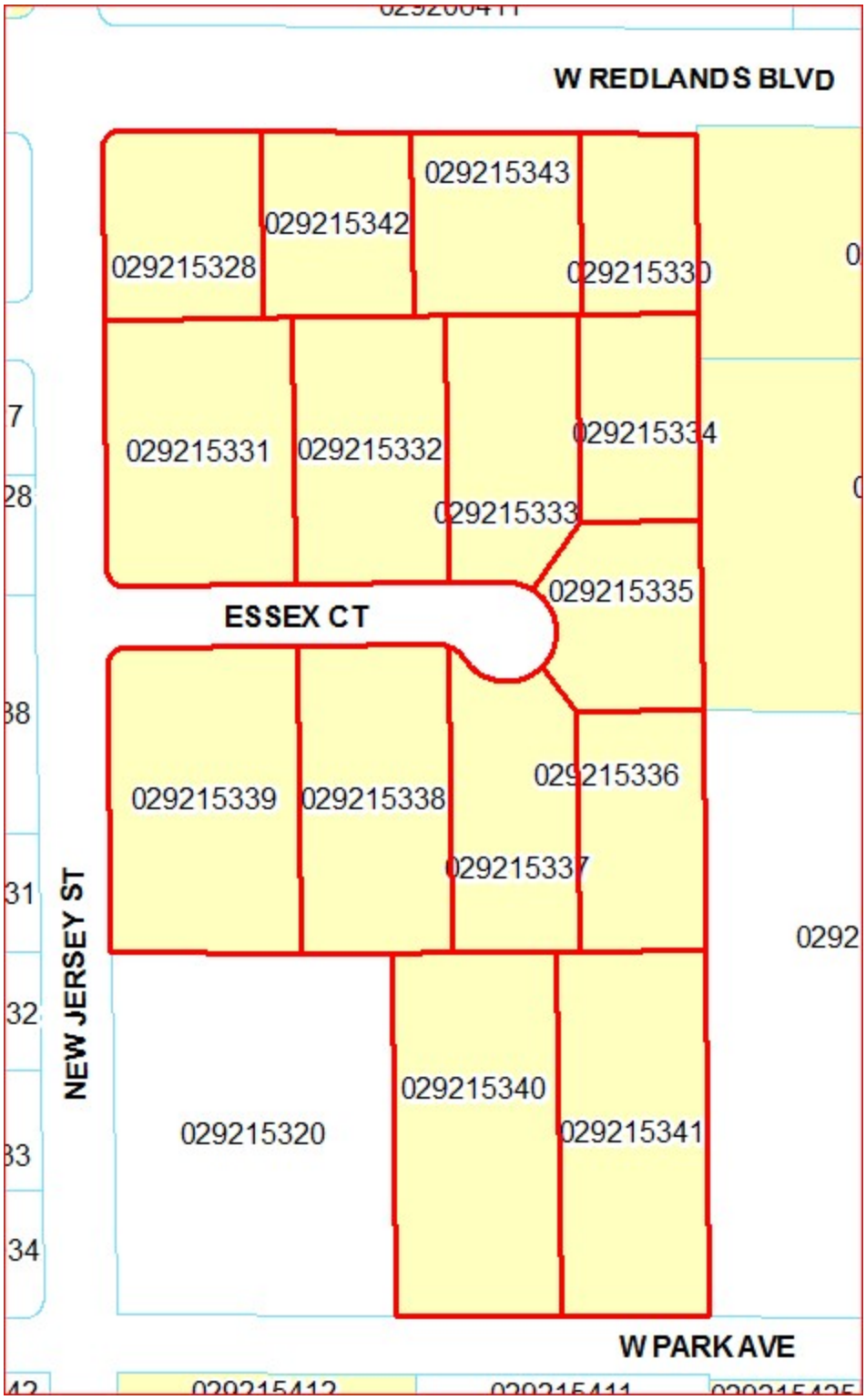
Annexation S10-H



Tract 16101

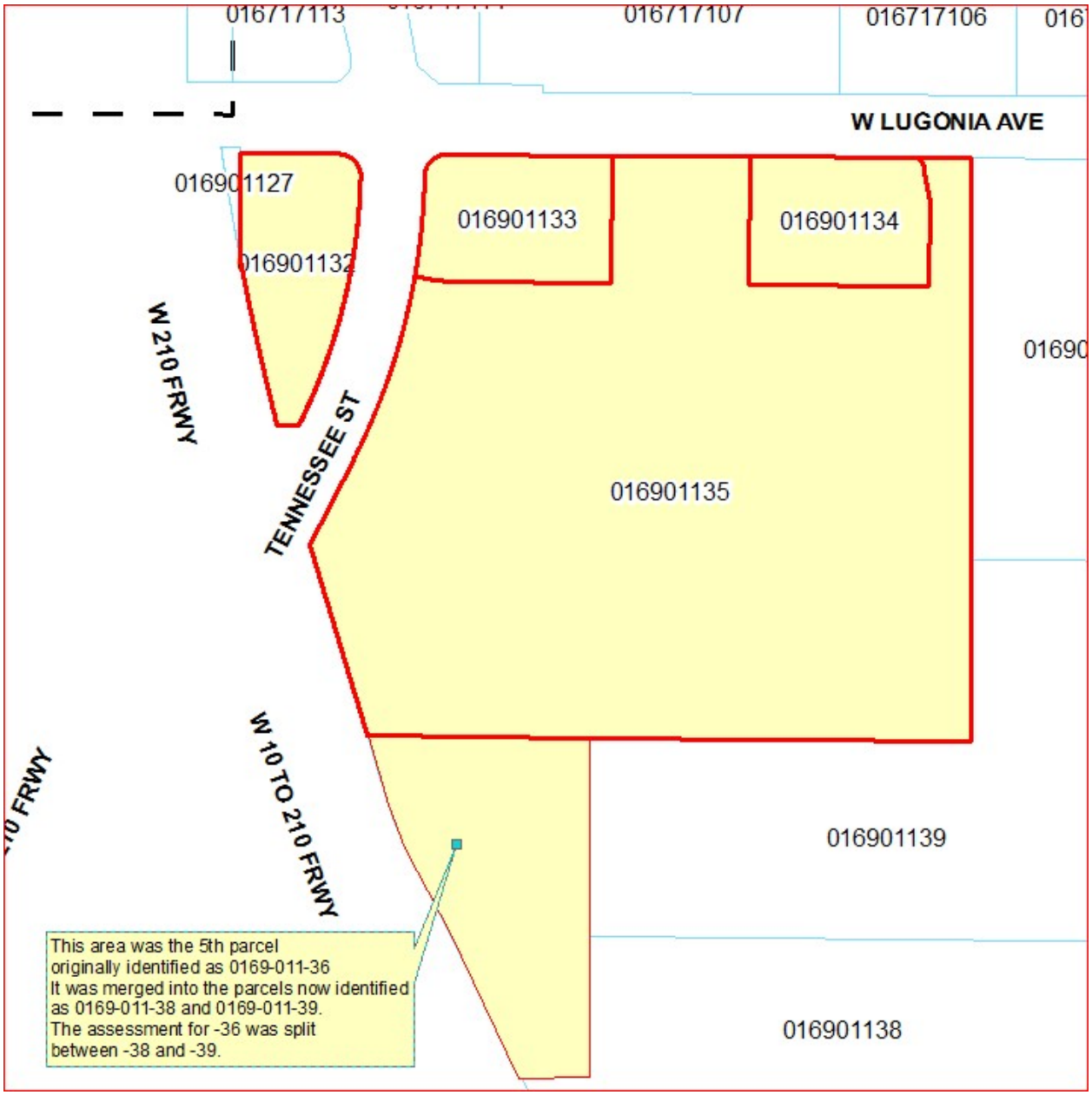
APN 168-771-01 thru -50
APN 168-761-01 thru -34
APN 168-791-01 thru -28
APN 168-801-01 thru -38

Annexation S10-I



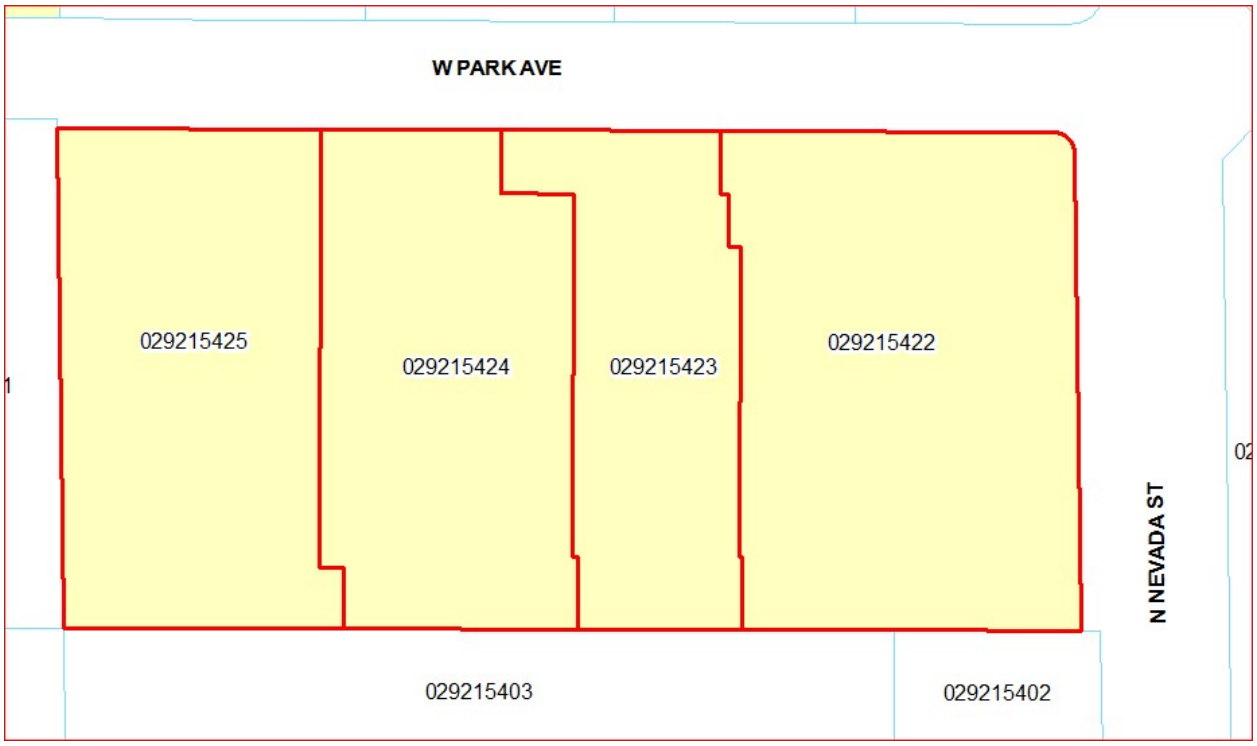
Parcel Map 15530 and Parcel Map 15617

Annexation S10-J



Parcel Map 15492

Annexation S10-K

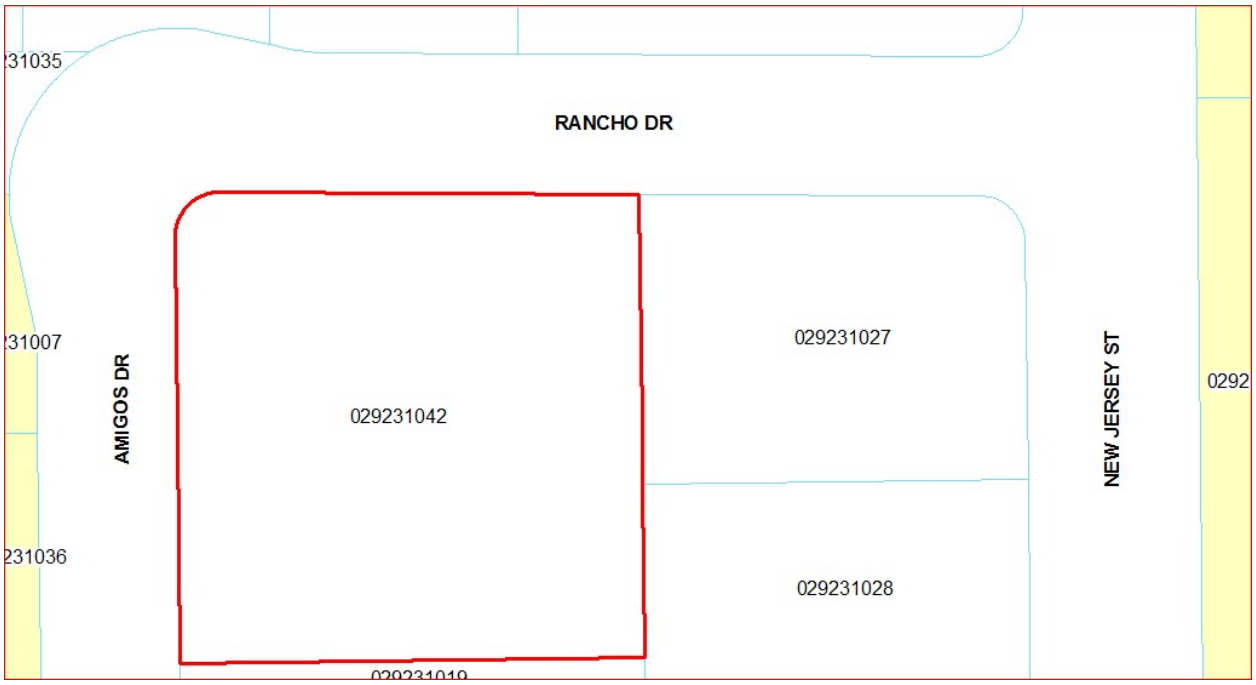


CRA 720

Annexation S10-L

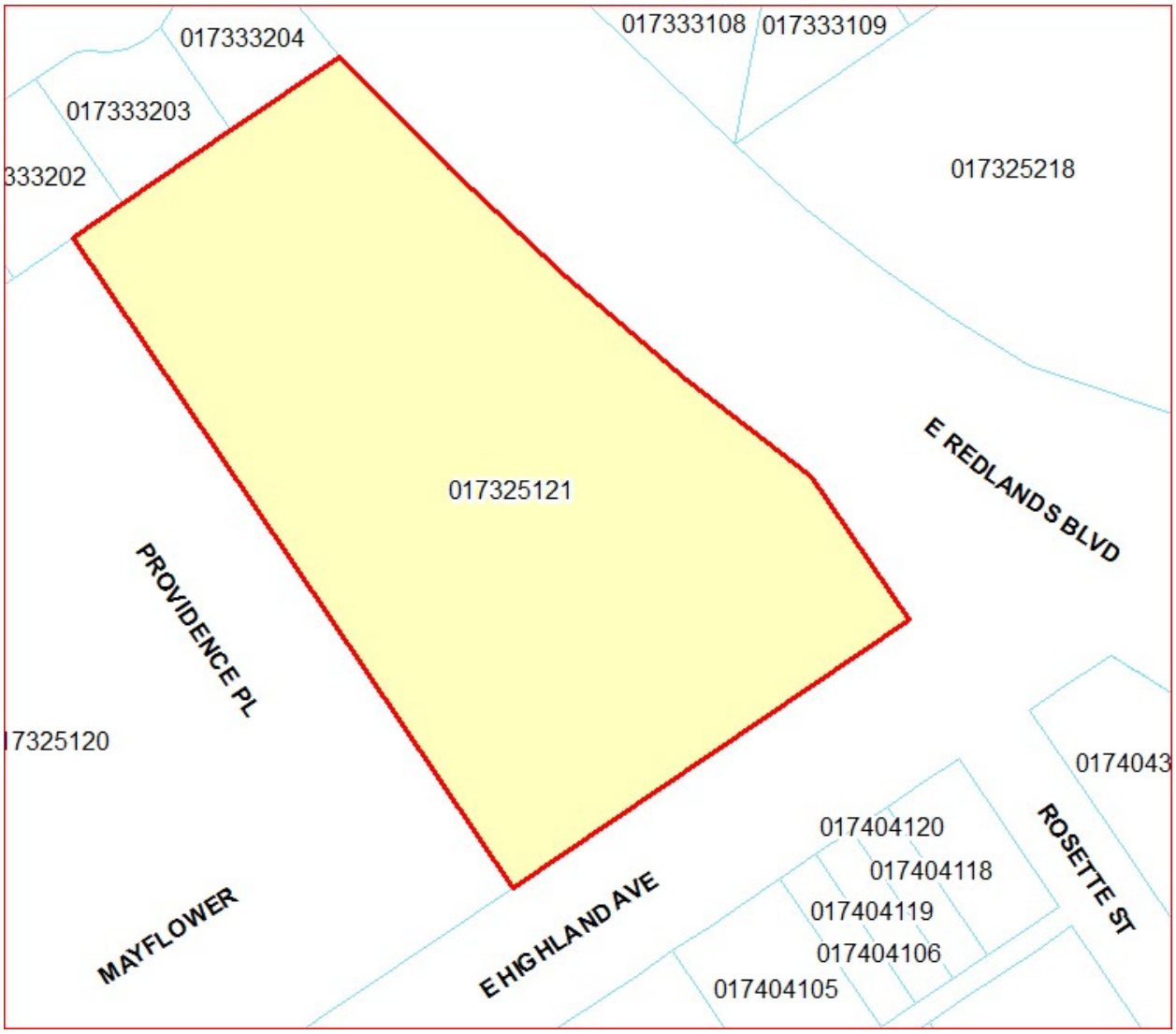
There is no Annexation S10-L

Annexation S10-M



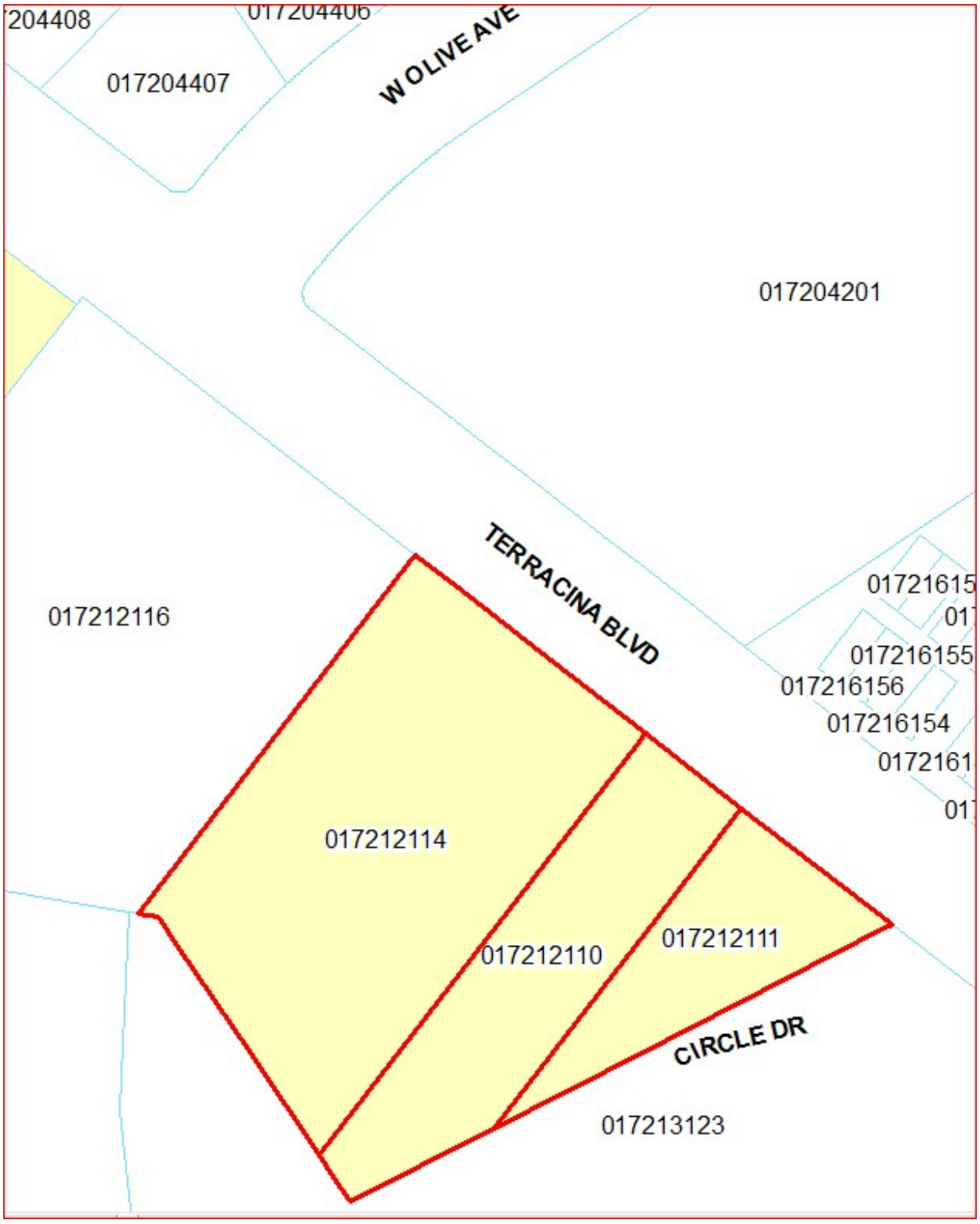
CRA 679

Annexation S10-N



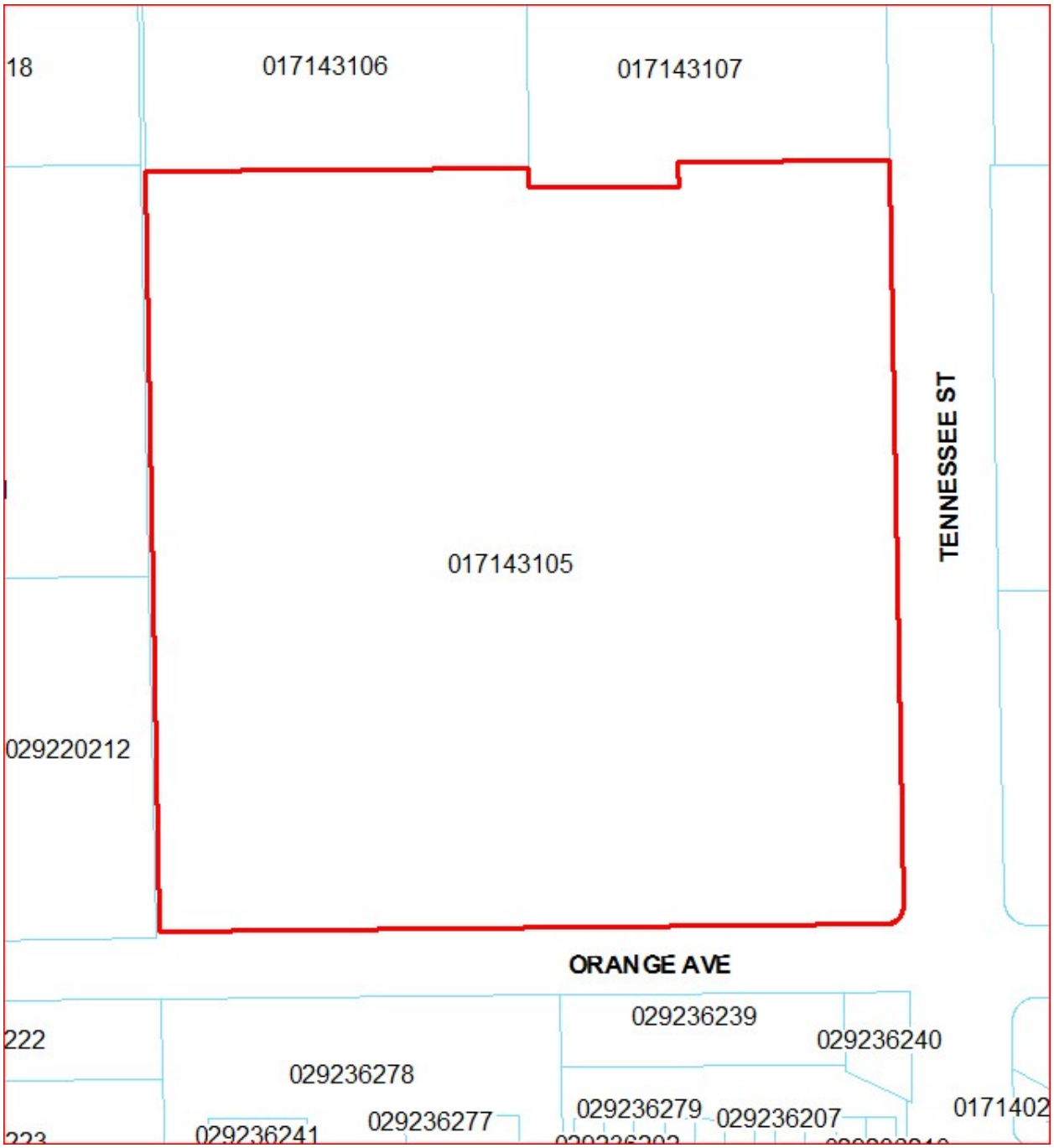
CUP 35, Rev. 2

Annexation S10-O



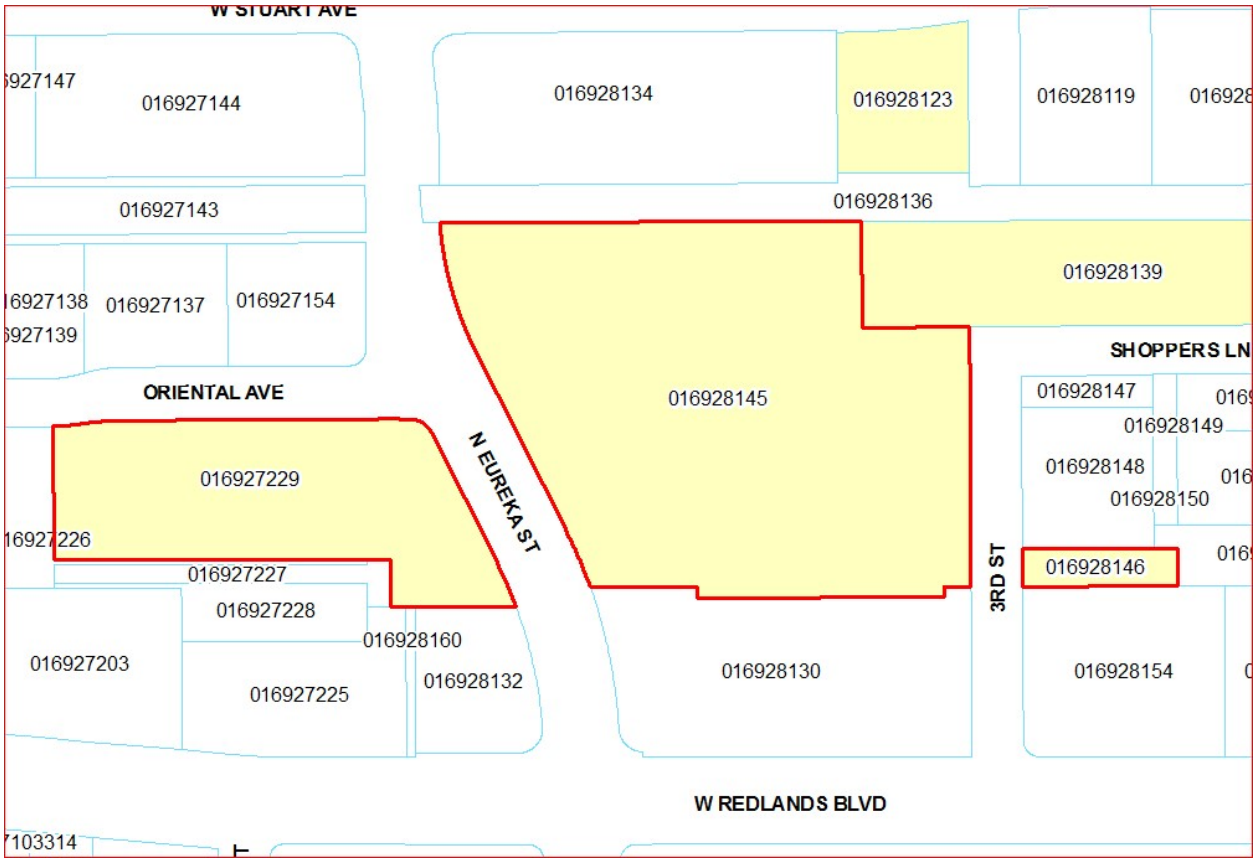
CUP 355, Rev 8

Annexation S10-P



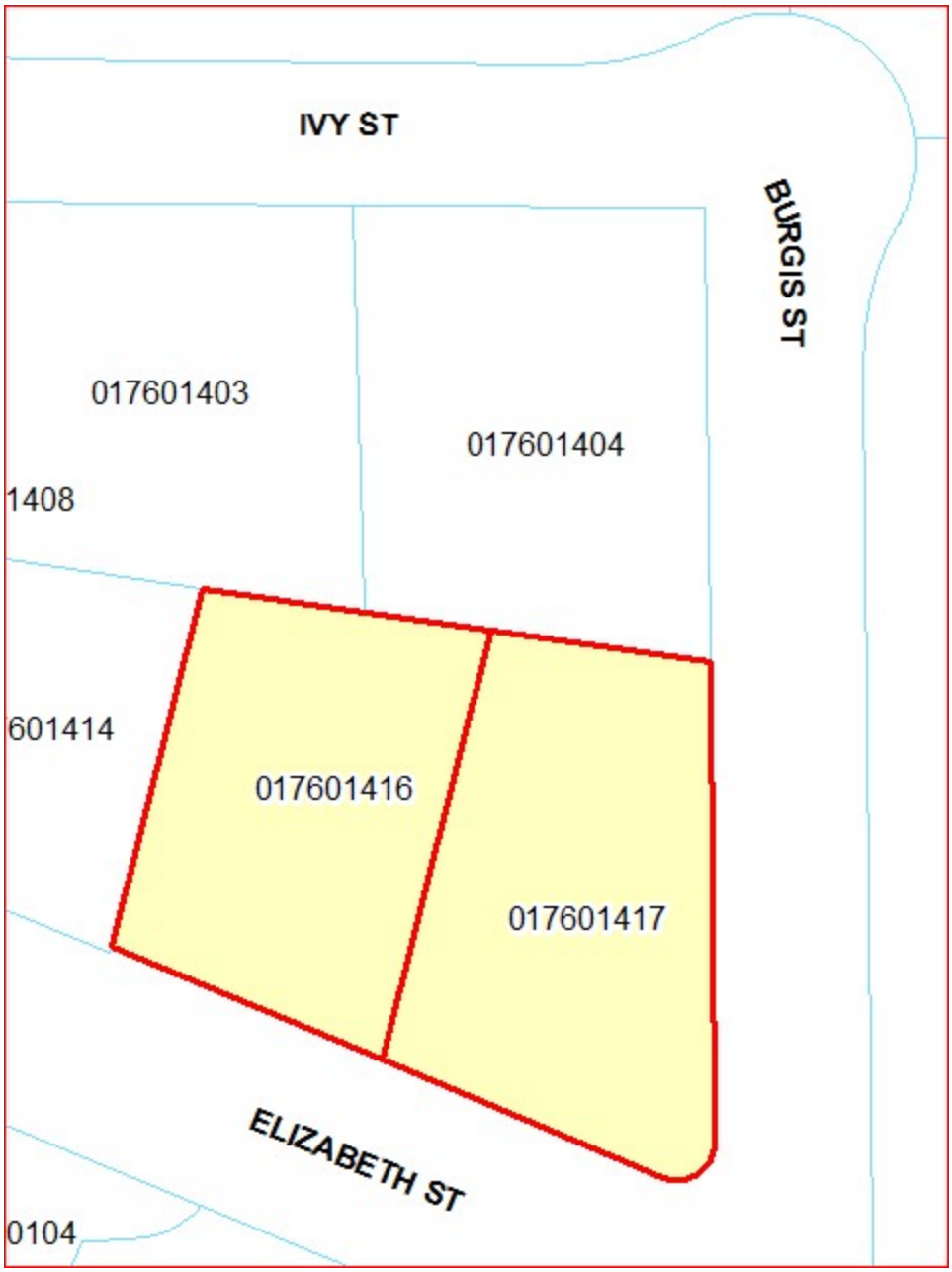
CUP 543

Annexation S10-Q



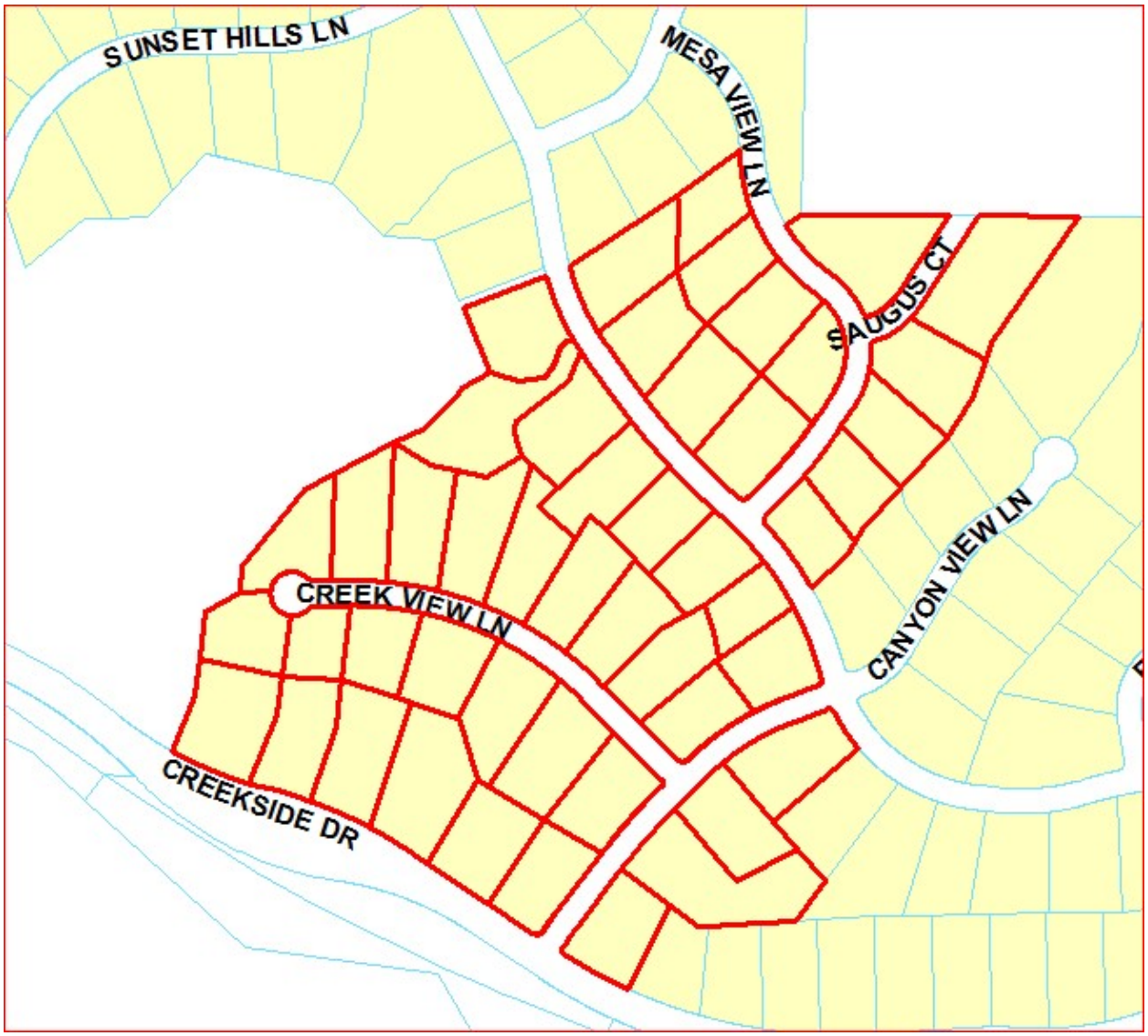
MS 234, Parcel Map 14891

Annexation S10-R



MS 251, Parcel Map 15414

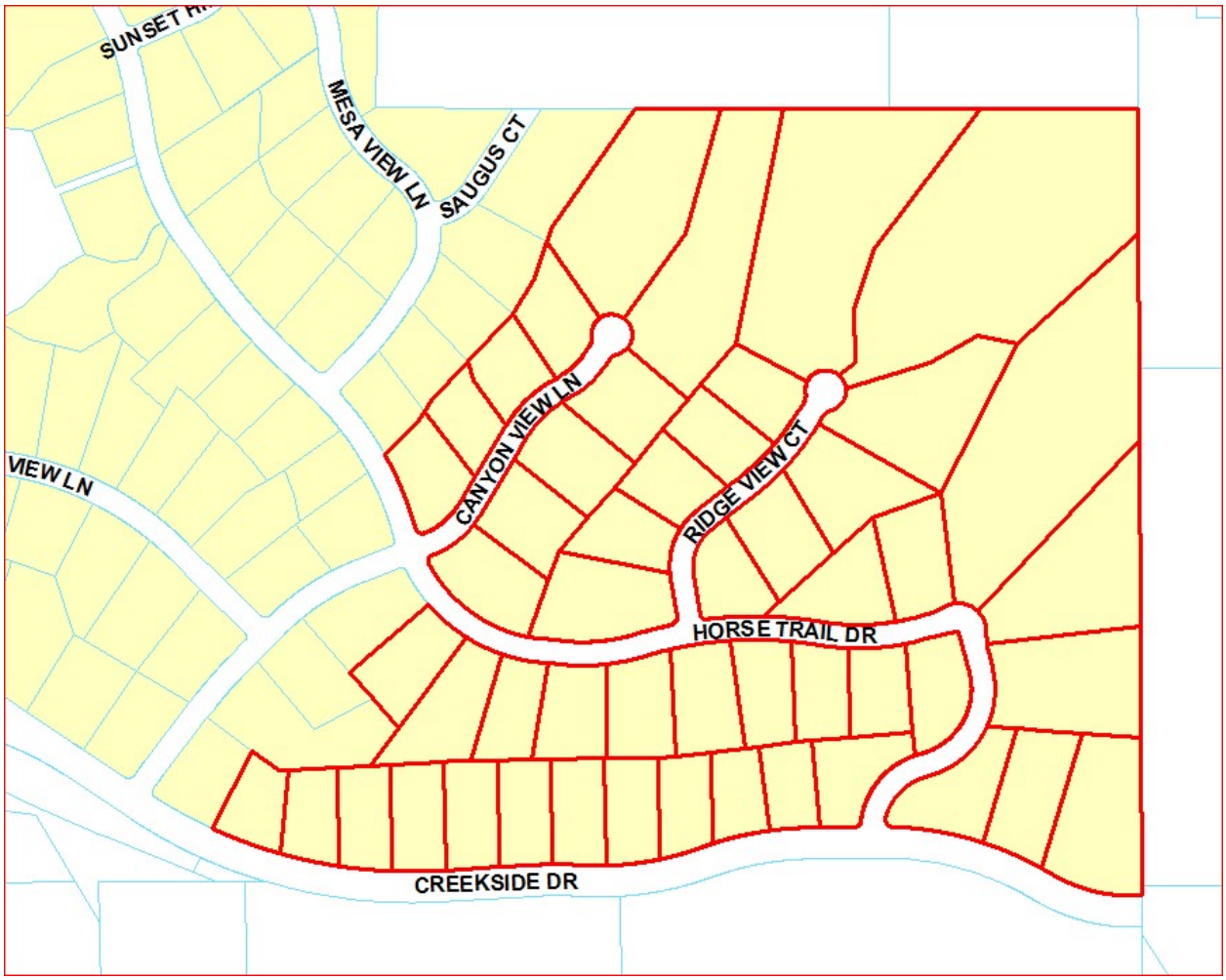
Annexation S10-S



Tract 14790-2

APN 0294-181-02 thru -15
APN 0294-191-01 thru -04, -06 thru -12, -16 thru -20
APN 0294-201-09, -11, -13, -15, -19, -21, -27, -28
APN 0294-211-02 thru -04, -06 thru -10, -12, -13

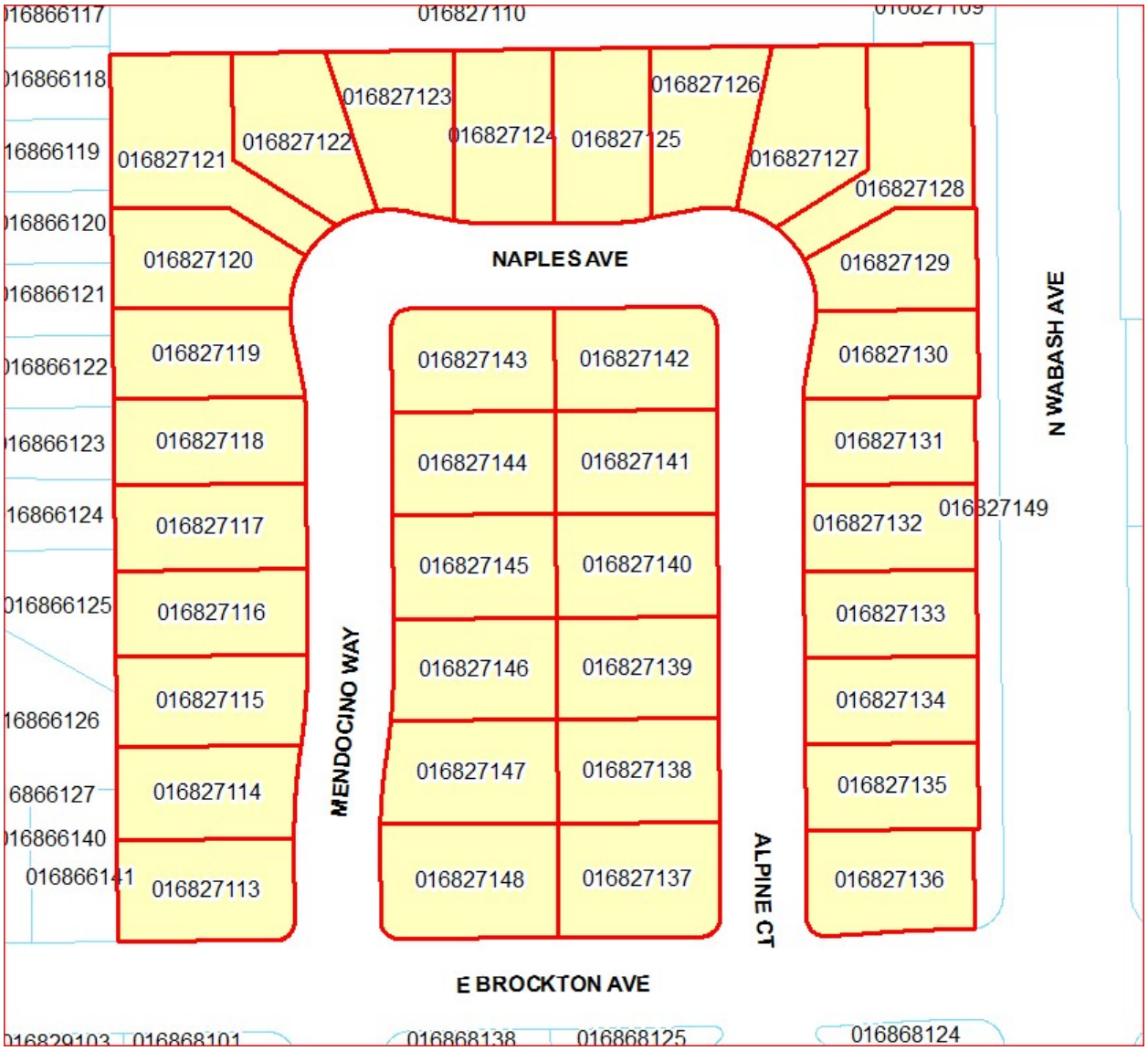
Annexation S10-T



Tract 14790-3

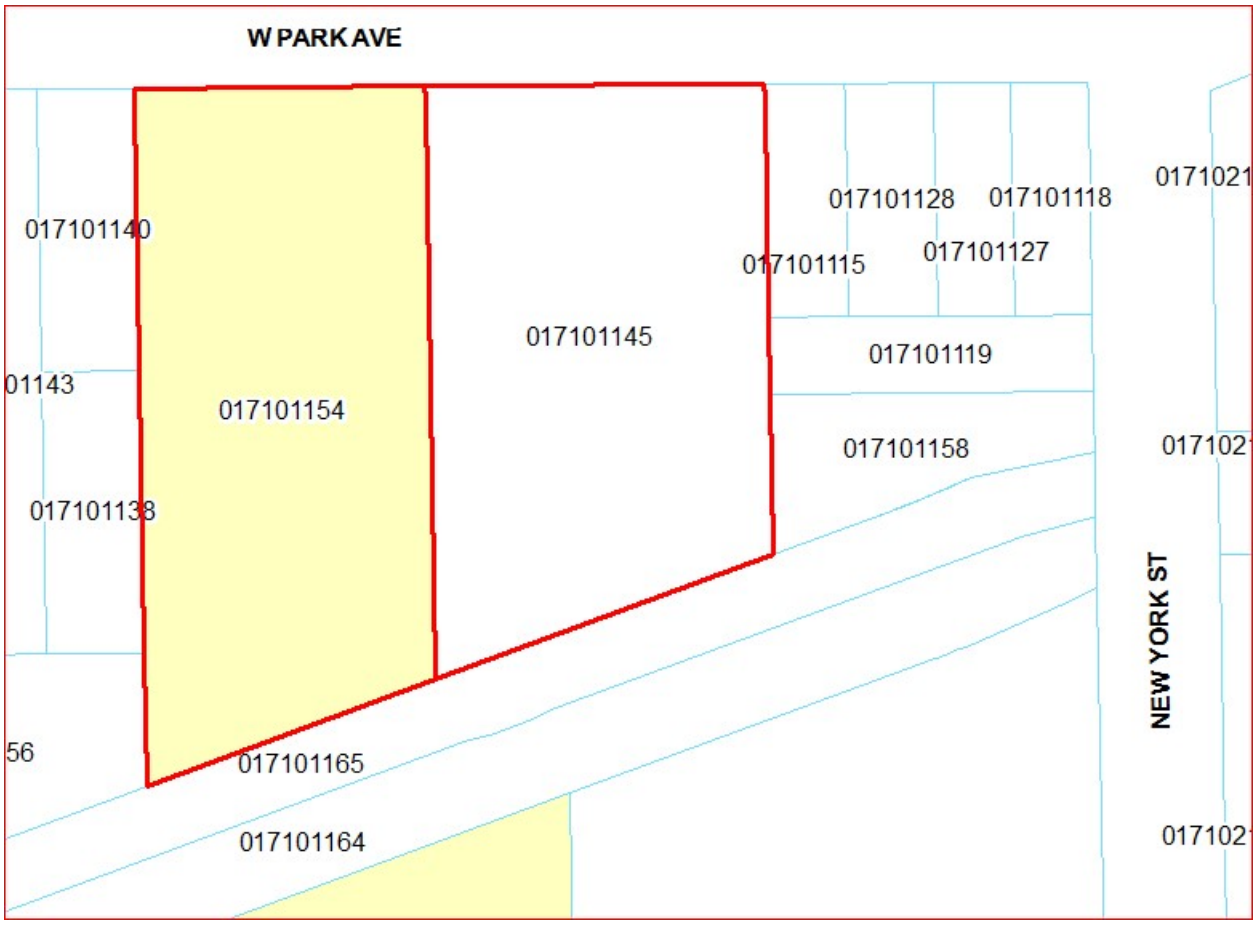
APN 0294-222-01 thru -12
APN 0294-232-01 thru -07
APN 0294-242-01 thru -06
APN 0294-252-01 thru -13
APN 0294-262-01 thru -13

Annexation S10-U



Tract 15532

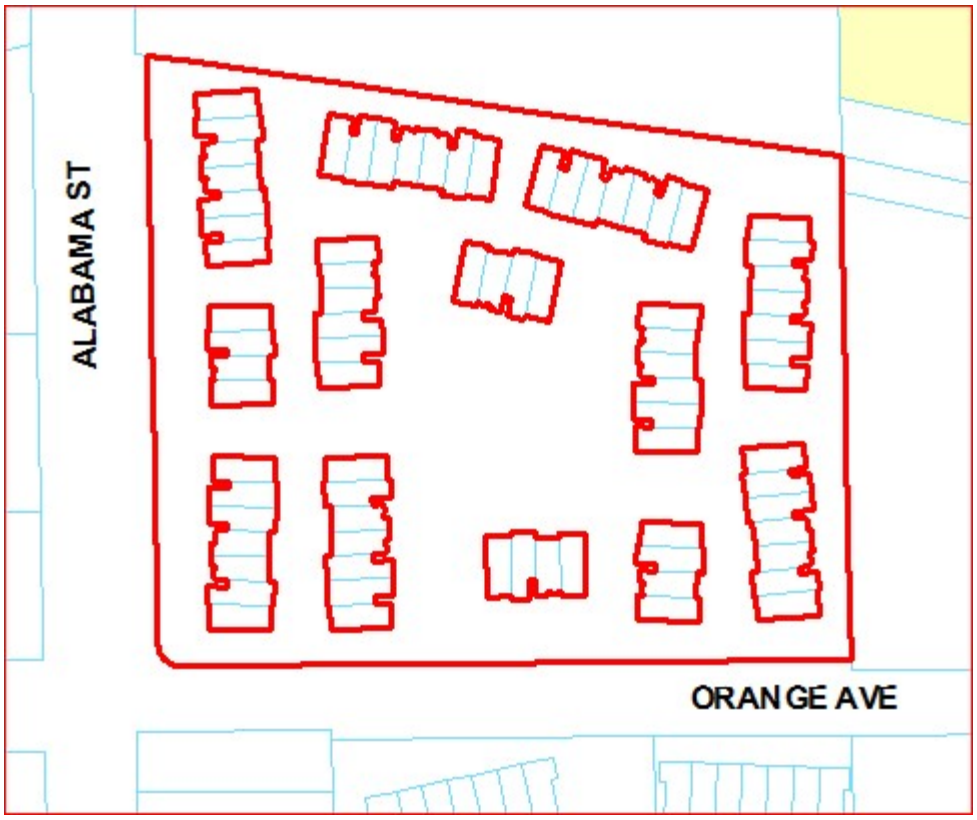
Annexation S10-V



CUP 652

APN 0171-011-54 was the original Annexation 10-V. That parcel was merged with the parcel immediately to the east (APN 0171-011-45). The new parcel was assigned APN 0171-011-67.

Annexation S10-W



MS 240

Original APN 0292-201-22 has been subdivided into a condo complex.

There is no assessment for Annexation S10-W

APPENDIX C

RESOLUTIONS

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RESOLUTION NO. 8542

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS INSTITUTING PROCEEDINGS FOR THE CONTINUED LEVY OF ASSESSMENTS, APPOINTING AN ASSESSMENT ENGINEER, AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT IN THE MATTER OF STREET LIGHTING DISTRICT NO. 1 AND LANDSCAPE MAINTENANCE DISTRICT NO. 1

WHEREAS, the City Council of the City of Redlands (this "City Council") has determined that the public interest, convenience and necessity requires the installation, operation and maintenance of a street lighting system and other facilities as set forth in Section 22525 of the California Streets and Highways Code; and

WHEREAS, it has been determined by the City Council of the City of Redlands (this "City Council"), that the public interest, convenience and necessity requires the maintenance of landscaping as set forth in Section 22525 of the California Streets and Highways Code; and

WHEREAS, this City Council has formed Redlands' Street Lighting District No. 1 to pay the costs associated with the installation, operation and maintenance of such street lighting system and other facilities; and

WHEREAS, this City Council has formed Redlands' Landscape Maintenance District No. 1 to pay the costs for the maintenance such landscaping; and

WHEREAS, it is the desire of this City Council to initiate proceedings and order the preparation of an engineer's report to levy assessments for fiscal year 2024-2025 upon properties located within Street Lighting District No. 1 and Landscape Maintenance District No. 1; and

WHEREAS, this City Council further desires to appoint Donald Young, RCE No. 49918, One Stop Permit Center Manager, as the "Assessment Engineer" for Street Lighting District No. 1 and Landscape Maintenance District No. 1;

NOW, THEREFORE, the City Council of the City of Redlands does hereby find, determine and resolve as follows:

Section 1. That the public interest, convenience and necessity requires the continued levy of assessments within Street Lighting District No. 1 for the purpose of installing, operating and maintaining street lights and associated facilities as authorized by Section 22620 of the California Streets and Highways Code and in compliance with Article XIIID, and Section 19 of Article XVI, of the California Constitution.

Section 2. That the public interest, convenience and necessity requires the continued levy of assessments within Landscape Maintenance District No. 1 for the purpose of maintaining landscaping and improvements as authorized by Section 22620 of the California Streets and

Highways Code and in compliance with the requirements of Article XIIID and Section 19 of Article XVI of the California Constitution.

Section 3. That the properties to be assessed for the installation, operation and maintenance of the street lighting facilities shall be those properties located within the boundaries of Street Lighting District No. 1.

Section 4. That the properties to be assessed for the maintenance and operation of the landscaping and improvements shall be those properties located within the boundaries of Landscape Maintenance District No. 1.

Section 5. That the proceedings for the continued levy of assessments within Street Lighting District No. 1 and Landscape Maintenance District No. 1 shall be conducted in accordance the with provisions of Division 15 of the California Streets and Highways Code (the Landscaping and Lighting Act of 1972) and in compliance with the requirements of Article XIIID, and Section 19 of Article XVI, of the California Constitution.

Section 6. That Donald Young, RCE No. 49918, One Stop Permit Center Manager, having an office located at 35 Cajon Street, Suite 15A, Redlands, California, is hereby appointed "Assessment Engineer" and shall have the authority conferred upon the Assessment Engineer by the Landscaping and Lighting Act of 1972.

Section 7. That the Assessment Engineer is hereby ordered to prepare a report in accordance with the Landscaping and Lighting Act of 1972.

ADOPTED, SIGNED AND APPROVED this 7th day of May, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, do hereby certify that the foregoing Resolution was duly adopted by the City Council at a regular meeting thereof, held on the 7th day of May, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____
Jeanne Donaldson, City Clerk

RESOLUTION NO. 8543

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS GIVING PRELIMINARY APPROVAL OF THE ENGINEER'S REPORTS FOR FISCAL YEAR 2024-2025 FOR STREET LIGHTING DISTRICT NO. 1 AND LANDSCAPE MAINTENANCE DISTRICT NO. 1

WHEREAS, the City Council of the City of Redlands (the "City Council") has heretofore determined that the public interest, convenience and necessity require the maintenance and operation of street lighting and appurtenant facilities, as set forth in Section 22525 of the Streets and Highways Code, within the incorporated boundaries of the City of Redlands; and

WHEREAS, the City Council has heretofore determined that the public interest, convenience and necessity require the maintenance of landscape and irrigation facilities set forth in Section 22525 of the Streets and Highways Code, State of California, within the incorporated boundaries of the City of Redlands; and

WHEREAS, Donald Young, One Stop Permit Center Manager, 35 Cajon Street, Suite 15A, Redlands, California, has been appointed "Assessment Engineer" with all provisions of Part 2 of Division 15 of the Streets and Highways Code applicable to the Engineer being applied to the "Assessment Engineer;" and

WHEREAS, Sections 22622 and 22623 of the Streets and Highways Code require that an Engineer's Report be prepared and filed annually, specifying the assessments to be levied against the benefitting properties within the City's Street Lighting District No. 1 and Landscape Maintenance District No. 1; and

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk reports in writing as required by the Landscaping and Lighting Act of 1972 and in compliance with Article XIIID of the California Constitution; and

WHEREAS, the City Council has duly considered said reports and each and every part thereof; and finds that each and every part of said reports is sufficient, and that no part of said reports requires modification in any respect;

NOW, THEREFORE, be it resolved by the City Council of the City of Redlands as follows:

Section 1. That the Engineer's estimate of the itemized costs and expenses of said work and of the incidental expenses in connection therewith, contained in said reports be, and each of them are hereby, preliminarily approved and confirmed.

Section 2. That the diagram showing the Street Lighting District No. 1 and Landscape Maintenance District No. 1 referred to and described in said reports, and the boundaries of the lots and parcels of land within such assessment district as the same existed at the time of passage of this resolution, are hereby preliminarily approved and confirmed.

Section 3. That the proposed assessment upon the properties in Street Lighting District No. 1 and Landscape Maintenance District No. 1, in proportion to the estimated benefit to be received by such properties, respectively, from said work and of the incidental expenses thereof, as contained in said report is hereby preliminarily approved and confirmed.

Section 4. That said reports shall stand as the Engineer's Report for the purposes of all subsequent proceedings for Street Lighting District No. 1 and Landscape Maintenance District No. 1.

APPROVED AND ADOPTED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____

Jeanne Donaldson, City Clerk

RESOLUTION NO. 8544

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS WITHIN REDLANDS' STREET LIGHTING ASSESSMENT DISTRICT NO. 1 AND LANDSCAPE ASSESSMENT DISTRICT NO. 1 FOR FISCAL YEAR 2024-2025 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972, AND ESTABLISHING A TIME AND PLACE FOR PUBLIC HEARINGS FOR THE TWO DISTRICTS TO CONSIDER PROTESTS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The City Council of the City of Redlands hereby (1) finds that the public interest and convenience requires, and (2) declares its intention to levy and collect, assessments against the lots and parcels of property within an existing assessment districts designated "Redlands' Street Lighting Assessment District No. 1 and Landscape Assessment District No. 1" (the "Districts") pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code (commencing with Section 22500) (the "Act") for fiscal year 2024-2025, commencing July 1, 2024, and ending June 30, 2025, to pay for the costs and expenses of the improvements described in Section 3 hereof.

Section 2. Reference is hereby made to a map on file in the office of the City Clerk and open for public inspection for a description of the exterior boundaries of the Districts.

Section 3. The proposed improvements are briefly described as follows: The operation, maintenance and servicing of public within the District, including the operation, maintenance and servicing of public lighting facilities and landscaping, including safety lighting, traffic signals, trees, shrubs, grass and other ornamental vegetation, and appurtenant facilities, located along public roadways, streets and rights-of-way within the boundaries of the Districts. "Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the public lighting and landscaping facilities, and appurtenant facilities, including repair, removal or replacement of all or part of any of the public lighting and landscaping facilities, or appurtenant facilities. "Servicing" means the maintenance of any of the public lighting and landscaping facilities or appurtenant facilities, including the furnishing of electric current, energy or gas for the operation of any of the lighting facilities and the furnishing of water for the irrigation of any of the landscaping facilities.

Section 4. The assessments to be levied and collected against the assessable lots and parcels of property within the Districts for fiscal year 2024-2025 are not proposed to increase from the assessments levied and collected for fiscal year 1997-1998.

Section 5. Public property owned by any public agency and in use in the performance of a public function which is included within the boundaries of the Districts shall not be subject to assessment to be made under these proceedings to cover any of the costs and expenses of the improvements.

Section 6. All railroad, gas, water and electric utility rights-of-way are included within the Districts and shall be assessed in accordance with the benefits received from the improvements.

Section 7. Reference is hereby made to the Reports of the Engineer entitled "City of Redlands Street Lighting District No. 1 Engineer's Report for Fiscal Year 2024-2025" and "City of Redlands Landscape Maintenance District No. 1 Engineer's Report for Fiscal Year 2024-2025" on file in the office of the City Clerk for a full and detailed description of the improvements, the boundaries of the District and any zones therein and the proposed assessments upon assessable lots and parcels of land within the District.

Section 8. NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL APPOINTS TUESDAY, THE 18TH DAY OF JUNE, 2024, AT THE HOUR OF 6:00 P.M., OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD, IN THE COUNCIL CHAMBERS AT CITY HALL, CITY OF REDLANDS, 35 CAJON STREET, SUITE 2, REDLANDS, CALIFORNIA 92373, AS THE TIME AND PLACE FOR TWO PUBLIC HEARINGS TO CONSIDER PROTESTS OR OBJECTIONS TO THE LEVY OF THE PROPOSED ASSESSMENTS IN CONNECTION WITH THE DISTRICTS. All interested persons shall be afforded the opportunity to hear and be heard. Any interested person may file a written protest with the City Clerk prior to the conclusion of the hearing. A written protest shall state all grounds of objection. A protest by a property owner shall contain a description sufficient to identify the property owned by the signer thereof. The City Council shall consider all oral statements and all written protests made or filed by any interested person.

Section 9. The City Clerk is hereby authorized and directed to give notice of such hearing in accordance with law.

Section 10. The City Council hereby determines and declares that the proposed assessments constitute a continuation of assessments existing on the effective date of Article XIIID, that the assessments are imposed exclusively to finance the maintenance and operation expenses for streets and that the assessments are exempt from the requirements of Article XIIID, Section 4 of the California Constitution.

Section 11. The City Council hereby designates Donald Young, One Stop Permit Center Manager, telephone number (909) 798-7585 x6, to answer inquiries regarding the hearing, protest proceedings and procedural or technical matters.

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certifies that the foregoing resolution was duly adopted by the City Council, at a regular meeting thereof, held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____
Jeanne Donaldson, City Clerk

RESOLUTION NO. 8546

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS CONFIRMING A DIAGRAM AND ASSESSMENT FOR THE 2024-2025 FISCAL YEAR IN CONNECTION WITH STREET LIGHTING MAINTENANCE DISTRCT NO. 1 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972, PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. Pursuant to its adoption of a prior resolution, the City Council of the City of Redlands initiated proceedings and declared its intention to levy an assessment against the assessable lots and parcels of property within an existing assessment district designated "Street Lighting Maintenance District No. 1" (the "District") pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500) (the "Act") for the fiscal year commencing July 1, 2024, and ending June 30, 2025, and ordered Donald Young, One Stop Permit Center Manager, to prepare and file a written report in accordance with Article 4 of Chapter 1 of the Act. This City Council, also by adoption of a prior resolution, approved such Engineer's Report.

Section 2. Following notice duly given in accordance with law, the City Council has held a full and fair public hearing regarding the Engineer's Report and the levy and collection of the proposed assessment within the District for fiscal year 2024-2025 to pay for the costs and expenses of the improvements described in the Engineer's Report pursuant to the terms and provisions of the Act. All interested persons were afforded the opportunity to hear, and be heard regarding, protests and objections to the levy and collection of the proposed assessment against lots or parcels of property within the District. The City Council considered all oral and written statements, protests and communications made or filed by interested persons.

Section 3. Based upon its review of the Engineer's Report and other reports and information, this City Council hereby finds and determines that (i) land within the District will be benefited by the improvements described in the Engineers Report (ii) the District includes all of the lands so benefited, and (iii) the net amount to be assessed upon the lands within the District for the 2023-2024 fiscal year in accordance with the Engineer's Report is apportioned by a formula and method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements. Any and all oral and written protests and objections are hereby overruled by the City Council.

Section 4. The City Council declares that the diagram and assessment in the Engineer's Report are hereby confirmed as filed.

Section 5. The City Council hereby orders the improvements described in the Engineer's Report to be made.

Section 6. The assessment is in compliance with the provisions of the Act and the City Council has complied with all law pertaining to the levy of an annual assessment pursuant to the Act.

Section 7. The assessments to be levied and collected against the assessable lots and parcels of property within the District for fiscal year 2024-2025 are not proposed to increase from the assessment levied and collected for fiscal year 1997-1998.

Section 8. The assessment is levied without regard to property valuation.

Section 9. Public property owned by any public agency and in use in the performance of a public function which is included within the boundaries of the District shall not be subject to assessment to be made under these proceedings to pay for any of the costs and expenses of the improvements.

Section 10. The assessment is levied for the purpose of paying the costs and expenses of the improvements described in the Engineer's Report for fiscal year 2024-2025.

Section 11. The improvements described in the Engineer's Report shall be performed pursuant to law.

Section 12. The County Auditor of San Bernardino County shall enter on the County Assessment Roll opposite each lot or parcel of land the amount of the assessment and such assessments shall then be collected at the same time and in the same manner as the County taxes are collected. After collection by the County, the net amount of the assessments shall be paid to the City Treasurer.

Section 13. The City Treasurer shall deposit all monies representing assessments collected by the County to the credit of a special fund for Street Lighting Maintenance District No. 1.

Section 14. The adoption of this Resolution constitutes the levy of an assessment against the lots and parcels of land in the District for the fiscal year commencing July 1, 2024, and ending June 30, 2025.

Section 15. The City Clerk is hereby authorized and directed to file the diagram and assessment, or a certified copy of the diagram and assessment, with the County Auditor, together with a certified copy of this Resolution upon its adoption.

Section 16. A certified copy of the assessment and diagram shall be filed in the City's Facilities and Community Services Department, with a duplicate copy on file in the office of the City Clerk and open for public inspection.

ADOPTED, SIGNED AND APPROVED this 18th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certifies that the foregoing resolution was adopted by the City Council, at a regular meeting thereof, held on the 18th day of June, 2024 by the following vote:

AYES:
NOES:
ABSENT
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

APPENDIX D

ASSESSMENT ROLL

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City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0167-081-13-0000		Annexation S10-E	Zone 1 & 3	$13.76
0167-081-14-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-15-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-16-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-17-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-18-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-19-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-20-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-21-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-22-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-23-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-24-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-25-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-26-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-27-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-28-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-29-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-30-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-31-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-32-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-33-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-34-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-35-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-36-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-37-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-38-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-39-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-40-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-41-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-42-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-43-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-44-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-081-45-0000		Annexation S10-E	Zone 1 & 3	13.76
0167-101-13-0000		Annexation S7-E	Zone 1 & 3	198.10
0167-231-19-0000		Annexation S1-D	Zone 3	20.05
0167-231-20-0000		Annexation S1-D	Zone 3	20.05
0167-231-21-0000		Annexation S1-D	Zone 3	20.05
0167-271-61-0000		Annexation S3-D	Zone 3	100.25
0167-851-39-0000		Annexation S5-B	Zone 1	14.05
0167-851-40-0000		Annexation S5-B	Zone 1	14.05
0167-851-41-0000		Annexation S5-B	Zone 1	14.05
0167-851-42-0000		Annexation S5-B	Zone 1	14.05
0167-851-43-0000		Annexation S5-B	Zone 1	14.05
0167-851-44-0000		Annexation S5-B	Zone 1	14.05
0167-851-45-0000		Annexation S5-B	Zone 1	14.05
0167-851-46-0000		Annexation S5-B	Zone 1	14.05
0167-851-47-0000		Annexation S5-B	Zone 1	14.05
0167-851-48-0000		Annexation S5-B	Zone 1	14.05
0167-851-49-0000		Annexation S5-B	Zone 1	14.05
0167-851-50-0000		Annexation S5-B	Zone 1	14.05
0167-851-51-0000		Annexation S5-B	Zone 1	14.05
0167-851-52-0000		Annexation S5-B	Zone 1	14.05
0167-851-53-0000		Annexation S5-B	Zone 1	14.05
0167-851-54-0000		Annexation S5-B	Zone 1	14.05

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0167-851-55-0000		Annexation S5-B	Zone 1	14.05
0167-851-56-0000		Annexation S5-B	Zone 1	14.05
0167-861-37-0000		Annexation S5-B	Zone 1	14.05
0167-861-38-0000		Annexation S5-B	Zone 1	14.05
0167-861-39-0000		Annexation S5-B	Zone 1	14.05
0167-861-40-0000		Annexation S5-B	Zone 1	14.05
0167-861-41-0000		Annexation S5-B	Zone 1	14.05
0167-861-42-0000		Annexation S5-B	Zone 1	14.05
0167-861-43-0000		Annexation S5-B	Zone 1	14.05
0167-861-44-0000		Annexation S5-B	Zone 1	14.05
0167-861-45-0000		Annexation S5-B	Zone 1	14.05
0167-861-46-0000		Annexation S5-B	Zone 1	14.05
0167-861-47-0000		Annexation S5-B	Zone 1	14.05
0167-861-48-0000		Annexation S5-B	Zone 1	14.05
0167-861-49-0000		Annexation S5-B	Zone 1	14.05
0167-861-50-0000		Annexation S5-B	Zone 1	14.05
0167-861-51-0000		Annexation S5-B	Zone 1	14.05
0167-861-52-0000		Annexation S5-B	Zone 1	14.05
0167-861-53-0000		Annexation S5-B	Zone 1	14.05
0167-861-54-0000		Annexation S5-B	Zone 1	14.05
0168-271-13-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-14-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-15-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-16-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-17-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-18-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-19-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-20-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-21-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-22-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-23-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-24-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-25-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-26-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-27-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-28-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-29-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-30-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-31-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-32-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-33-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-34-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-35-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-36-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-37-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-38-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-39-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-40-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-41-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-42-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-43-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-44-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-45-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-46-0000		Annexation S10-U	Zone 1, 3 & 4	14.32

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0168-271-47-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-271-48-0000		Annexation S10-U	Zone 1, 3 & 4	14.32
0168-731-01-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-02-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-03-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-04-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-05-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-06-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-07-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-08-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-09-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-10-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-11-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-12-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-13-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-14-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-15-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-16-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-17-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-18-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-19-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-20-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-21-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-22-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-23-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-24-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-731-25-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-01-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-02-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-03-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-04-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-05-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-06-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-07-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-08-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-09-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-10-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-11-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-12-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-13-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-14-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-15-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-16-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-17-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-18-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-19-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-20-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-21-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-22-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-23-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-24-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-25-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-26-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-27-0000		Annexation S10-C	Zone 1, 3 & 4	17.12

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0168-741-28-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-29-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-30-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-31-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-32-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-33-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-34-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-35-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-36-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-37-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-38-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-39-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-40-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-41-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-42-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-43-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-44-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-45-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-46-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-47-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-48-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-49-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-50-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-51-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-52-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-53-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-54-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-55-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-56-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-57-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-58-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-59-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-60-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-61-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-62-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-63-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-64-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-65-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-66-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-67-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-68-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-69-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-70-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-71-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-72-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-73-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-74-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-75-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-76-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-77-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-741-78-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-01-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-02-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-03-0000		Annexation S10-C	Zone 1, 3 & 4	17.12

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0168-751-04-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-05-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-06-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-07-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-08-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-09-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-10-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-11-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-12-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-13-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-14-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-15-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-16-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-17-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-18-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-19-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-20-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-21-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-22-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-23-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-24-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-25-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-26-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-27-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-28-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-29-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-30-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-31-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-32-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-33-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-34-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-35-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-36-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-37-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-38-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-39-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-40-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-41-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-42-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-43-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-44-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-45-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-46-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-47-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-48-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-49-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-50-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-51-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-52-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-53-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-54-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-55-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-751-56-0000		Annexation S10-C	Zone 1, 3 & 4	17.12
0168-771-01-0000		Annexation S10-H	Zone 1 & 4	15.27

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0168-771-02-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-03-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-04-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-05-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-06-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-07-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-08-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-09-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-10-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-11-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-12-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-13-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-14-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-15-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-16-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-17-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-18-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-19-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-20-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-21-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-22-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-23-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-24-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-25-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-26-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-27-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-28-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-29-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-30-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-31-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-32-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-33-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-34-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-35-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-36-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-37-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-38-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-39-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-40-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-41-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-42-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-43-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-44-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-45-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-46-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-47-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-48-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-49-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-771-50-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-01-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-02-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-03-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-04-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-05-0000		Annexation S10-H	Zone 1 & 4	15.27

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0168-781-06-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-07-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-08-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-09-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-10-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-11-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-12-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-13-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-14-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-15-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-16-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-17-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-18-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-19-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-20-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-21-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-22-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-23-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-24-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-25-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-26-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-27-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-28-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-29-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-30-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-31-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-32-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-33-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-781-34-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-01-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-02-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-03-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-04-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-05-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-06-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-07-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-08-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-09-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-10-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-11-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-12-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-13-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-14-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-15-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-16-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-17-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-18-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-19-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-20-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-21-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-22-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-23-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-24-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-25-0000		Annexation S10-H	Zone 1 & 4	15.27

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0168-791-26-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-27-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-791-28-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-01-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-02-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-03-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-04-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-05-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-06-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-07-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-08-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-09-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-10-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-11-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-12-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-13-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-14-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-15-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-16-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-17-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-18-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-19-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-20-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-21-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-22-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-23-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-24-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-25-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-26-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-27-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-28-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-29-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-30-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-31-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-32-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-33-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-34-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-35-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-36-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-37-0000		Annexation S10-H	Zone 1 & 4	15.27
0168-801-38-0000		Annexation S10-H	Zone 1 & 4	15.27
0169-011-32-0000		Annexation S10-J	Zone 4	29.44
0169-011-33-0000		Annexation S10-J	Zone 4	29.44
0169-011-34-0000		Annexation S10-J	Zone 4	29.44
0169-011-35-0000		Annexation S10-J	Zone 4	29.44
0169-011-38-0000		Annexation S10-J	Zone 4	14.72
0169-011-39-0000		Annexation S10-J	Zone 4	14.72
0169-043-14-0000		Annexation S4-D	Zone 1	58.35
0169-053-12-0000		Annexation S1-L	Zone 3	20.05
0169-131-33-0000		Annexation S1-F	Zone 1	19.45
0169-142-11-0000		Annexation S1-I	Zone 3	20.05
0169-182-02-0000		Annexation S1-P	Zone 1	12.97
0169-182-03-0000		Annexation S1-P	Zone 1	12.97
0169-182-04-0000		Annexation S1-P	Zone 1	12.97

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0169-212-17-0000		Annexation S1-Y	Zone 3	60.15
0169-212-18-0000		Annexation S1-Y	Zone 3	20.05
0169-212-19-0000		Annexation S1-Y	Zone 3	20.05
0169-212-20-0000		Annexation S1-Y	Zone 3	40.10
0169-212-21-0000		Annexation S1-Y	Zone 3	80.20
0169-212-22-0000		Annexation S1-Y	Zone 3	60.15
0169-212-23-0000		Annexation S1-Y	Zone 3	20.05
0169-212-24-0000		Annexation S1-Y	Zone 3	20.05
0169-212-25-0000		Annexation S1-Y	Zone 3	20.05
0169-212-26-0000		Annexation S1-Y	Zone 3	20.05
0169-212-27-0000		Annexation S1-Y	Zone 3	20.05
0169-272-29-0000		Annexation S10-Q	Zone 1	65.48
0169-281-39-0000		Annexation S3-C	Zone 3	20.05
0169-281-45-0000		Annexation S10-Q	Zone 2	98.22
0169-281-46-0000		Annexation S10-Q	Zone 1	32.74
0169-301-08-0000		Annexation S4-G	Zone 4	7.01
0169-301-10-0000		Annexation S4-G	Zone 4	7.01
0169-301-11-0000		Annexation S4-G	Zone 4	7.01
0169-313-16-0000		Annexation S4-I	Zone 1	77.80
0169-321-01-0000		Annexation S3-A	Zone 3	40.10
0169-321-02-0000		Annexation S3-A	Zone 3	40.10
0169-343-07-0000		Annexation S1-T	Zone 3	20.05
0169-411-07-0000		Annexation S1-H	Zone 4	105.15
0170-481-20-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-21-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-22-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-23-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-24-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-25-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-26-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-27-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-28-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-29-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-30-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-31-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-32-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-33-0000		Annexation S10-F	Zone 1 & 4	17.28
0170-481-34-0000		Annexation S10-F	Zone 1 & 4	17.28
0171-011-67-0000		Annexation S10-V	Zone 1	19.45
0171-161-17-0000		Annexation S7-A	Zone 3	181.54
0171-171-34-0000		Annexation S1-S	Zone 3	99.15
0171-202-30-0000		Annexation S4-C	Zone 3	40.10
0171-202-33-0000		Annexation S5-C	Zone 1	19.45
0171-203-13-0000		Annexation S6-B	Zone 1	38.90
0171-331-04-0000		Annexation S1-J	Zone 3	20.05
0171-332-30-0000		Annexation S7-D	Zone 1	38.90
0171-341-33-0000		Annexation S3-J	Zone 3	80.20
0171-383-19-0000		Annexation S1-E	Zone 3	20.05
0171-383-20-0000		Annexation S1-E	Zone 3	20.05
0171-431-05-0000		Annexation S10-P	Zone 3	120.30
0172-031-49-0000		Annexation S1-M	Zone 3	20.05
0172-091-24-0000		Annexation S10-G	Zone 1	26.93
0172-091-25-0000		Annexation S10-G	Zone 1	26.93
0172-091-26-0000		Annexation S10-G	Zone 1	26.93

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0172-091-27-0000		Annexation S10-G	Zone 1	26.93
0172-091-28-0000		Annexation S10-G	Zone 1	26.93
0172-091-29-0000		Annexation S10-G	Zone 1	26.93
0172-091-30-0000		Annexation S10-G	Zone 1	26.93
0172-091-31-0000		Annexation S10-G	Zone 1	26.93
0172-091-32-0000		Annexation S10-G	Zone 1	26.93
0172-091-33-0000		Annexation S10-G	Zone 1	26.93
0172-091-34-0000		Annexation S10-G	Zone 1	26.93
0172-091-35-0000		Annexation S10-G	Zone 1	26.93
0172-091-36-0000		Annexation S10-G	Zone 1	26.93
0172-121-03-0000		Annexation S8-A	Zone 3	20.05
0172-121-10-0000		Annexation S10-O	Zone 3	26.73
0172-121-11-0000		Annexation S10-O	Zone 3	26.73
0172-121-14-0000		Annexation S10-O	Zone 3	26.73
0172-301-14-0000		Annexation S4-A	Zone 4	25.24
0172-301-15-0000		Annexation S4-A	Zone 4	12.62
0172-301-16-0000		Annexation S4-A	Zone 4	12.62
0172-301-17-0000		Annexation S4-A	Zone 4	12.62
0172-301-18-0000		Annexation S10-B	Zone 1 & 4	23.48
0172-301-19-0000		Annexation S10-B	Zone 1 & 4	23.48
0172-301-20-0000		Annexation S10-B	Zone 1 & 4	23.48
0172-301-21-0000		Annexation S10-B	Zone 1 & 4	23.48
0172-301-22-0000		Annexation S10-B	Zone 1 & 4	23.48
0172-301-26-0000		Annexation S10-B	Zone 1 & 4	23.48
0173-251-21-0000		Annexation S10-N	Zone 3	60.15
0174-021-41-0000		Annexation S5-E	Zone 1	19.45
0174-021-42-0000		Annexation S5-E	Zone 1	19.45
0174-261-15-0000		Annexation S7-G	Zone 1	155.60
0174-281-33-0000		Annexation S9-B	Zone 1	14.59
0174-281-34-0000		Annexation S9-B	Zone 1	14.59
0174-281-35-0000		Annexation S9-B	Zone 1	14.59
0174-281-37-0000		Annexation S9-B	Zone 1	14.59
0174-621-01-0000		Annexation S1-N	Zone 1	19.45
0174-621-02-0000		Annexation S1-N	Zone 1	19.45
0174-621-03-0000		Annexation S1-N	Zone 1	19.45
0174-621-04-0000		Annexation S1-N	Zone 1	19.45
0174-621-05-0000		Annexation S1-N	Zone 1	19.45
0174-621-06-0000		Annexation S1-N	Zone 1	19.45
0174-621-07-0000		Annexation S1-N	Zone 1	19.45
0174-621-08-0000		Annexation S1-N	Zone 1	19.45
0174-621-09-0000		Annexation S1-N	Zone 1	19.45
0174-621-10-0000		Annexation S1-N	Zone 1	19.45
0174-621-11-0000		Annexation S1-N	Zone 1	19.45
0174-621-12-0000		Annexation S1-N	Zone 1	19.45
0174-621-13-0000		Annexation S1-N	Zone 1	19.45
0174-621-14-0000		Annexation S1-N	Zone 1	19.45
0174-621-15-0000		Annexation S1-N	Zone 1	19.45
0174-621-16-0000		Annexation S1-N	Zone 1	19.45
0174-621-17-0000		Annexation S1-N	Zone 1	19.45
0174-621-18-0000		Annexation S1-N	Zone 1	19.45
0174-621-19-0000		Annexation S1-N	Zone 1	19.45
0174-621-20-0000		Annexation S1-N	Zone 1	19.45
0174-621-21-0000		Annexation S1-N	Zone 1	19.45
0174-621-22-0000		Annexation S1-N	Zone 1	19.45

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0174-621-23-0000		Annexation S1-N	Zone 1	19.45
0174-621-24-0000		Annexation S1-N	Zone 1	19.45
0174-621-25-0000		Annexation S1-N	Zone 1	19.45
0174-621-26-0000		Annexation S1-N	Zone 1	19.45
0174-621-27-0000		Annexation S1-N	Zone 1	19.45
0174-621-28-0000		Annexation S1-N	Zone 1	19.45
0174-621-29-0000		Annexation S1-N	Zone 1	19.45
0174-621-30-0000		Annexation S1-N	Zone 1	19.45
0174-621-31-0000		Annexation S1-N	Zone 1	19.45
0174-621-32-0000		Annexation S1-N	Zone 1	19.45
0174-621-33-0000		Annexation S1-N	Zone 1	19.45
0174-621-34-0000		Annexation S1-N	Zone 1	19.45
0174-621-35-0000		Annexation S1-N	Zone 1	19.45
0174-631-01-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-02-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-03-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-04-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-05-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-06-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-07-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-08-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-09-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-11-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-12-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-13-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-14-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-15-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-16-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-17-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-18-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-19-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-20-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-21-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-22-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-23-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-24-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-25-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-26-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-27-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-28-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-29-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-30-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-31-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-32-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-33-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-34-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-35-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-37-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-38-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-39-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-40-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-41-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-42-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-43-0000		Annexation S10-A	Zone 1 & 3	25.19

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0174-631-44-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-45-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-46-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-47-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-48-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-49-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-50-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-51-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-52-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-53-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-54-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-55-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-56-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-57-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-58-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-63-0000		Annexation S10-A	Zone 1 & 3	25.19
0174-631-64-0000		Annexation S10-A	Zone 1 & 3	25.19
0176-014-16-0000		Annexation S10-R	Zone 3	30.08
0176-014-17-0000		Annexation S10-R	Zone 3	30.08
0176-441-18-0000		Annexation S2-D	Zone 1	33.07
0176-441-19-0000		Annexation S2-D	Zone 1	33.07
0176-441-20-0000		Annexation S2-D	Zone 1	33.07
0176-441-21-0000		Annexation S2-D	Zone 1	33.07
0176-441-22-0000		Annexation S2-D	Zone 1	33.07
0176-441-23-0000		Annexation S2-D	Zone 1	33.07
0176-441-24-0000		Annexation S2-D	Zone 1	33.07
0176-441-25-0000		Annexation S2-D	Zone 1	33.07
0176-441-26-0000		Annexation S2-D	Zone 1	33.07
0176-441-27-0000		Annexation S2-D	Zone 1	33.07
0176-521-01-0000		Annexation S7-H	Zone 2	41.50
0176-521-02-0000		Annexation S7-H	Zone 2	41.50
0176-521-03-0000		Annexation S7-H	Zone 2	41.50
0176-521-04-0000		Annexation S7-H	Zone 2	41.50
0176-521-05-0000		Annexation S7-H	Zone 2	41.50
0176-521-06-0000		Annexation S7-H	Zone 2	41.50
0176-521-07-0000		Annexation S7-H	Zone 2	41.50
0176-521-08-0000		Annexation S7-H	Zone 2	41.50
0176-521-09-0000		Annexation S7-H	Zone 2	41.50
0176-521-10-0000		Annexation S7-H	Zone 2	41.50
0176-521-11-0000		Annexation S7-H	Zone 2	41.50
0176-521-12-0000		Annexation S7-H	Zone 2	41.50
0176-521-13-0000		Annexation S7-H	Zone 2	41.50
0176-521-18-0000		Annexation S7-H	Zone 2	41.50
0176-521-19-0000		Annexation S7-H	Zone 2	41.50
0176-521-20-0000		Annexation S7-H	Zone 2	41.50
0176-521-21-0000		Annexation S7-H	Zone 2	41.50
0176-521-22-0000		Annexation S7-H	Zone 2	41.50
0176-521-23-0000		Annexation S7-H	Zone 2	41.50
0176-521-27-0000		Annexation S7-H	Zone 2	41.50
0176-521-28-0000		Annexation S7-H	Zone 2	41.50
0176-521-29-0000		Annexation S7-H	Zone 2	41.50
0176-521-30-0000		Annexation S7-H	Zone 2	41.50
0176-521-31-0000		Annexation S7-H	Zone 2	41.50
0176-521-32-0000		Annexation S7-H	Zone 2	41.50

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0176-531-01-0000		Annexation S7-H	Zone 2	41.50
0176-531-02-0000		Annexation S7-H	Zone 2	41.50
0176-531-03-0000		Annexation S7-H	Zone 2	41.50
0176-531-07-0000		Annexation S7-H	Zone 2	41.50
0176-531-08-0000		Annexation S7-H	Zone 2	41.50
0176-531-09-0000		Annexation S7-H	Zone 2	41.50
0176-531-12-0000		Annexation S7-H	Zone 2	41.50
0176-531-13-0000		Annexation S7-H	Zone 2	41.50
0176-531-26-0000		Annexation S7-H	Zone 2	41.50
0176-531-18-0000		Annexation S7-H	Zone 2	41.50
0176-531-20-0000		Annexation S7-H	Zone 2	41.50
0176-531-21-0000		Annexation S7-H	Zone 2	41.50
0176-531-22-0000		Annexation S7-H	Zone 2	41.50
0176-531-24-0000		Annexation S7-H	Zone 2	41.50
0176-531-25-0000		Annexation S7-H	Zone 2	41.50
0292-032-39-0000		Original District	Zone 3	200.50
0292-032-40-0000		Original District	Zone 3	40.10
0292-032-41-0000		Original District	Zone 3	60.15
0292-032-42-0000		Original District	Zone 3	320.80
0292-033-11-0000		Annexation S1-C	Zone 4	231.33
0292-033-13-0000		Annexation S9-D	Zone 3	80.20
0292-034-16-0000		Annexation S1-O	Zone 3	20.05
0292-063-45-0000		Annexation S7-C	Zone 4	42.06
0292-064-13-0000		Annexation S3-H	Zone 4	84.12
0292-064-17-0000		Annexation S3-H	Zone 4	84.12
0292-064-21-0000		Annexation S3-H	Zone 4	84.12
0292-064-22-0000		Annexation S3-H	Zone 4	42.06
0292-064-23-0000		Annexation S3-H	Zone 4	42.06
0292-064-24-0000		Annexation S3-H	Zone 4	147.21
0292-064-25-0000		Annexation S3-H	Zone 4	42.06
0292-064-26-0000		Annexation S3-H	Zone 4	21.03
0292-064-27-0000		Annexation S3-H	Zone 4	21.03
0292-152-39-0000		Annexation S7-B	Zone 3	100.25
0292-153-24-0000		Annexation S2-A	Zone 3	80.20
0292-153-25-0000		Annexation S2-A	Zone 3	80.20
0292-153-26-0000		Annexation S2-A	Zone 3	40.10
0292-153-27-0000		Annexation S2-A	Zone 3	40.10
0292-153-28-0000		Annexation S10-I	Zone 1 & 4	59.43
0292-153-30-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-31-0000		Annexation S10-I	Zone 1 & 4	59.43
0292-153-32-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-33-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-34-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-35-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-36-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-37-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-38-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-39-0000		Annexation S10-I	Zone 1 & 4	79.24
0292-153-40-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-41-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-42-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-153-43-0000		Annexation S10-I	Zone 1 & 4	19.81
0292-154-12-0000		Annexation S5-D	Zone 3	100.25
0292-154-22-0000		Annexation S10-K	Zone 1 & 4	80.96

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0292-154-23-0000		Annexation S10-K	Zone 1 & 4	19.45
0292-154-24-0000		Annexation S10-K	Zone 1 & 4	19.45
0292-154-25-0000		Annexation S10-K	Zone 1 & 4	19.45
0292-156-21-0000		Annexation S1-W	Zone 3	120.30
0292-157-16-0000		Annexation S6-A	Zone 4	189.27
0292-157-20-0000		Annexation S9-E	Zone 1	19.45
0292-157-31-0000		Annexation S2-H	Zone 4	21.03
0292-158-17-0000		Annexation S8-B	Zone 3	40.10
0292-165-15-0000		Annexation S3-F	Zone 3 & 4	222.51
0292-166-11-0000		Annexation S1-K	Zone 4	273.39
0292-182-30-0000		Annexation S1-U	Zone 4	21.03
0292-182-31-0000		Annexation S1-U	Zone 4	21.03
0292-192-11-0000		Annexation S4-E	Zone 4	231.33
0292-201-37-0000		Annexation S4-B	Zone 3	40.10
0292-201-39-0000		Annexation S4-B	Zone 3	47.57
0292-310-07-0000		Annexation S3-B	Zone 1	19.45
0292-310-36-0000		Annexation S4-F	Zone 1	38.90
0292-310-42-0000		Annexation S10-M	Zone 1	19.45
0292-321-10-0000		Annexation S1-G	Zone 4	105.15
0292-331-15-0000		Annexation S2-F	Zone 3	80.20
0292-331-16-0000		Annexation S2-F	Zone 3	80.20
0292-381-08-0000		Annexation S3-G	Zone 1	19.45
0292-441-11-0000		Annexation S2-B	Zone 3	12.03
0292-441-12-0000		Annexation S2-B	Zone 3	12.03
0292-441-13-0000		Annexation S2-B	Zone 3	12.03
0292-441-14-0000		Annexation S2-B	Zone 3	12.03
0292-441-15-0000		Annexation S2-B	Zone 3	12.03
0293-172-16-0000		Annexation S1-B	Zone 4	126.18
0293-172-17-0000		Annexation S1-B	Zone 4	126.18
0293-172-18-0000		Annexation S1-B	Zone 4	21.03
0293-421-01-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-02-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-03-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-04-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-05-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-06-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-07-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-08-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-09-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-10-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-11-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-12-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-13-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-14-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-15-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-16-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-17-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-18-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-19-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-20-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-21-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-22-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-23-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-24-0000		Annexation S9-A	Zone 1 & 4	4.50

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0293-421-25-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-26-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-27-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-28-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-29-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-30-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-31-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-32-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-33-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-34-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-35-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-36-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-37-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-38-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-39-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-40-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-41-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-42-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-43-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-44-0000		Annexation S9-A	Zone 1 & 4	4.50
0293-421-45-0000		Annexation S9-A	Zone 1 & 4	4.50
0294-181-02-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-03-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-04-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-05-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-06-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-07-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-08-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-09-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-10-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-11-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-12-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-13-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-14-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-181-15-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-01-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-02-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-03-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-04-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-06-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-07-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-08-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-09-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-10-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-11-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-12-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-16-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-17-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-18-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-19-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-191-20-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-201-09-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-201-11-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-201-13-0000		Annexation S10-S	Zone 1 & 3	49.54

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0294-201-15-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-201-19-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-201-21-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-201-27-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-201-28-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-02-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-03-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-04-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-06-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-07-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-08-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-09-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-10-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-12-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-211-13-0000		Annexation S10-S	Zone 1 & 3	49.54
0294-222-01-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-02-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-03-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-04-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-05-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-06-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-07-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-08-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-09-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-10-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-11-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-222-12-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-232-01-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-232-02-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-232-03-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-232-04-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-232-05-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-232-06-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-232-07-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-242-01-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-242-02-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-242-03-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-242-04-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-242-05-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-242-06-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-01-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-02-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-03-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-04-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-05-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-06-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-07-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-08-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-09-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-10-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-11-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-12-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-252-13-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-01-0000		Annexation S10-T	Zone 1 & 3	36.13

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
0294-262-02-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-03-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-04-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-05-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-06-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-07-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-08-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-09-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-10-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-11-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-12-0000		Annexation S10-T	Zone 1 & 3	36.13
0294-262-13-0000		Annexation S10-T	Zone 1 & 3	36.13
1212-021-01-0000		Annexation S10-D	Zone 1	16.94
1212-021-02-0000		Annexation S10-D	Zone 1	16.94
1212-021-03-0000		Annexation S10-D	Zone 1	16.94
1212-021-04-0000		Annexation S10-D	Zone 1	16.94
1212-021-05-0000		Annexation S10-D	Zone 1	16.94
1212-021-06-0000		Annexation S10-D	Zone 1	16.94
1212-021-07-0000		Annexation S10-D	Zone 1	16.94
1212-021-08-0000		Annexation S10-D	Zone 1	16.94
1212-021-09-0000		Annexation S10-D	Zone 1	16.94
1212-021-10-0000		Annexation S10-D	Zone 1	16.94
1212-021-11-0000		Annexation S10-D	Zone 1	16.94
1212-021-12-0000		Annexation S10-D	Zone 1	16.94
1212-021-13-0000		Annexation S10-D	Zone 1	16.94
1212-021-14-0000		Annexation S10-D	Zone 1	16.94
1212-021-15-0000		Annexation S10-D	Zone 1	16.94
1212-021-16-0000		Annexation S10-D	Zone 1	16.94
1212-021-17-0000		Annexation S10-D	Zone 1	16.94
1212-021-18-0000		Annexation S10-D	Zone 1	16.94
1212-021-19-0000		Annexation S10-D	Zone 1	16.94
1212-021-20-0000		Annexation S10-D	Zone 1	16.94
1212-021-21-0000		Annexation S10-D	Zone 1	16.94
1212-021-22-0000		Annexation S10-D	Zone 1	16.94
1212-021-23-0000		Annexation S10-D	Zone 1	16.94
1212-021-24-0000		Annexation S10-D	Zone 1	16.94
1212-021-25-0000		Annexation S10-D	Zone 1	16.94
1212-021-26-0000		Annexation S10-D	Zone 1	16.94
1212-021-27-0000		Annexation S10-D	Zone 1	16.94
1212-021-28-0000		Annexation S10-D	Zone 1	16.94
1212-021-29-0000		Annexation S10-D	Zone 1	16.94
1212-021-30-0000		Annexation S10-D	Zone 1	16.94
1212-021-31-0000		Annexation S10-D	Zone 1	16.94
1212-021-32-0000		Annexation S10-D	Zone 1	16.94
1212-021-33-0000		Annexation S10-D	Zone 1	16.94
1212-021-34-0000		Annexation S10-D	Zone 1	16.94
1212-021-35-0000		Annexation S10-D	Zone 1	16.94
1212-021-36-0000		Annexation S10-D	Zone 1	16.94
1212-021-37-0000		Annexation S10-D	Zone 1	16.94
1212-021-38-0000		Annexation S10-D	Zone 1	16.94
1212-021-39-0000		Annexation S10-D	Zone 1	16.94
1212-021-40-0000		Annexation S10-D	Zone 1	16.94
1212-021-41-0000		Annexation S10-D	Zone 1	16.94
1212-021-42-0000		Annexation S10-D	Zone 1	16.94

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
1212-021-43-0000		Annexation S10-D	Zone 1	16.94
1212-021-44-0000		Annexation S10-D	Zone 1	16.94
1212-021-45-0000		Annexation S10-D	Zone 1	16.94
1212-021-46-0000		Annexation S10-D	Zone 1	16.94
1212-021-47-0000		Annexation S10-D	Zone 1	16.94
1212-021-48-0000		Annexation S10-D	Zone 1	16.94
1212-021-49-0000		Annexation S10-D	Zone 1	16.94
1212-021-50-0000		Annexation S10-D	Zone 1	16.94
1212-021-51-0000		Annexation S10-D	Zone 1	16.94
1212-021-52-0000		Annexation S10-D	Zone 1	16.94
1212-021-53-0000		Annexation S10-D	Zone 1	16.94
1212-021-54-0000		Annexation S10-D	Zone 1	16.94
1212-021-55-0000		Annexation S10-D	Zone 1	16.94
1212-021-56-0000		Annexation S10-D	Zone 1	16.94
1212-021-57-0000		Annexation S10-D	Zone 1	16.94
1212-021-58-0000		Annexation S10-D	Zone 1	16.94
1212-021-59-0000		Annexation S10-D	Zone 1	16.94
1212-021-60-0000		Annexation S10-D	Zone 1	16.94
1212-021-61-0000		Annexation S10-D	Zone 1	16.94
1212-021-62-0000		Annexation S10-D	Zone 1	16.94
1212-041-01-0000		Annexation S7-F	Zone 1	77.80
1212-191-60-0000		Annexation S1-X	Zone 1	19.45
1212-191-61-0000		Annexation S1-X	Zone 1	19.45
1212-191-62-0000		Annexation S1-X	Zone 1	19.45
1212-191-63-0000		Annexation S1-X	Zone 1	19.45
1212-191-64-0000		Annexation S1-X	Zone 1	19.45
1212-191-65-0000		Annexation S1-X	Zone 1	19.45
1212-191-66-0000		Annexation S1-X	Zone 1	19.45
1212-191-67-0000		Annexation S1-X	Zone 1	19.45
1212-191-68-0000		Annexation S1-X	Zone 1	19.45
1212-191-69-0000		Annexation S1-X	Zone 1	19.45
1212-191-70-0000		Annexation S1-X	Zone 1	19.45
1212-191-71-0000		Annexation S1-X	Zone 1	19.45
1212-191-72-0000		Annexation S1-X	Zone 1	19.45
1212-191-73-0000		Annexation S1-X	Zone 1	19.45
1212-191-74-0000		Annexation S1-X	Zone 1	19.45
1212-191-75-0000		Annexation S1-X	Zone 1	19.45
1212-191-76-0000		Annexation S1-X	Zone 1	19.45
1212-191-77-0000		Annexation S1-X	Zone 1	19.45
1212-191-78-0000		Annexation S1-X	Zone 1	19.45
1212-191-79-0000		Annexation S1-X	Zone 1	19.45
1212-201-01-0000		Annexation S3-E	Zone 1	25.93
1212-201-02-0000		Annexation S3-E	Zone 1	25.93
1212-201-03-0000		Annexation S3-E	Zone 1	25.93
1212-201-04-0000		Annexation S3-E	Zone 1	25.93
1212-201-05-0000		Annexation S3-E	Zone 1	25.93
1212-201-06-0000		Annexation S3-E	Zone 1	25.93
1212-201-07-0000		Annexation S3-E	Zone 1	25.93
1212-201-08-0000		Annexation S3-E	Zone 1	25.93
1212-201-09-0000		Annexation S3-E	Zone 1	25.93
1212-201-10-0000		Annexation S3-E	Zone 1	25.93
1212-201-11-0000		Annexation S3-E	Zone 1	25.93
1212-201-12-0000		Annexation S3-E	Zone 1	25.93
1212-201-13-0000		Annexation S3-E	Zone 1	25.93

City of Redlands
Street Lighting District No. 1 - Appendix D
Fiscal Year 2024-2025
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	ZONE	CHARGE
1212-201-14-0000		Annexation S3-E	Zone 1	25.93
1212-201-15-0000		Annexation S3-E	Zone 1	25.93
1212-201-16-0000		Annexation S3-E	Zone 1	25.93
1212-201-17-0000		Annexation S3-E	Zone 1	25.93
1212-201-18-0000		Annexation S3-E	Zone 1	25.93
1212-201-19-0000		Annexation S3-E	Zone 1	25.93
1212-201-20-0000		Annexation S3-E	Zone 1	25.93
1212-201-21-0000		Annexation S3-E	Zone 1	25.93
1212-201-22-0000		Annexation S3-E	Zone 1	25.93
1212-201-23-0000		Annexation S3-E	Zone 1	25.93
1212-201-24-0000		Annexation S3-E	Zone 1	25.93
1212-201-25-0000		Annexation S3-E	Zone 1	25.93
1212-201-26-0000		Annexation S3-E	Zone 1	25.93
1212-201-27-0000		Annexation S3-E	Zone 1	25.93
1212-431-02-0000		Annexation S9-F	Zone 3	100.25

Summary Fields	Value
APN total count:	987
CHARGE total sum:	$25,452.67

CITY OF REDLANDS
LANDSCAPE MAINTENANCE DISTRICT NO. 1
ENGINEER'S REPORT
FOR FISCAL YEAR 2024-2025

CITY OF REDLANDS
FACILITIES AND COMMUNITY SERVICES DEPARTMENT

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ENGINEER'S REPORT AFFIDAVIT

Landscape Maintenance District No. 1

City of Redlands
San Bernardino County, State of California

This Report describes the Landscape Maintenance District No. 1 ("District") and services therein including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2024-2025as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the San Bernardino County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this 4th day of June, 2024



By:_____

Donald Young
One Stop Permit Center Manager
R.C.E # 49918

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TABLE OF CONTENTS

I. AUTHORITY FOR REPORT

II. GENERAL DESCRIPTION

III. PLANS AND SPECIFICATIONS

IV. IMPROVEMENTS

V. ASSESSMENT DIAGRAM

VI. ESTIMATED COSTS AND MAINTENANCE

VII. ASSESSMENT ROLL

VIII. PROPOSED BASIS FOR ASSESSMENTS

IX. CALCULATION OF MAINTENANCE AND INCIDENTAL COSTS

X. ESTIMATED ASSESSMENTS FOR FY 2024-2025

APPENDIX A: CALCULATION OF MAINTENANCE AND INCIDENTAL COST TABLE
APPENDIX B: DISTRICT ASSESSMENT DIAGRAM
APPENDIX C: RESOLUTIONS
APPENDIX D: ASSESSMENT ROLL

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I. AUTHORITY FOR REPORT

This report is prepared by order of the City Council of the City of Redlands, California (City). This report is in compliance with the requirements of Chapter 1, Article 4, and Chapter 3 of Division 15 of the Streets and Highway Code of the State of California (Landscape and Lighting Act of 1972) and Article XIIID of the California Constitution.

II. GENERAL DESCRIPTION

The City Council of the City of Redlands, California has heretofore elected to form Landscape Maintenance District No. 1 (District) and annexed territories to said District. The boundaries of said District and annexations thereto are entitled "Assessment Diagram of Landscape Maintenance District No. 1," and are on file in the office of the City Clerk of the City of Redlands.

III. PLANS AND SPECIFICATIONS

The plans and specifications for the landscaping either have been or are being prepared by the developers. The plans and specifications for the landscaping will be in conformance with the requirements of the City's Development Services Department, Planning Division and Land Use Engineering Division (DSD) and the Facilities and Community Services Department (FCS).

Reference is hereby made to the subject tract or parcel maps and assessment diagrams for the exact location of the landscaped areas. The plans and specifications by reference are hereby made a part of this report to the same extent as if said plans and specifications were attached hereto.

IV. IMPROVEMENTS

All areas within the Landscape Maintenance District No. 1, identified in this report as the Original District and Annexation No. L1 through L12, are to be maintained by the District. For FY 2024/25 the Original District (A, B and C), and Annexations L1-A, L1-B, L2-A, L4-C, L4-W, L5-C and L6-E are the only Annexations currently maintained. The remaining Annexations are either not yet developed or the landscaping has not been accepted for maintenance by the Facilities and Community Services Department.

The City, through the Facilities and Community Services Department, has developed procedures for inspections, acceptance and maintenance of the landscaping improvements. It is anticipated that the Facilities and Community Services Department will be assigned the overall maintenance responsibilities once landscape improvements for individual Annexations have been accepted for maintenance.

V. ASSESSMENT DIAGRAM

The assessment District locations for the Original District and subsequent Annexations are shown in Appendix B. The assessment diagrams by reference are hereby made a part of this report. The original diagram document used in prior Engineer's Reports was updated in 2021 for purposes of clarity.

VI. ESTIMATED COSTS AND MAINTENANCE

It is anticipated that the City, through its Facilities and Community Services Department, will provide maintenance services for the District. The City's record keeping will be required to be sufficiently accurate to detail the expenses so that actual cost of maintaining the District and Annexations are documented.

The District and Annexations which are maintained and those Annexations which are not maintained at this time, have been in existence for a number of years. Over the years the existing assessments have not kept pace with the true annual cost of maintenance and administration. As a result, the surplus balances established at the formation of the District and Annexations have depleted to cover expenses.

Approximately fifty-one (51) percent of the general administration and engineering costs are charged to the District and Annexations having landscaping maintained by the City. Forty-nine (49) percent is spread to properties on an equal assessment per lot with on-site development, but with either no landscaping installed or landscaping which is not yet accepted for maintenance by the City. The latter assessment has not changed as compared to the last fiscal year and remains at $6.00 per lot.

The assessment per lot for general administration and engineering areas with landscaping maintained by the City is approximately $4.39 per lot for the Original District B and C, and Annexations L1-A, L1-B, L2-A, L4-W and L6-E. For Original District A, this amount is $36.16 per lot and for Annexation L5C it is $8.50 per lot. Annexation L4-C is maintained by the District but the assessment remains at $6.00 per lot.

Since there were numerous locations as part of Annexation Nos. 1, 2, 3, 4, etc. they were identified on the diagram as Original A, 1-1A, 1-1B, etc. Prefix L is added to the identification on the later annexations to identify that it is within the District. The description of the annexations will be within Sections IX and X of this report.

VII. ASSESSMENT ROLL

Following the public hearing for FY 2024-2025 (FY 24/25) assessments and the City Council's approval of the assessments, an assessment roll will be prepared. The assessment roll will include the assessment parcel number, the San Bernardino County Assessor's parcel number and the confirmed assessment for each parcel. The assessment roll will be

filed with the City Clerk and will subsequently be transmitted to the San Bernardino County Auditor/Tax Collector.

VIII. PROPOSED BASIS FOR ASSESSMENTS

The City Council has heretofore determined that it will be necessary to utilize the provisions of the Landscaping and Lighting Act of 1972, a benefit assessment act, for the Original District and the subsequent Annexations to the District and to assess benefitting properties in proportion to the benefits that the various properties will receive.

IX. CALCULATION OF MAINTENANCE AND INCIDENTAL COST

For a breakdown of the Maintenance and Incidental Costs see Appendix A – Calculation of Maintenance and Incidental Cost Table

X. ESTIMATED ASSESSMENTS FOR FY 2024-2025

The City Council, in forming the District and in annexing territories to the District, has maintained the philosophy that the subdivider or developer is responsible for the plantings, irrigation system and the maintenance of the improvements until they become well established. The assessments for maintenance thus only include anticipated costs incurred subsequent to the acceptance of the established improvements by FCS.

The maintenance of the landscaping is vital for the protection of both economic and humanistic values of the development. The City Council has heretofore determined that for the preservation of values incorporated within developments adjacent to landscaped areas, the parcels within the developments should be included in a maintenance district to ensure satisfactory levels of maintenance. The establishment of the assessment for each development must be on a unit-by-unit basis, which will preserve the integrity of each project.

The determination of benefit for the lots within the District and Annexations takes into consideration the following facts for the Original Districts and Annexations thereto:

Original District - Tracts 13282, 13434 and 13496

1. The purpose of landscaping is to provide an aesthetic impression on the area.

2. The maintained landscaping benefits all properties in the development.

3. The benefits to the lots that are not adjacent to the landscaped areas benefit by the uniform maintenance and appearance. All lots that are not abutting the landscaped areas benefit equally.

4. The landscaping on the Wabash Avenue and San Bernardino Avenue, boundaries of Tracts 13282 and 13434 respectively, is oriented away from the units adjacent to the landscaped areas; however, these properties were given a 10 percent surcharge to recognize proximity and support benefit.

5. The landscaping in the common area along the Alessandro Road frontage of Tract 13496 is oriented towards all units. Two of the lots abut the landscaped areas and were given a 20 percent surcharge to recognize proximity and support benefit.

6. The lots to receive a surcharge shall be considered to be within Assessment Zone "A".

Formula for Assessment

A = Assessment per interior lot

L = Number of lots that are not adjacent to landscaping areas on the Wabash Avenue frontage of Tract 13282, the San Bernardino Avenue frontage of 13434 and the Alessandro Road frontage of Tract 13496

P = Number of lots with a 10 percent or 20 percent surcharge

LA + P [(1.10) or (1.20)] A = Amount to be assessed

The FY 24/25 assessment will be spread based upon the preceding formula.

Original 1-A
Tract 13282

The total lot count in Tract 13282 is 38 lots, with 8 of those lots being adjacent to Wabash Avenue.

FY 24/25 Assessment

(20A) + 8 (1.10A) = $2,409
A = $62.09

APN 0168-681-01 thru 16, 25 thru 38

The amount of assessment for lots that are not adjacent to the landscaping areas on Wabash Avenue = $62.09

APN 0168-681-17 thru 24

The amount of assessment for lots adjacent to Wabash Avenue with a 10 percent surcharge = $68.30

Original 1-B
Tract 13434

The total lot count in Tract 13434 is 78 lots, with 4 of these lots being adjacent to San Bernardino Avenue.

FY 24/25 Assessment

(74A) + 4 (1.10A) = $2,826
A = $36.05

APN 0167-802-2 thru 7
APN 0167-803-2 thru 8
APN 0167-804-1 thru 19
APN 0167-823-1 thru 10
APN 0167-284-1 thru 32

The amount of assessment for lots that are not adjacent to the landscaping areas on San Bernardino Avenue = $36.05

APN 0167-802-01, 08
APN 0167-803-01, 09

The amount of assessments for lots adjacent to San Bernardino Avenue with a 10 percent surcharge = $39.65

Original 1-C
Tract 13496

The total lot count in Tract 13496 is 9 lots, with 2 of these lots being adjacent to Alessandro Road.

FY 2024/25Assessment

(7A) + 2 (1.2A) = $12,320
A = $1,310.64

APN 0175-491-02 thru 08

The amount of assessment for lots that are not adjacent to the landscaping areas on Alessandro Road = $1,310.64

APN 0175-491-01, 09

The amount of assessment for lots adjacent to Alessandro Road with a 20 percent surcharge = $1,572.77

Annexation No. L1-A – Tract 13745

1. The purpose of landscaping is to provide an aesthetic impression on the area.

2. The maintained landscaping benefits all properties in the development.

3. The benefit to the lots that are not adjacent to the landscaped areas benefit by the uniform maintenance and appearance. All lots that are not abutting the landscaped areas benefit equally.

4. The landscaping on San Bernardino Avenue is oriented away from the lots adjacent to the landscaped areas; however, these properties were given a 10 percent surcharge to recognize proximity and support benefit. These lots within Assessment Zone "A" are shown on the Assessment Diagram.

Formula for Assessment

A = Assessment per interior lot

L = Number of lots that are not adjacent to landscaping areas on San Bernardino Avenue

P = Number of lots with a 10 percent within Assessment Zone "A"

LA + P (1.10) A = Amount to be assessed

The FY 24/25 Assessment will be spread based upon the preceding formula. The total lot count in the tract is 38 lots, with 9 of these lots being adjacent to San Bernardino Avenue.

FY 24/25 Assessment

(29A) + 9 (1.10A) = $3,601
A = $92.57

APN 1212-141-01 thru 15, 25 thru 38

The amount of assessment for lots that are not adjacent to the landscaping areas on San Bernardino Avenue = $92.57

APN 1212-141-16 thru 24

The amount of assessments for lots within Assessment Zone "A" adjacent to the San Bernardino Avenue landscaping areas with a 10 percent surcharge = $101.83

Annexation No. L1-B – Tract 13765

1. The purpose of landscaping is to provide an aesthetic impression on the area.

2. The maintained landscaping benefits all properties in the development.

3. The benefit to the lots that are not adjacent to the landscaped areas benefit by the uniform maintenance and appearance. All lots that are not abutting the landscaped areas benefit equally.

4. The landscaping on San Bernardino Avenue is oriented away from the lots adjacent to the landscaped areas; however, these properties were given a 10 percent surcharge to recognize proximity and support benefit. These lots within Assessment Zone "A" as shown on the Assessment Diagram.

Formula for Assessment

A = Assessment per interior lot

L = Number of lots that are not adjacent to landscaping areas on San Bernardino Avenue

P = Number of lots with a 10 percent within Assessment Zone "A"

LA + P (1.10) A = Amount to be assessed

The FY 24/25 Assessment will be spread based upon the preceding formula. The total lot count in the tract is 25 lots, with 2 of these lots being adjacent to San Bernardino Avenue.

FY 24/25 Assessment

(23A) + 2 (1.10A) = $2,554
A = $101.35

APN 1212-081-54 thru -62

The amount of assessment for lots that are not adjacent to the landscaping areas on San Bernardino Avenue = $101.35

APN 1212-141-39 and -54

The amount of assessments for lots within Assessment Zone "A" adjacent to the San Bernardino Avenue landscaping areas with a 10 percent surcharge = $111.48

Annexation No. L2-A – Tract 13947

1. The purpose of landscaping is to provide an aesthetic impression on the area.

2. The maintained landscaping benefits all properties in the development.

3. The benefit to the lots that are not adjacent to the landscaped areas benefit by the uniform maintenance and appearance. All lots that are not abutting the landscaped areas benefit equally.

4. The landscaping on Reservoir Road is oriented away from the lots adjacent to the landscaped areas; however, these properties were given a 20 percent surcharge to recognize proximity and support benefit. These lots are within Assessment Zone "A" as shown on the Assessment Diagram

Formula for Assessment

A = Assessment per interior lot

L = Number of lots that are not adjacent to landscaping areas on Reservoir Road

P = Number of lots with a 20 percent within Assessment Zone "A"

LA + P (1.20) A = Amount to be assessed

FY 24/25 Assessment will be spread based upon the preceding formula. The total lot count in the tract is 35 lots, with 4 of these lots being adjacent to Reservoir Road.

FY 24/25 Assessment

(31A) + 4 (1.20A) = $1,595
A = $44.55

APN 0174-621-1 thru 7, 9 thru 25, 28 thru 34

The amount of assessment for lots that are not adjacent to the landscaping areas on Reservoir Road = $44.55

APN 0174-621-08, 26, 27, 35

The amount of assessments for lots within Assessment Zone "A" adjacent to the Reservoir Road landscaping areas with a 20 percent surcharge = $53.46.

Annexation No. L3-A – Parcel Map 11917

Formula for Assessment

T = Total length of perimeter landscaping = 3,099 feet

L = Individual lot length of perimeter landscaping

A = Amount to be assessed = $600

The FY 24/25 Assessment will be spread based upon the preceding formula. The total lot count in the tract is 4 lots.

FY 24/25 Assessment

Assessment per lot:

APN 0292-032-39	= 1010 ft/3099 ft	x $600 =	$195.55
APN 0292-032-40	= 206 ft/3099 ft	x $600 =	$39.88
APN 0292-032-41	= 324 ft/3099 ft	x $600 =	$62.73
APN 0292-032-42	= 1559 ft/3099 ft	x $600 =	$301.84

Annexation No. L5-C – Tract 14556

1. The purpose of landscaping is to provide an aesthetic impression on the area.

2. The maintained landscaping benefits all properties in the development.

3. The benefit to the lots that are not adjacent to the landscaped areas benefit by the uniform maintenance and appearance. All lots that are not abutting the landscaped areas benefit equally.

4. The landscaping on the median at the intersection of Franklin Avenue and Garden Street is oriented away from lots adjacent to the landscaped areas; however, these properties were given a 10 percent surcharge to recognize proximity and support benefit. These lots within Assessment Zone "A" as shown on the Assessment Diagram.

Formula for Assessment

A = Assessment per interior lot

L = Number of lots that are not adjacent to landscaping areas on Franklin Avenue and Garden Street

P = Number of lots with a 10 percent within Assessment Zone "A"

LA + P (1.10) A = Amount to be assessed

The FY 24/25 Assessment will be spread based upon the preceding formula. The total lot count in the tract is 10 lots, with 4 of these lots being in close proximity to the landscaped median at the intersection of Franklin Avenue and Garden Street.

FY 24/25 Assessment

(6A) + 4 (1.10A) = $815
A = $78.37

APN 0176-441-18, 23 thru 27

The amount of assessment for lots that are not adjacent to the landscaping areas = $78.37

APN 0174-441-19 thru 22

The amount of assessments for lots within Assessment Zone "A" adjacent to the landscaping areas with a 10 percent surcharge = $86.20

Annexation No. L4, L5 (except L5-C), L6, L7, L8, L9, L10, L11 and L12

No assessments are proposed to be levied on the parcels in these annexations in association with the landscape maintenance costs. However, these parcels will receive special benefit and be assessed for the per lot general City overhead charges and the prorated share of the Annual Engineer's Report to ensure that the required landscaping be maintained to the standards established by the City and anticipated when the improvements were initially required. The assessment will be $6.00 per lot in each of these annexations.

* * * * * * * * * * * *

The City Council will hold a public meeting on June 18, 2024 to determine the assessments based upon the costs for FY 2024-2025 which are anticipated to be incurred by the City and which are to be recovered through assessments as required by the Landscaping and Lighting District Act of 1972.

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APPENDIX A

CALCULATION OF MAINTENANCE AND INCIDENTAL COST TABLE

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APPENDIX A
COST TABLE
ENGINEER'S REPORT
LANDSCAPE MAINTENANCE DISTRICT NO. 1, FY 2024-2025

District Name	Original 1-A	Original 1-B	Original 1-C	Annexation L1-A	Annexation L1-B	Annexation L2-A	Annexation L3-A	Annexation L4-A	Annexation L4-B	Annexation L4-C	Annexation L4-D	Annexation L4-E	Annexation L4-F	Annexation L4-G	Annexation L4-H
Description	Tract 13282	Tract 13434	Tract 13496	Tract 13745	Tract 13765	Tract 13947	PM 11917	MS 185	MS 178	CUP 617	MS 184	CUP 382	CRA 606	CRA 486	CUP 253
Parcel Numbers	Wabash Avenue	San Bernardino Avenue	Alessandro Road	San Bernardino Avenue	San Bernardino Avenue	Reservoir Road	Lugonia Avenue		APN 293-172-16 THRU 18	APN 292-033-11	APN 167-231-19 THRU 21	APN 171-383-19 & 20	APN 169-131-33	APN 292-321-10	APN 169-411-07
Maintenance															
Contract Maintenance	$ 1,340	$ 1,340	$ 5,103	$ 1,190	$ 650	$ 550	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Repair Beyond Contract	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Water & Electric	$ 520	$ 940	$ 4,450	$ 1,865	$ 1,360	$ 1,300	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Field Inspections	$ 250	$ 250	$ 1,250	$ 250	$ 250		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Supplies	$ 50	$ 50	$ 50	$ 50	$ 50	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ 2,160**	**$ 2,580**	**$ 10,853**	**$ 3,355**	**$ 2,310**	**$ 1,850**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Incidental Expenses															
Engineering and Admin.	$ 250	$ 250	$ 1,475	$ 250	$ 250	$ 6	$ 600	$ -	$ 60	$ 6	$ 18	$ 12	$ 6	$ 6	$ 6
SUBTOTAL	**$ 250**	**$ 250**	**$ 1,475**	**$ 250**	**$ 250**	**$ 6**	**$ 600**	**$ -**	**$ 60**	**$ 6**	**$ 18**	**$ 12**	**$ 6**	**$ 6**	**$ 6**
TOTAL MAINTENANCE & INCIDENTAL COSTS	**$ 2,410**	**$ 2,830**	**$ 12,328**	**$ 3,605**	**$ 2,560**	**$ 1,856**	**$ 600**	**$ -**	**$ 60**	**$ 6**	**$ 18**	**$ 12**	**$ 6**	**$ 6**	**$ 6**
Levy Adjustments															
Fund Collection	$ (1)	$ (4)	$ (8)	$ (4)	$ (6)	$ (261)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
BALANCE TO LEVY	**$ (1)**	**$ (4)**	**$ (8)**	**$ (4)**	**$ (6)**	**$ (261)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Breakdown															
Non-Adjacent Lots	30	74	7	29	23	31	0	0	0	0	0	0	0	0	0
Adjacent Lots (10%)	8	4	0	9	2	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (20%)	0	0	2	0	0	4	0	0	0	0	0	0	0	0	0
Per Lot City Overhead	0	0	0	0	0	0	0	0	10	1	3	2	1	1	1
TOTAL LOTS	**38**	**78**	**9**	**38**	**25**	**35**	**0**	**0**	**10**	**1**	**3**	**2**	**1**	**1**	**1**
Non-Adjacent Rate per Lot	$ 62.09	$ 36.05	$ 1,310.64	$ 92.57	$ 101.35	$ 44.55	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (10%) per Lot	$ 68.30	$ 39.65	$ -	$ 101.83	$ 111.48	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (20%) per Lot	$ -	$ -	$ 1,572.77	$ -		$ 53.46	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Per Lot City Overhead	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00
TOTAL ASSESSMENT ALLOWABLE	**$ 2,409.10**	**$ 2,826.30**	**$ 12,320.02**	**$ 3,601.00**	**$ 2,554.01**	**$ 1,594.89**	**$ 600.00**	**$ -**	**$ 60.00**	**$ 6.00**	**$ 18.00**	**$ 12.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**
Total # of Parcels	38	78	9	38	25	35	4	4	10	1	3	2	1	1	1
Total Parcels Levied	38	78	9	38	25	35	4	0	3	1	3	2	1	1	1

District Name	Annexation L4-I	Annexation L4-J	Annexation L4-K	Annexation L4-L	Annexation L4-M	Annexation L4-N	Annexation L4-O	Annexation L4-P	Annexation L4-Q	Annexation L4-R	Annexation L4-S	Annexation L4-T	Annexation L4-U	Annexation L4-V	Annexation L4-W
Description	CRA 608	CUP 519	CUP 516	CUP 518	CUP 522	CUP 521	CRA 605	PM 12087	MS 185	CUP 278	CUP 405	CRA 354	CRA 346	CRA 607	Tract 12461
Parcel Numbers	APN 169-142-11	APN 171-331-04	APN 292-166-11	APN 169-053-12	APN 172-031-49	APN 292-034-16	APN 169-182-02, -03, -04	APN 171-261-01	APN 176-044-14 & 15	APN 171-171-34	APN 169-343-07	APN 292-182-30 & 31	APN 292-061-25	APN 292-156-21	APN 1212-191-60 THRU 79
Maintenance															
Contract Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 550
Repair Beyond Contract	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Water & Electric	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 630
Field Inspections	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,180**
Incidental Expenses															
Engineering and Admin.	$ 6	$ 6	$ 6	$ 6	$ 6	$ 6	$ 18	$ -	$ 6	$ 18	$ 6	$ 12	$ -	$ 6	$ 88
SUBTOTAL	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 18**	**$ -**	**$ 6**	**$ 18**	**$ 6**	**$ 12**	**$ -**	**$ 6**	**$ 88**
TOTAL MAINTENANCE & INCIDENTAL COSTS	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 18**	**$ -**	**$ 6**	**$ 18**	**$ 6**	**$ 12**	**$ -**	**$ 6**	**$ 1,268**
Levy Adjustments															
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (1,148)
General Fund Contribution	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
BALANCE TO LEVY	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (1,148)**
Breakdown															
Non-Adjacent Lots	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (10%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (20%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Per Lot City Overhead	1	1	1	1	1	1	3	0	1	3	1	2	0	1	20
TOTAL LOTS	**1**	**1**	**1**	**1**	**1**	**1**	**3**	**0**	**1**	**3**	**1**	**2**	**0**	**1**	**20**
Non-Adjacent Rate per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ 1.00	$ -	$ -	$ -	$ -
Adjacent Rate (10%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (20%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Per Lot City Overhead	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00
TOTAL ASSESSMENT ALLOWABLE	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 18.00**	**$ -**	**$ 6.00**	**$ 18.00**	**$ 6.00**	**$ 12.00**	**$ -**	**$ 6.00**	**$ 120.00**
Total # of Parcels	1	1	1	1	1	1	3	1	2	3	1	2	1	1	20
Total Parcels Levied	1	1	1	1	1	1	3	0	1	3	1	2	0	1	20

APPENDIX A
COST TABLE
ENGINEER'S REPORT
LANDSCAPE MAINTENANCE DISTRICT NO. 1, FY 2024-2025

District Name	Annexation L4-X	Annexation L5-A	Annexation L5-B	Annexation L5-C	Annexation L5-D	Annexation L5-E	Annexation L5-F	Annexation L5-G	Annexation L5-H	Annexation L6-A	Annexation L6-B	Annexation L6-C	Annexation L6-D	Annexation L6-E	Annexation L6-F
Description	PM 12022	MS 188	MS 189	Tract 14556	CRA 611	MS 196	MS 195	CRA 615	CRA 536	CRA 517	CRA 628	CRA 624	CRA 305	Tract 13575	CUP 550
Parcel Numbers	APN 169-212-17 THRU 27	APN 292-153-24 THRU 27	APN 292-441-11 THRU 15	APN 176-441-18 THRU 27	0174-241-31	APN 292-331-15 & 16	APN 294-091-47 & 48	APN 292-157-31	APN 292-381-17	APN 169-321-01 & 02	APN 292-310-07	APN 169-281-39	APN 167-271-61	APN 1212-201-01 THRU 27	APN 292-165-15
Maintenance															
Contract Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 550	$ -
Repair Beyond Contract	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
Water & Electric	$ -	$ -	$ -	$ 180	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 925	$ -
Field Inspections	$ -	$ -	$ -	$ 350	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Supplies	$ -	$ -	$ -	$ 200	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ 730**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,475**	**$ -**
Incidental Expenses															
Engineering and Admin.	$ 66	$ 24	$ 30	$ 85	$ 12	$ 12	$ 12	$ 6	$ -	$ 12	$ 6	$ 6	$ 6	$ 119	$ 6
SUBTOTAL	**$ 66**	**$ 24**	**$ 30**	**$ 85**	**$ 12**	**$ 12**	**$ 12**	**$ 6**	**$ -**	**$ 12**	**$ 6**	**$ 6**	**$ 6**	**$ 119**	**$ 6**
TOTAL MAINTENANCE & INCIDENTAL COSTS	**$ 66**	**$ 24**	**$ 30**	**$ 815**	**$ 12**	**$ 12**	**$ 12**	**$ 6**	**$ -**	**$ 12**	**$ 6**	**$ 6**	**$ 6**	**$ 1,594**	**$ 6**
Levy Adjustments															
Fund Collection	$ -	$ -	$ -	$ 0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (1,432)	$ -
General Fund Contribution	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
BALANCE TO LEVY	**$ -**	**$ -**	**$ -**	**$ 0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (1,432)**	**$ -**
Breakdown															
Non-Adjacent Lots	0	0	0	6	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (10%)	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (20%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Per Lot City Overhead	11	4	5	0	2	2	2	1	0	2	1	1	1	27	1
TOTAL LOTS	**11**	**4**	**5**	**10**	**2**	**2**	**2**	**1**	**0**	**2**	**1**	**1**	**1**	**27**	**1**
Non-Adjacent Rate per Lot	$ -	$ -	$ -	$ 78.37	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (10%) per Lot	$ -	$ -	$ -	$ 86.20	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (20%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Per Lot City Overhead	$ 6.00	$ 6.00	$ 6.00	$ -	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00
TOTAL ASSESSMENT ALLOWABLE	**$ 66.00**	**$ 24.00**	**$ 30.00**	**$ 815.02**	**$ 12.00**	**$ 12.00**	**$ 12.00**	**$ 6.00**	**$ -**	**$ 12.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 162.00**	**$ 6.00**
Total # of Parcels	11	4	5	10	2	2	2	1	1	2	1	1	1	27	1
Total Parcels Levied	11	4	5	10	2	2	2	1	0	2	1	1	1	27	1

District Name	Annexation L6-G	Annexation L6-H	Annexation L6-I	Annexation L6-J	Annexation L7-A	Annexation L7-B	Annexation L7-C	Annexation L7-D	Annexation L7-E	Annexation L7-F	Annexation L7-G	Annexation L7-H	Annexation L7-I	Annexation L8-A	Annexation L8-B
Description	CRA 623	CUP 542	Tract 16310	MS 201	MS 213	MS 211	CUP 559	CRA 636	CRA 546	CRA 641	CRA 640	CUP 562	CUP 548	CRA 637	Tract 10179
Parcel Numbers	APN 292-381-08	APN 292-064-13, 17, 21 THRU 27	APN 173-052-31 THRU 42 & APN 173-062-01 THRU 39	APN 171-341-33	APN 172-301-14 THRU 17	APN 292-201-36, 37, 38 changed to 292-201-37, -39, and -40	APN 171-202-30	APN 169-043-14	APN 292-192-11	APN 292-310-36	APN 169-301-08, 10, 11	APN 292-064-17	APN 169-313-16	APN 169-281-23	APN 167-861-37 THRU 54, APN 167-851-39 THRU 56
Maintenance															
Contract Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Repair Beyond Contract	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Water & Electric	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Field Inspections	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Incidental Expenses															
Engineering and Admin.	$ 6	$ 54	$ 300	$ 6	$ 24	$ 18	$ 6	$ 6	$ 6	$ 6	$ 18	$ -	$ 6	$ -	$ 216
SUBTOTAL	**$ 6**	**$ 54**	**$ 300**	**$ 6**	**$ 24**	**$ 18**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 18**	**$ -**	**$ 6**	**$ -**	**$ 216**
TOTAL MAINTENANCE & INCIDENTAL COSTS	**$ 6**	**$ 54**	**$ 300**	**$ 6**	**$ 24**	**$ 18**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 18**	**$ -**	**$ 6**	**$ -**	**$ 216**
Levy Adjustments															
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
BALANCE TO LEVY	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Breakdown															
Non-Adjacent Lots	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (10%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (20%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Per Lot City Overhead	1	9	50	1	4	3	1	1	1	1	3	0	1	1	36
TOTAL LOTS	**1**	**9**	**50**	**1**	**4**	**3**	**1**	**1**	**1**	**1**	**3**	**0**	**1**	**1**	**36**
Non-Adjacent Rate per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (10%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (20%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Per Lot City Overhead	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ -	$ 6.00
TOTAL ASSESSMENT ALLOWABLE	**$ 6.00**	**$ 54.00**	**$ 300.00**	**$ 6.00**	**$ 24.00**	**$ 18.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 18.00**	**$ -**	**$ 6.00**	**$ -**	**$ 216.00**
Total # of Parcels	1	9	51	1	4	3	1	1	1	1	3	1	1	1	36
Total Parcels Levied	1	9	50	1	4	3	1	1	1	1	3	0	1	0	36

APPENDIX A
COST TABLE
ENGINEER'S REPORT
LANDSCAPE MAINTENANCE DISTRICT NO. 1, FY 2024-2025

District Name	Annexation L8-C	Annexation L8-D	Annexation L8-E	Annexation L9-A	Annexation L9-B	Annexation L10-A	Annexation L10-B	Annexation L10-C	Annexation L10-D	Annexation L10-E	Annexation L10-F	Annexation L10-G	Annexation L10-H	Annexation L11-A
Description	CUP 574	CRA 642	MS 216 B	CRA 648	CUP 581	CRA 658	CRA 639	CRA 652	CUP 602	CUP 590	CUP 577	CUP 541	Tract 14790-1	CRA 664
Parcel Numbers	APN 171-202-33	APN 292-154-12	APN 174-021-41, 42	APN 292-157-16	APN171-203-13	APN 292-202-17 & 18	APN 292-152-39, 32	APN 292-063-45	APN 292-063-48, -52, -53	APN 171-332-30	APN 1212-041-01	APN 174-261-15	Multiple APNs	APN 292-341-24 & 25
Maintenance														
Contract Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Repair Beyond Contract	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Water & Electric	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Field Inspections	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Incidental Expenses														
Engineering and Admin.	$ 6	$ 6	$ 12	$ 6	$ 6	$ 12	$ 6	$ 6	$ -	$ 6	$ 6	$ 6	$ 240	$ 12
SUBTOTAL	**$ 6**	**$ 6**	**$ 12**	**$ 6**	**$ 6**	**$ 12**	**$ 6**	**$ 6**	**$ -**	**$ 6**	**$ 6**	**$ 6**	**$ 240**	**$ 12**
TOTAL MAINTENANCE & INCIDENTAL COSTS	**$ 6**	**$ 6**	**$ 12**	**$ 6**	**$ 6**	**$ 12**	**$ 6**	**$ 6**	**$ -**	**$ 6**	**$ 6**	**$ 6**	**$ 240**	**$ 12**
Levy Adjustments														
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
BALANCE TO LEVY	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Breakdown														
Non-Adjacent Lots	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (10%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (20%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Per Lot City Overhead	1	1	2	1	1	2	1	1	0	1	1	1	40	2
TOTAL LOTS	**1**	**1**	**2**	**1**	**1**	**2**	**1**	**1**	**0**	**1**	**1**	**1**	**40**	**2**
Non-Adjacent Rate per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (10%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (20%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Per Lot City Overhead	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ -	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00
TOTAL ASSESSMENT ALLOWABLE	**$ 6.00**	**$ 6.00**	**$ 12.00**	**$ 6.00**	**$ 6.00**	**$ 12.00**	**$ 6.00**	**$ 6.00**	**$ -**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 240.00**	**$ 12.00**
Total # of Parcels	1	1	2	1	1	2	2	1	1	1	1	1	40	2
Total Parcels Levied	1	1	2	1	1	2	1	1	0	1	1	1	40	2

District Name	Annexation L11-B	Annexation L11-C	Annexation L12-A	Annexation L12-B	Annexation L12-C	Annexation L12-D	Annexation L12-E	Annexation L12-F	Annexation L12-G	Annexation L12-H	Annexation L12-I	Annexation L12-J
Description	CRA 666	Tract 11535	Tract 7202	Tract 7202	Tract 7202	Tract 7202	Tract 7202	Tract 15589	CUP 620	CUP 617	CRA 668	CRA 670
Parcel Numbers	APN 292-158-15	APN 292-351-08	APN 176-402-09	APN176-402-08	APN 176-402-07	APN 176-402-06	APN 176-402-04	APN 293-421-01 THRU 45	APN 292-251-10	APN292-033-13	APN 292-341-17	APN 292-157-20
Maintenance												
Contract Maintenance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Repair Beyond Contract	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Water & Electric	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Field Inspections	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Supplies	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Incidental Expenses												
Engineering and Admin.	$ 6	$ 6	$ 6	$ 6	$ 6	$ 6	$ 6	$ 270	$ 6	$ 6	$ 6	$ 6
SUBTOTAL	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 270**	**$ 6**	**$ 6**	**$ 6**	**$ 6**
TOTAL MAINTENANCE & INCIDENTAL COSTS	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 6**	**$ 270**	**$ 6**	**$ 6**	**$ 6**	**$ 6**
Levy Adjustments												
Fund Collection	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
General Fund Contribution	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
BALANCE TO LEVY	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Breakdown												
Non-Adjacent Lots	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (10%)	0	0	0	0	0	0	0	0	0	0	0	0
Adjacent Lots (20%)	0	0	0	0	0	0	0	0	0	0	0	0
Per Lot City Overhead	1	1	1	1	1	1	1	45	1	1	1	1
TOTAL LOTS	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**45**	**1**	**1**	**1**	**1**
Non-Adjacent Rate per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (10%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Adjacent Rate (20%) per Lot	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Per Lot City Overhead	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00	$ 6.00
TOTAL ASSESSMENT ALLOWABLE	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 270.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**	**$ 6.00**
Total # of Parcels	1	1	1	1	1	1	1	45	1	1	1	1
Total Parcels Levied	1	1	1	1	1	1	1	45	1	1	1	1

APPENDIX A
COST TABLE
ENGINEER'S REPORT
LANDSCAPE MAINTENANCE DISTRICT NO. 1, FY 2024-2025

District Name	Annexation L12-K	Annexation L12-L	Annexation L12-M	TOTALS
Description	MS 235	MS 221	CRA 661	
Parcel Numbers	Multiple APNs	APN 174-281-33, -34, -35, -37	APN 171-161-18	
Maintenance				
Contract Maintenance	$ -	$ -	$ -	**$ 11,273**
Repair Beyond Contract	$ -	$ -	$ -	**$ -**
Water & Electric	$ -	$ -	$ -	**$ 12,170**
Field Inspections	$ -	$ -	$ -	**$ 2,600**
Supplies	$ -	$ -	$ -	**$ 450**
SUBTOTAL	**$ -**	**$ -**	**$ -**	**$ 26,493**
Incidental Expenses				
Engineering and Admin.	$ -	$ 24	$ 6	**$ 5,155**
SUBTOTAL	**$ -**	**$ 24**	**$ 6**	**$ 5,155**
TOTAL MAINTENANCE & INCIDENTAL COSTS	**$ -**	**$ 24**	**$ 6**	**$ 31,648**
Levy Adjustments				
Fund Collection	$ -	$ -	$ -	**$ (2,864)**
General Fund Contribution	$ -	$ -	$ -	**$ -**
BALANCE TO LEVY	**$ -**	**$ -**	**$ -**	**$ (2,864)**
Breakdown				
Non-Adjacent Lots	0	0	0	**200**
Adjacent Lots (10%)	0	0	0	**27**
Adjacent Lots (20%)	0	0	0	**6**
Per Lot City Overhead	0	4	1	**345**
TOTAL LOTS	**0**	**4**	**1**	
Non-Adjacent Rate per Lot	$ -	$ -	$ -	
Adjacent Rate (10%) per Lot	$ -	$ -	$ -	
Adjacent Rate (20%) per Lot	$ -			
Per Lot City Overhead	$ 6.00	$ 6.00	$ 6.00	
TOTAL ASSESSMENT ALLOWABLE	**$ -**	**$ 24.00**	**$ 6.00**	**$ 28,784.34**
Total # of Parcels	21	4	1	**615**
Total Parcels Levied	0	4	1	**574**

APPENDIX B

DISTRICT DIAGRAM

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CITY OF REDLANDS
LANDSCAPE MAINTENANCE DISTRICT NO. 1

APPENDIX B - ASSESSMENT DIAGRAMS

Abbreviations

APN – Assessor's Parcel Number

CRA – Commission Review and Approval

CUP – Conditional Use Permit

MS – Minor Subdivision

PM – Parcel Map

TM – Tract Map

General comments

Each annexation has its own diagram.

North is up unless notated otherwise.

The assessor's parcel numbers are shown as a 9 digit number.

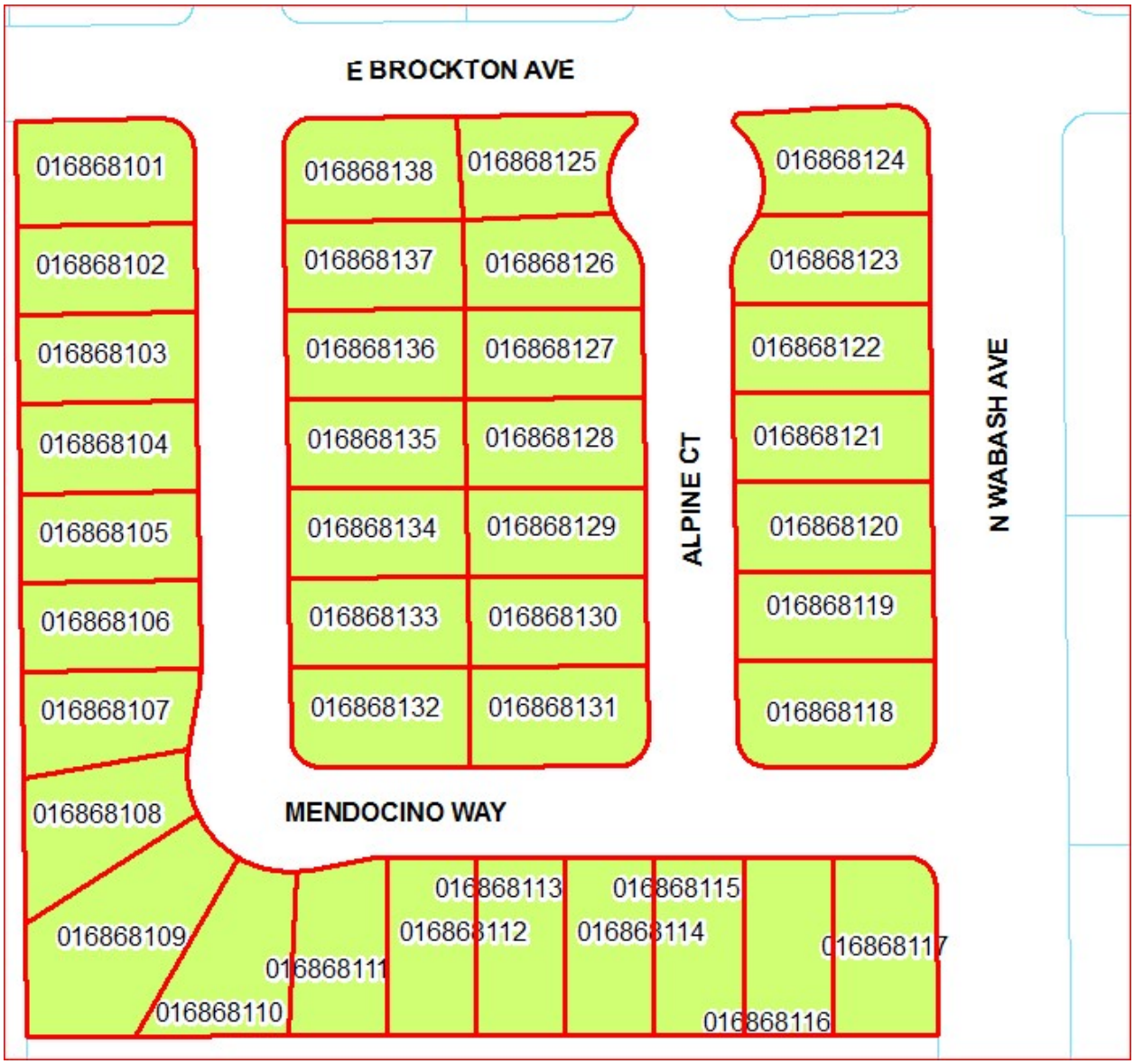
A dark red line delineates the boundary of each annexation.

A shaded background is typically used to indicate parcels within the Landscape Maintenance District.

Annexation #s

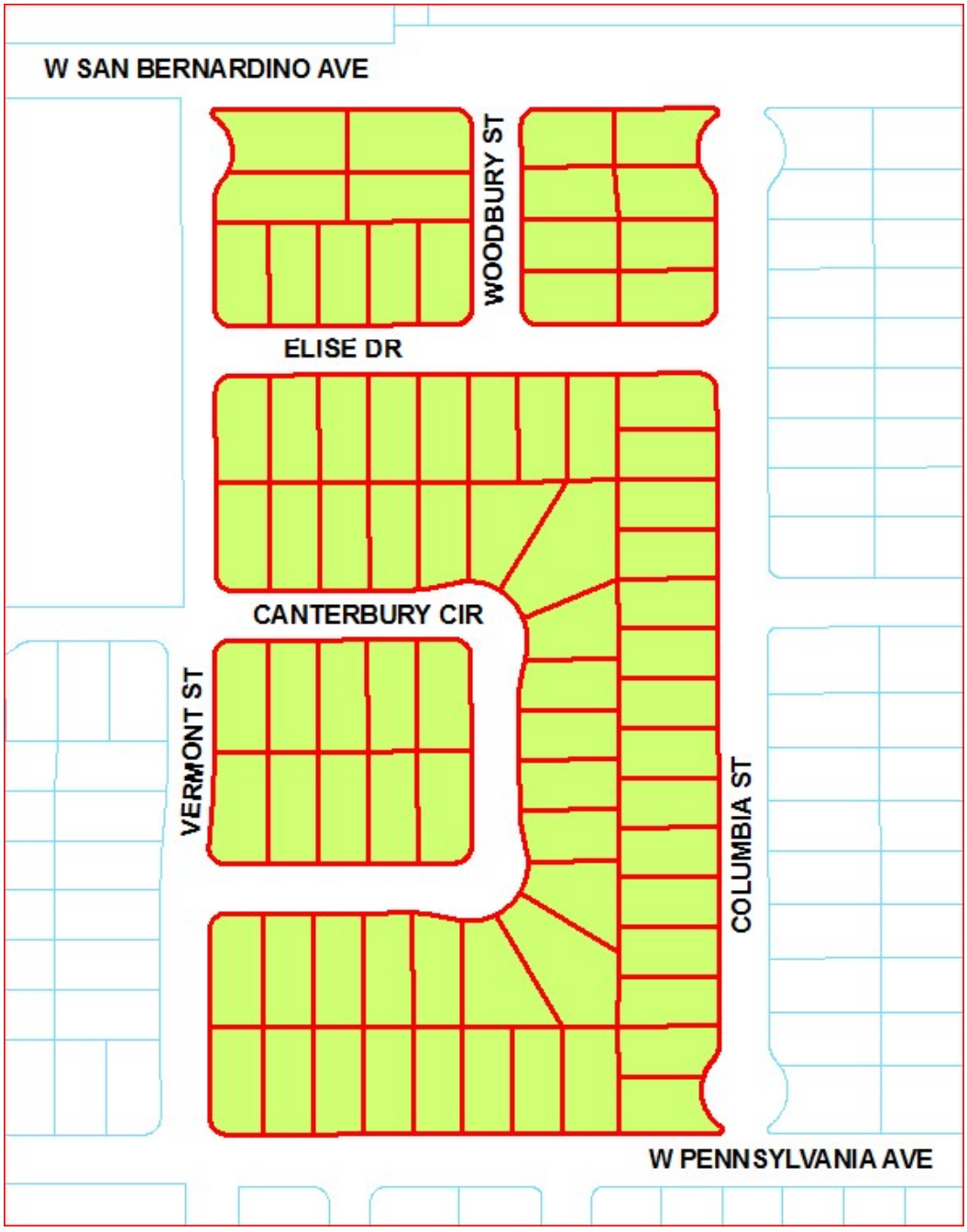
Original District A thru C
L1-A thru L1-B
L2-A
L3-A
L4-A thru L4-X
L5-A thru L5-H
L6-A thru L6-J
L7-A thru L7-I
L8-A thru L8-E
L9-A thru L9-B
L10-A thru L10-H
L11-A thru L11-C
L12-A thru L12-M

Initial District – A



Tract Map 13282

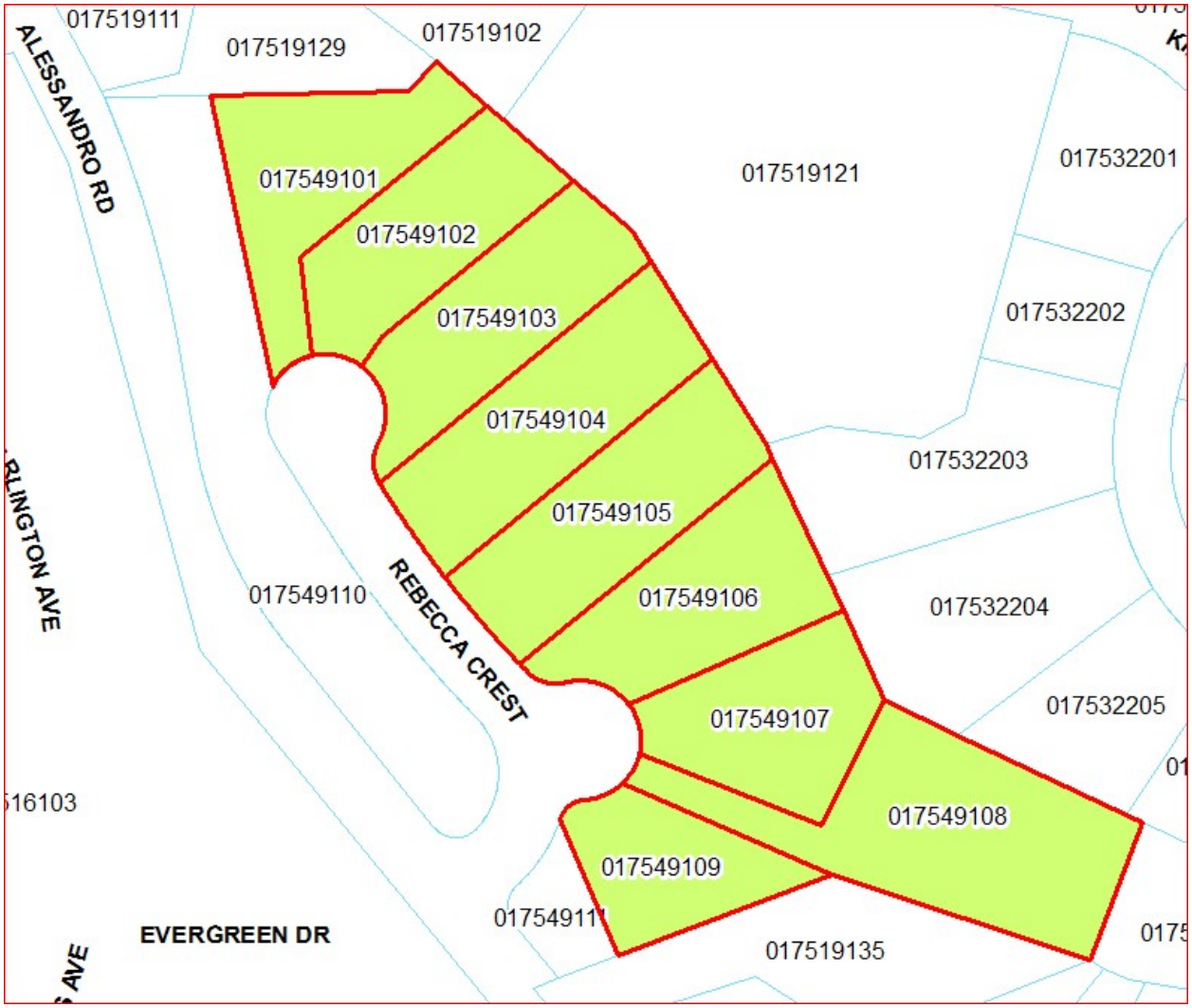
Initial District - B



Tract 13434

APN 167-802-01 thru 08, APN 167-803-01 thru -09, APN 167-804-01 thru -19, APN 167-823-01 thru 10, APN 167-824-01 thru -32,

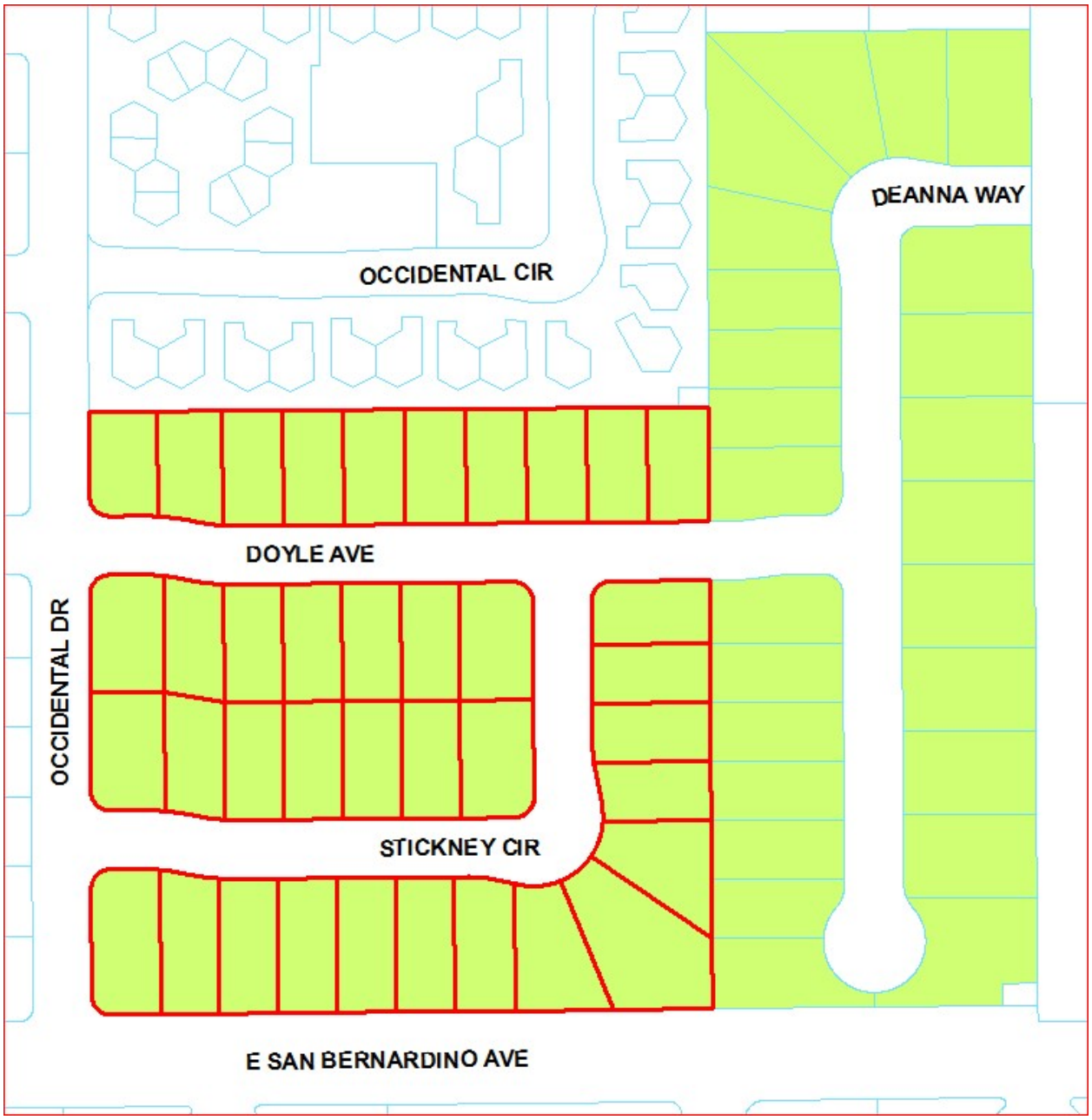
Initial District - C



Tract Map 13496

APN 0175-491-01 thru -09

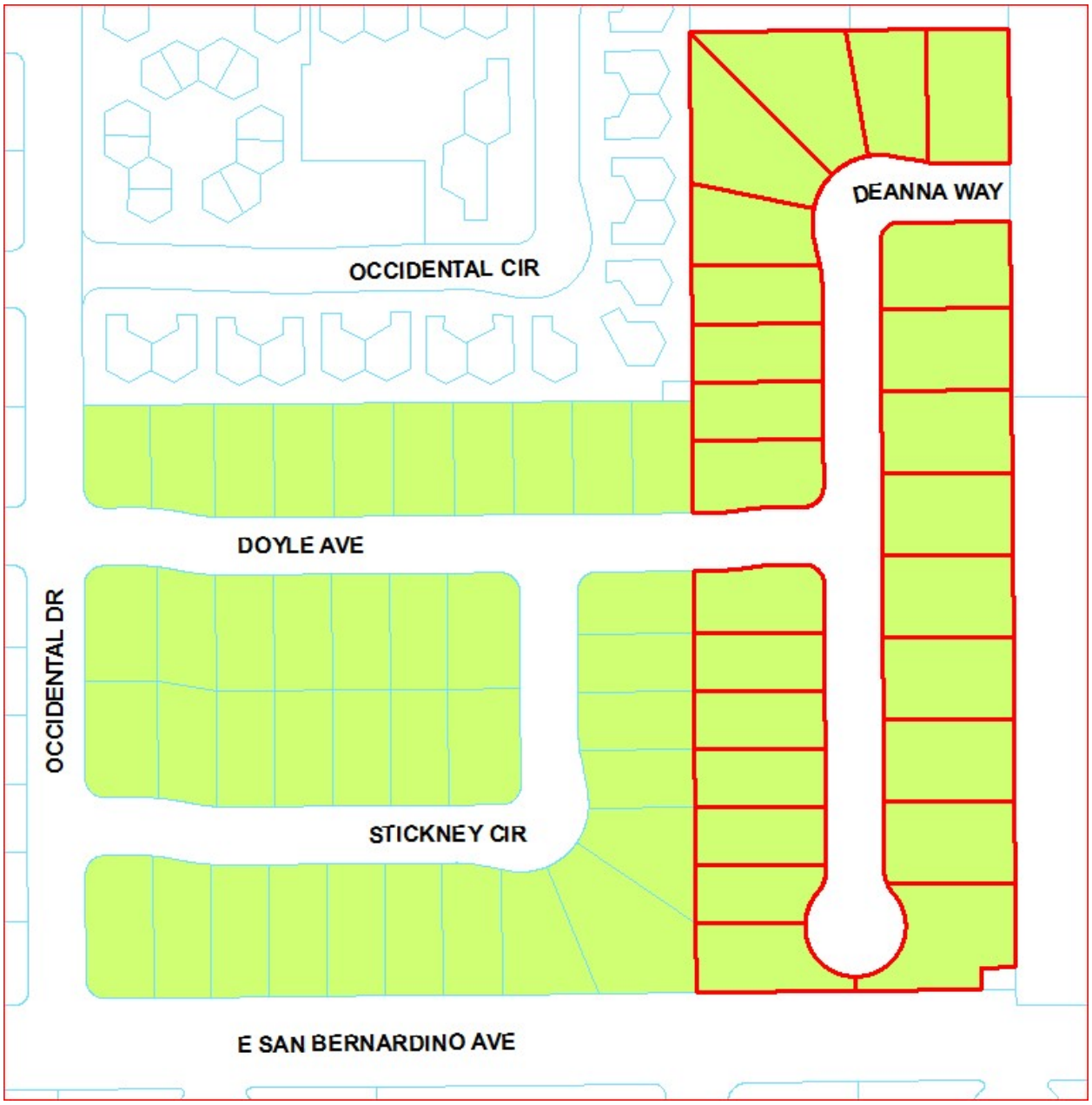
Annexation L1-A



Tract 13745

APN 1212-141-01 thru -38

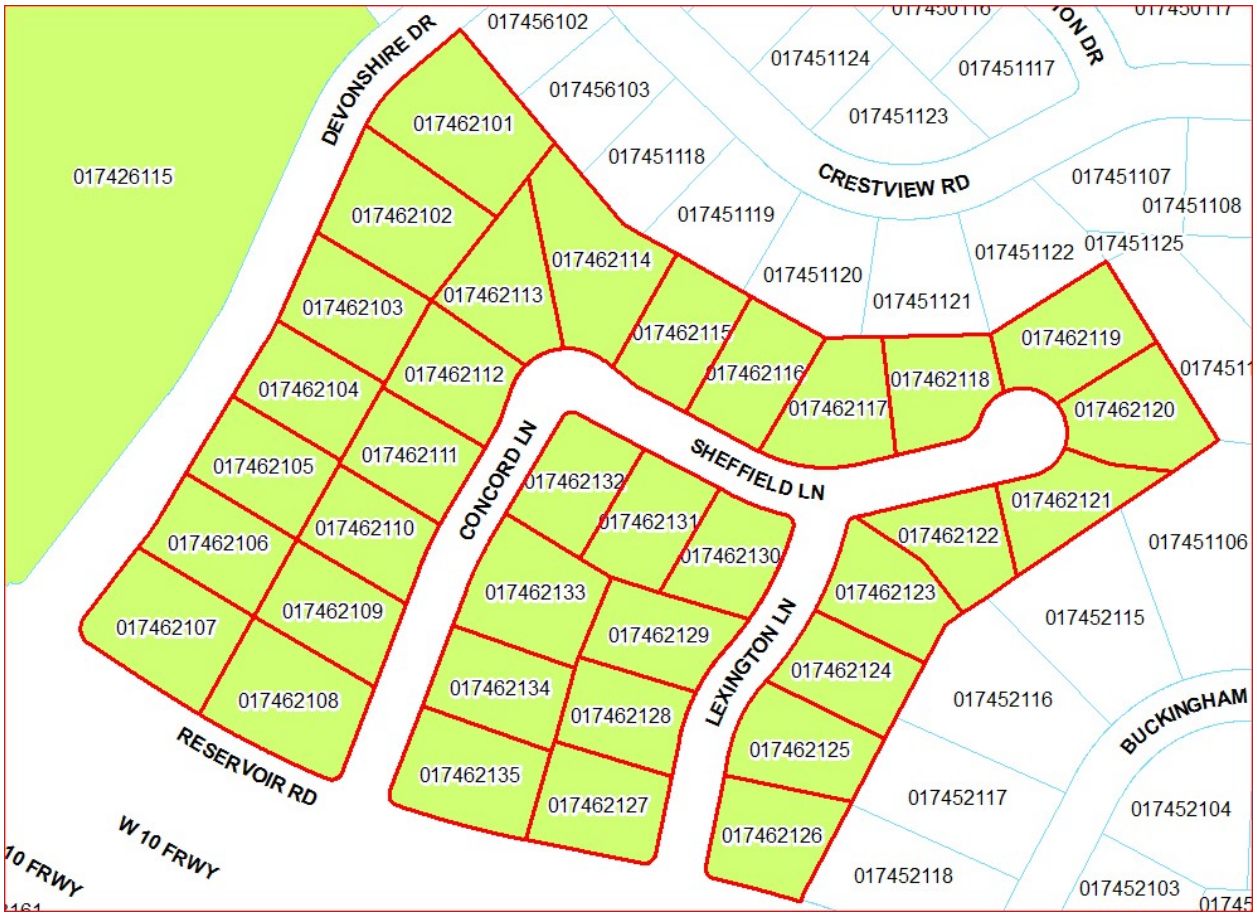
Annexation L1-B



Tract 13765

APN 1212-081-54 thru -62 and APN 1212-141-39 and -54

Annexation L2-A



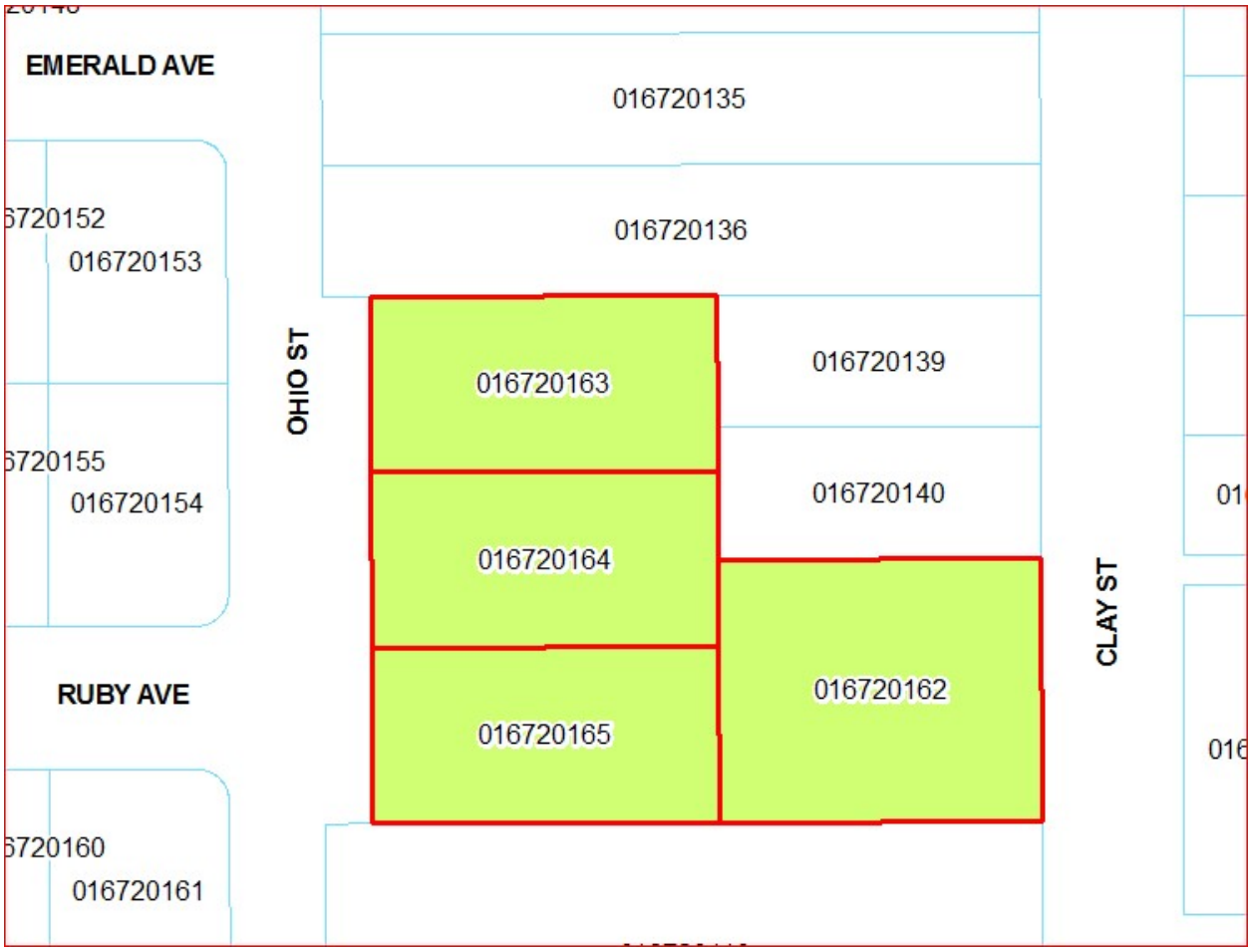
Tract 13947

Annexation L3-A



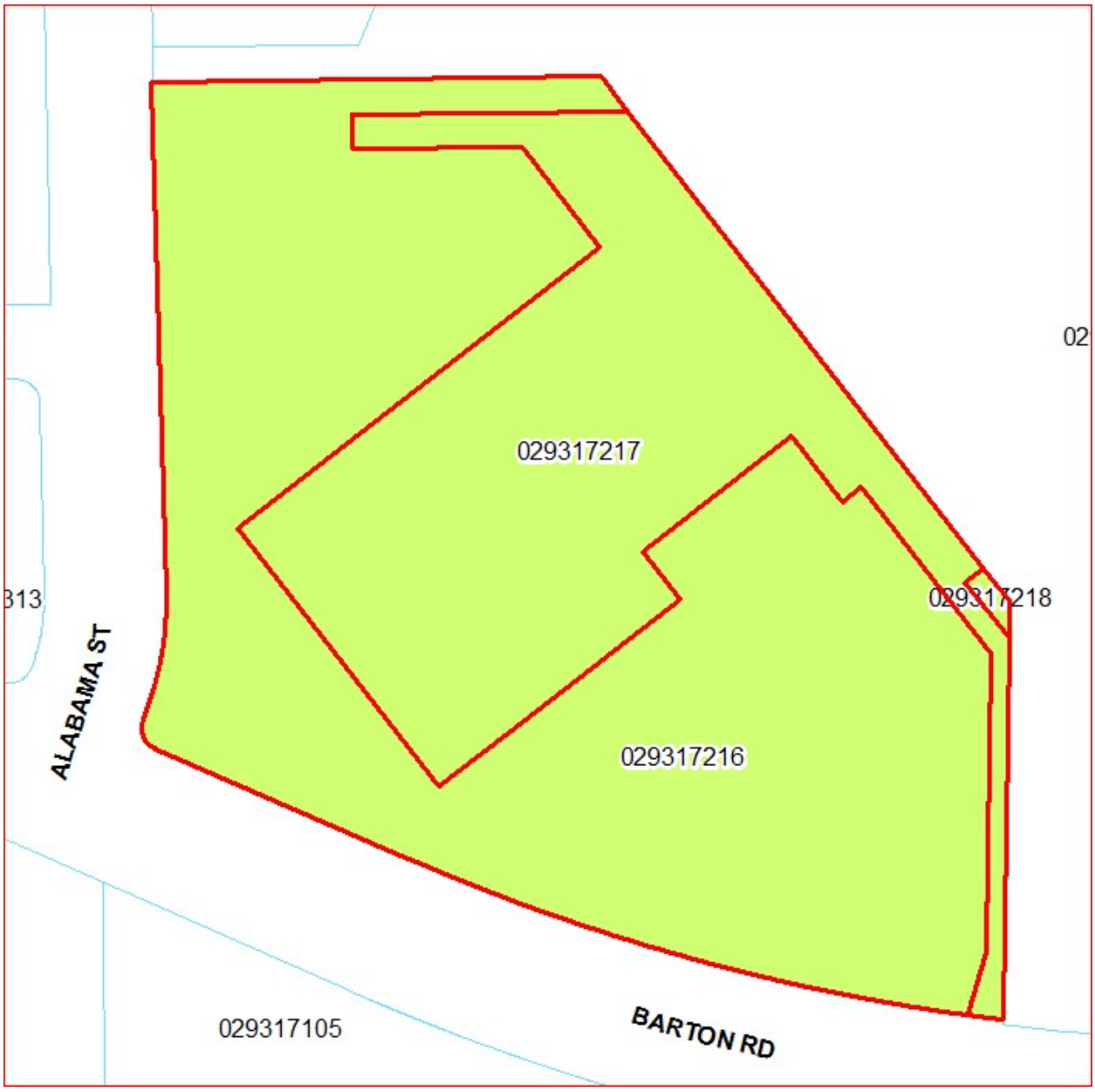
Parcel Map 11917

Annexation L4-A



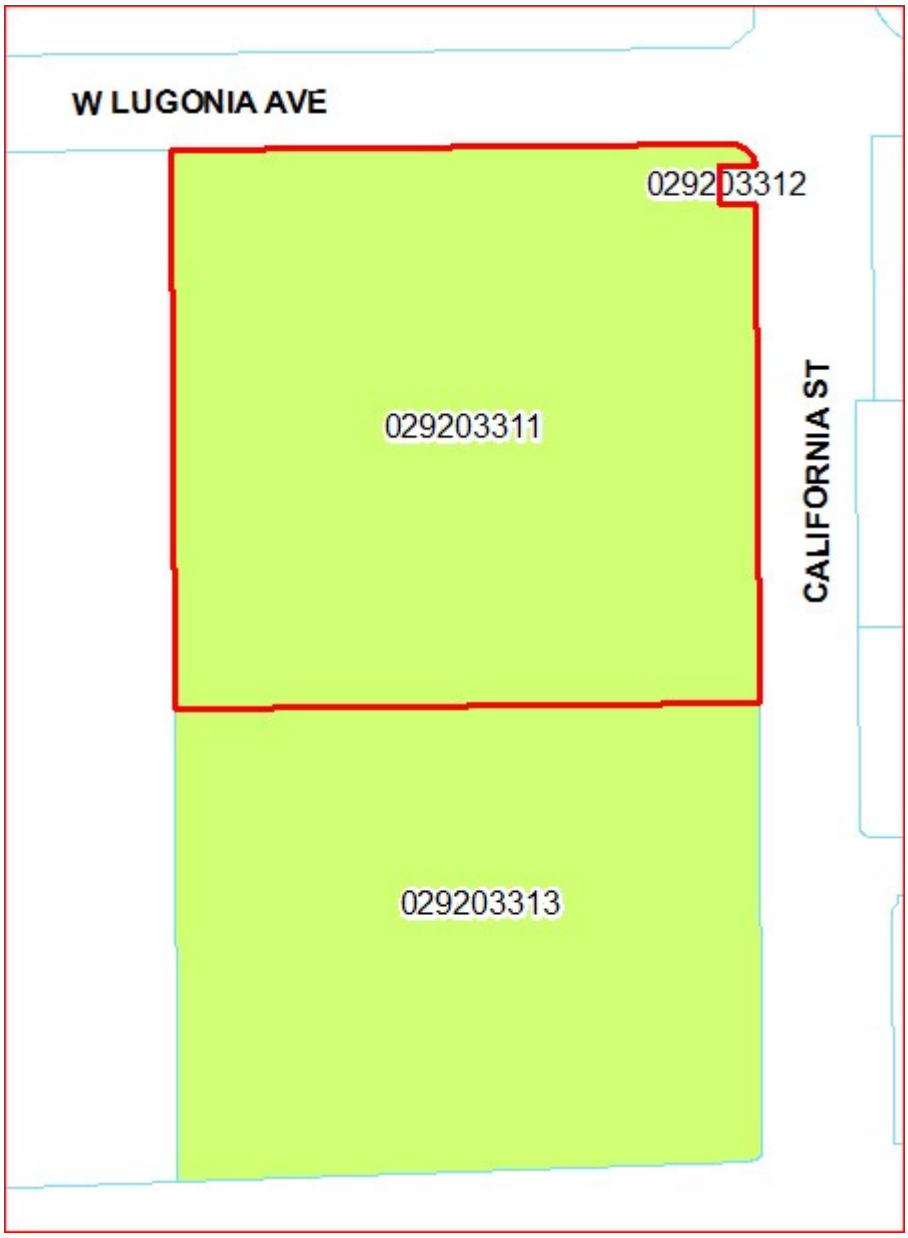
Parcel Map 12450

Annexation L4-B



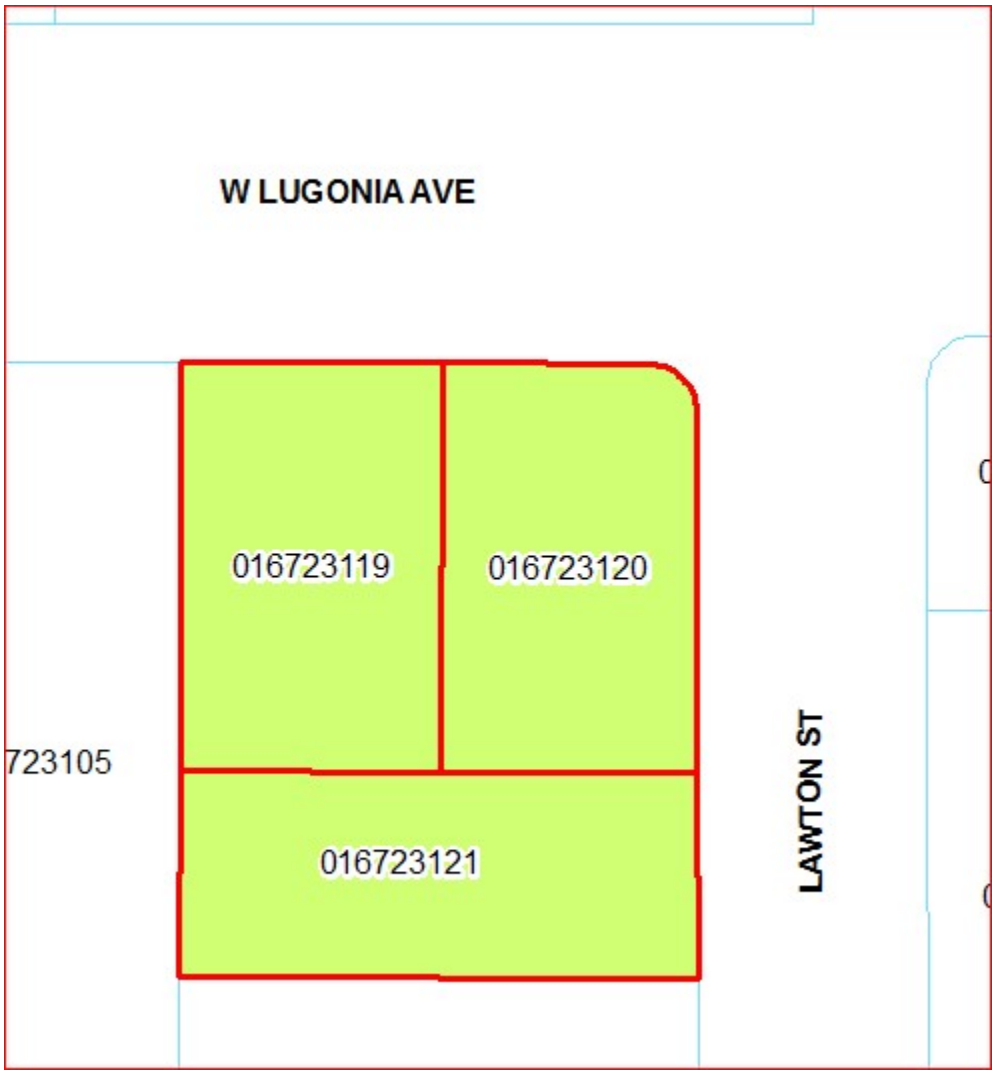
Parcel Map 11755

Annexation L4-C



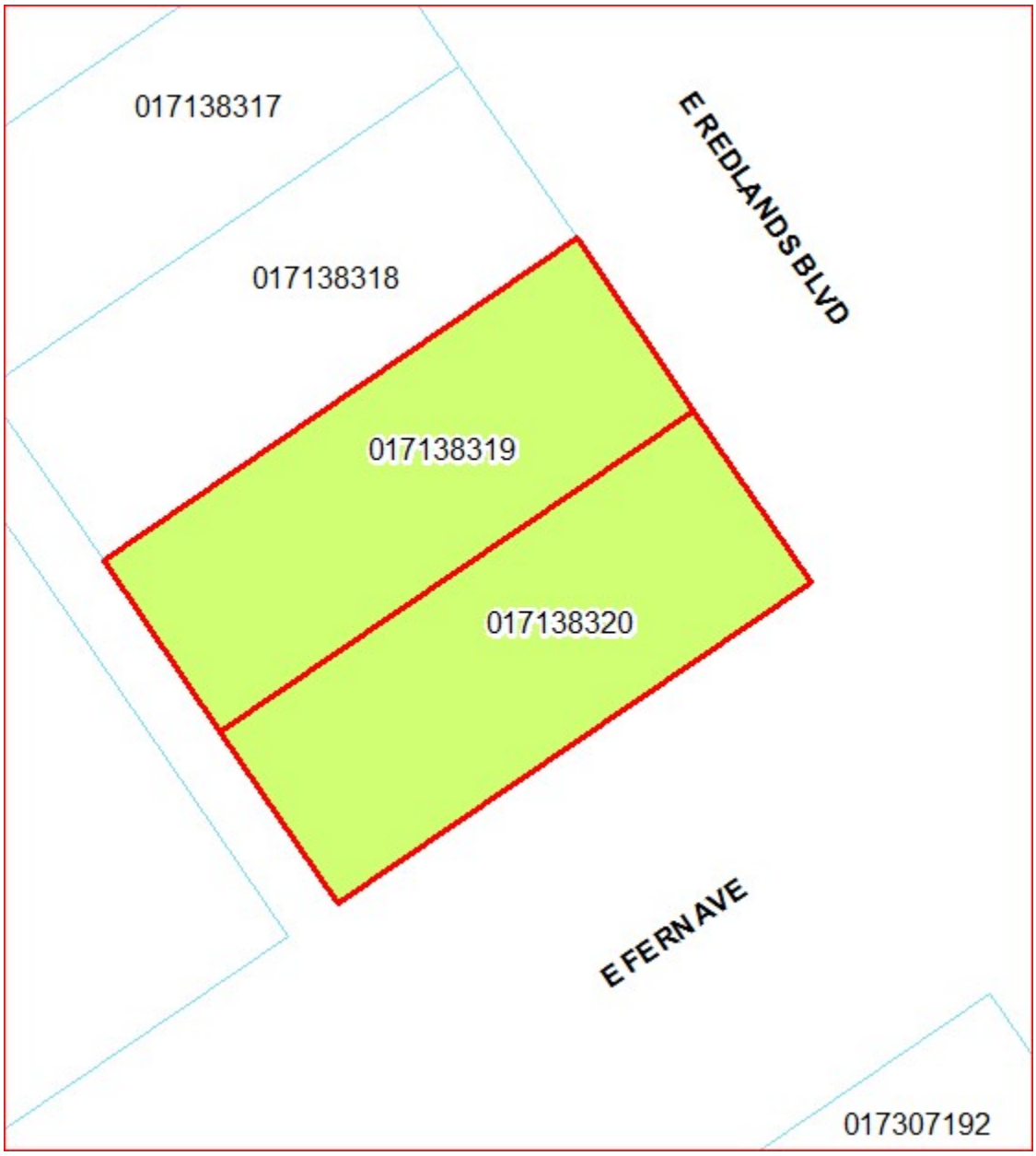
CUP 617

Annexation L4-D



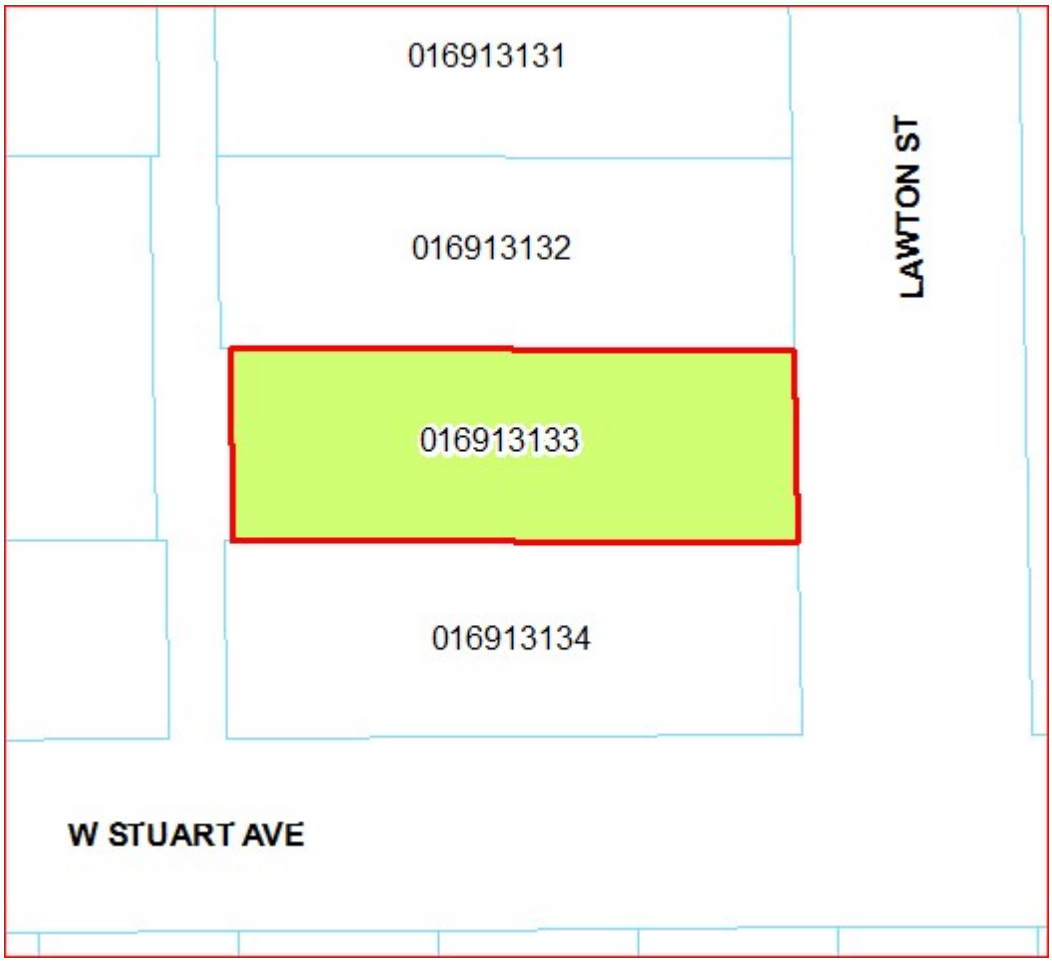
Parcel Map 12300

Annexation L4-E



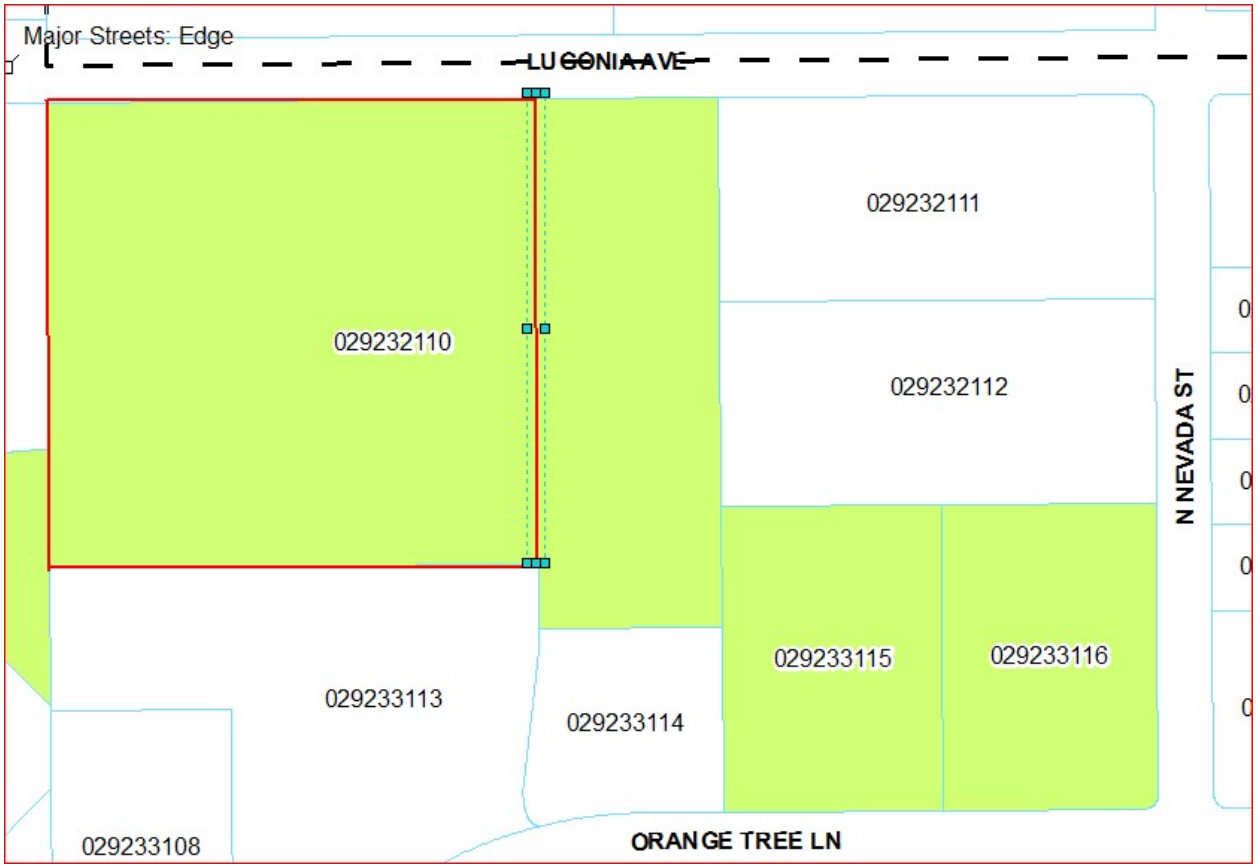
CUP 382

Annexation L4-F



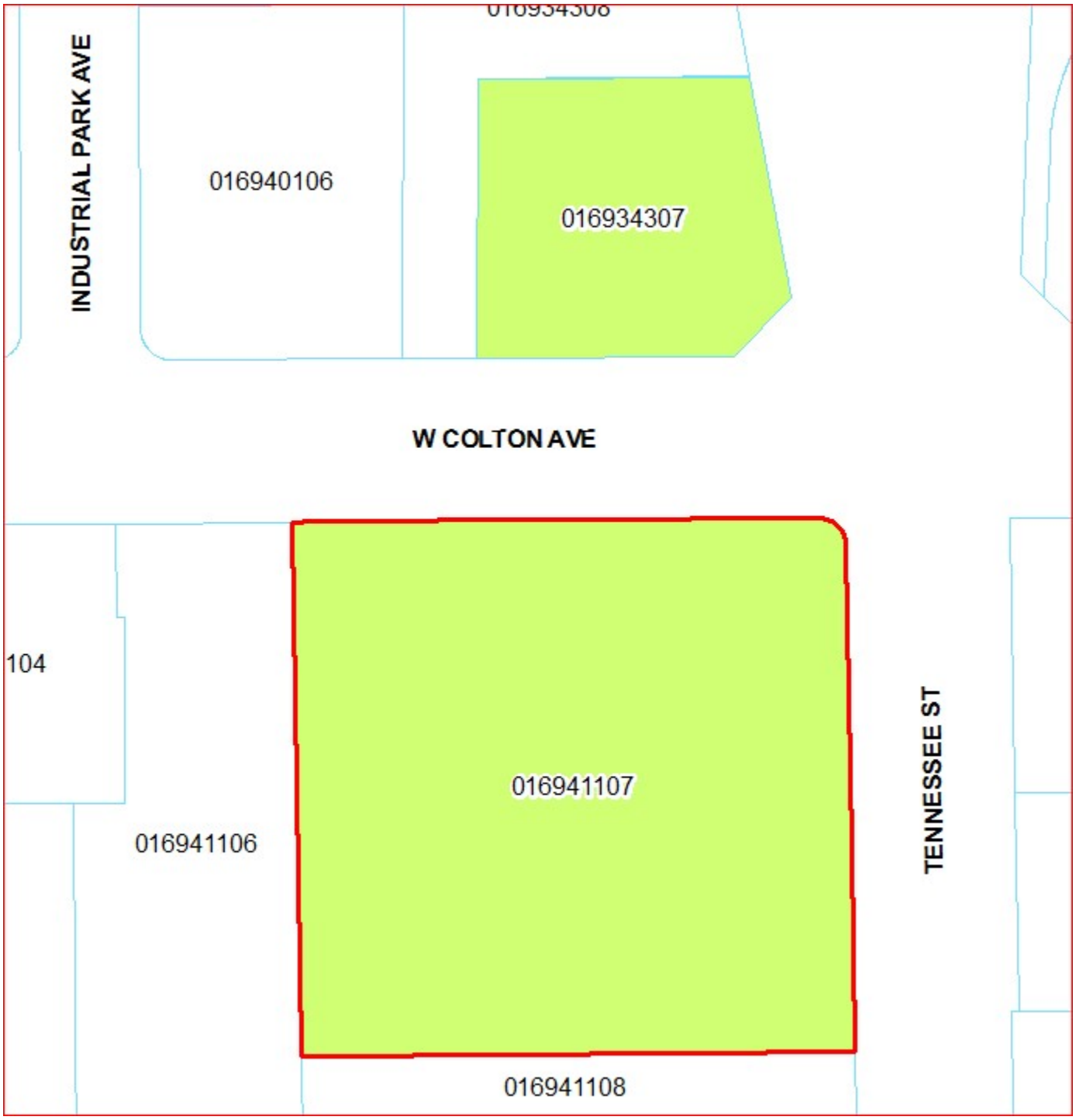
CRA 606

Annexation L4-G



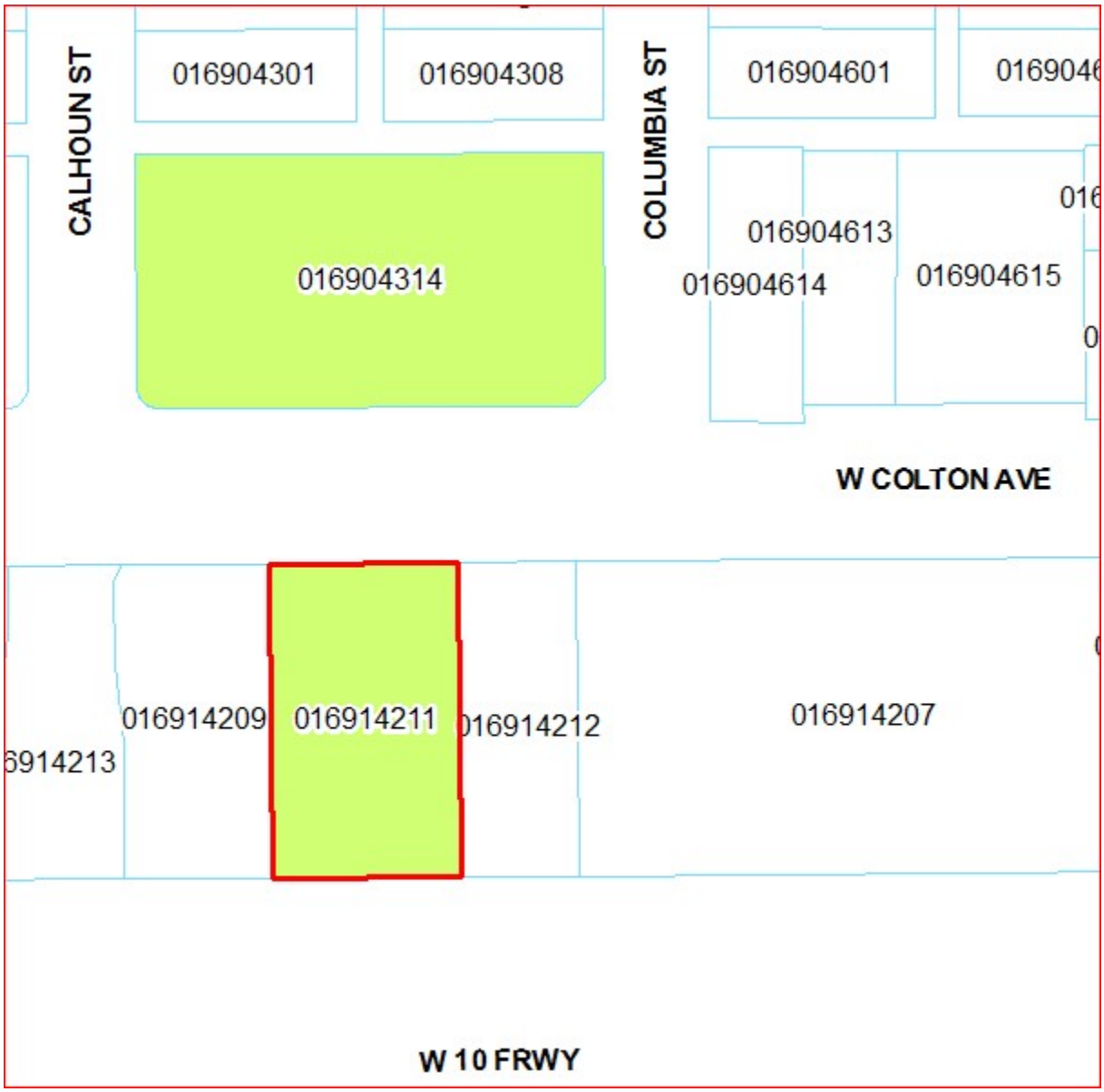
CRA 486

Annexation L4-H



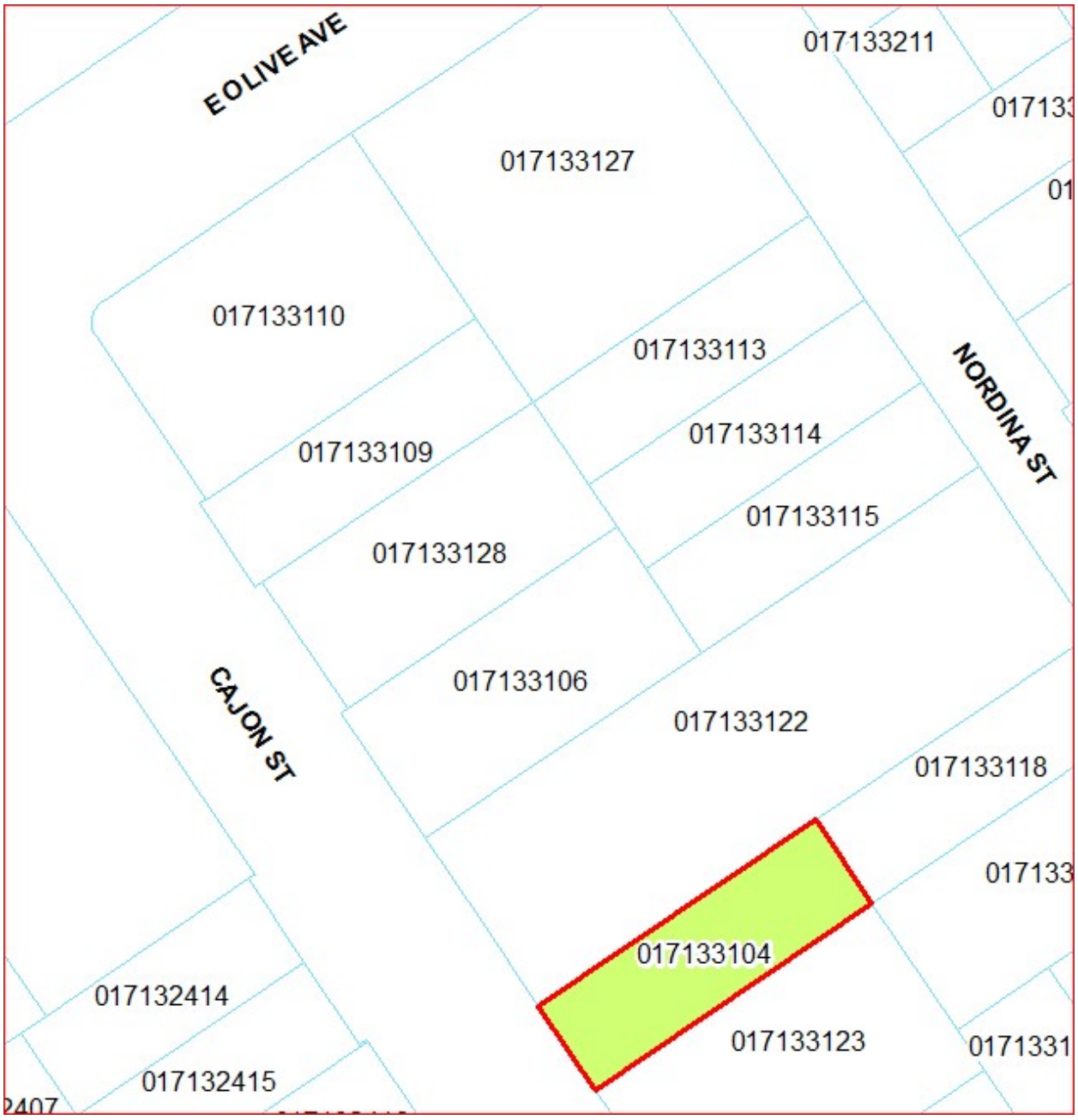
CUP 253

Annexation L4-I



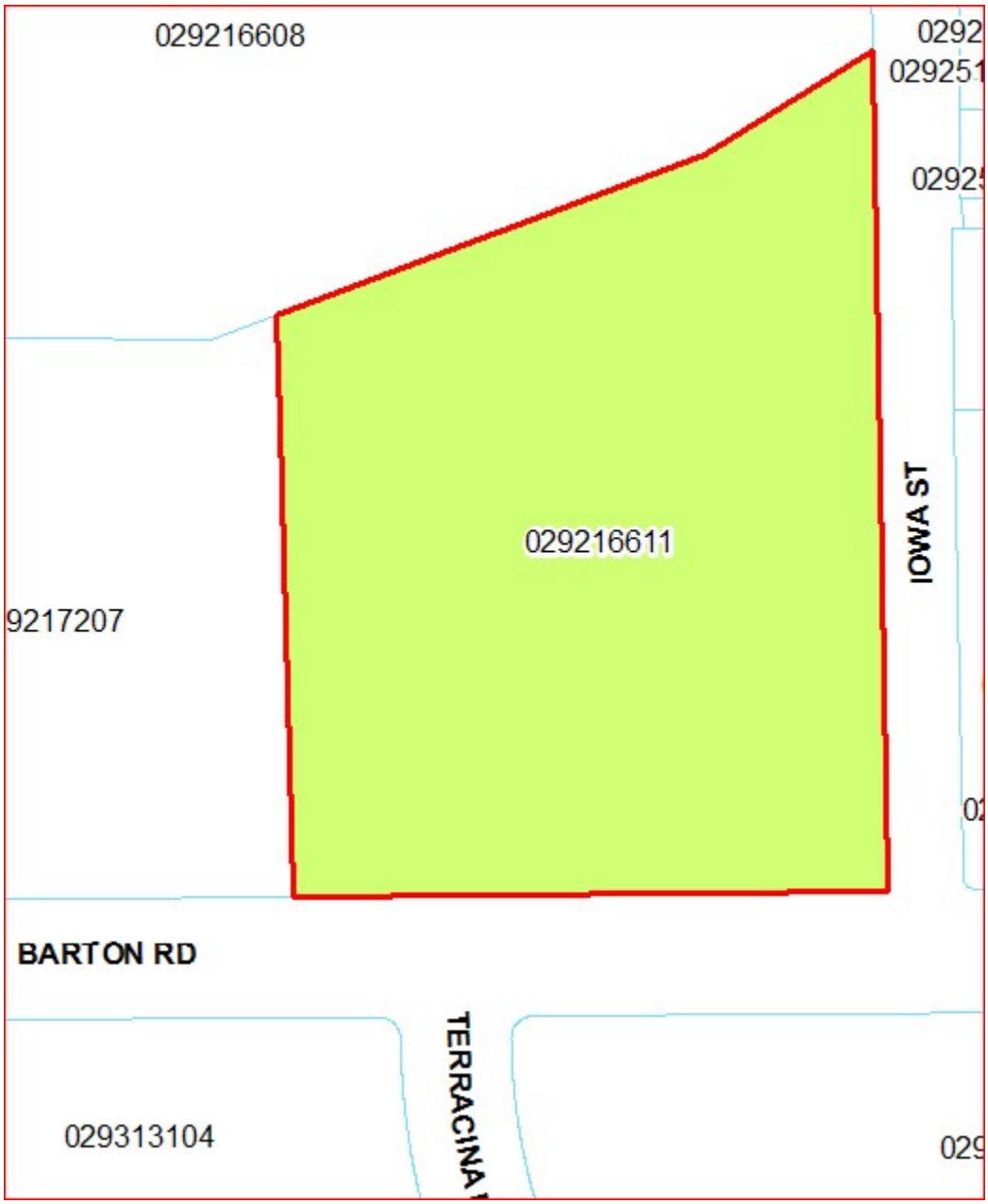
CRA 808

Annexation L4-J



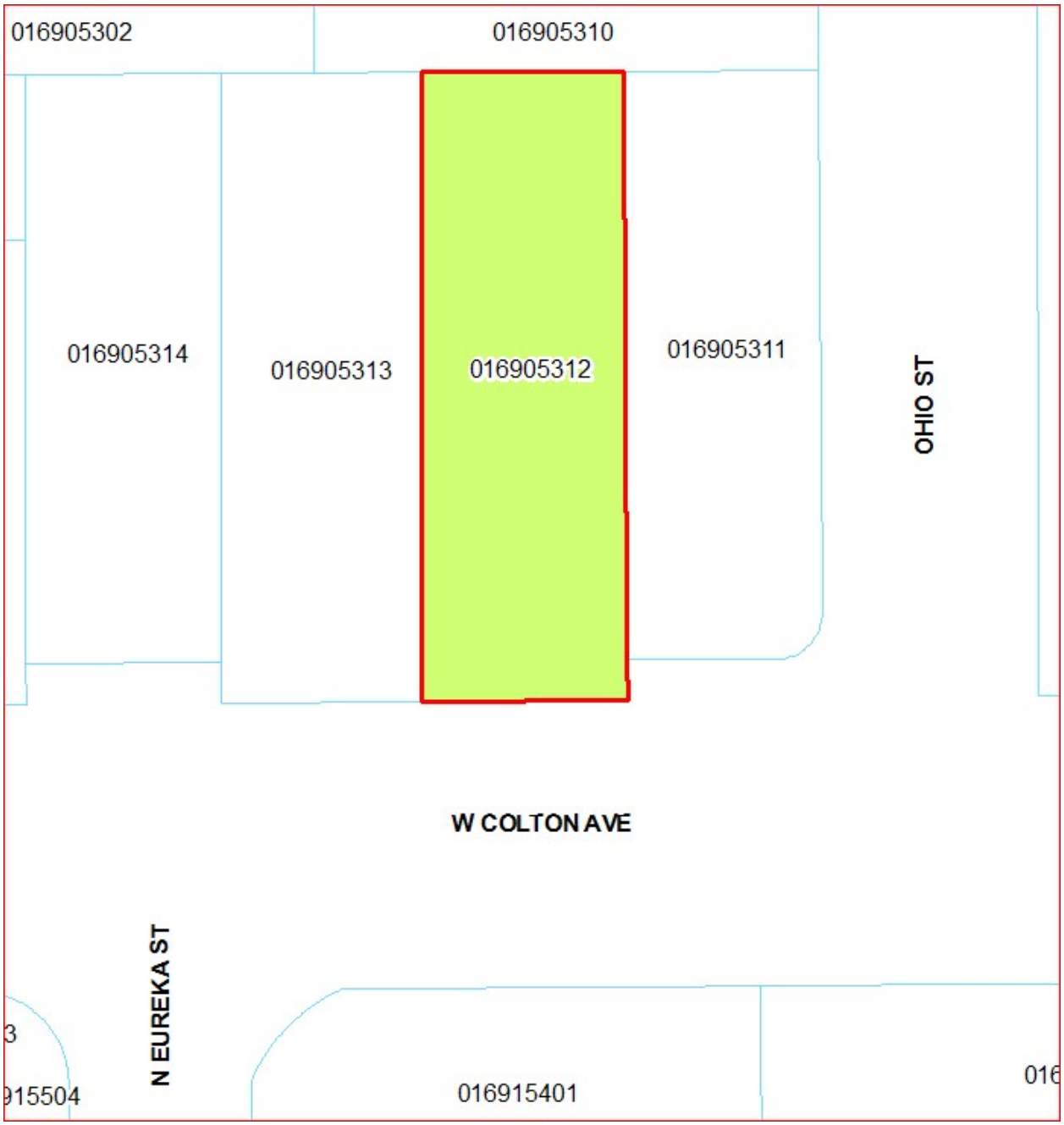
CUP 519

Annexation L4-K



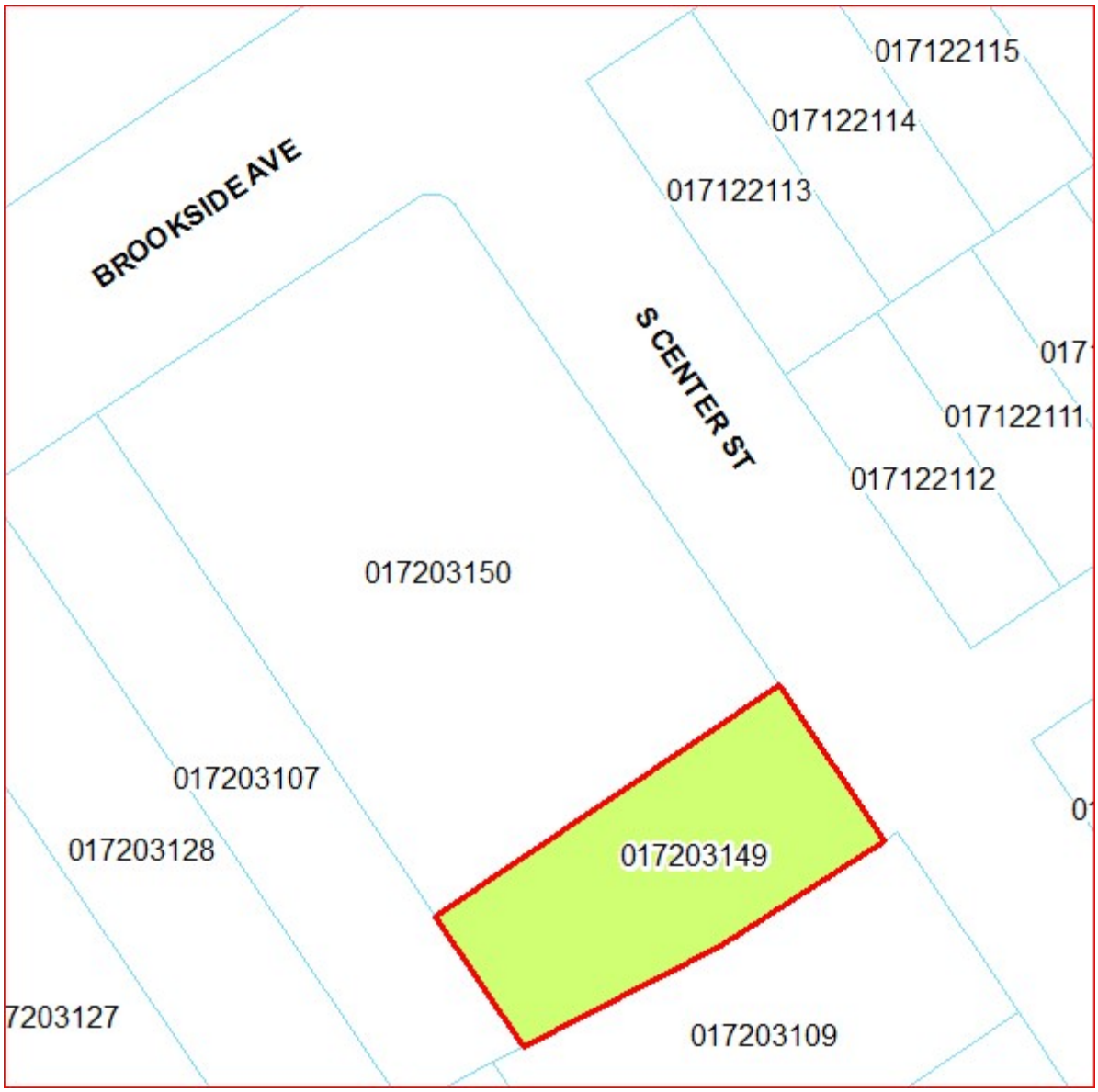
CUP 516

Annexation L4-L



CUP 518

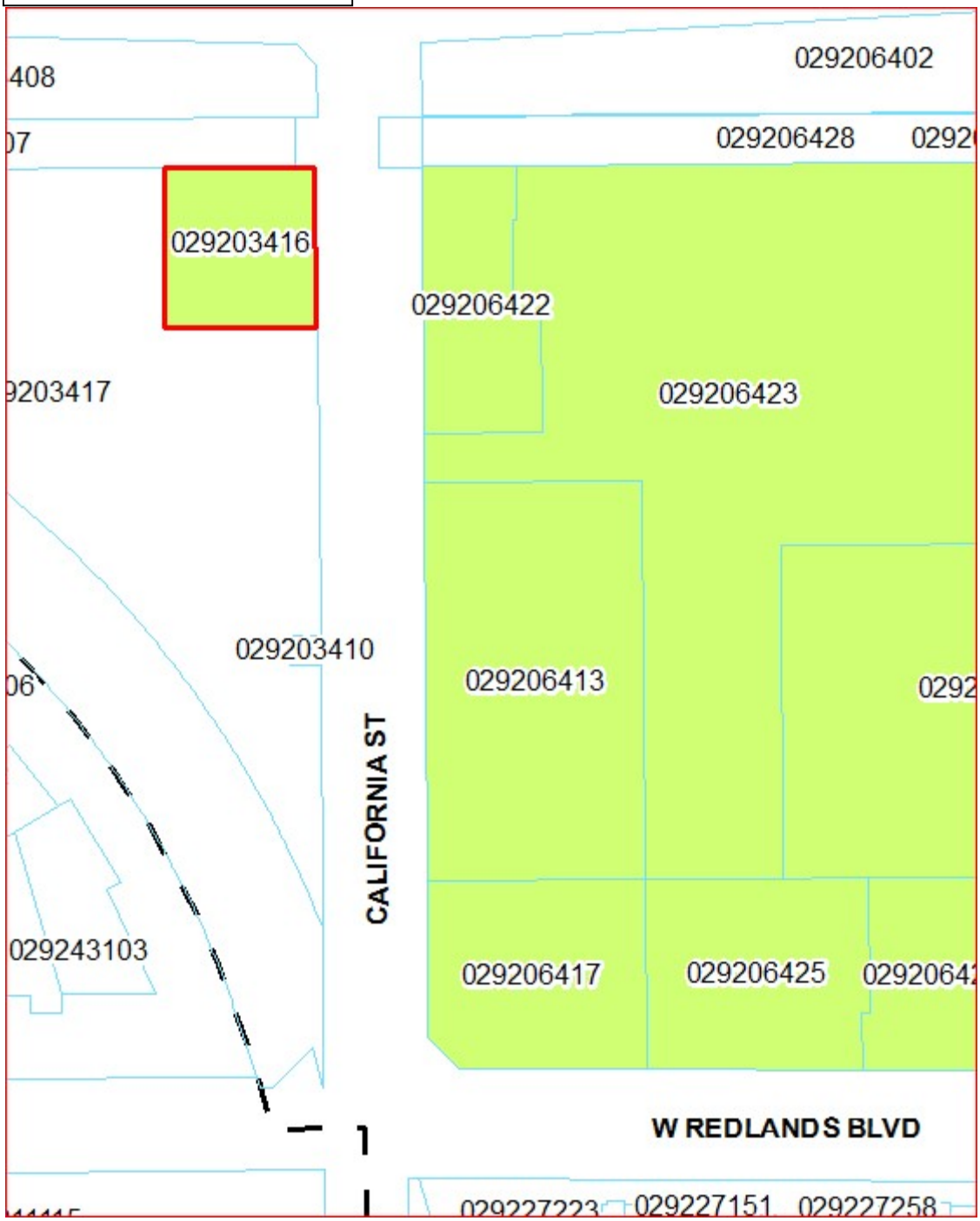
Annexation L4-M



CUP 522

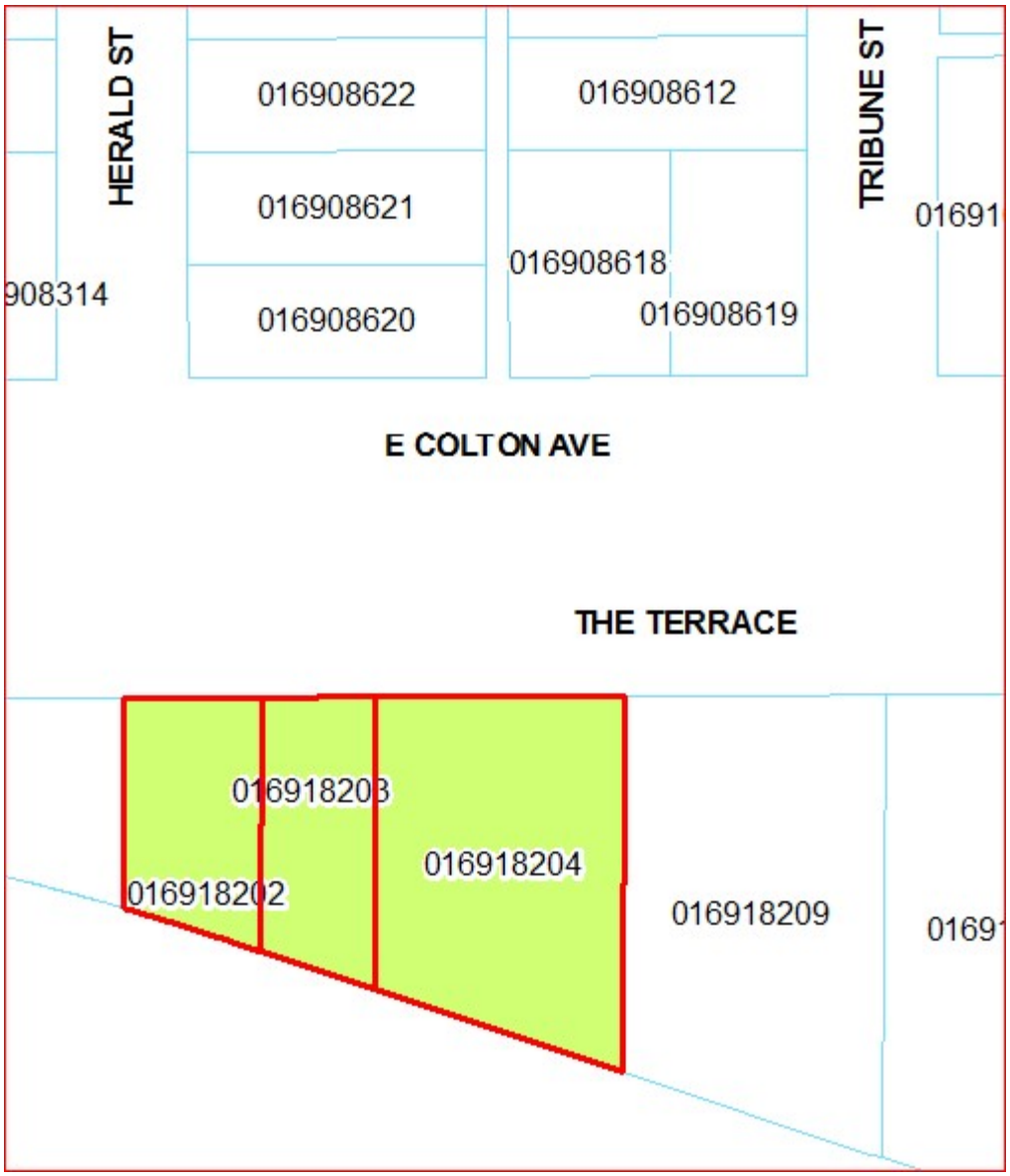
Annexation L4-N

APN changed from
029203416 to 029203439



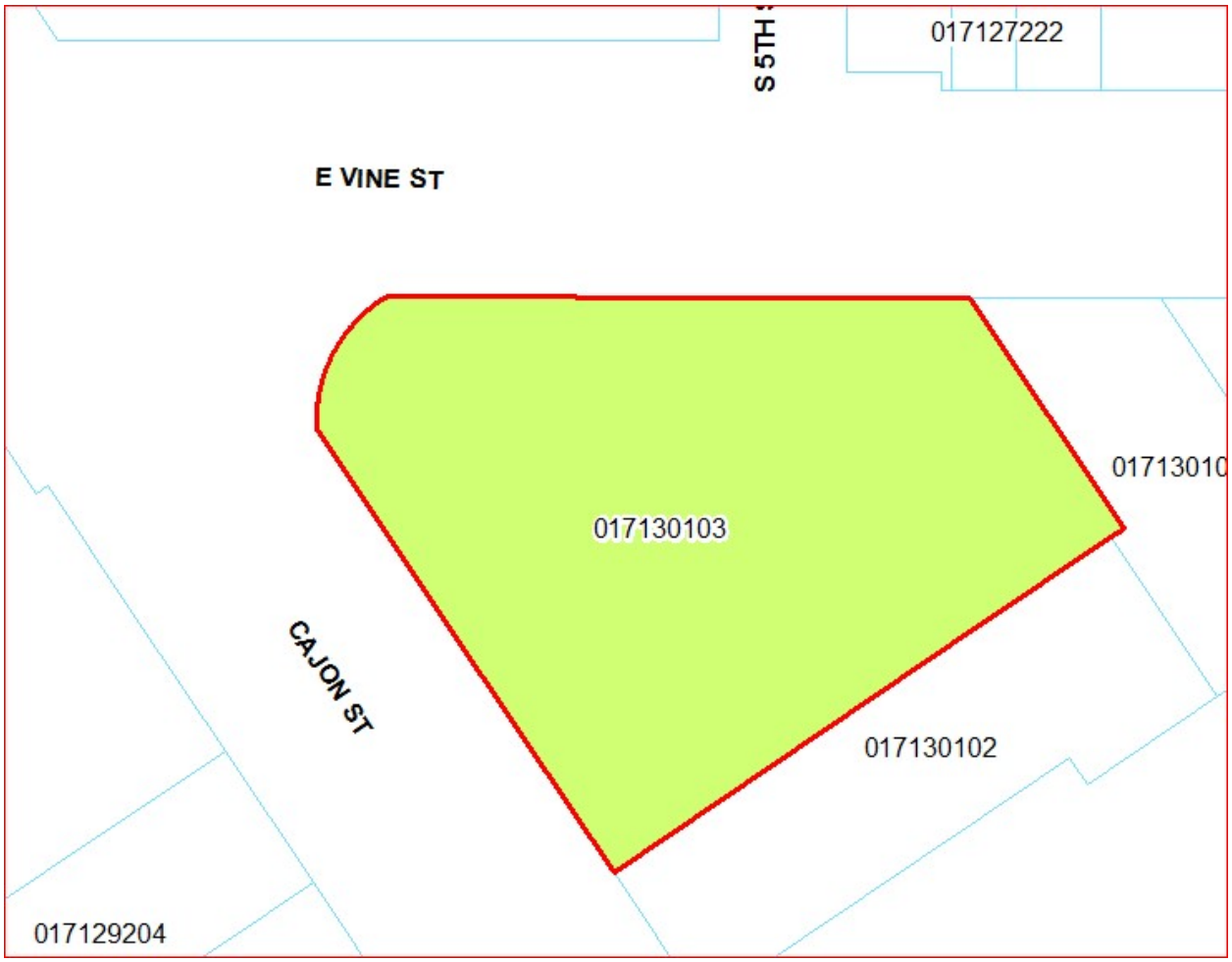
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Annexation L4-O



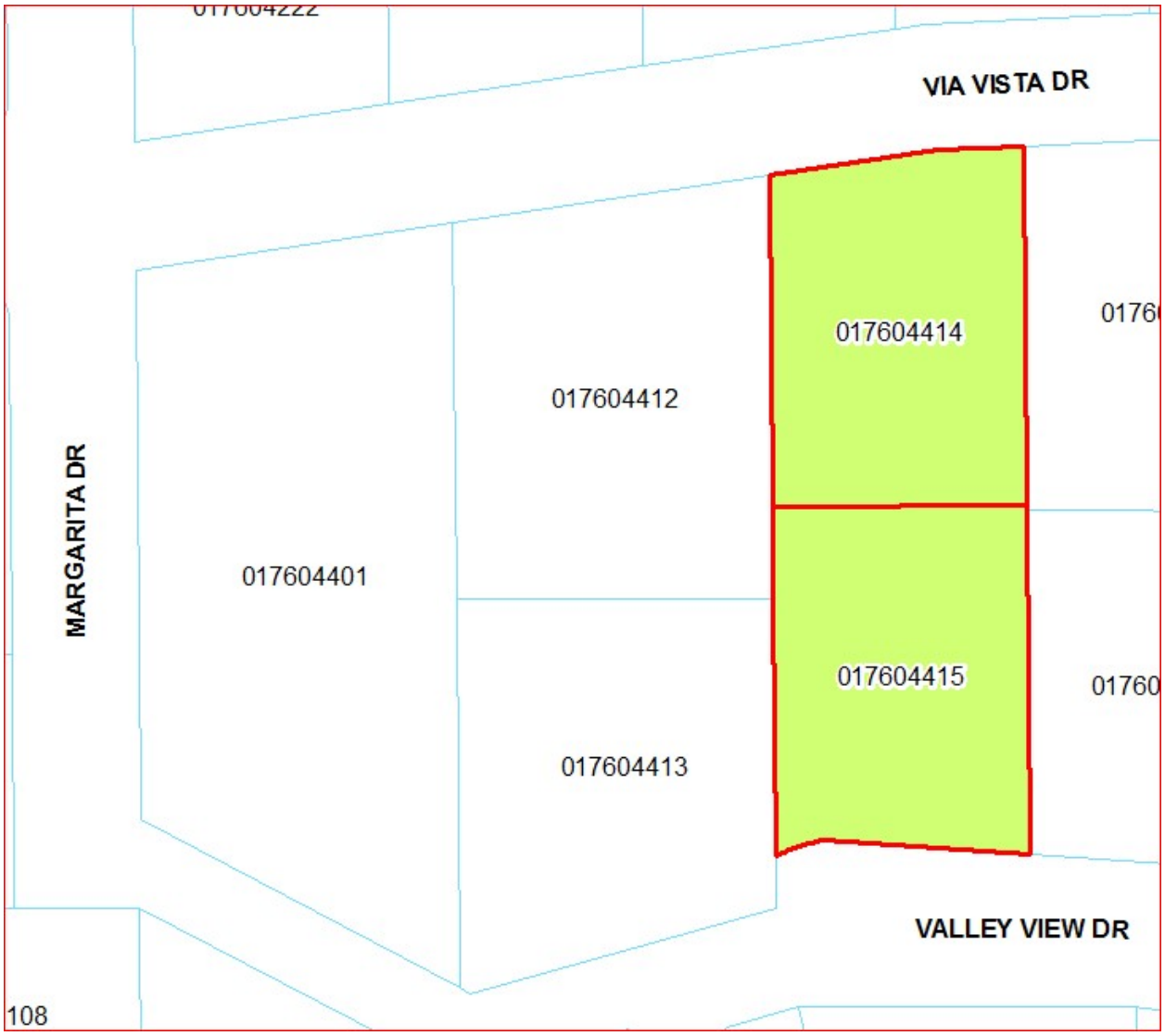
CRA 805

Annexation L4-P



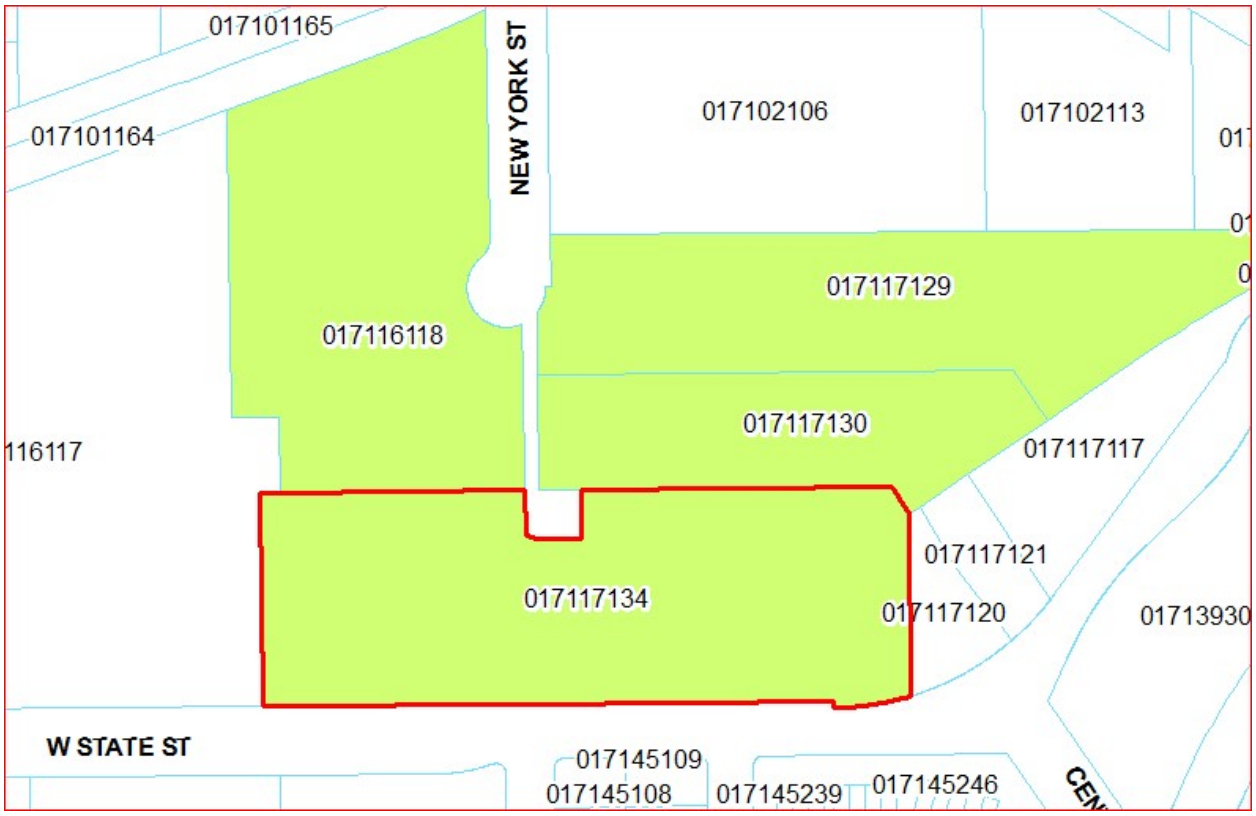
Parcel Map 12087

Annexation L4-Q



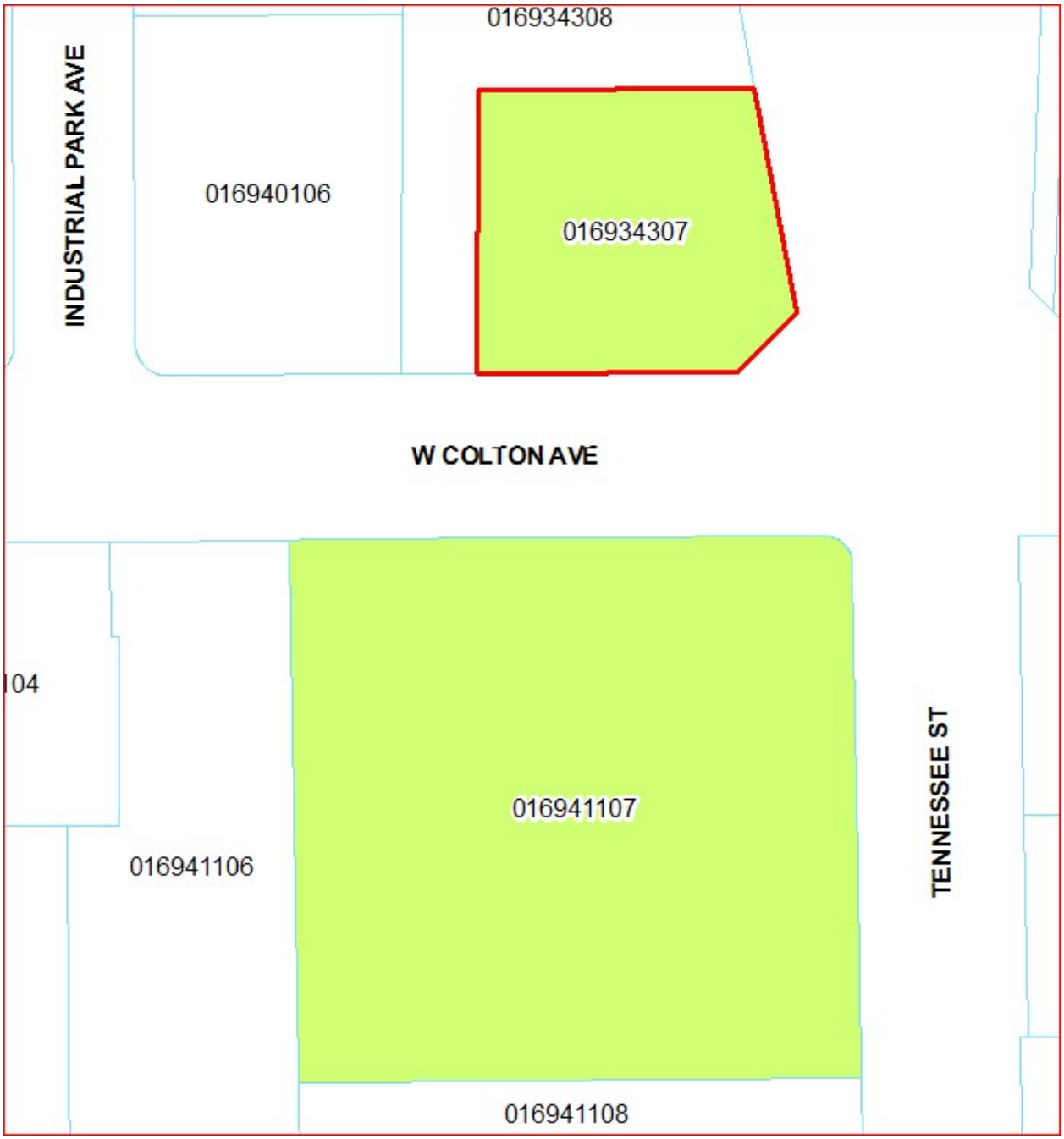
MS 185, Parcel Map 11904

Annexation L4-R



CUP 278

Annexation L4-S



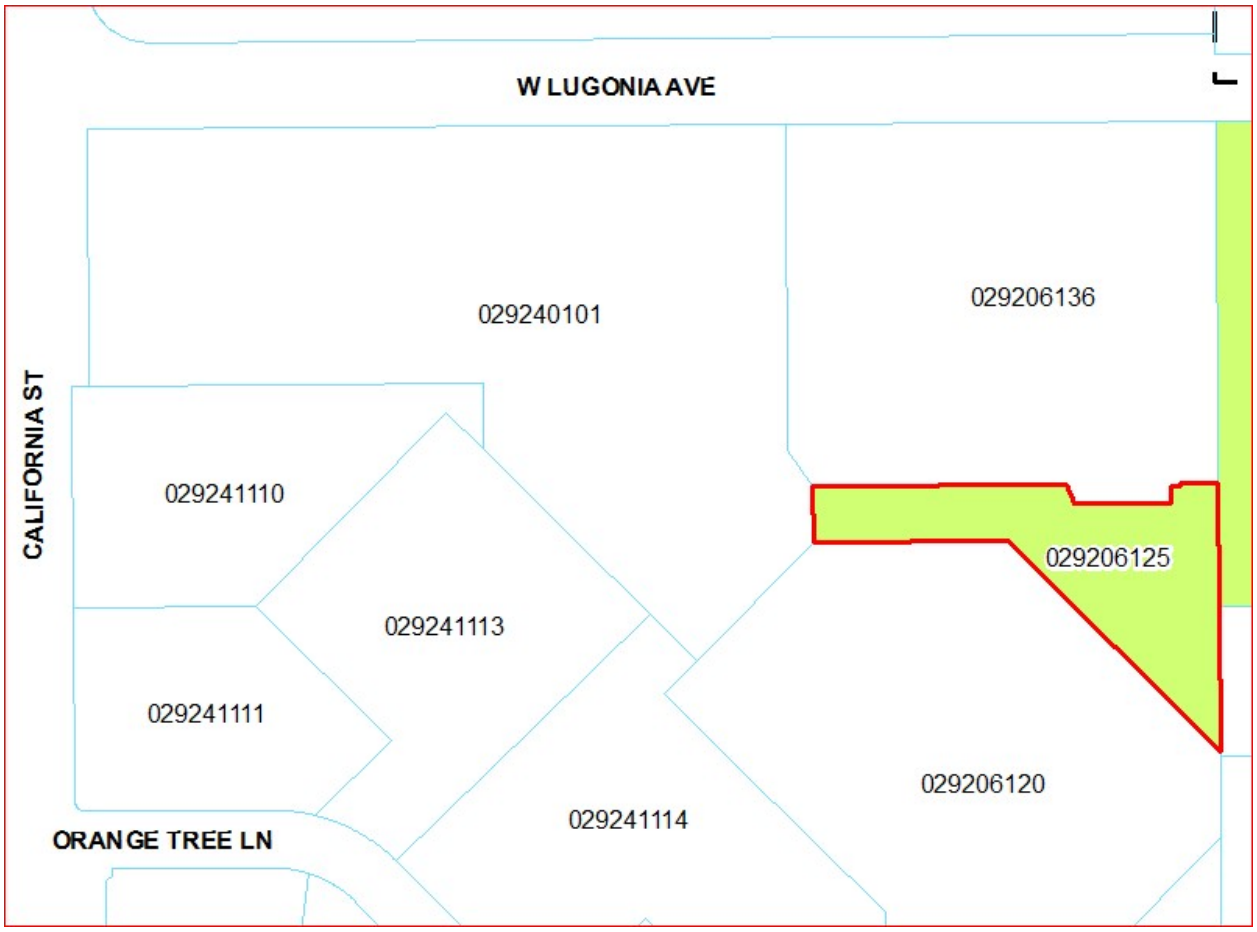
CUP 405

Annexation L4-T



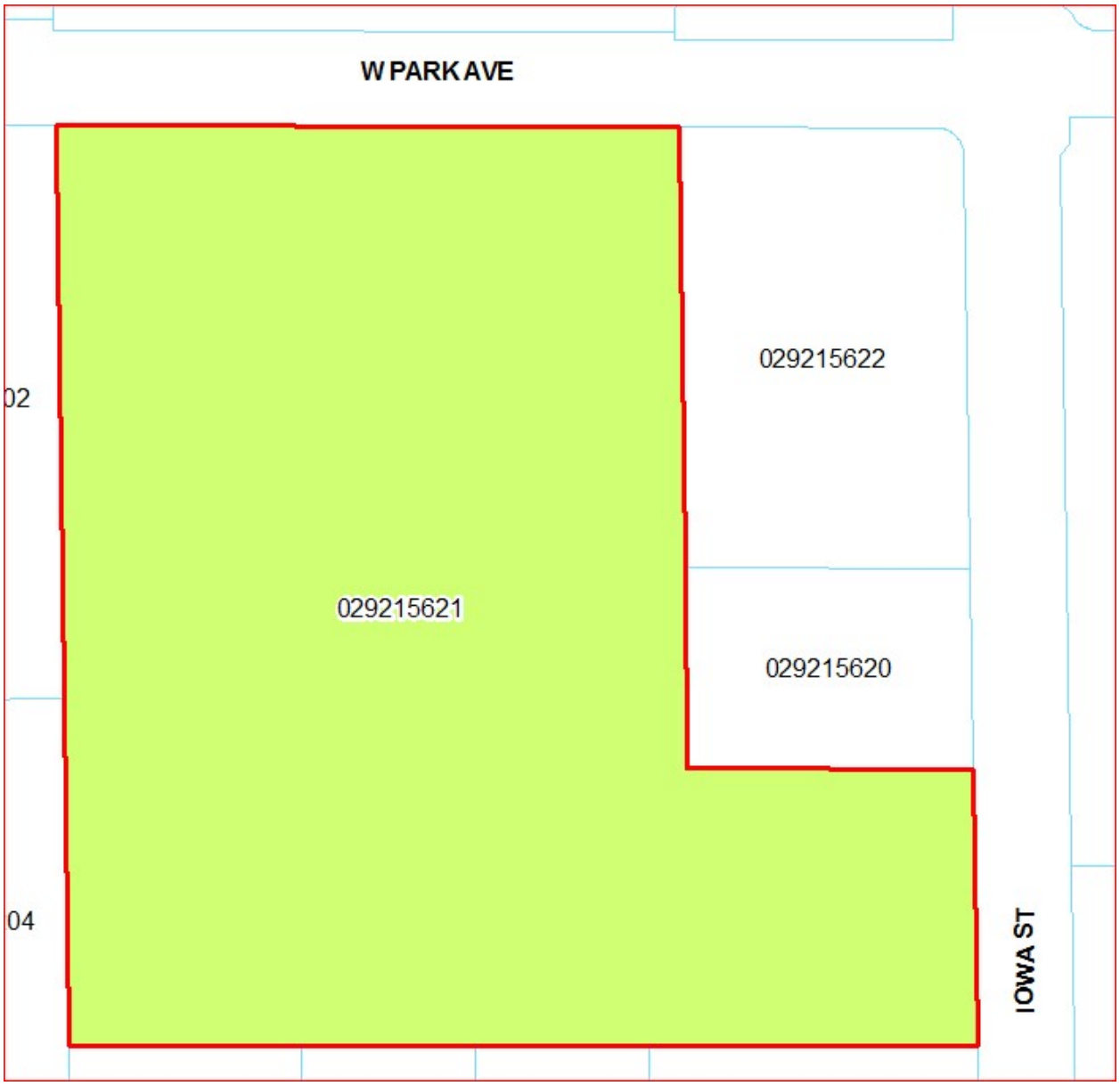
CRA 354

Annexation L4-U



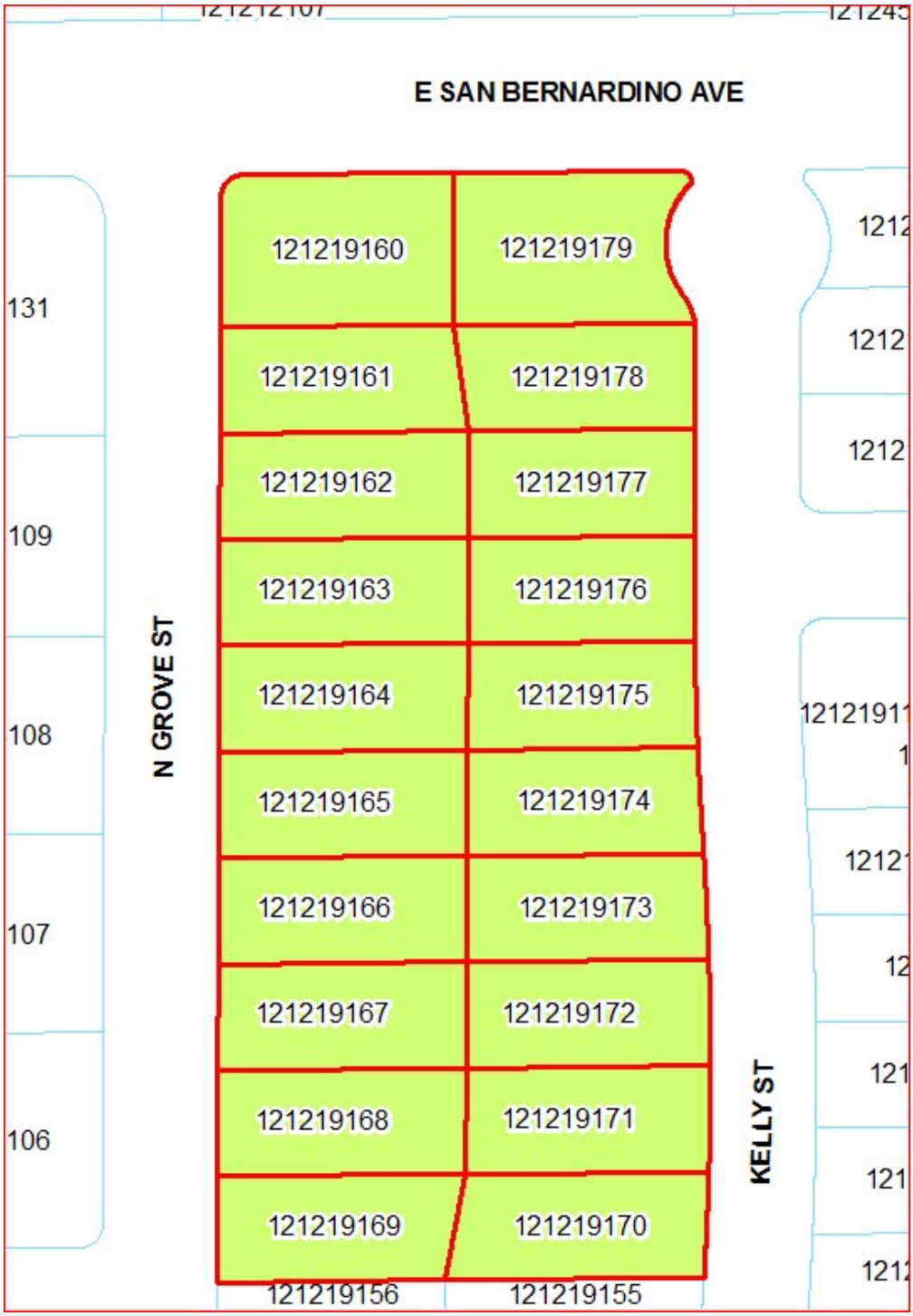
CRA 346

Annexation L4-V



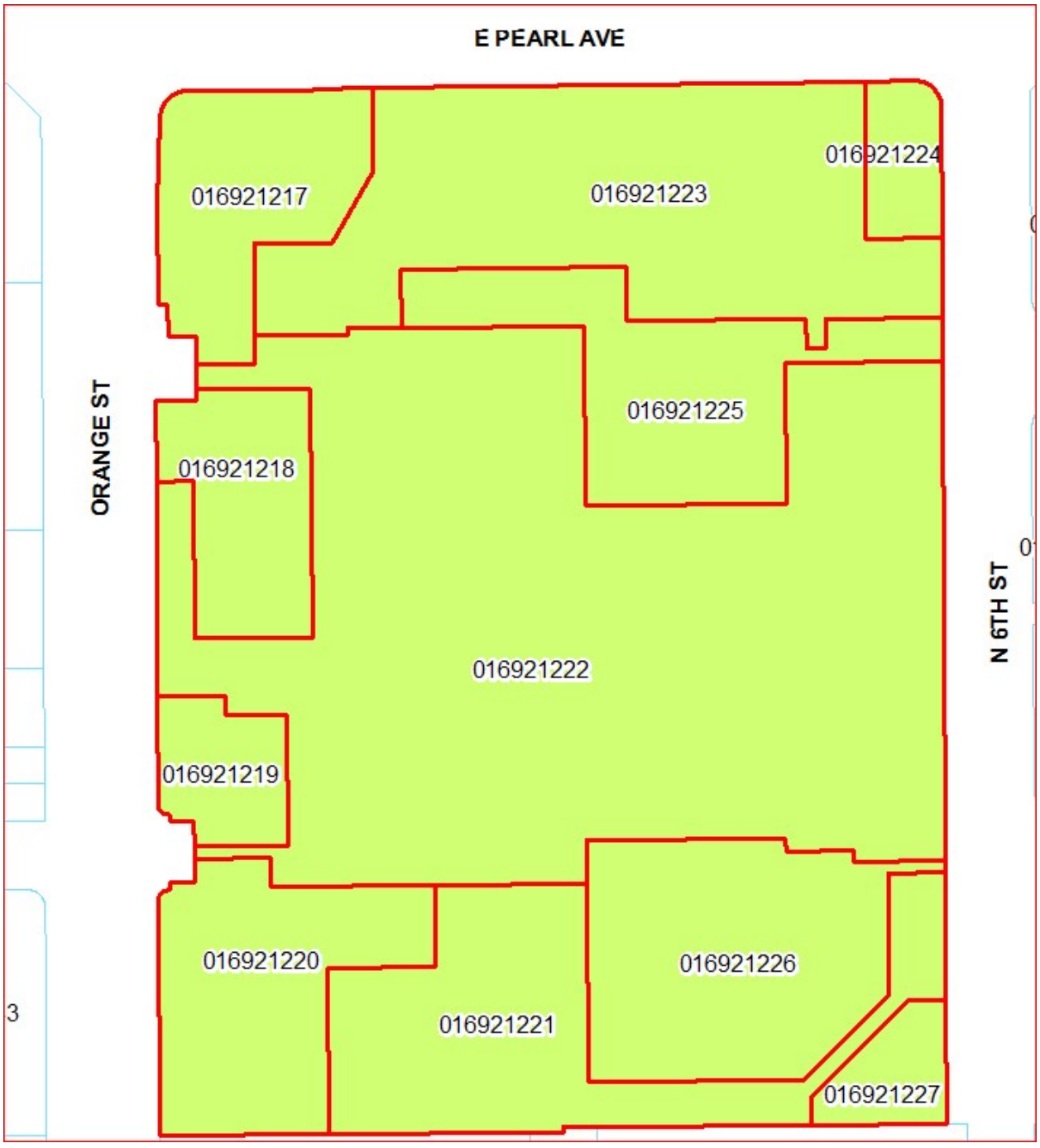
CRA 607

Annexation L4-W



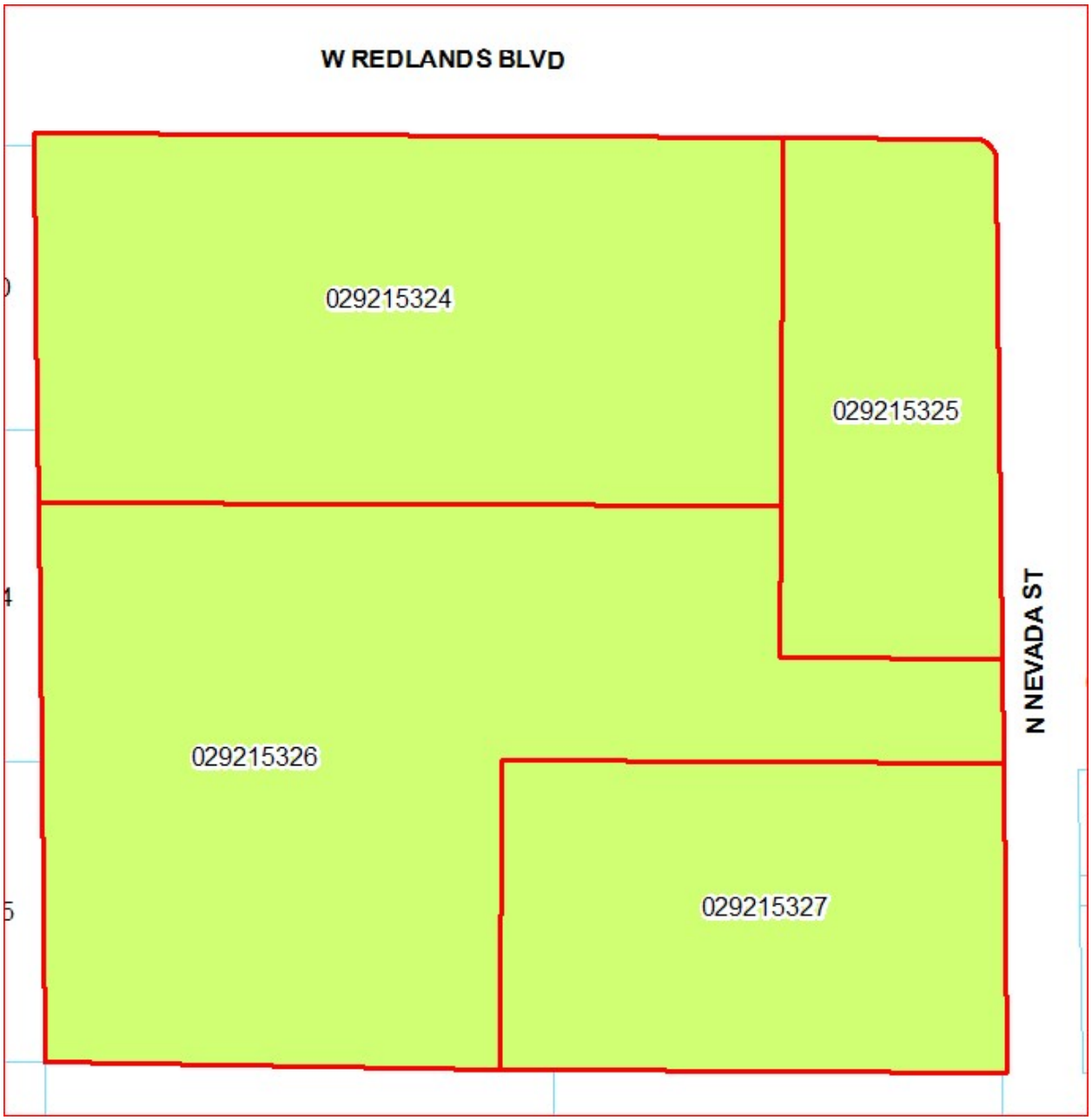
Tract Map 12461

Annexation L4-X



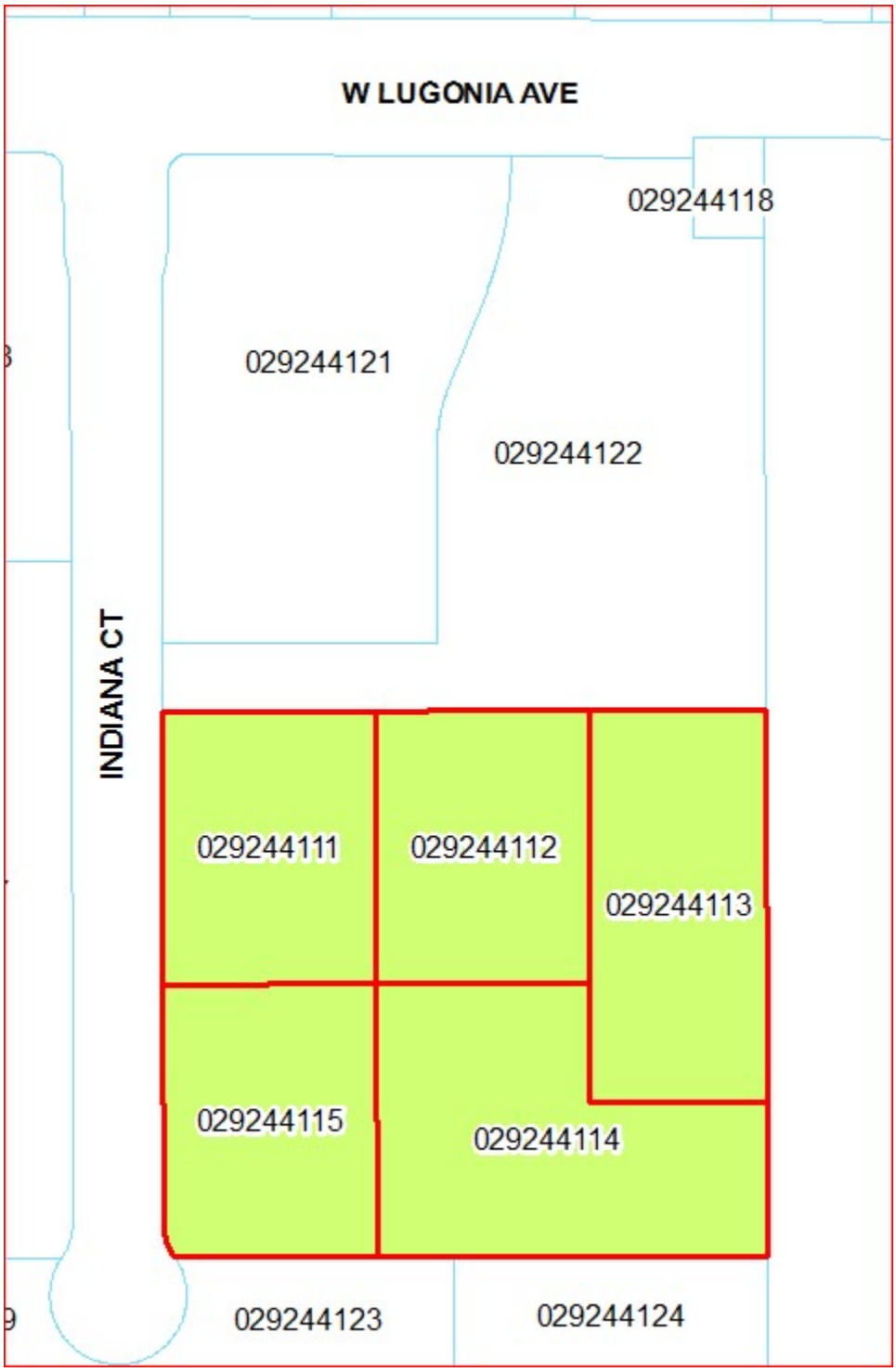
Parcel Map 12022

Annexation L5-A



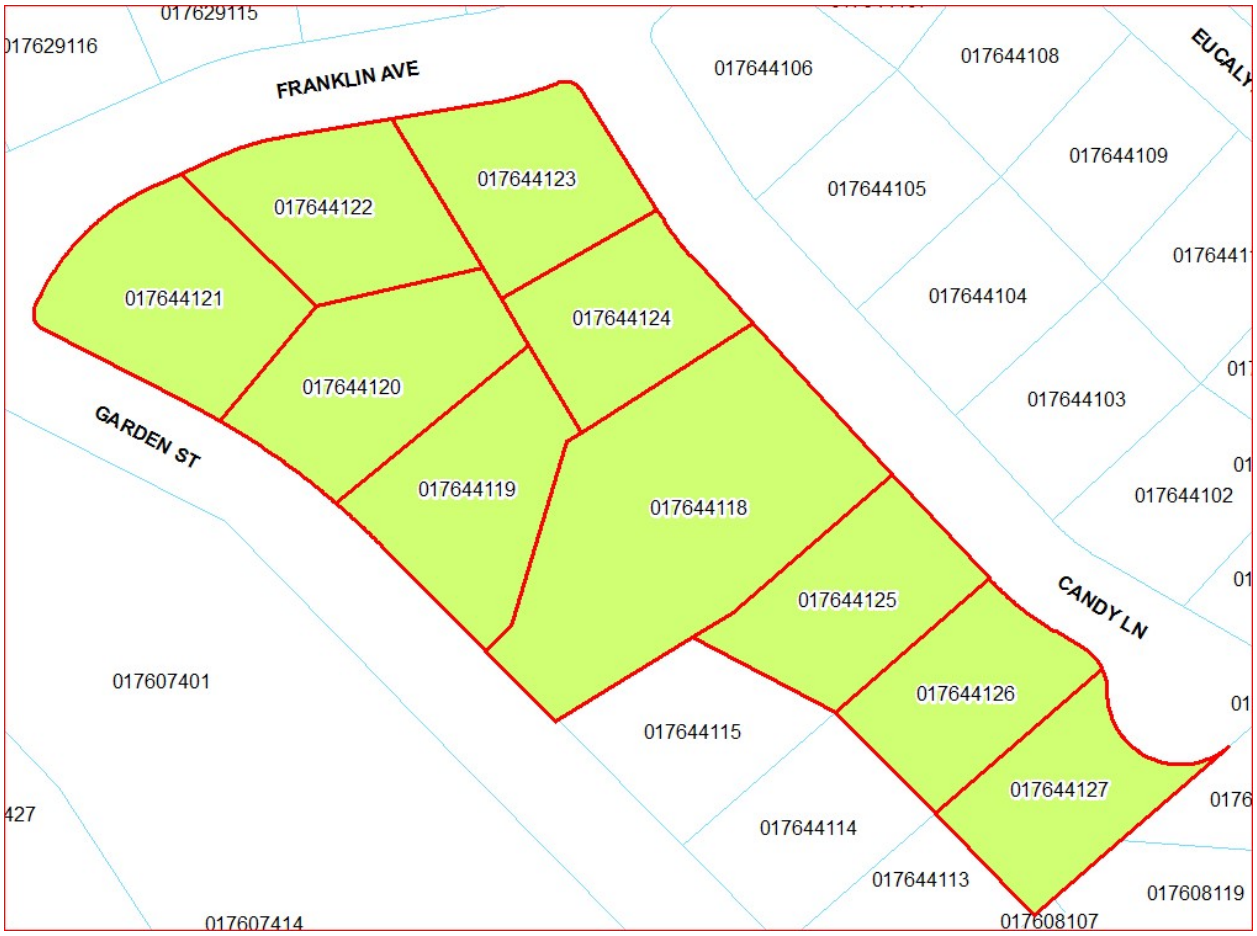
Parcel Map 12330

Annexation L5-B



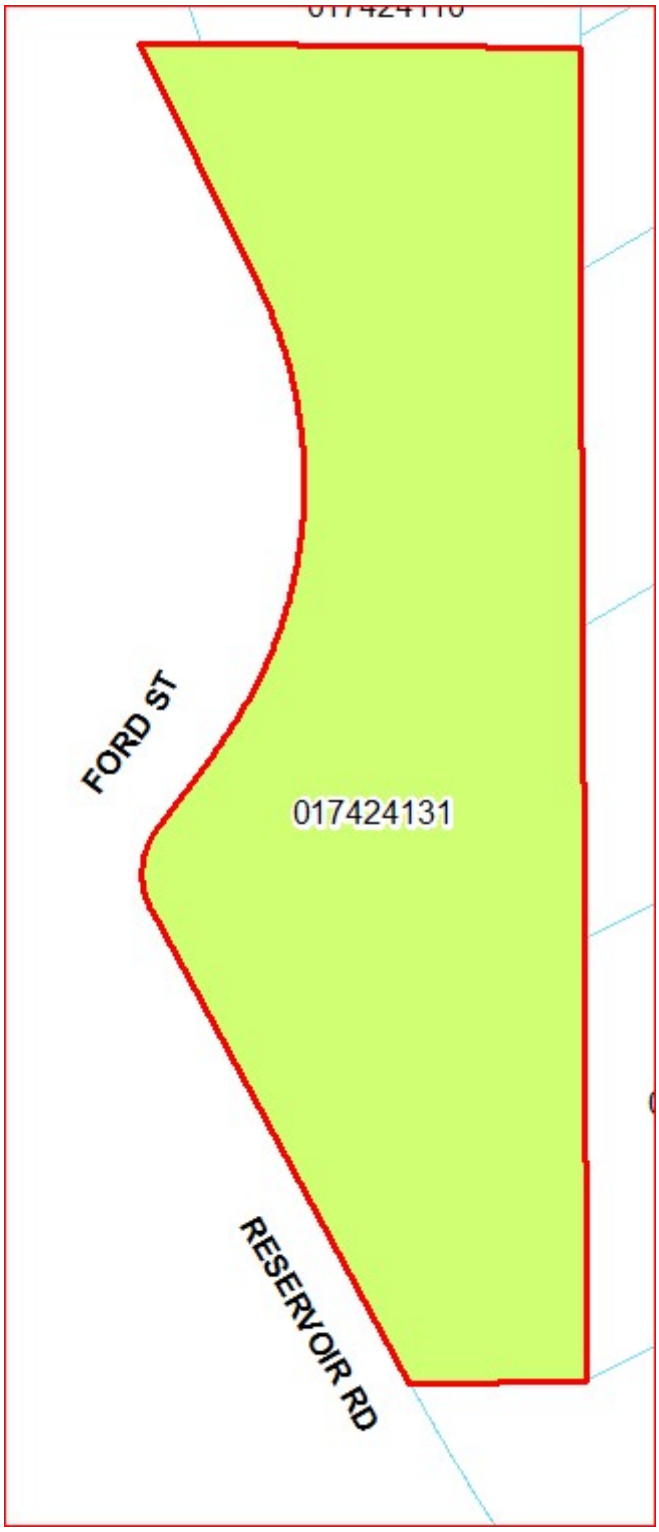
Parcel Map 12940

Annexation L5-C



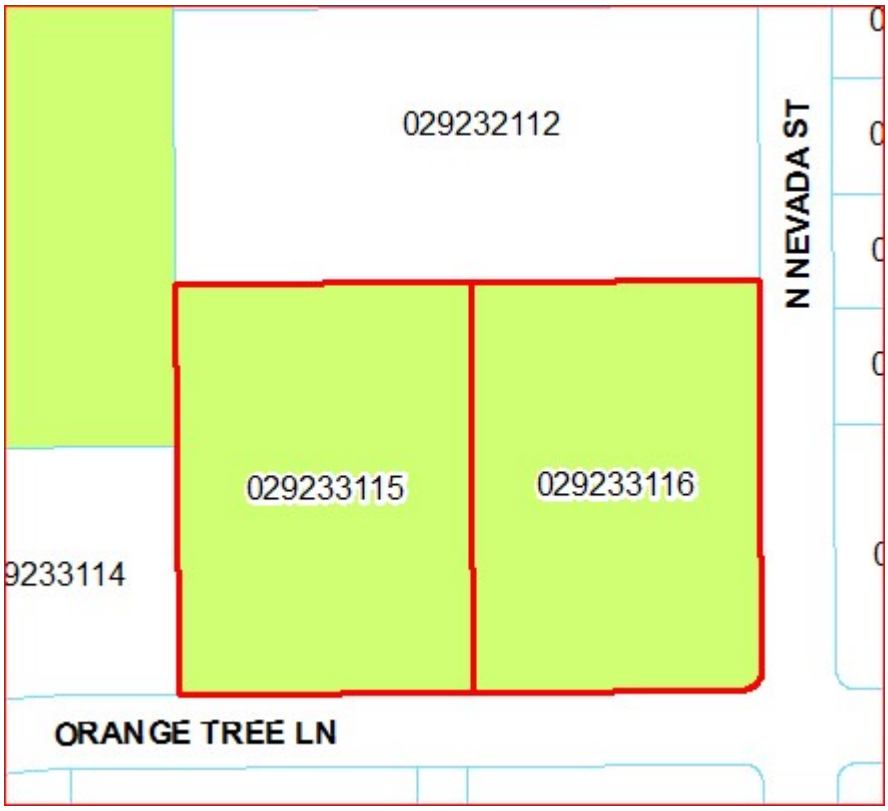
Tract 14556

Annexation L5-D



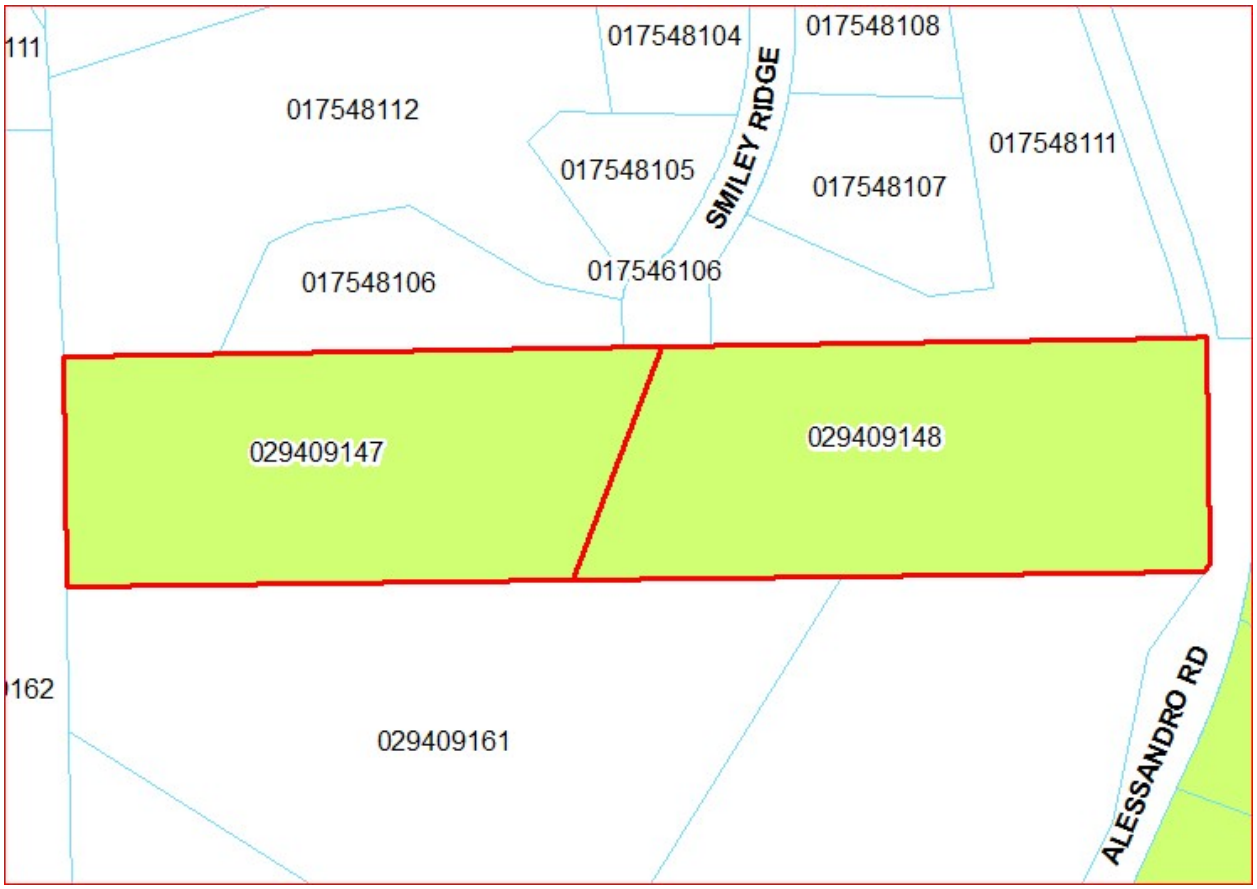
CRA 611

Annexation L5-E



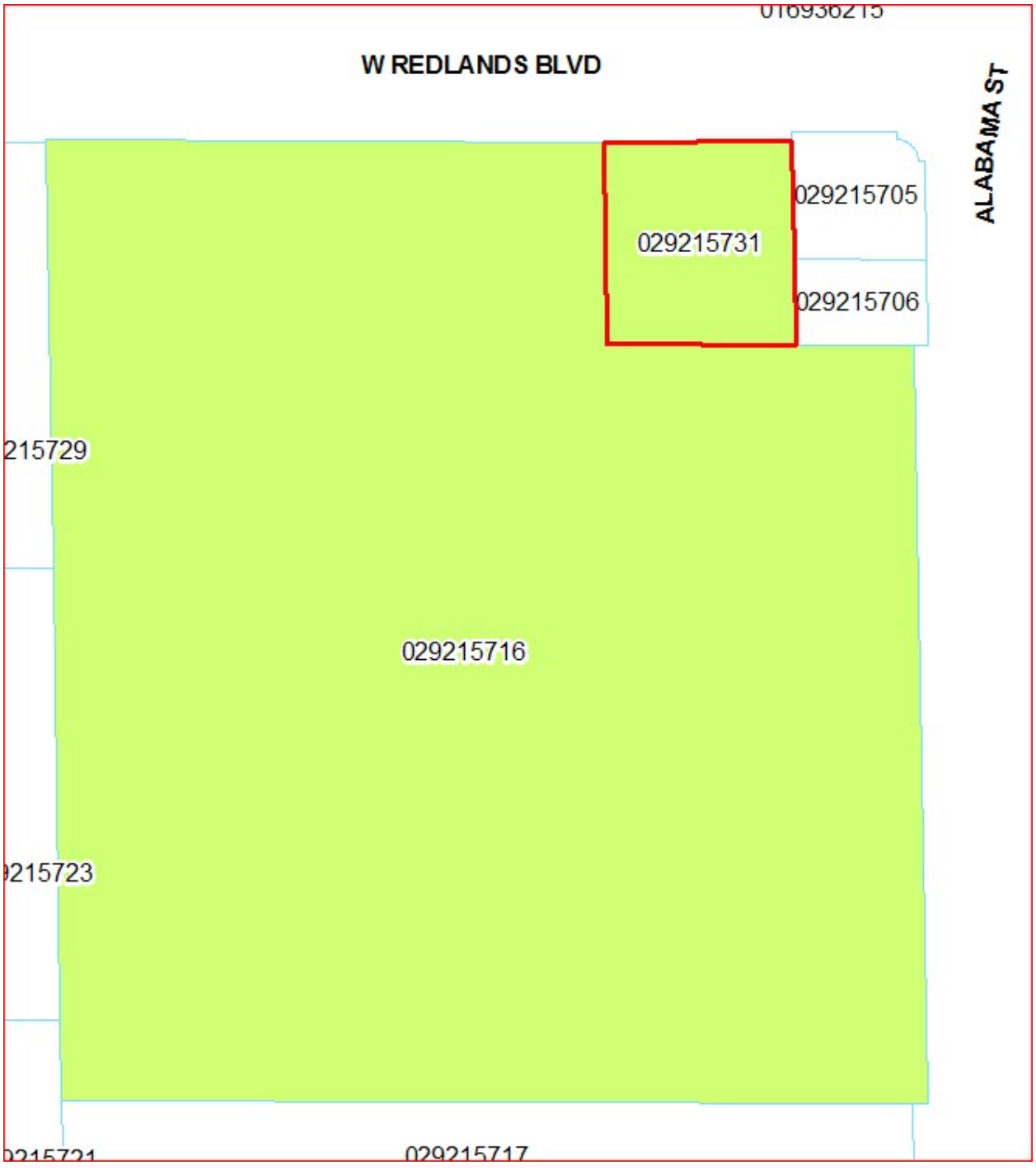
Parcel Map 13261

Annexation L5-F



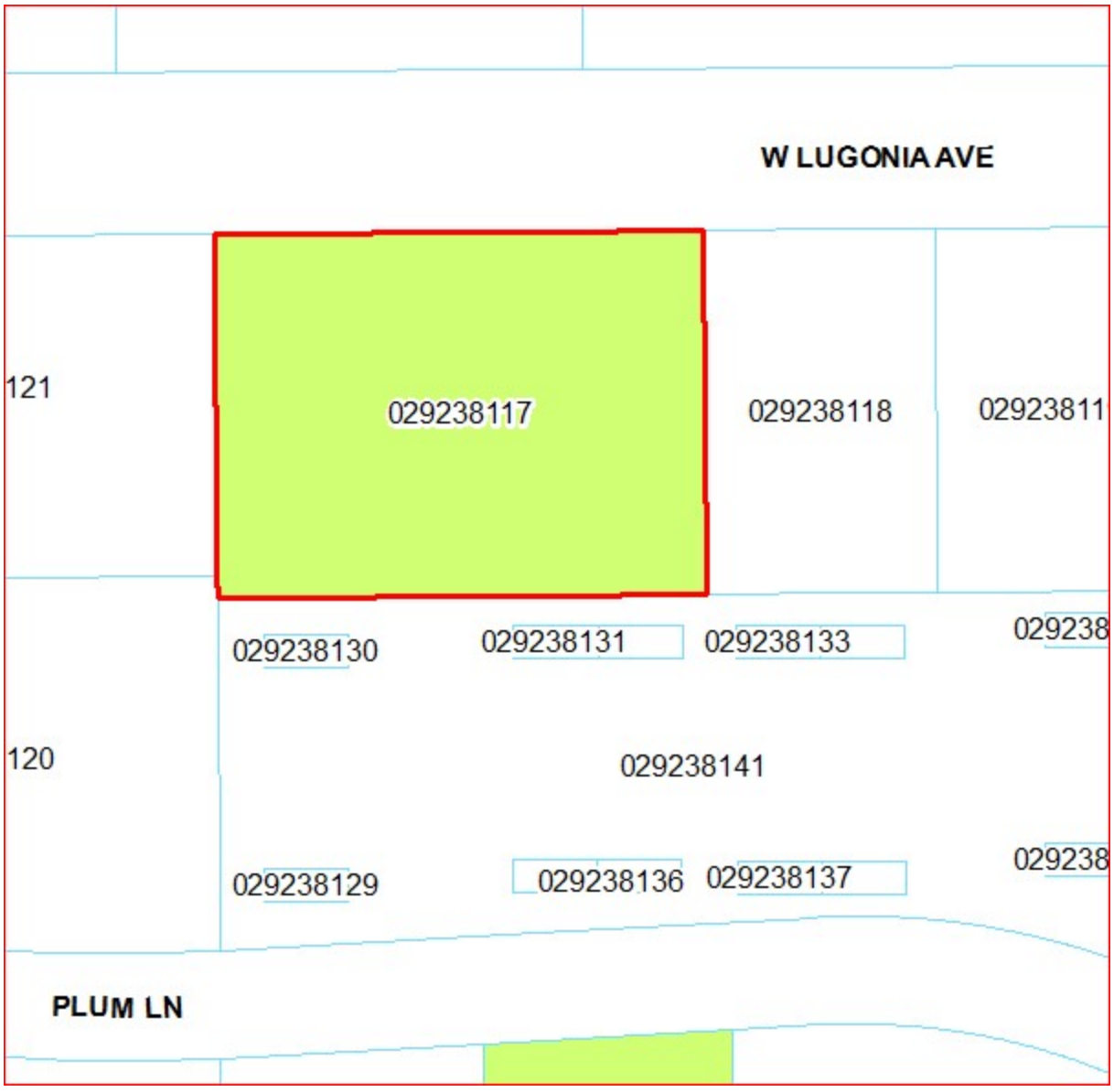
Parcel Map 11189

Annexation L5-G



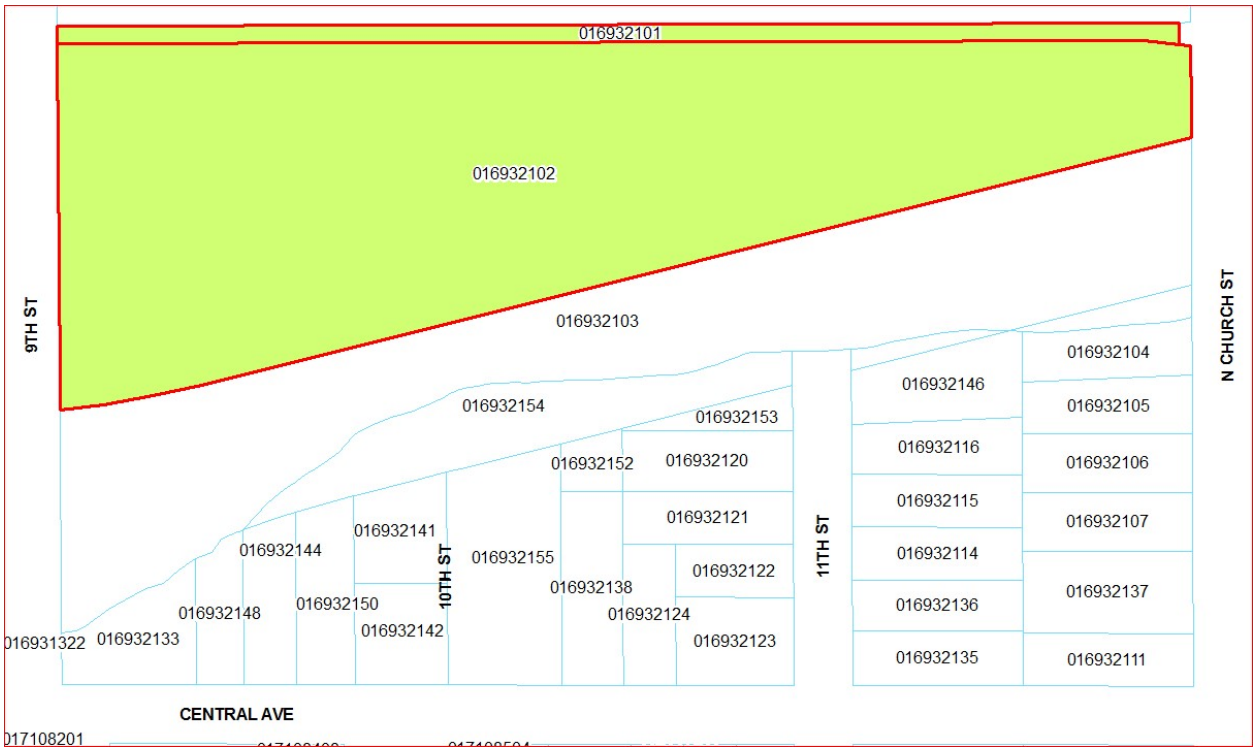
CRA 615

Annexation L5-H



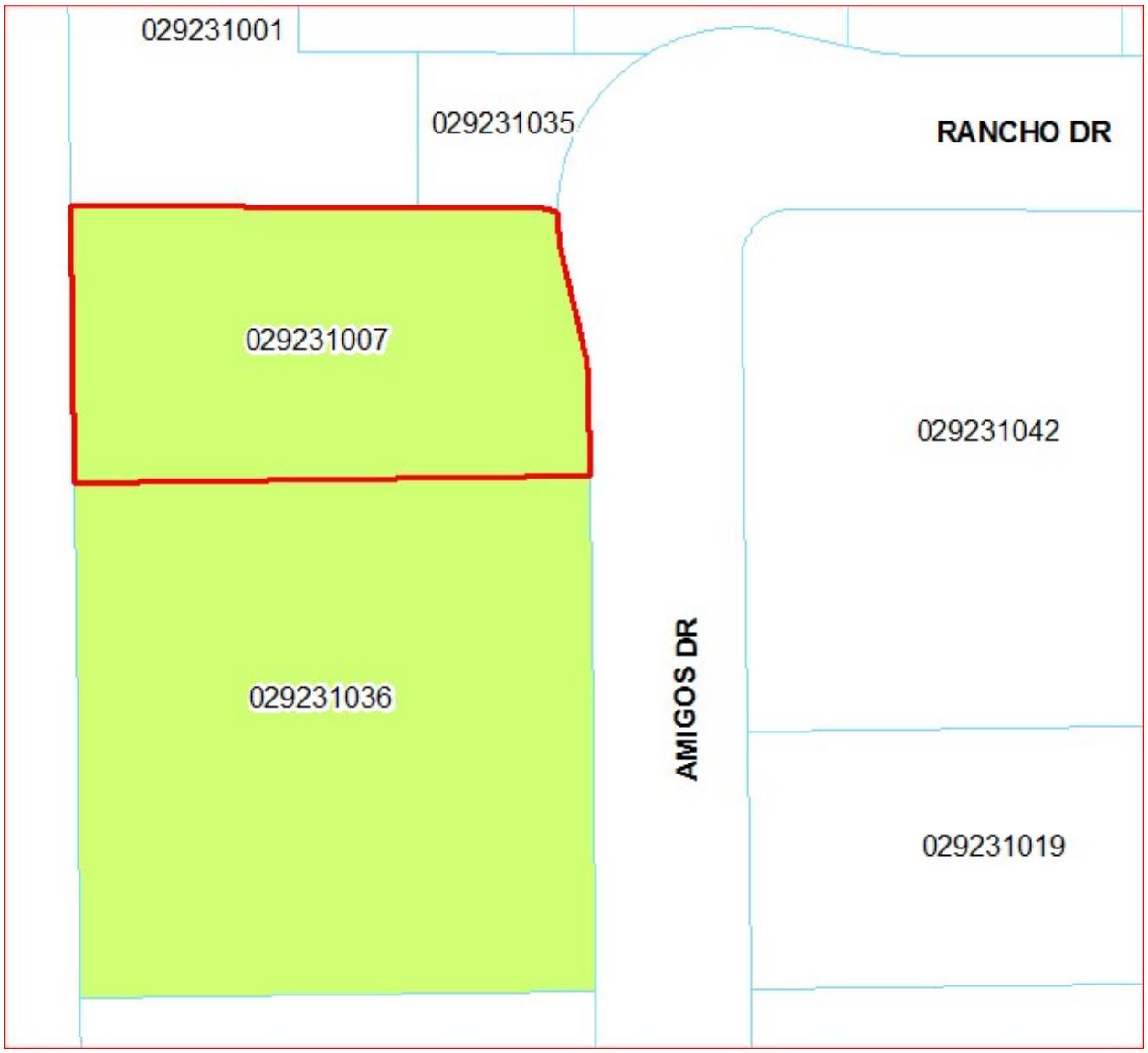
CRA 536

Annexation L6-A



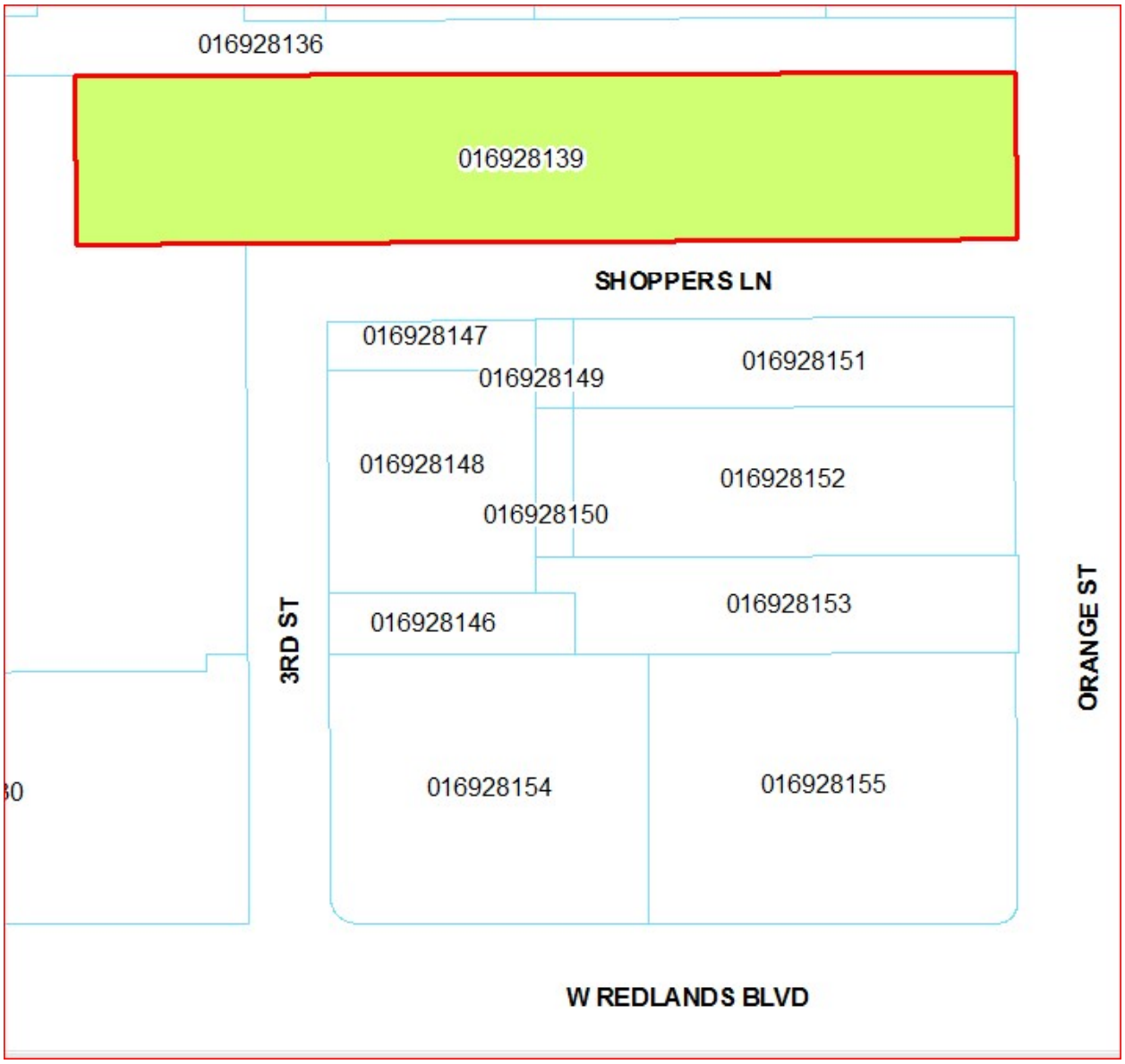
CRA 517

Annexation L6-B



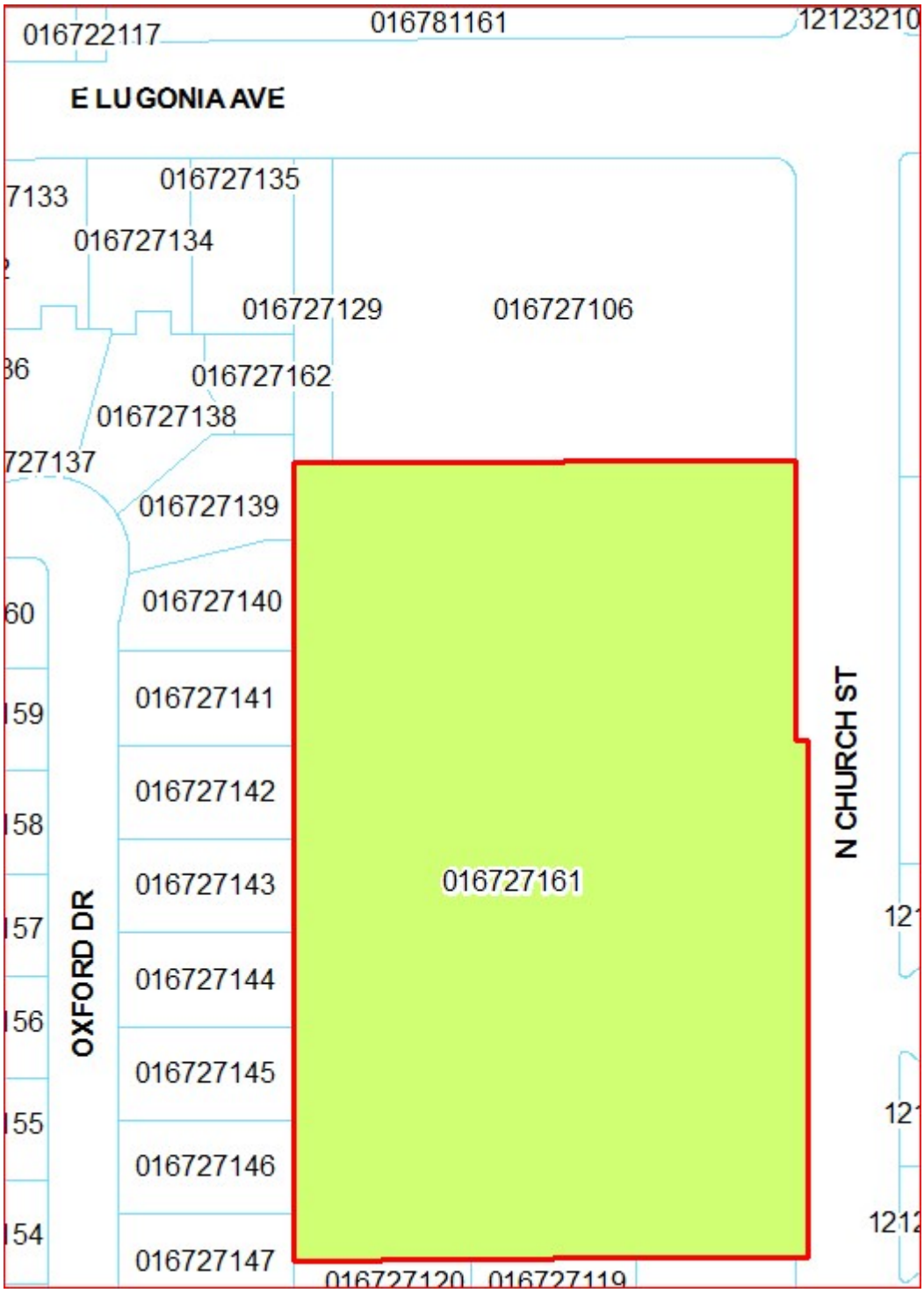
CRA 628

Annexation L6-C



CRA 624

Annexation L6-D



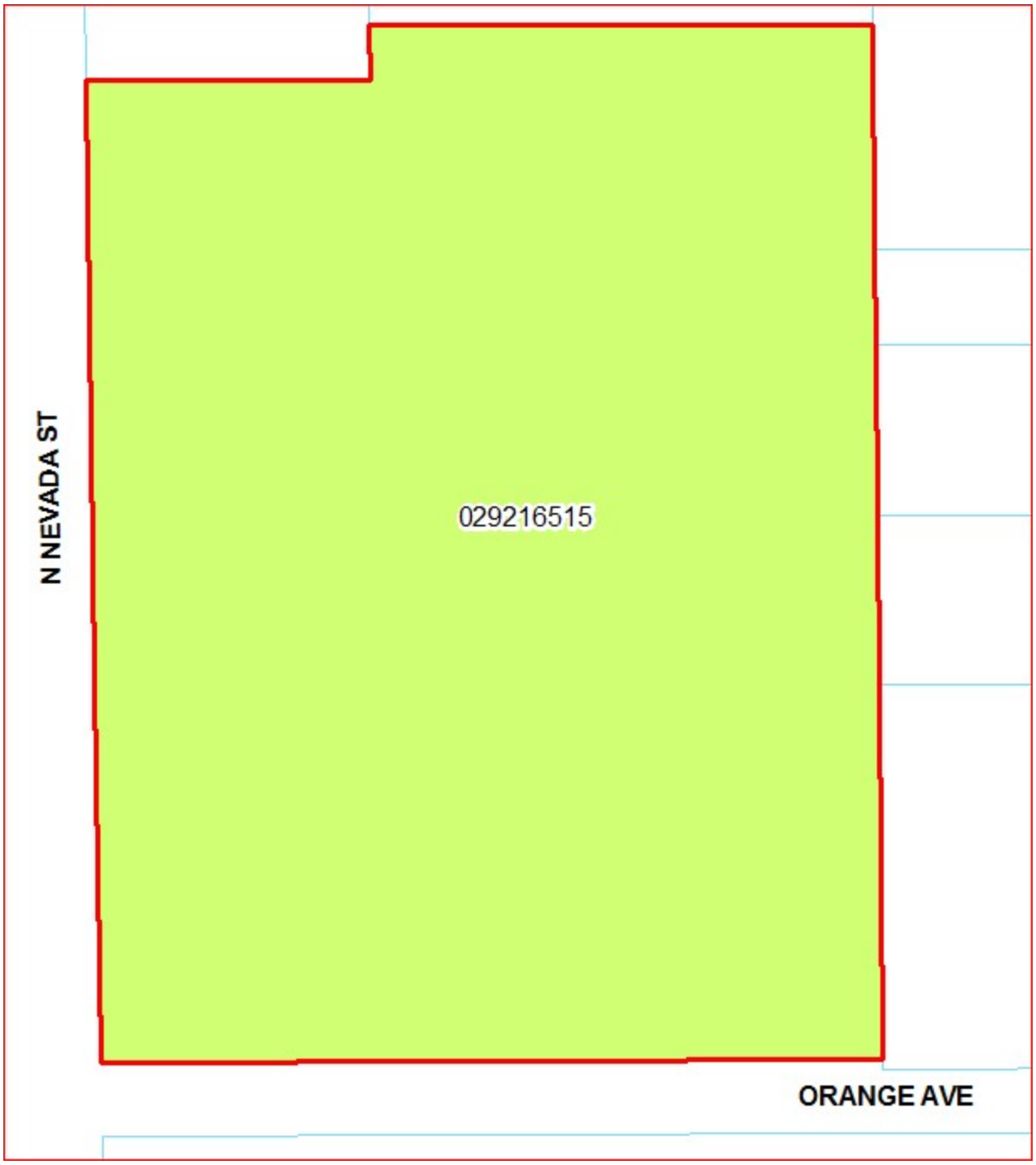
CRA 305

Annexation L6-E



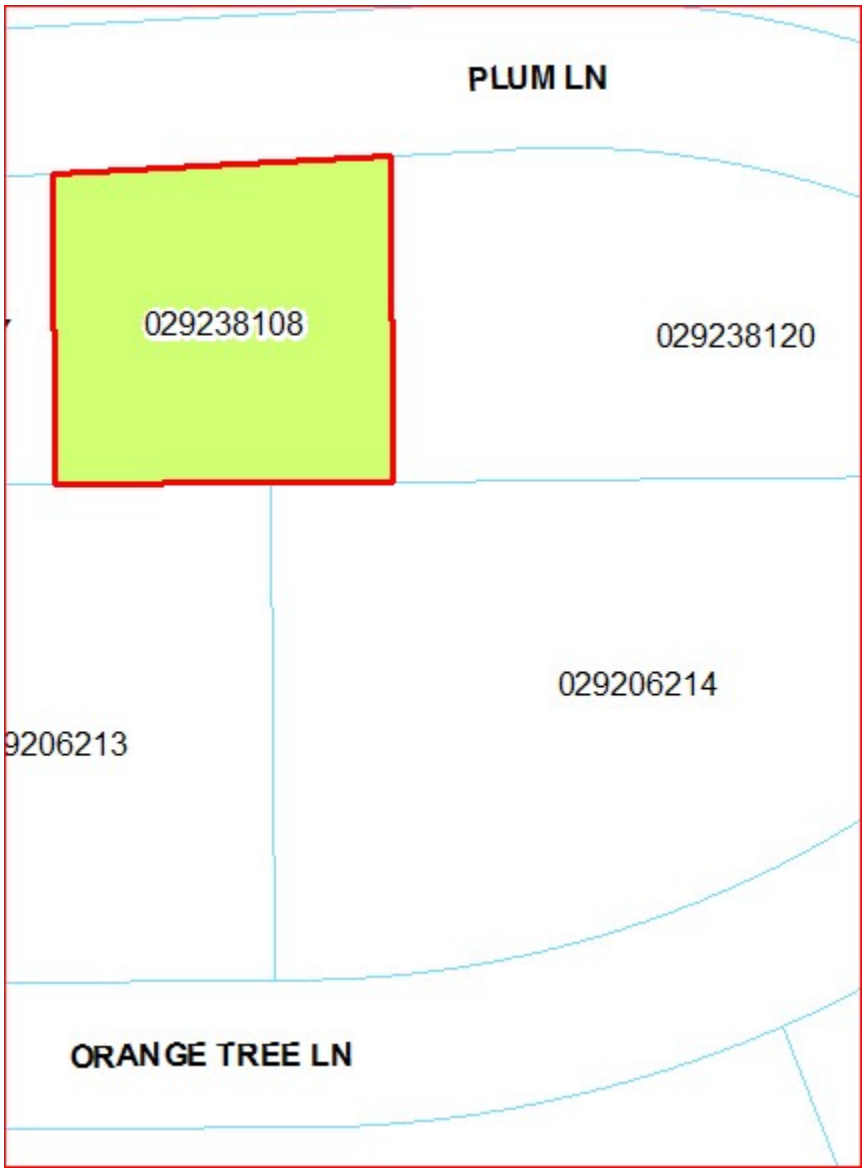
Tract Map 13575

Annexation L6-F



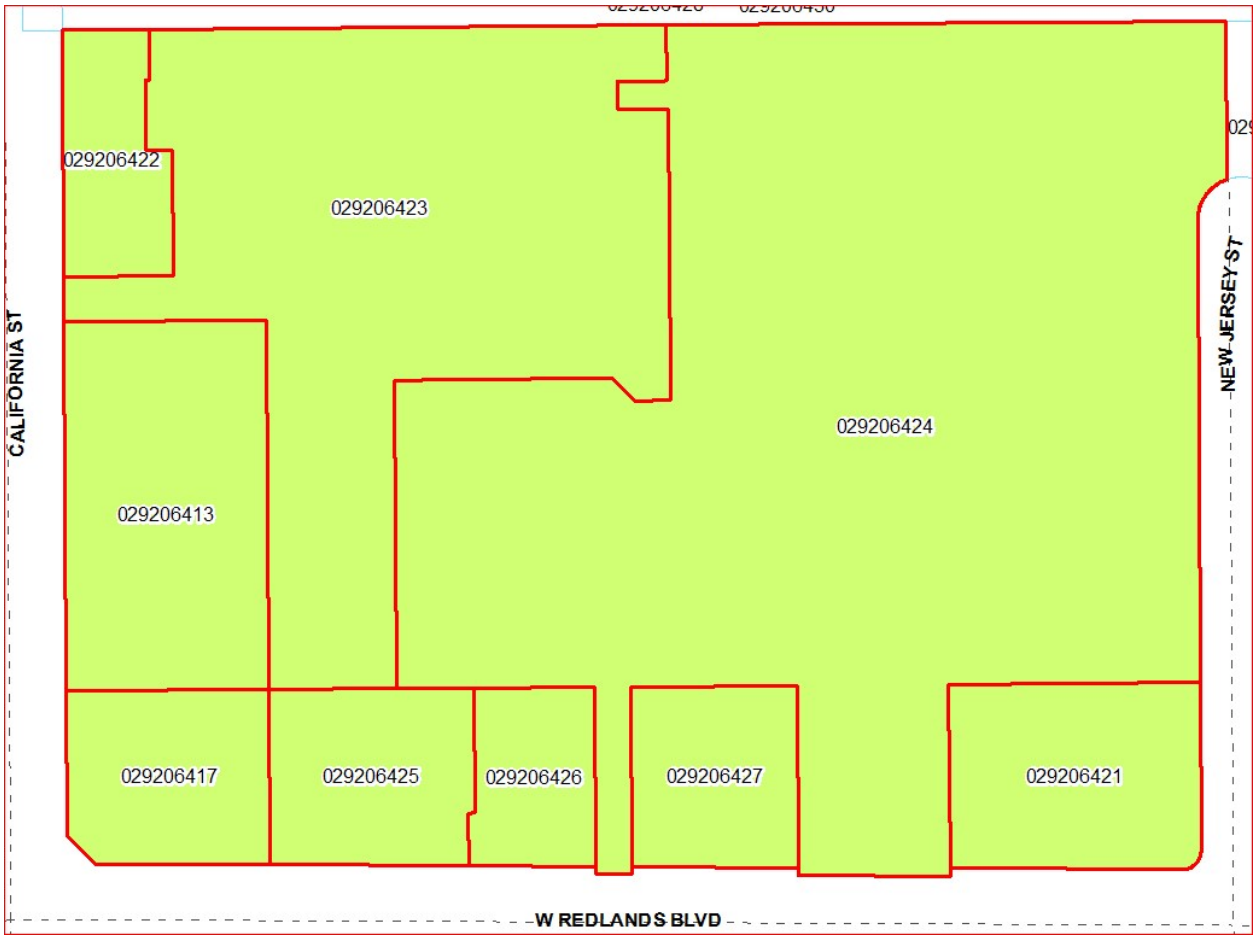
CUP 550

Annexation L6-G



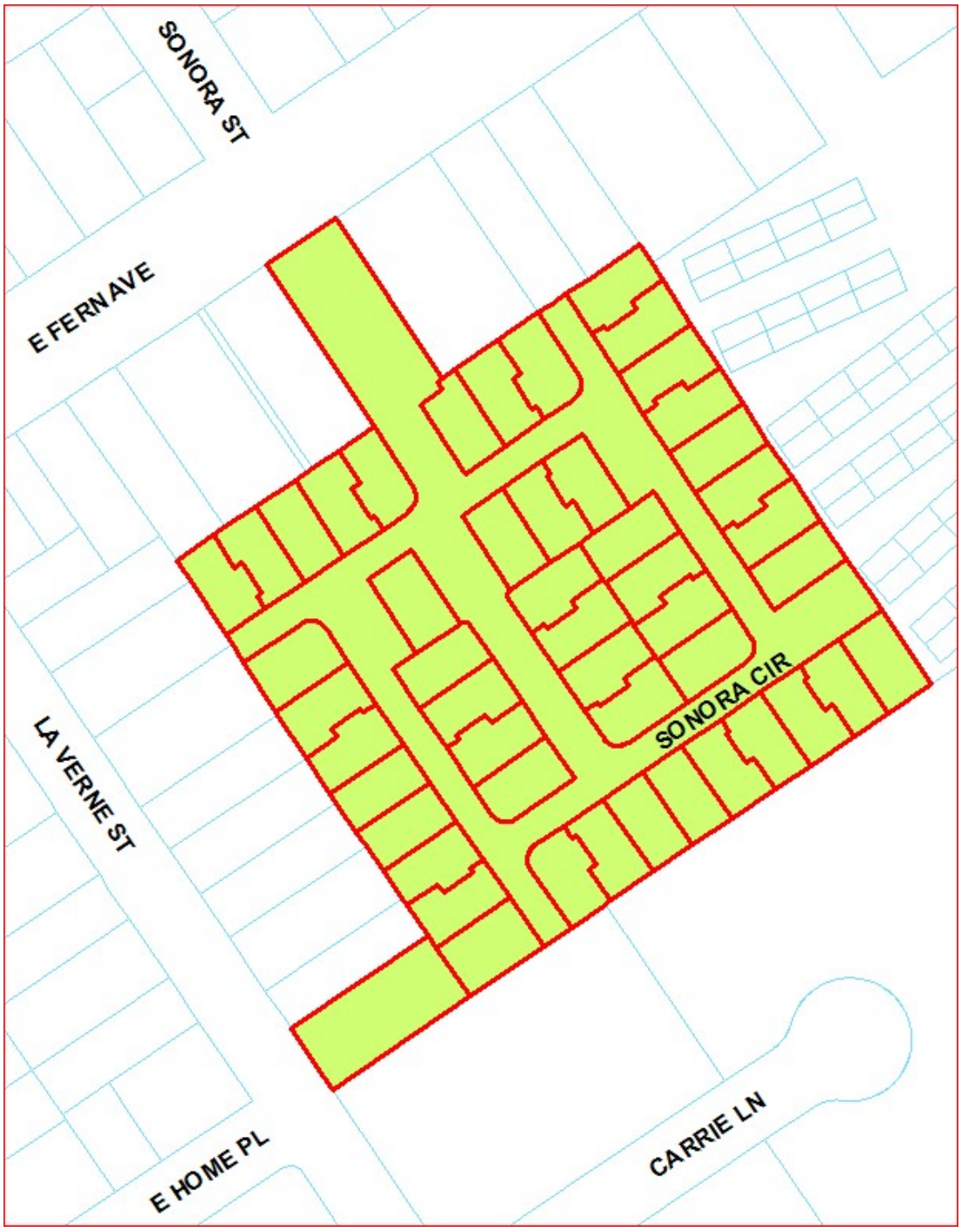
CRA 623

Annexation L6-H



Parcel Map 13542

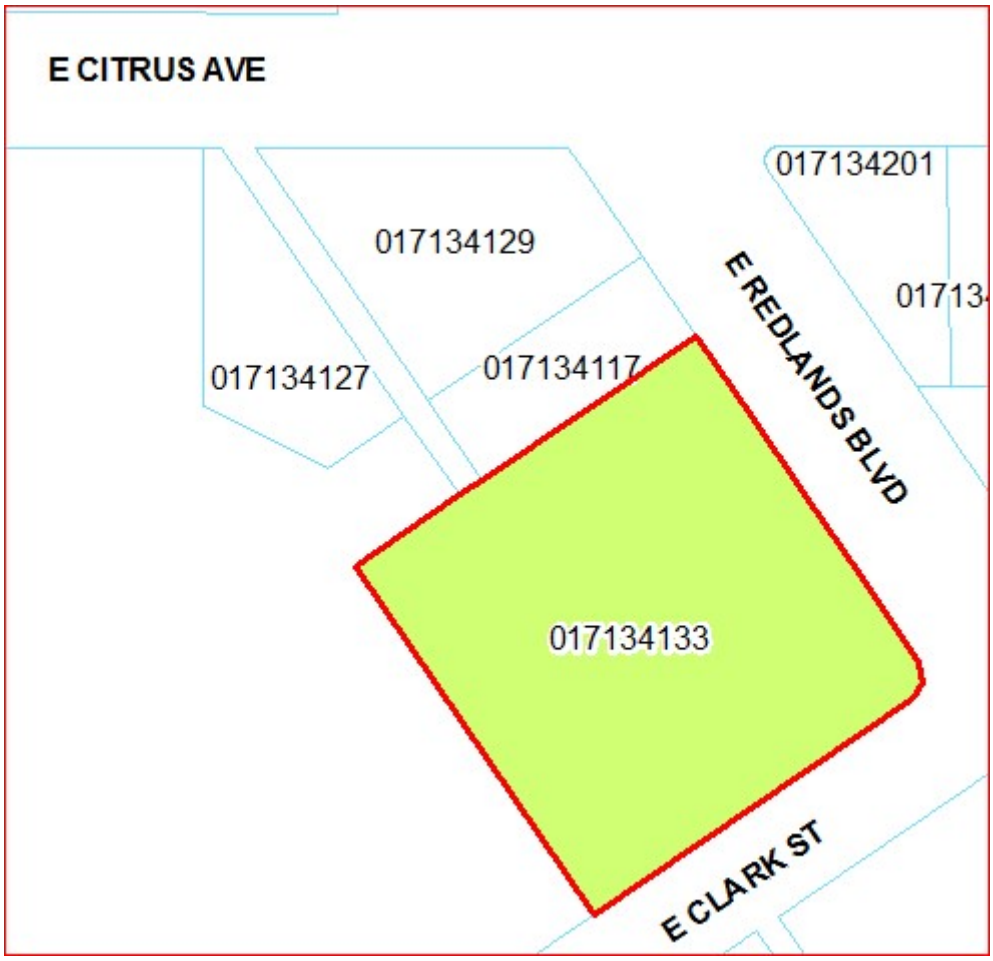
Annexation L6-I



Parcel Map 10749

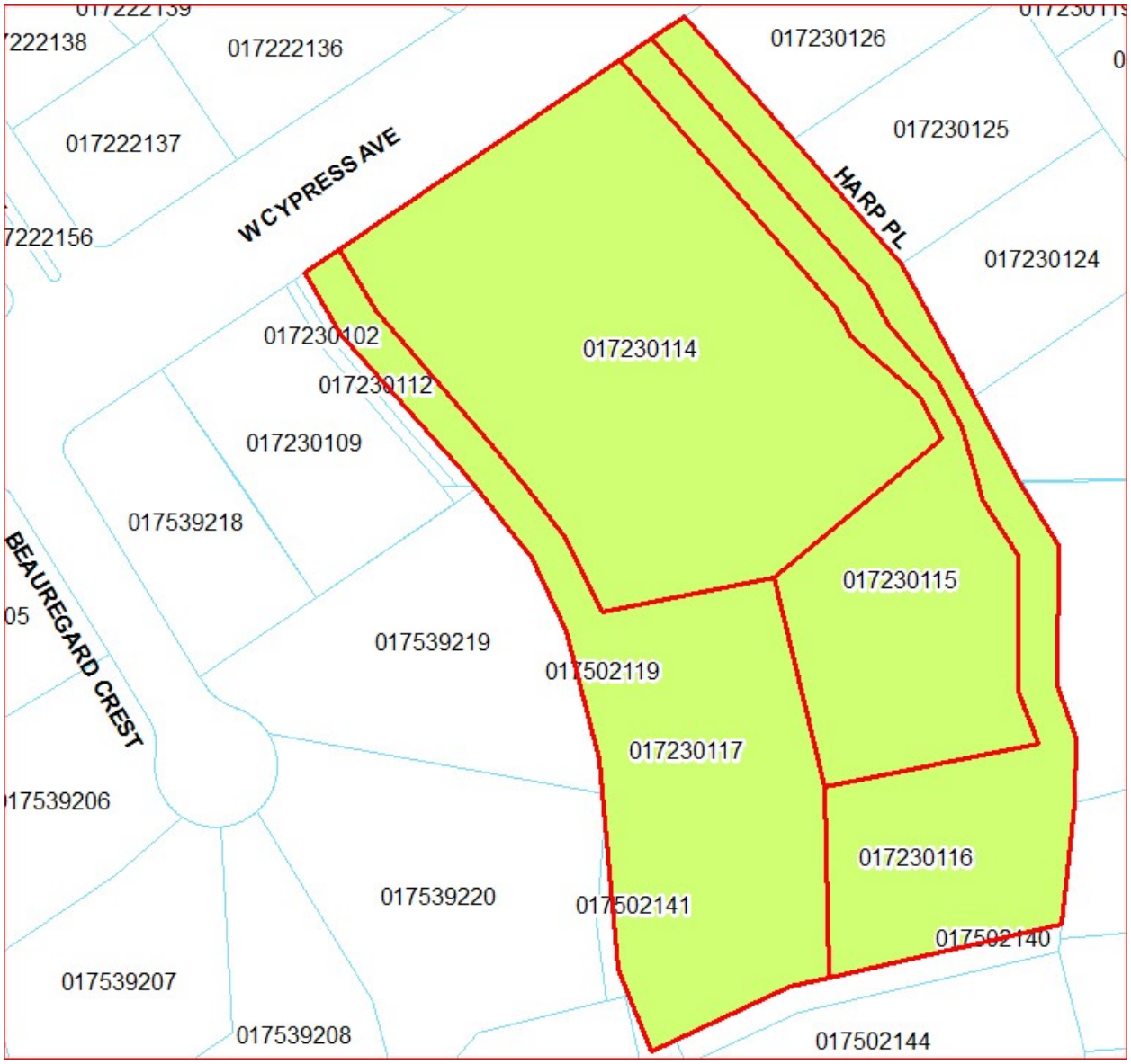
APN 0173-052-31 thru 42, APN 0173-062-01 thru 38, 39 (road)

Annexation L6-J



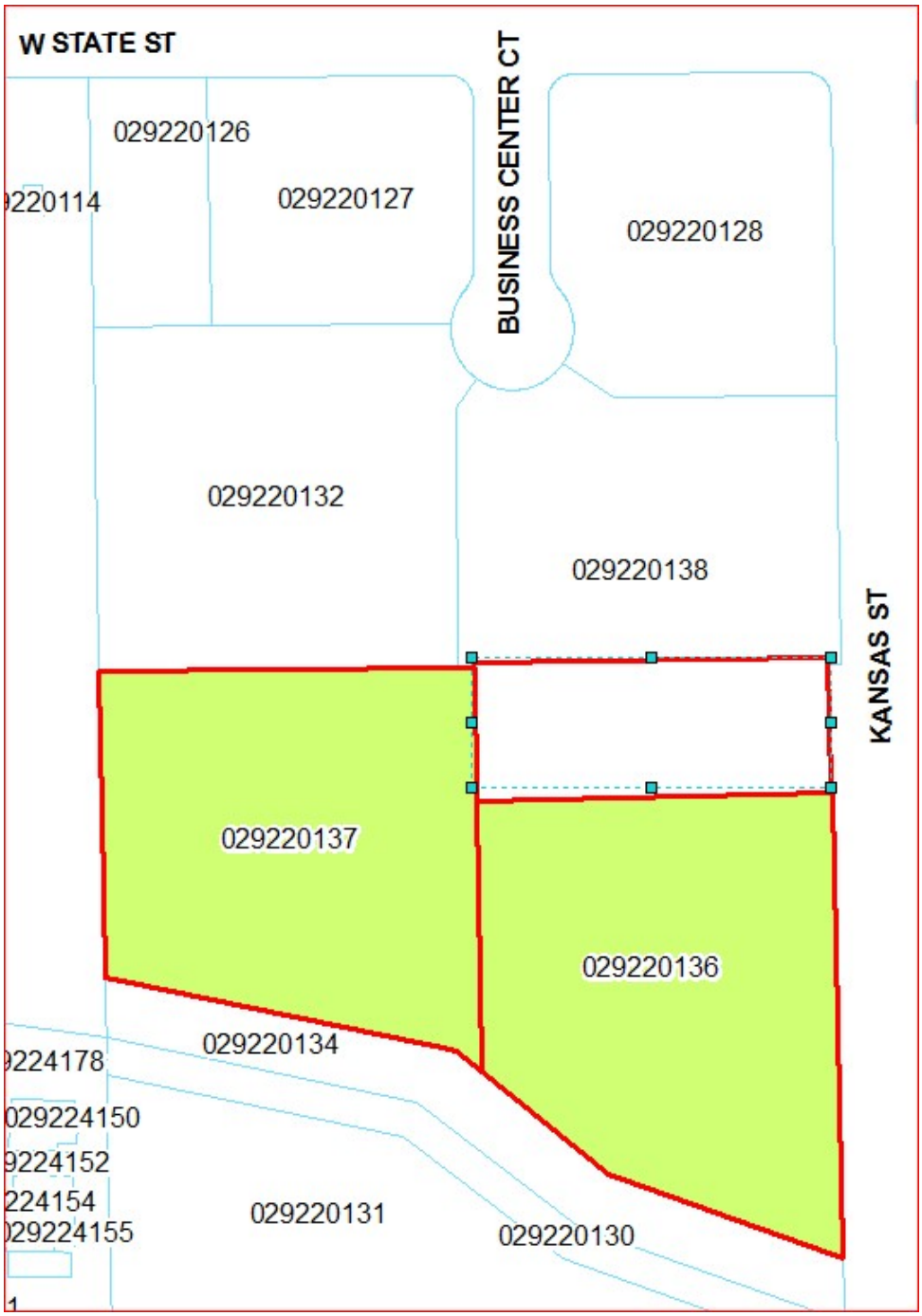
MS 201

Annexation L7-A



MS 213, Parcel Map 13978

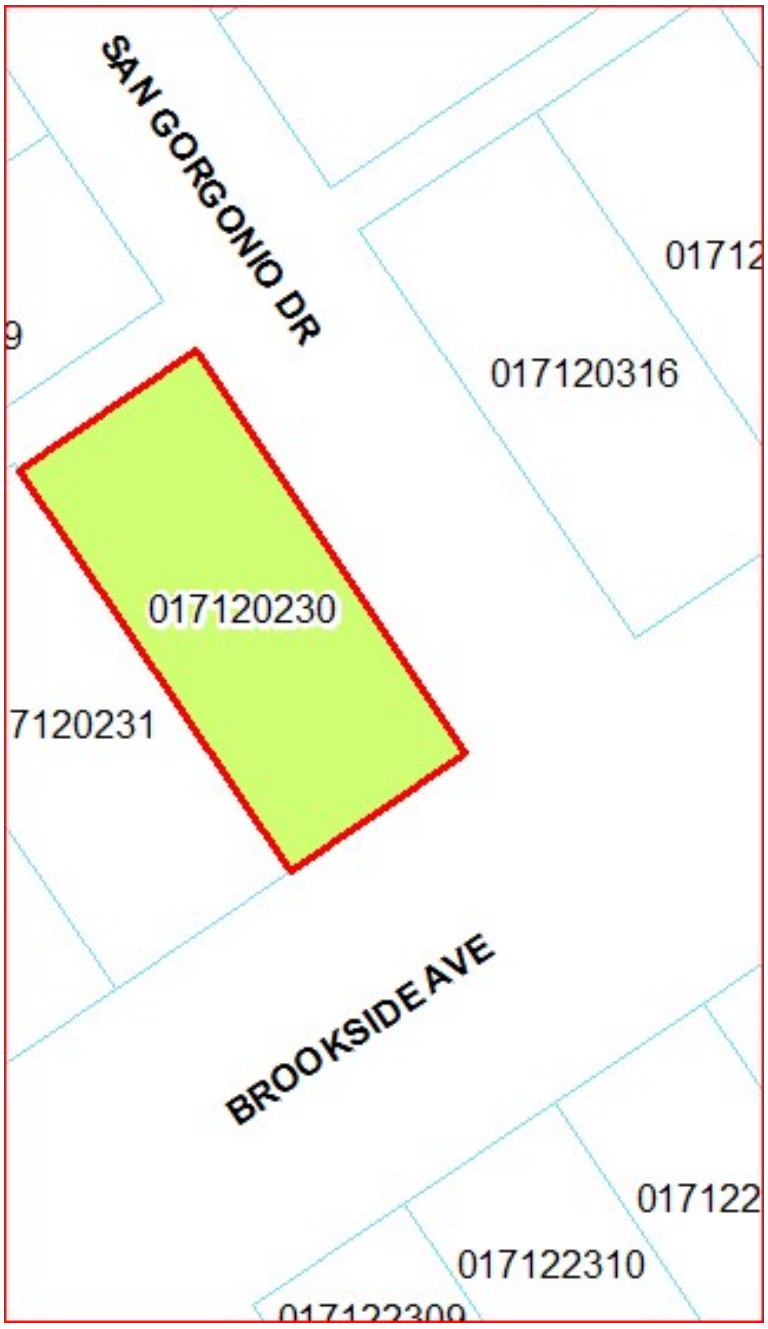
Annexation L7-B



MS 211

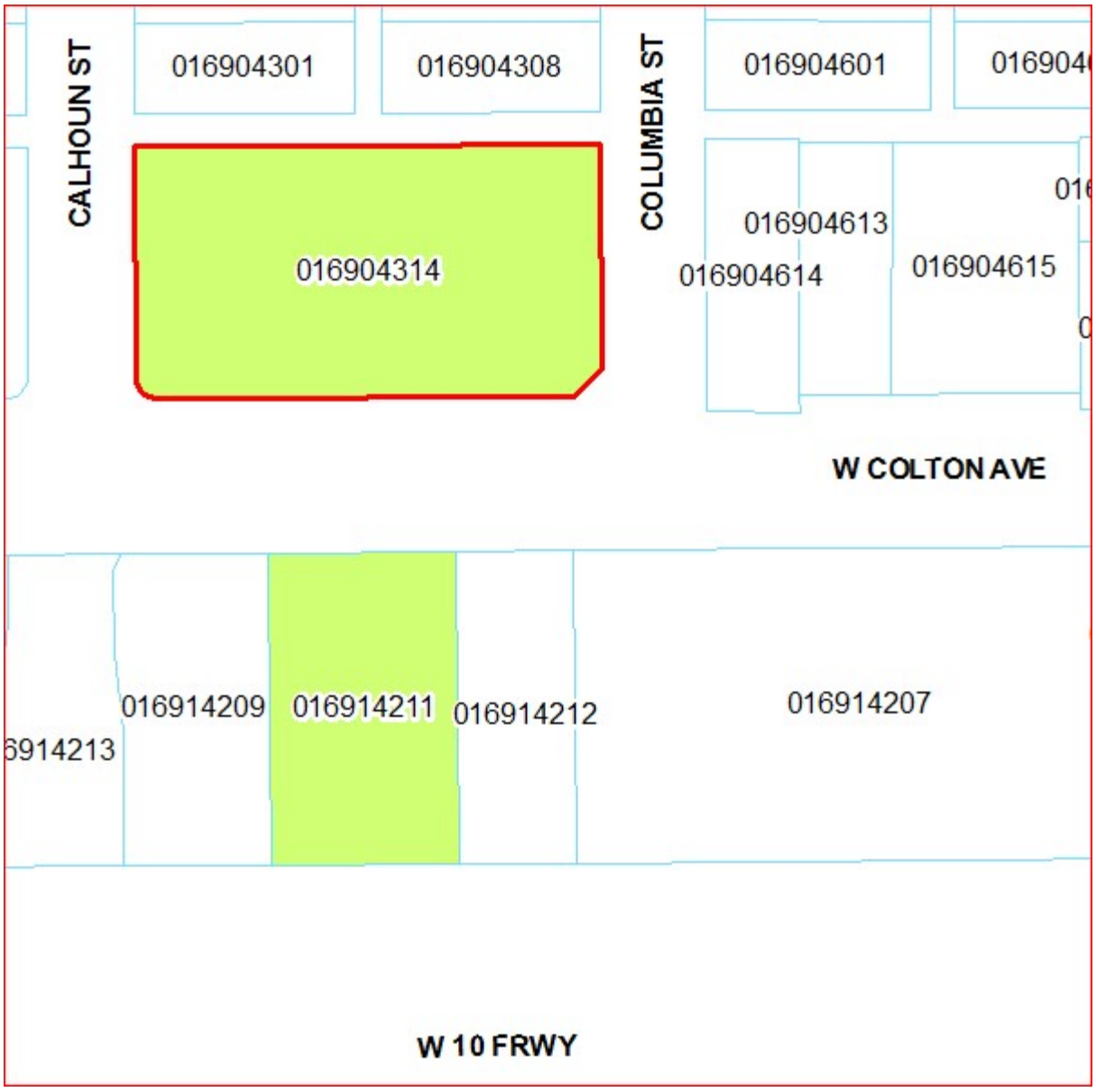
Lot line adjustment shifted the boundary between 0292-201-36 and -38 northerly. New APNs were assigned by the Assessor. APN 0292-201-36 became -39 and APN 0292-201-38 became -40.

Annexation L7-C



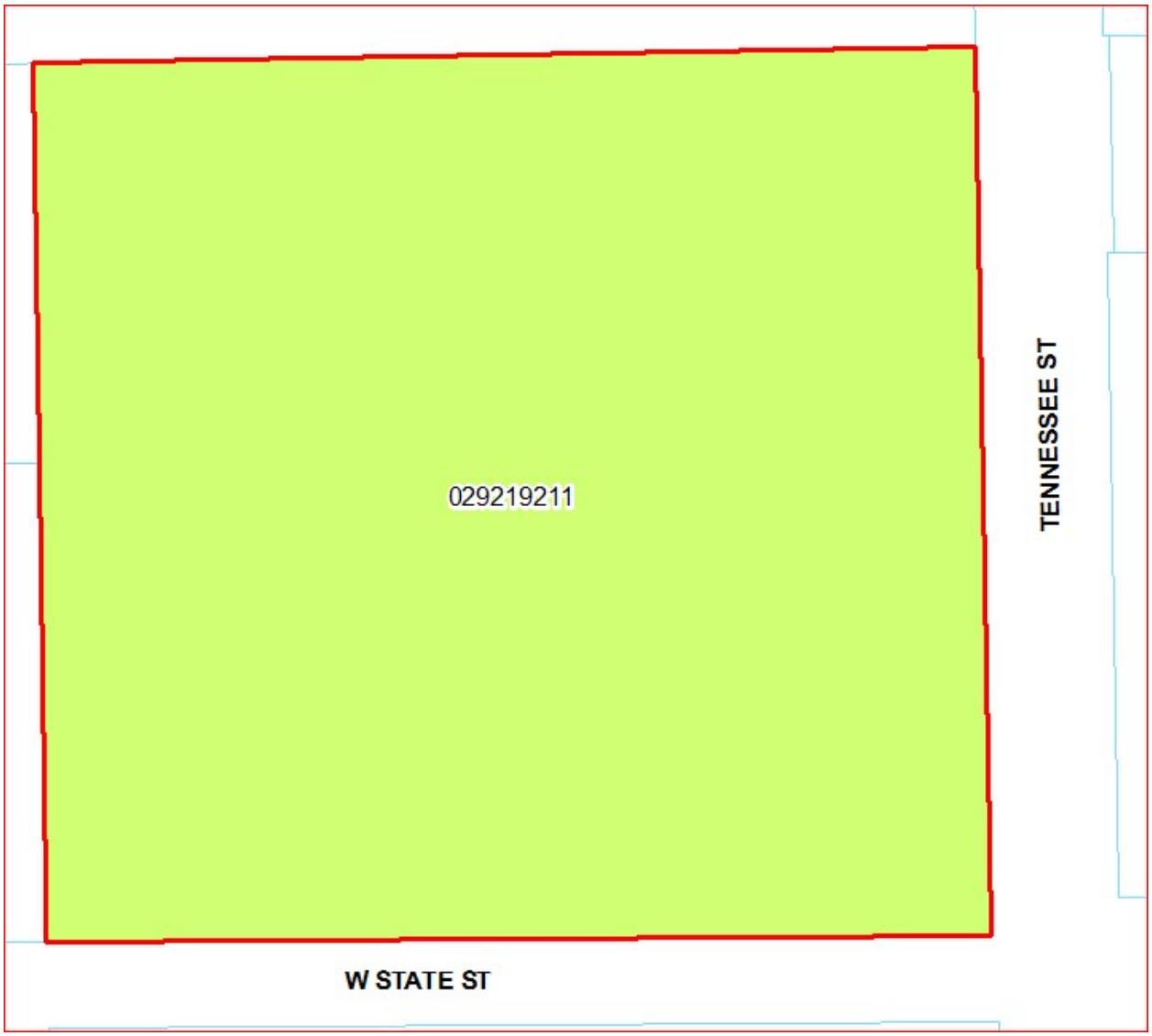
CUP 559

Annexation L7-D



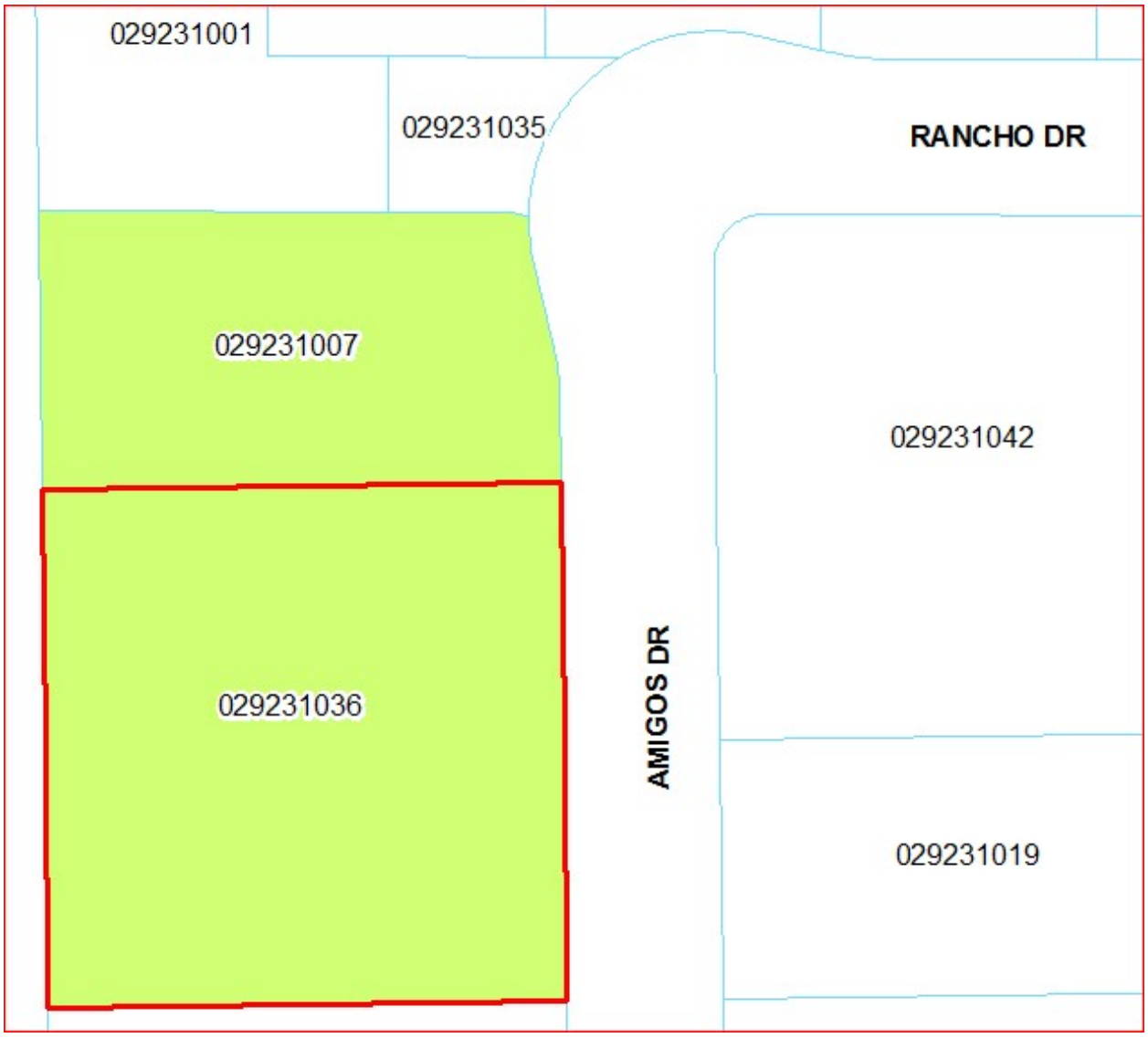
CRA 696

Annexation L7-E



CRA 543

Annexation L7-F



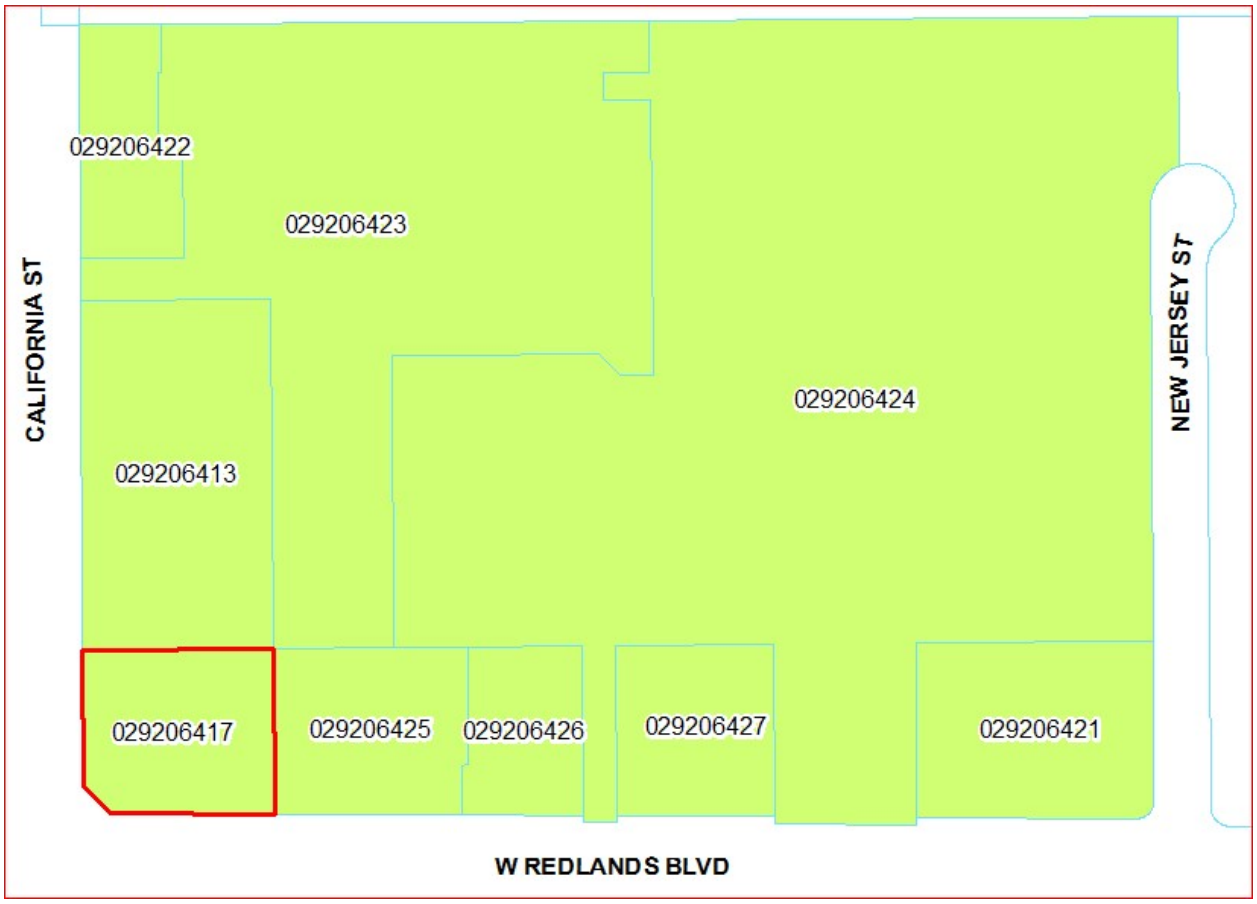
CRA 641

Annexation L7-G



CRA 640

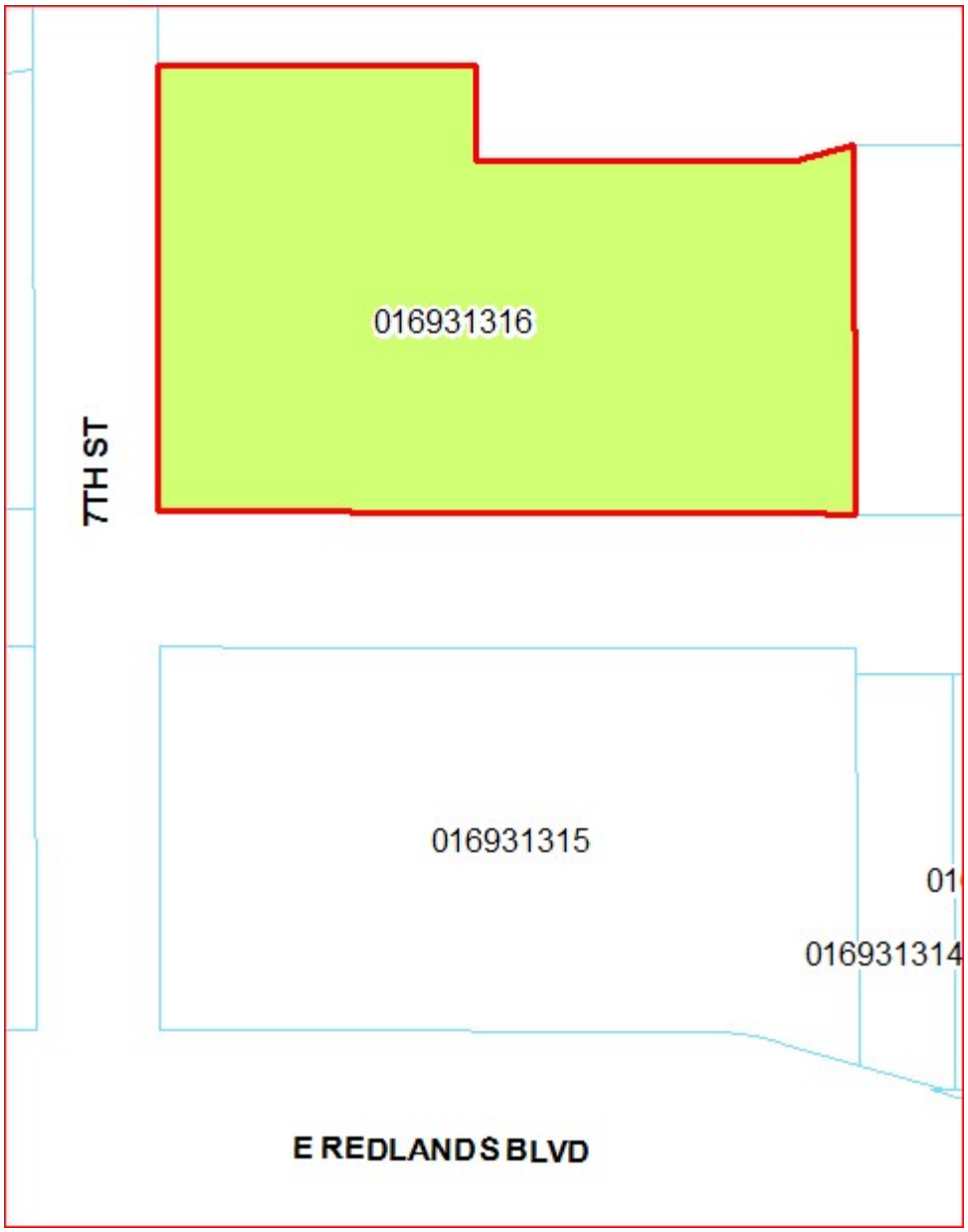
Annexation L7-H



CUP 562

Already included in Annexation L6-N

Annexation L7-I



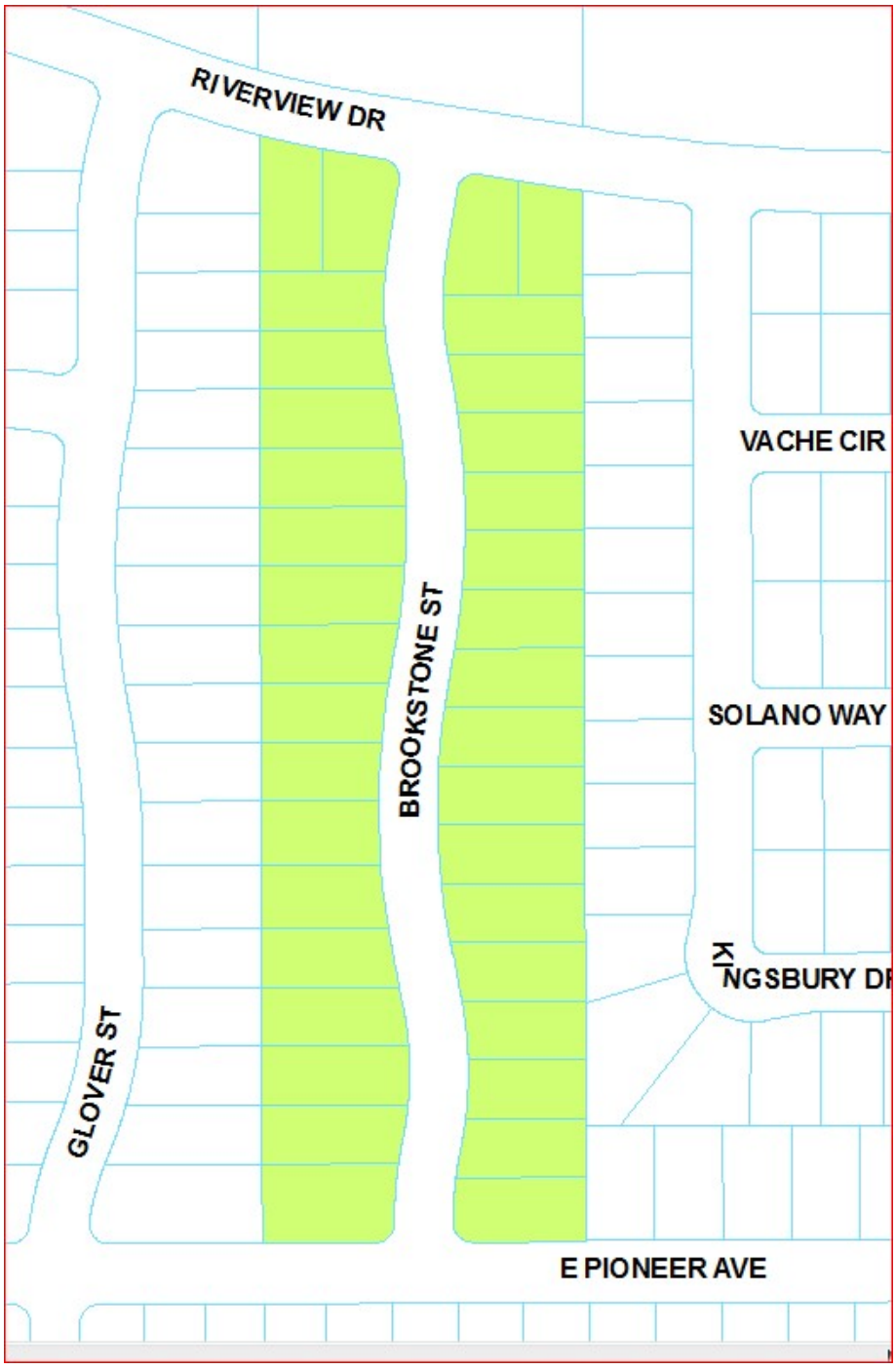
CUP 548

Annexation L8-A



CRA 637

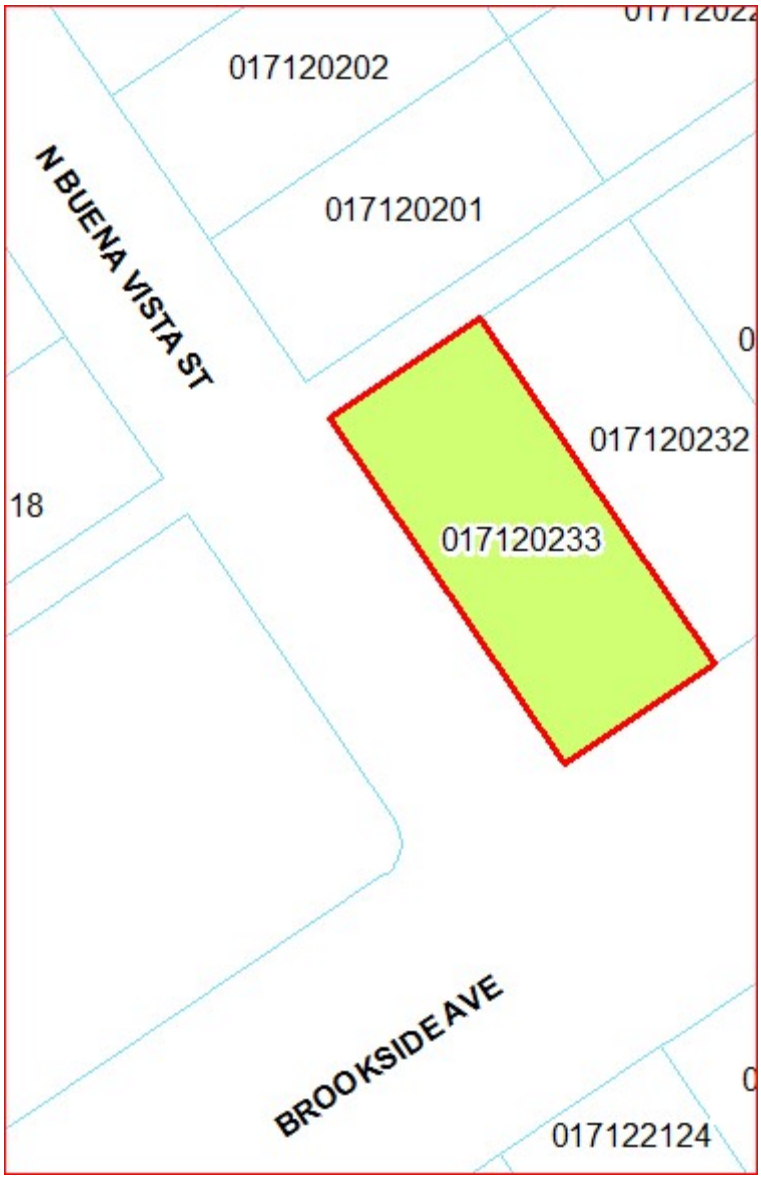
Annexation L8-B



Tract Map 10179

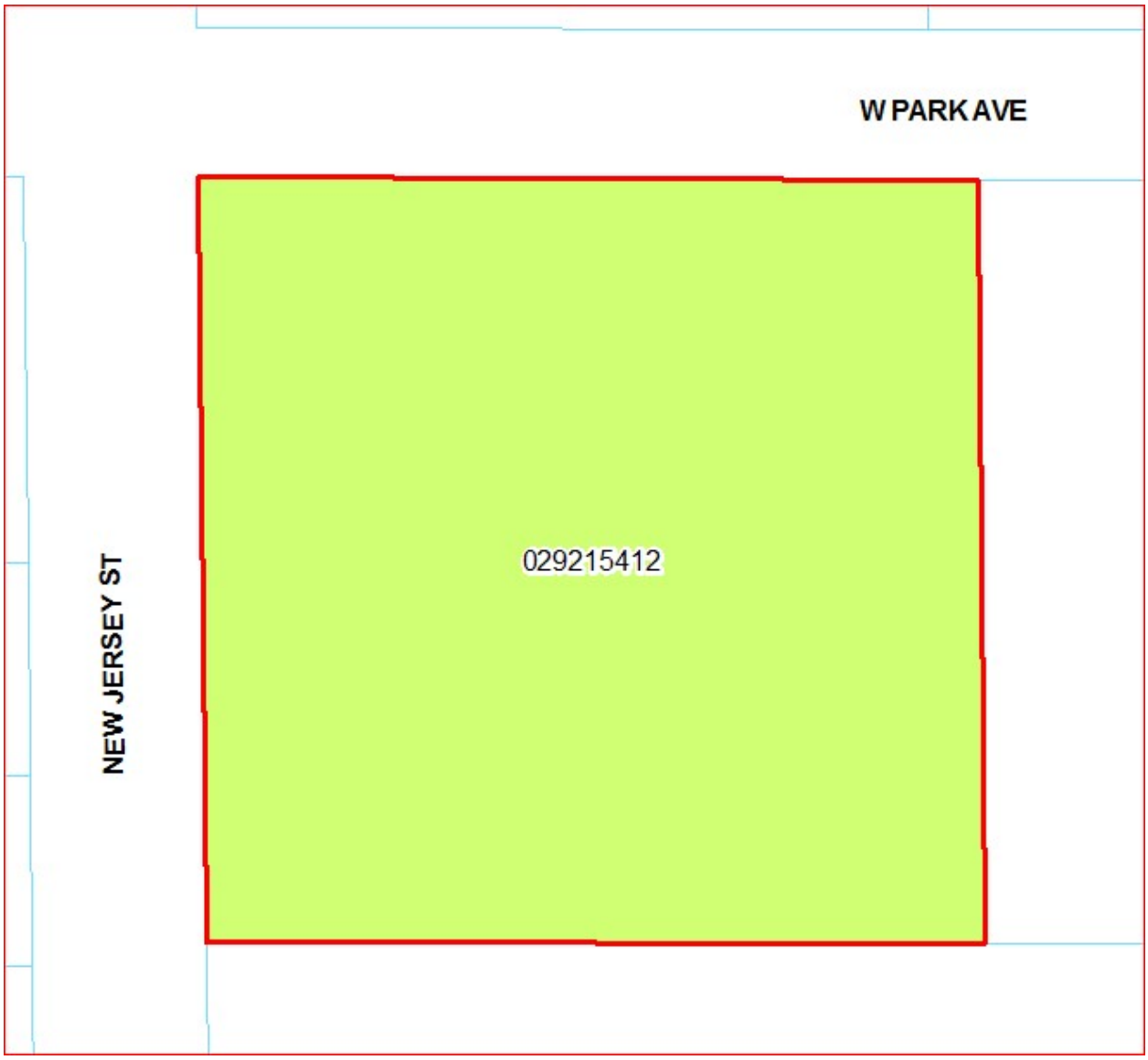
APN 0167-851-39 thru 56 and APN 0167-861-37 thru 54

Annexation L8-C



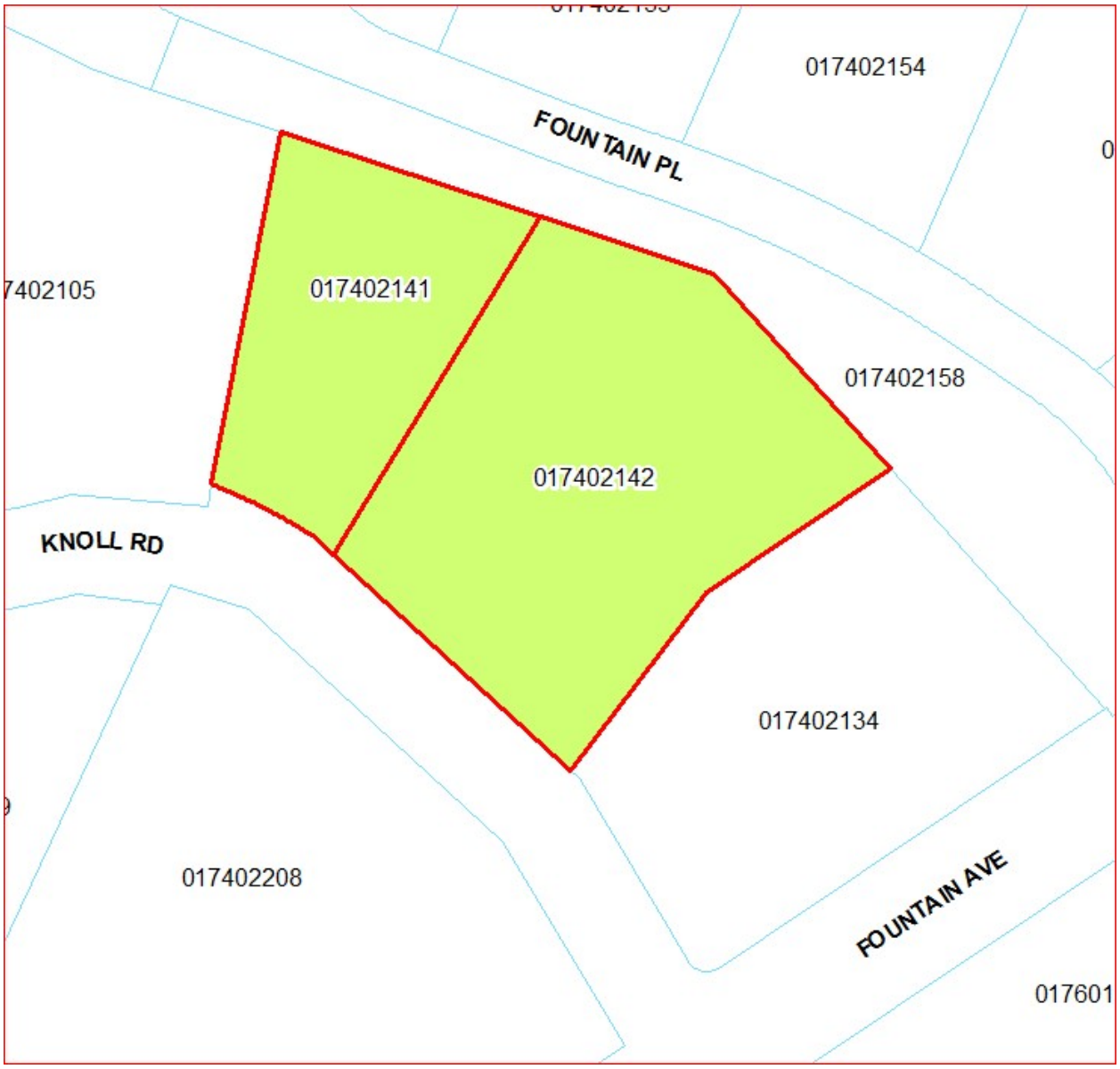
CUP 574

Annexation L8-D



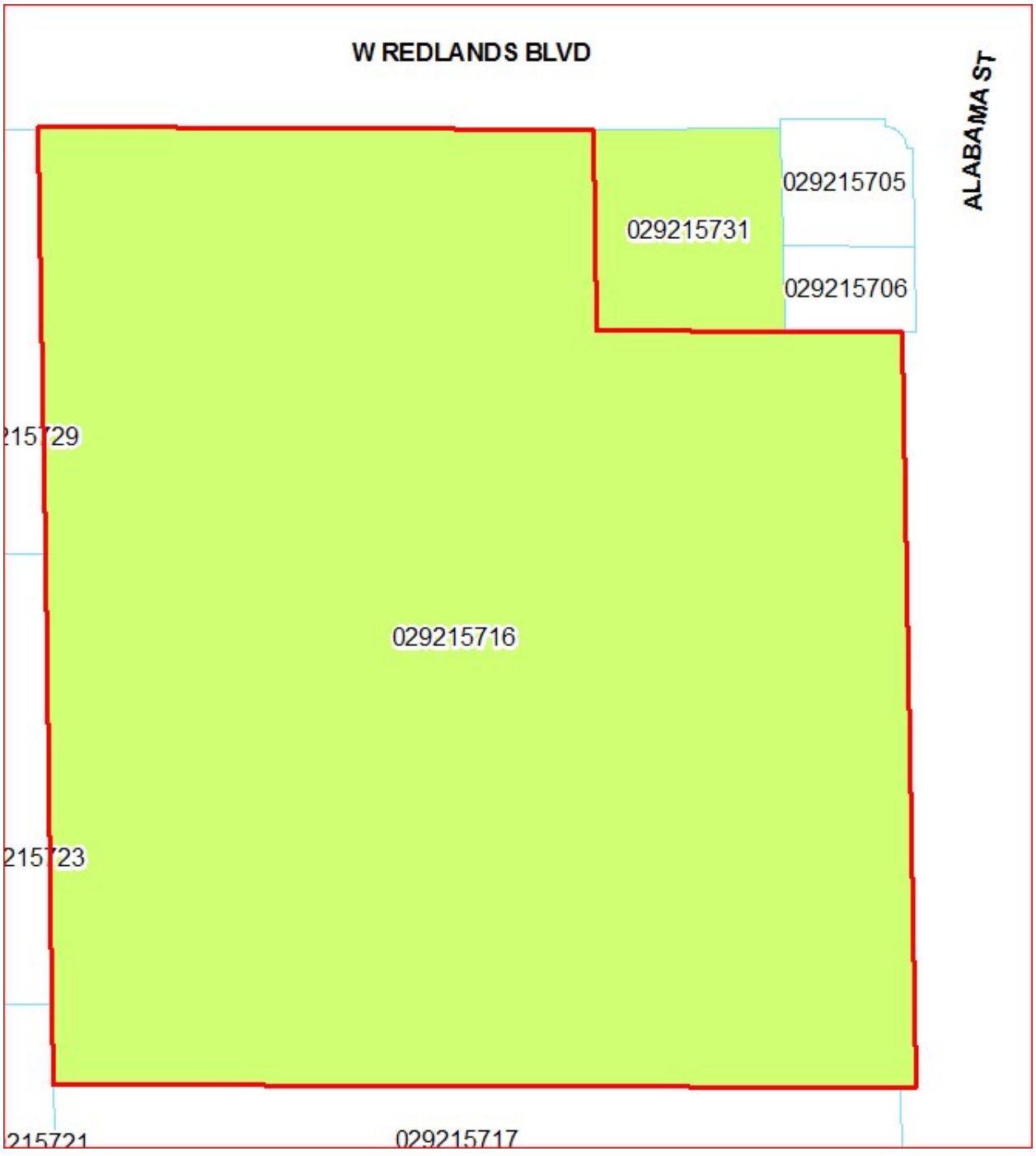
CUP 642

Annexation L8-E



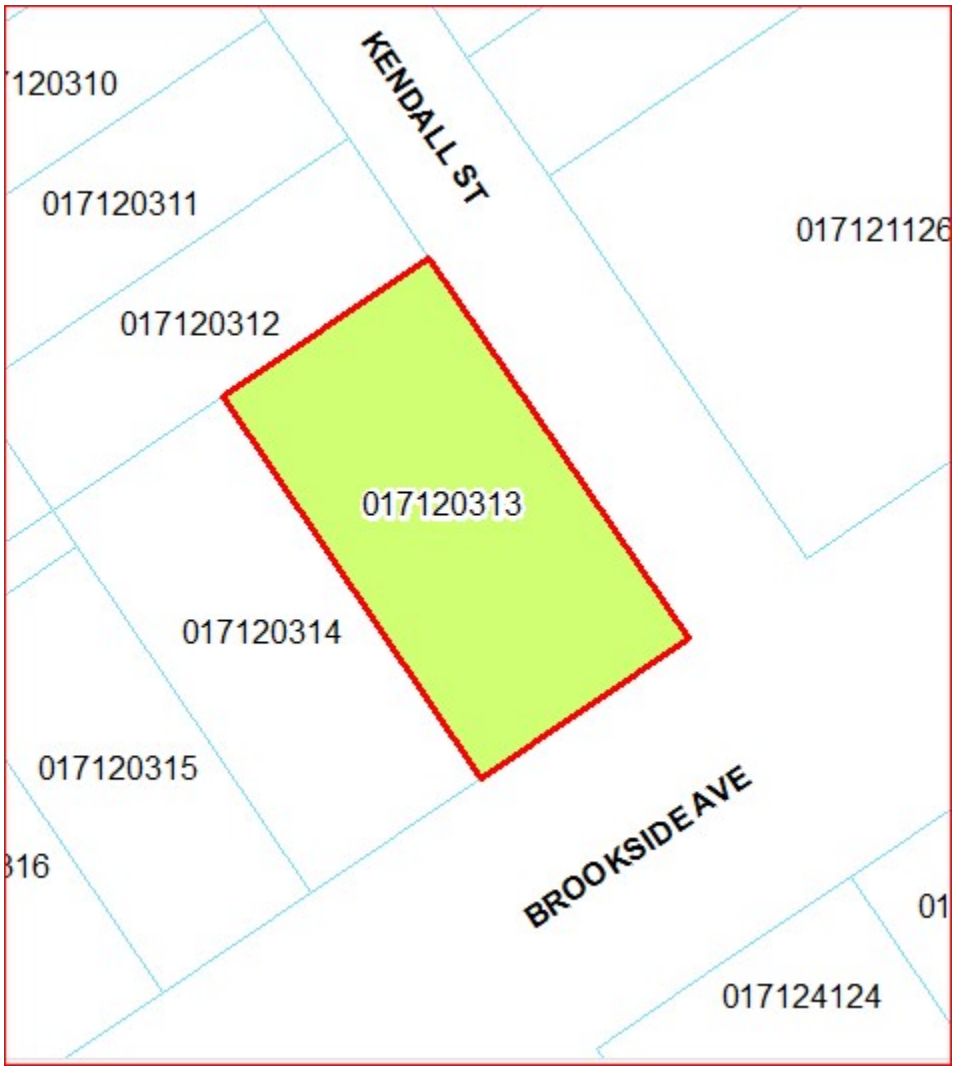
Parcel Map 14090

Annexation L9-A



CRA 648

Annexation L9-B



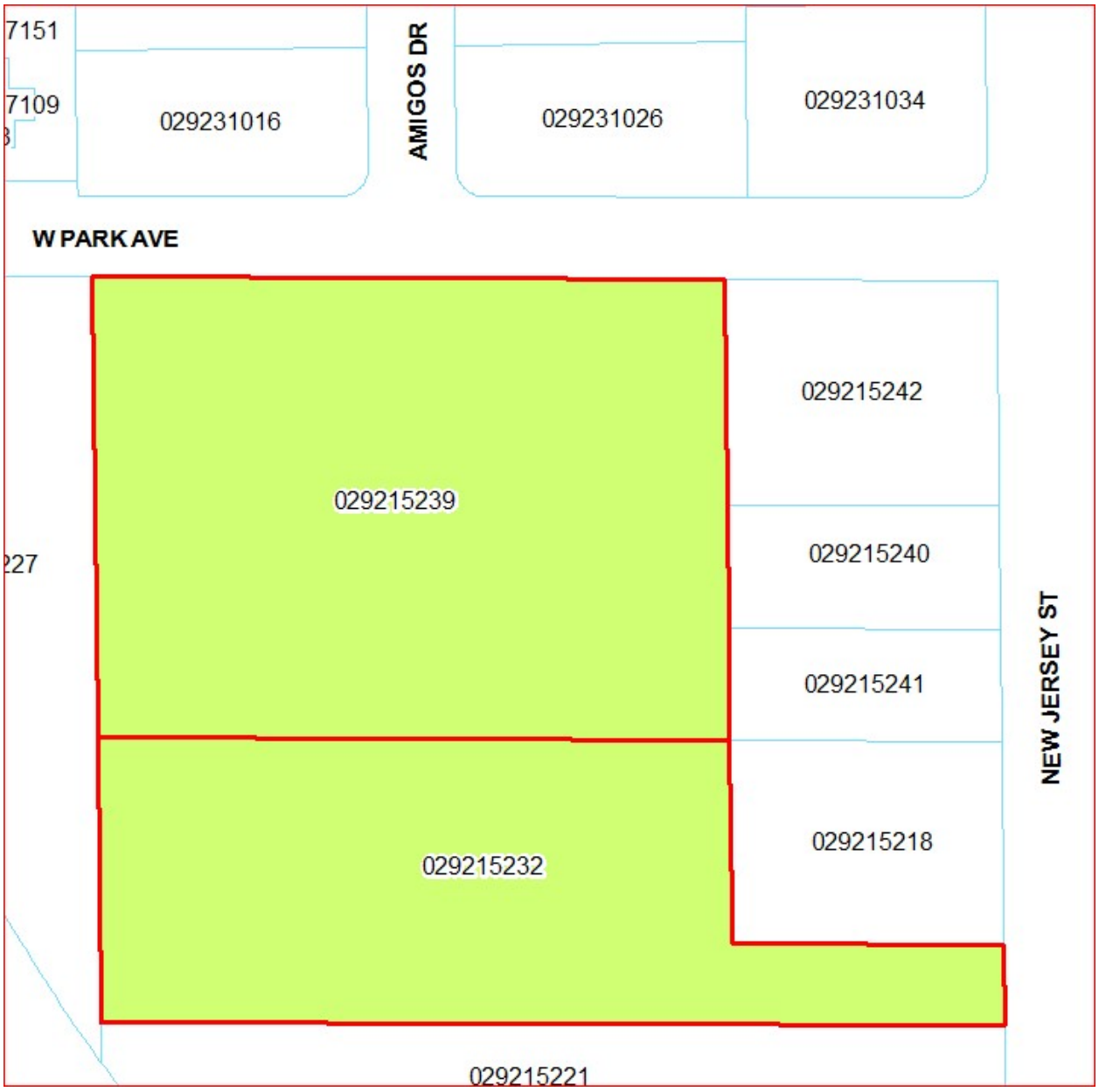
CUP 581

Annexation L10-A



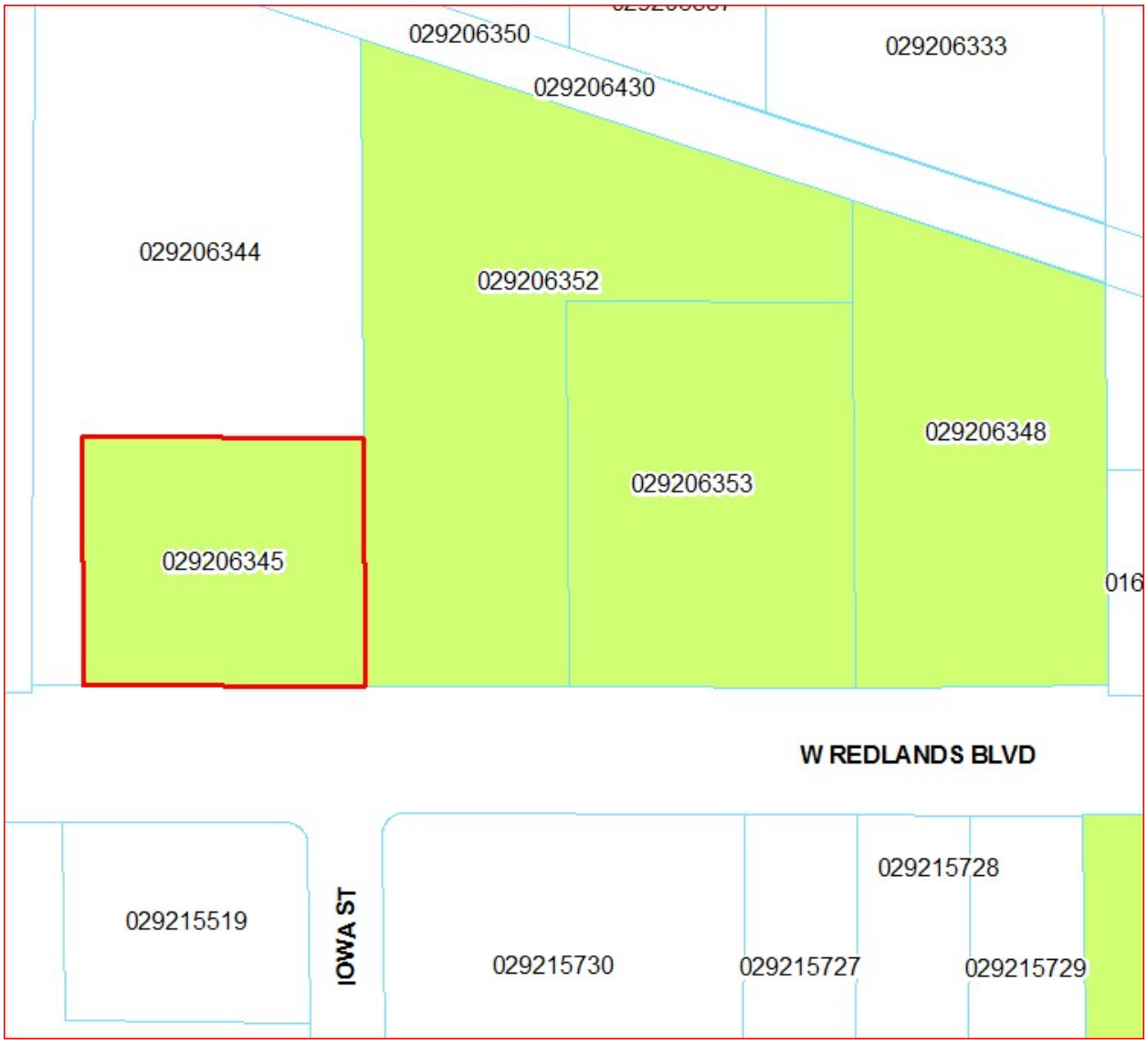
CRA 658

Annexation L10-B



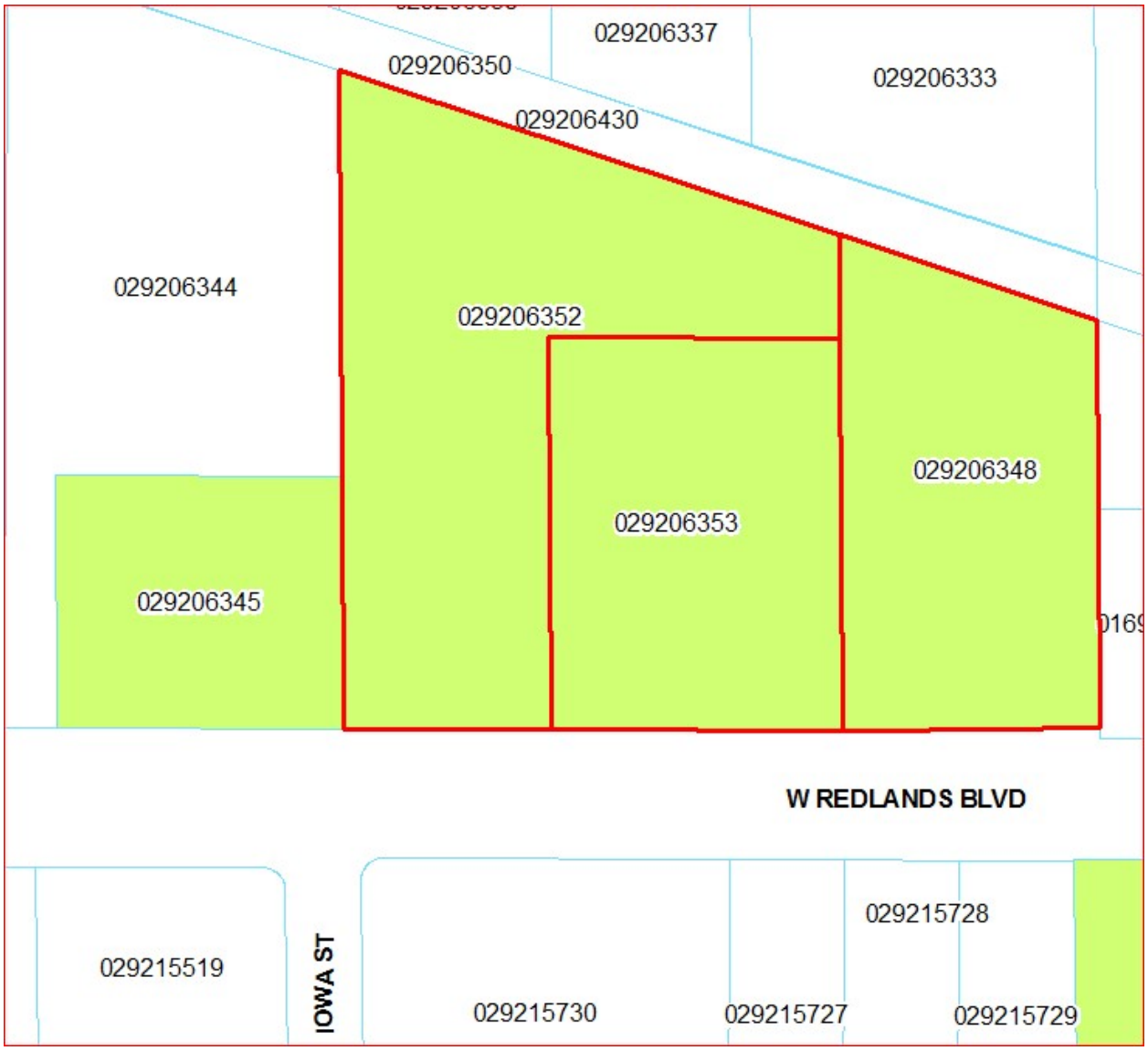
CRA 639

Annexation L10-C



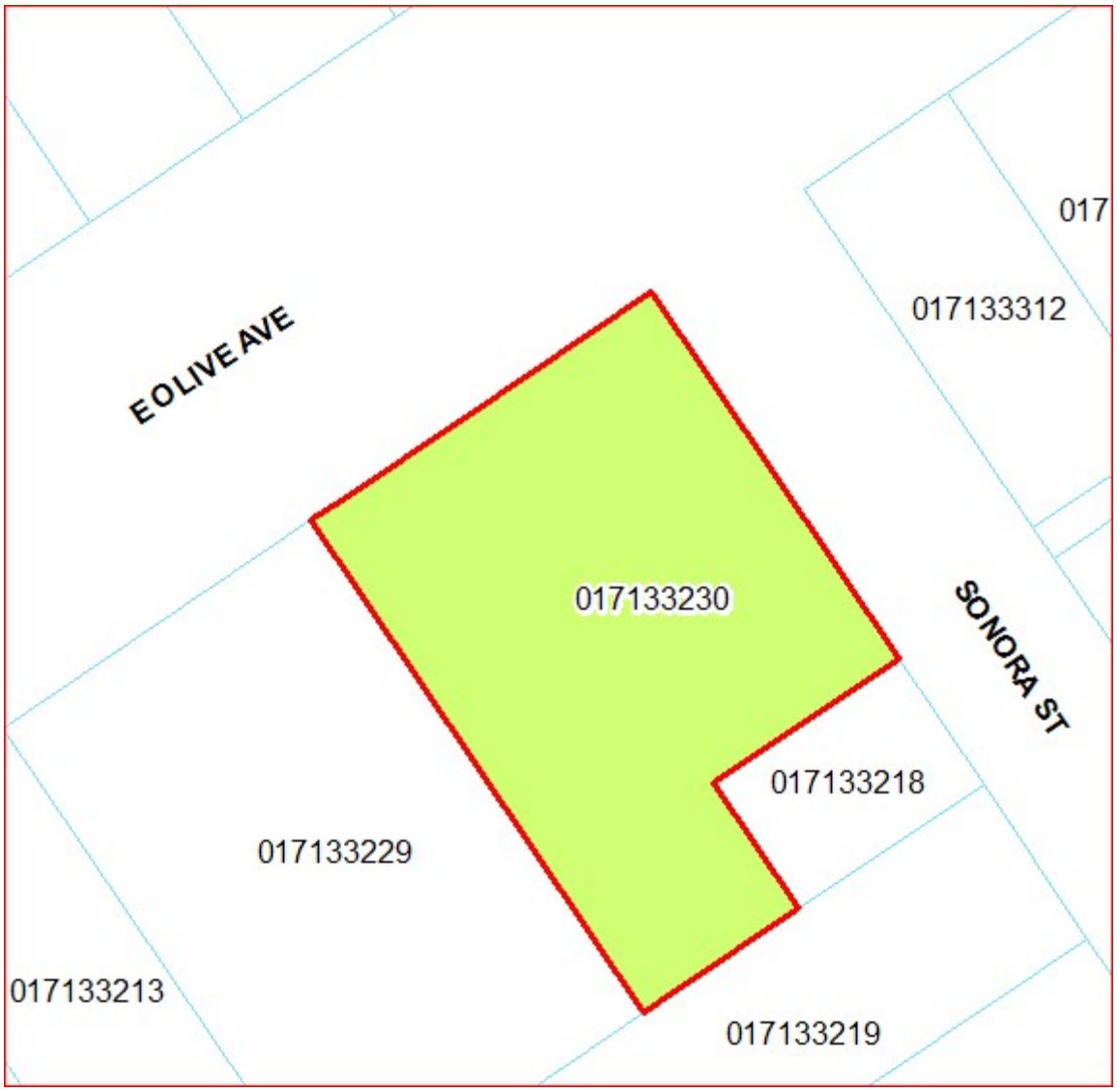
CRA 652

Annexation L10-D



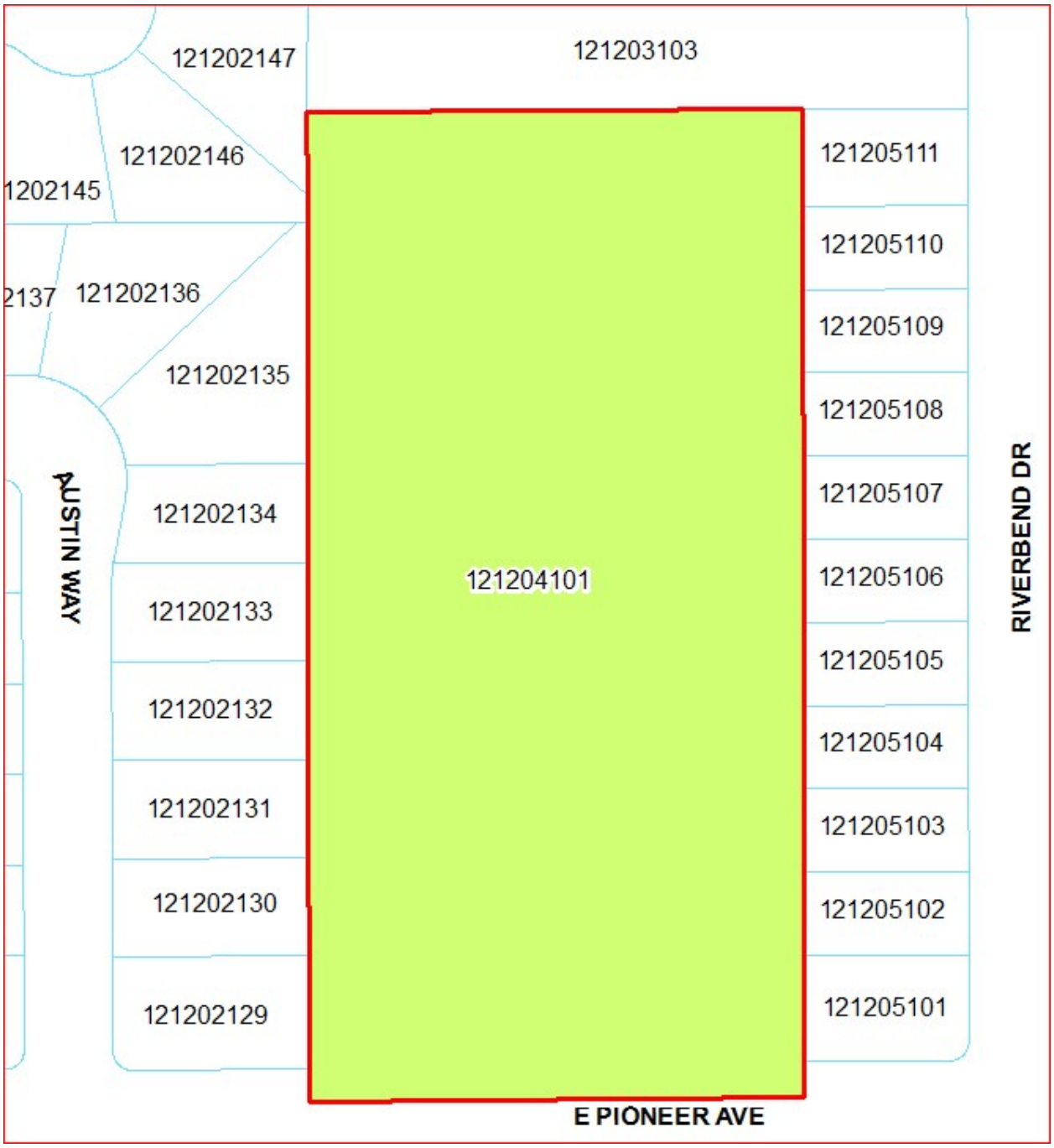
CUP 602

Annexation L10-E



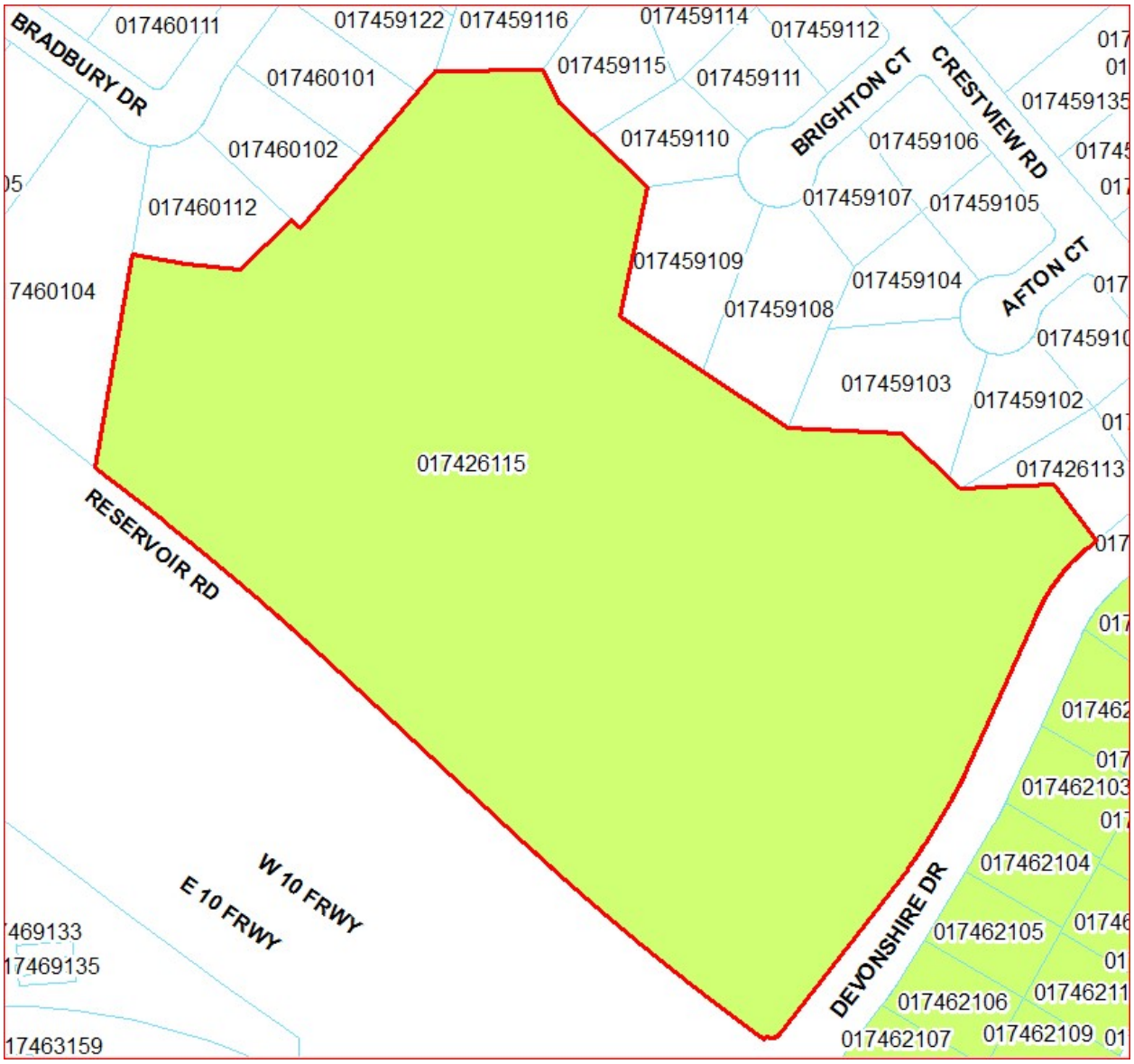
CUP 590

Annexation L10-F



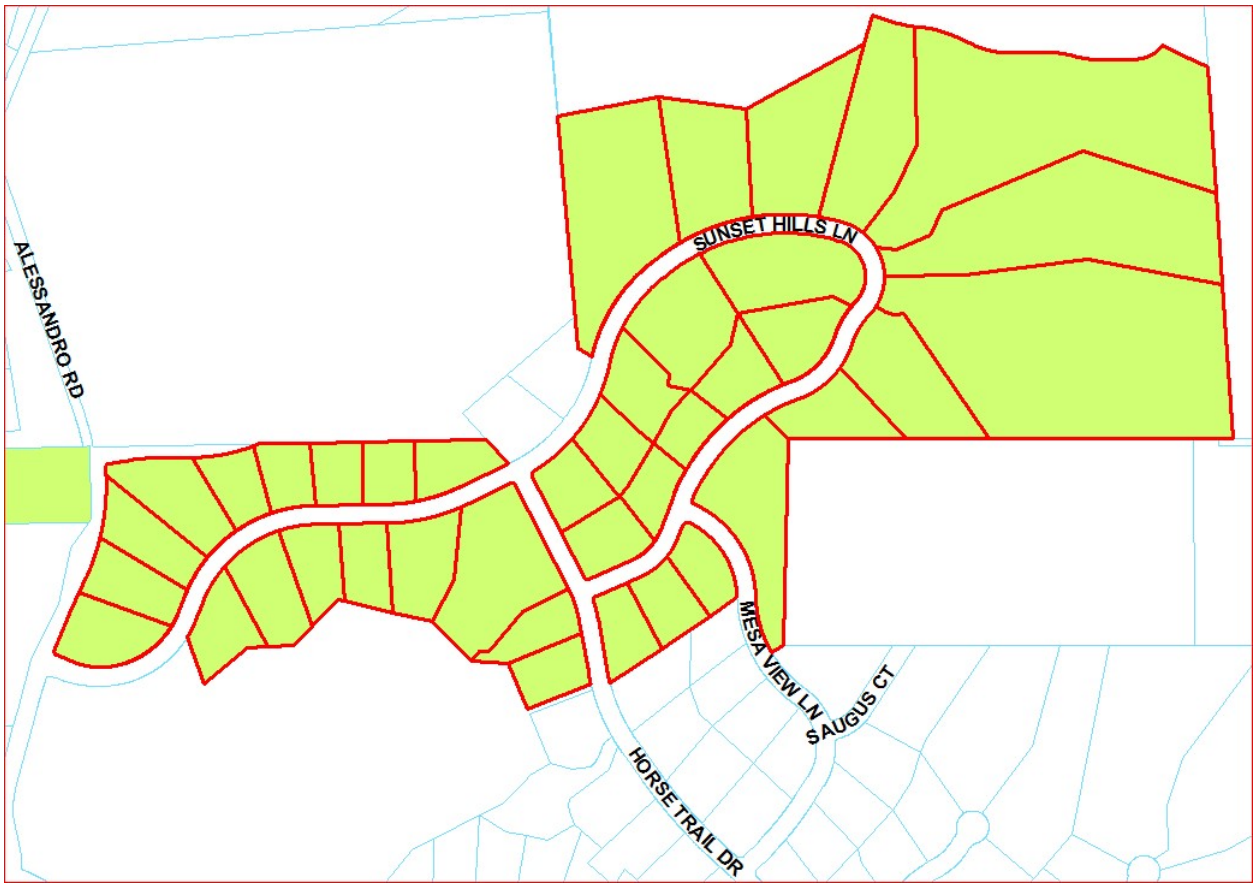
CUP 577

Annexation L10-G



CUP 541

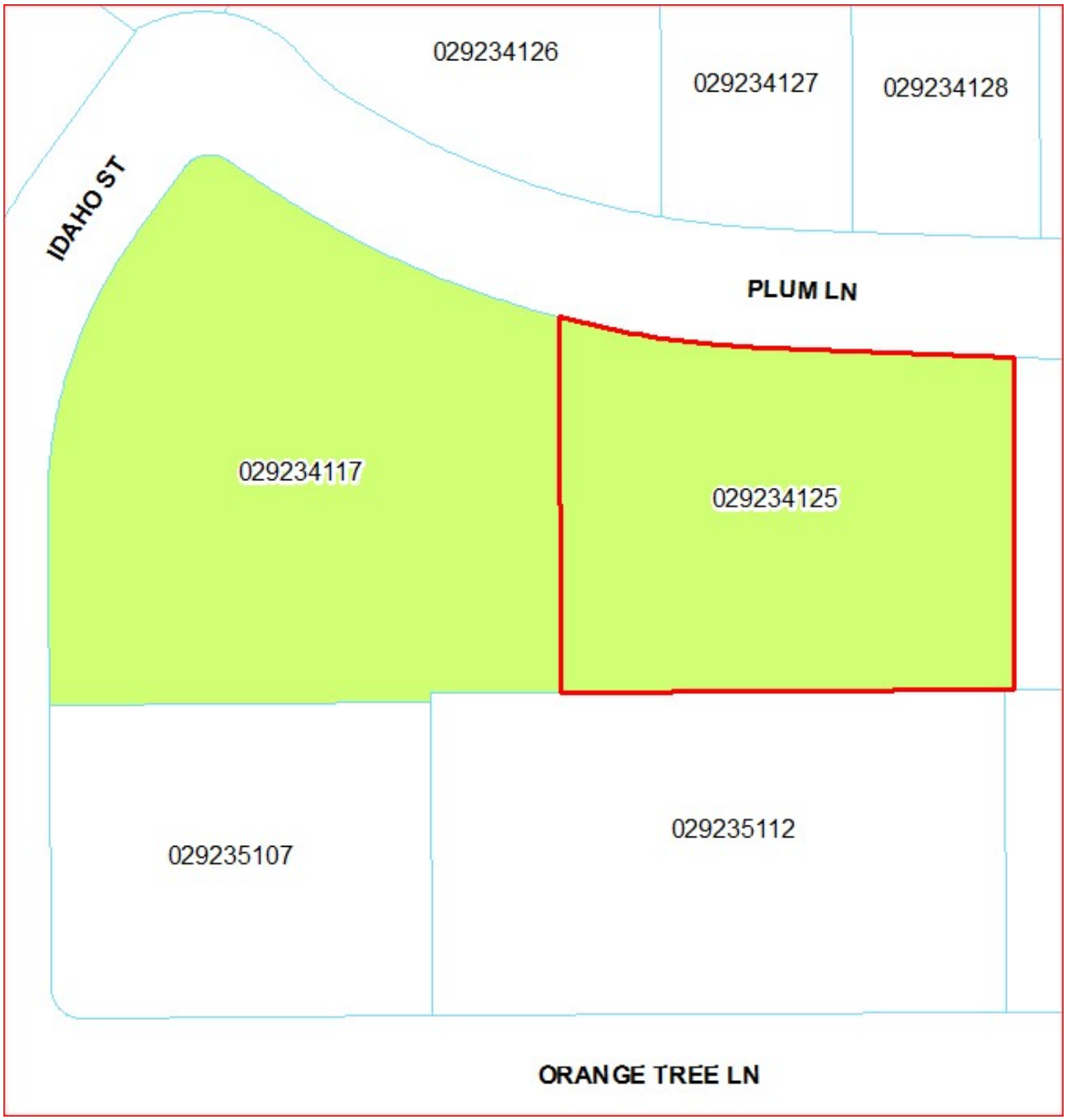
Annexation L10-H



Tract Map 14790-1

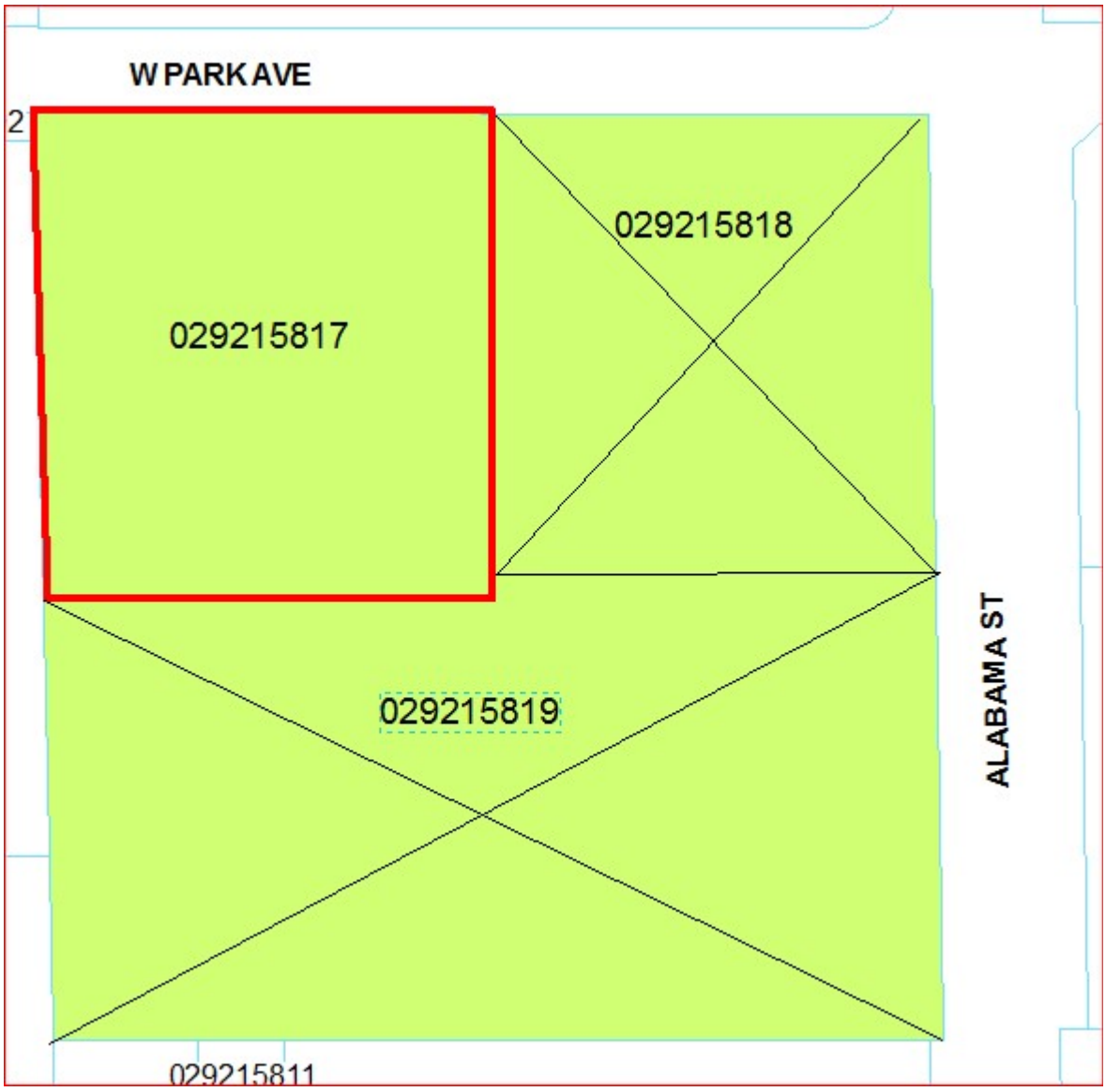
APN 0176-521-01 thru -13, APN 0176-521-18 thru -23
APN 0176-521-27 thru -32, APN 0176-531-01 thru -03
APN 0176-531-07 thru -09, APN 0176-531-12, -13, and -18
APN 0176-531-20 thru -22, APN 0176-531-24 thru -26

Annexation L11-A



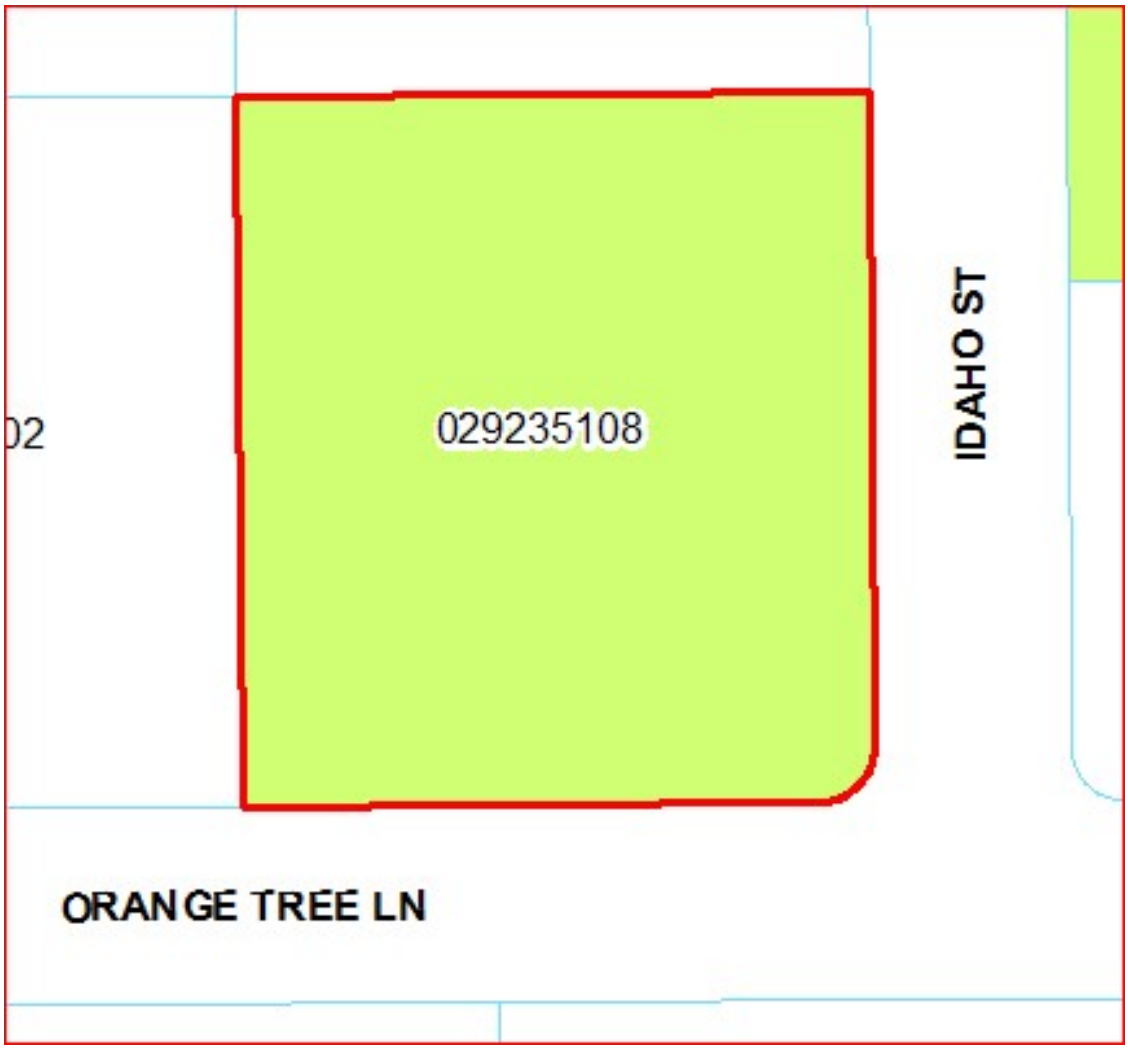
CRA 664

Annexation L11-B



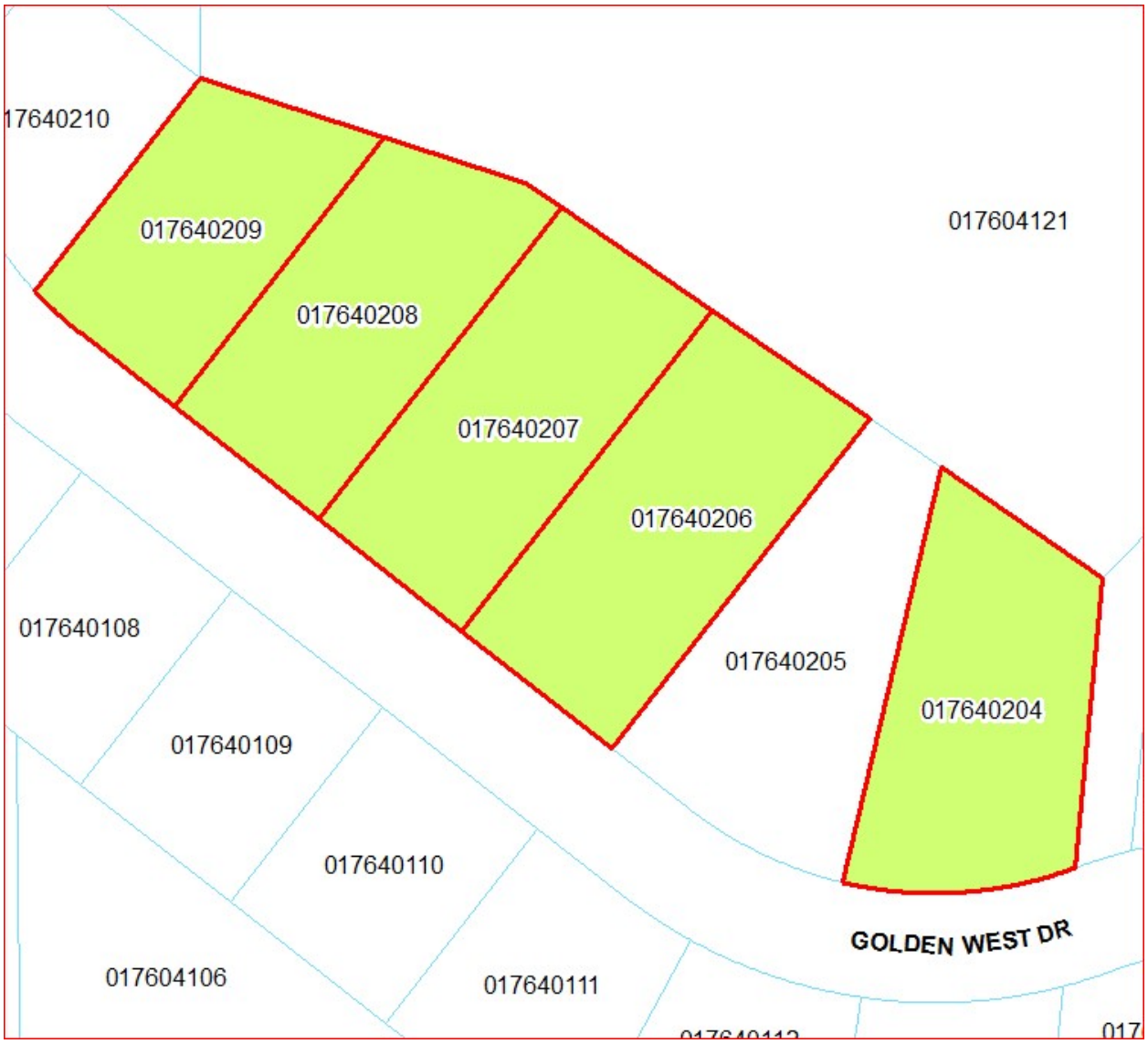
CRA 666

Annexation L11-C



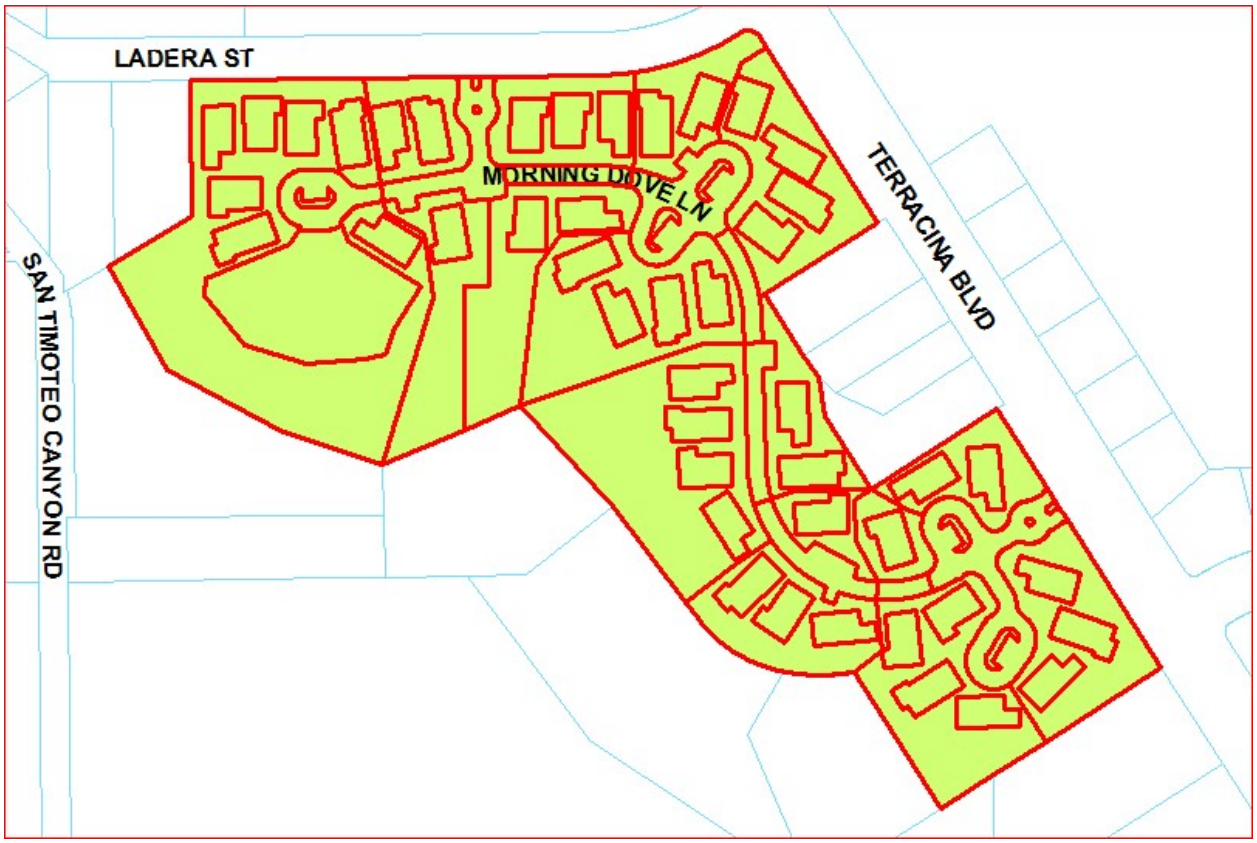
Tract 11535, Lot 36

Annexation L12-A, L12-B, L12-C, L12-D and L12-E



Annexation L12-A, APN 0176-402-09
Annexation L12-B, APN 0176-402-08
Annexation L12-C, APN 0176-402-07
Annexation L12-D, APN 0176-402-06
Annexation L12-E, APN 0176-402-04

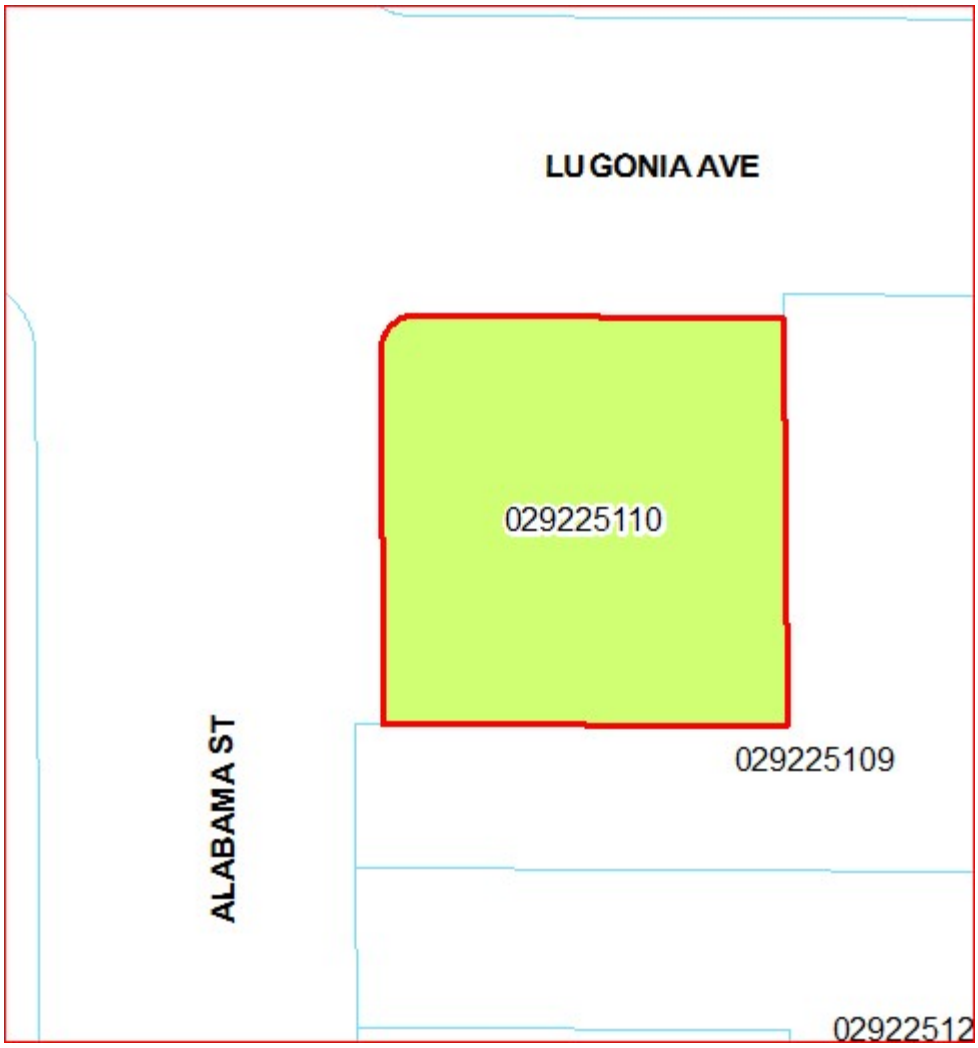
Annexation L12-F



Tract 15589

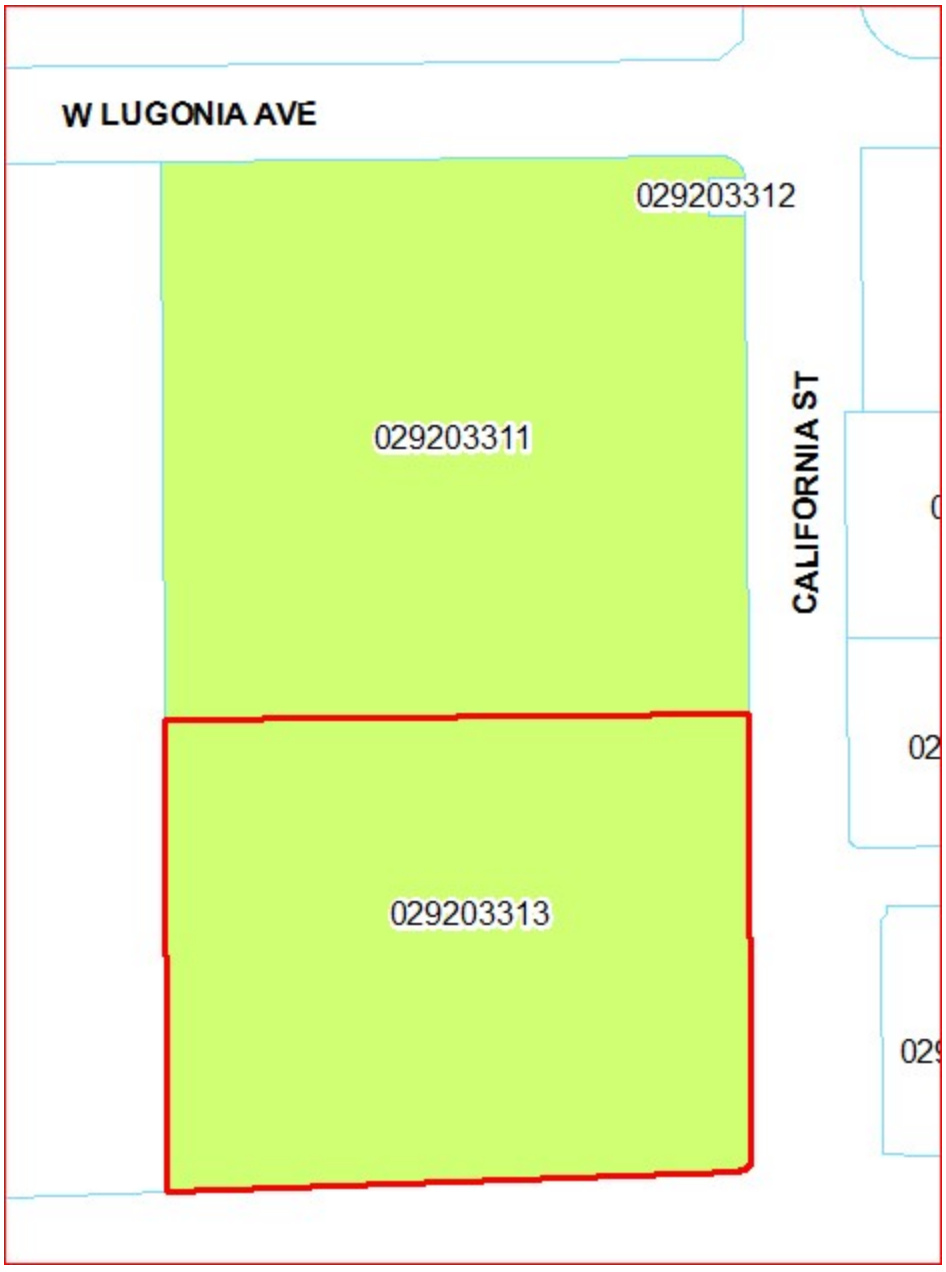
APN 0293-421-01 thru -45

Annexation L12-G



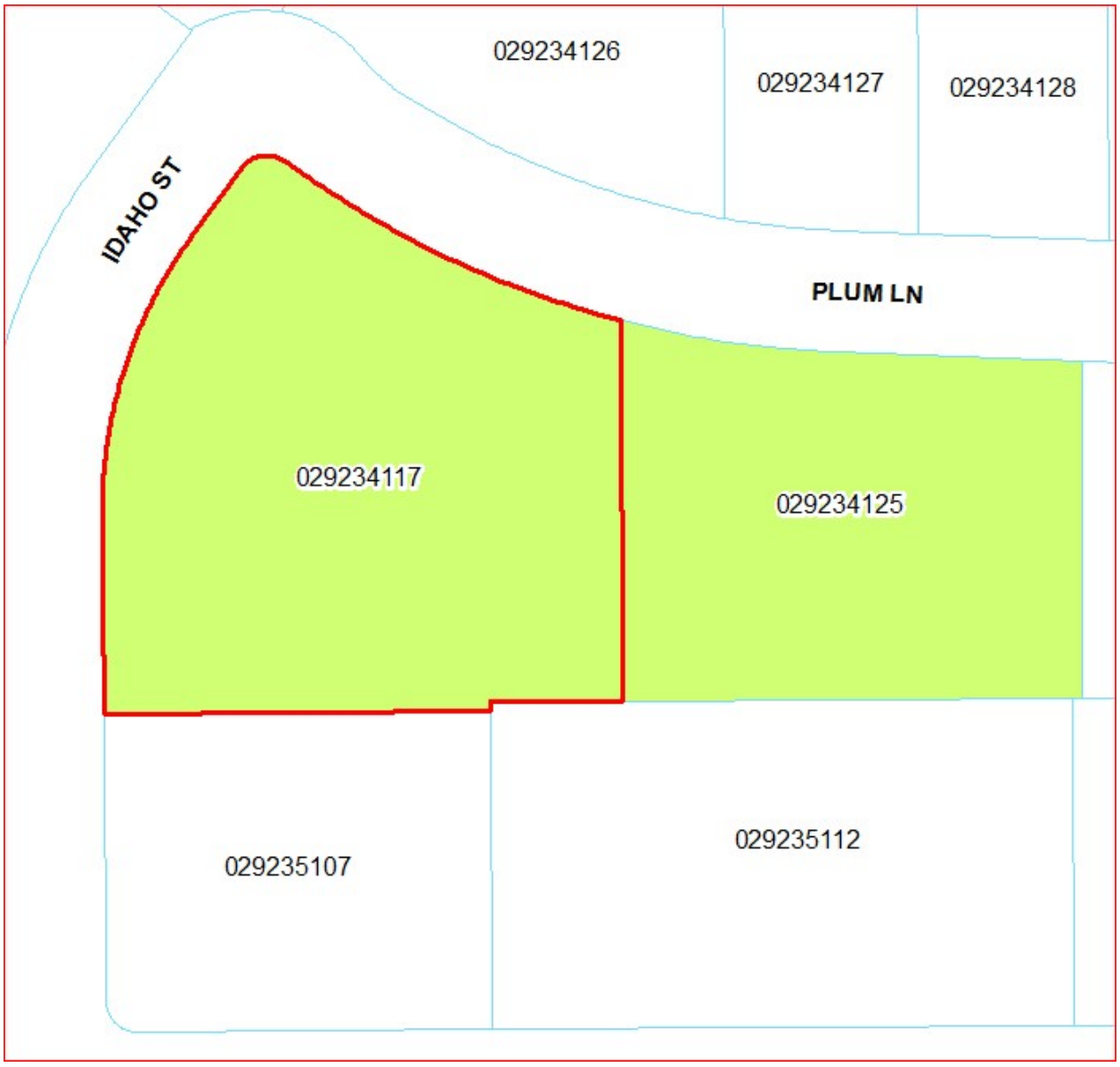
CUP 620

Annexation L12-H



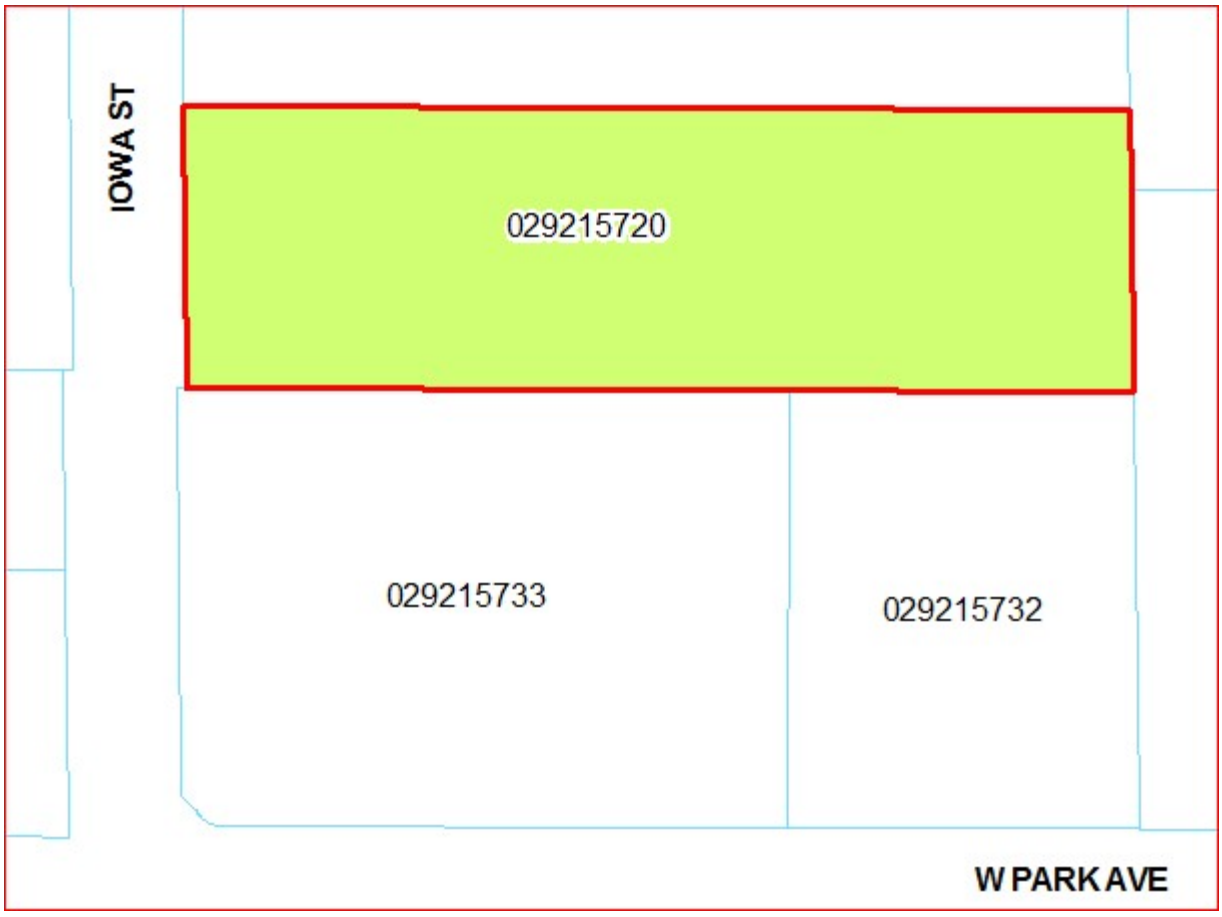
CUP 617

Annexation L12-I



CRA 668

Annexation L12-J



CUP 670

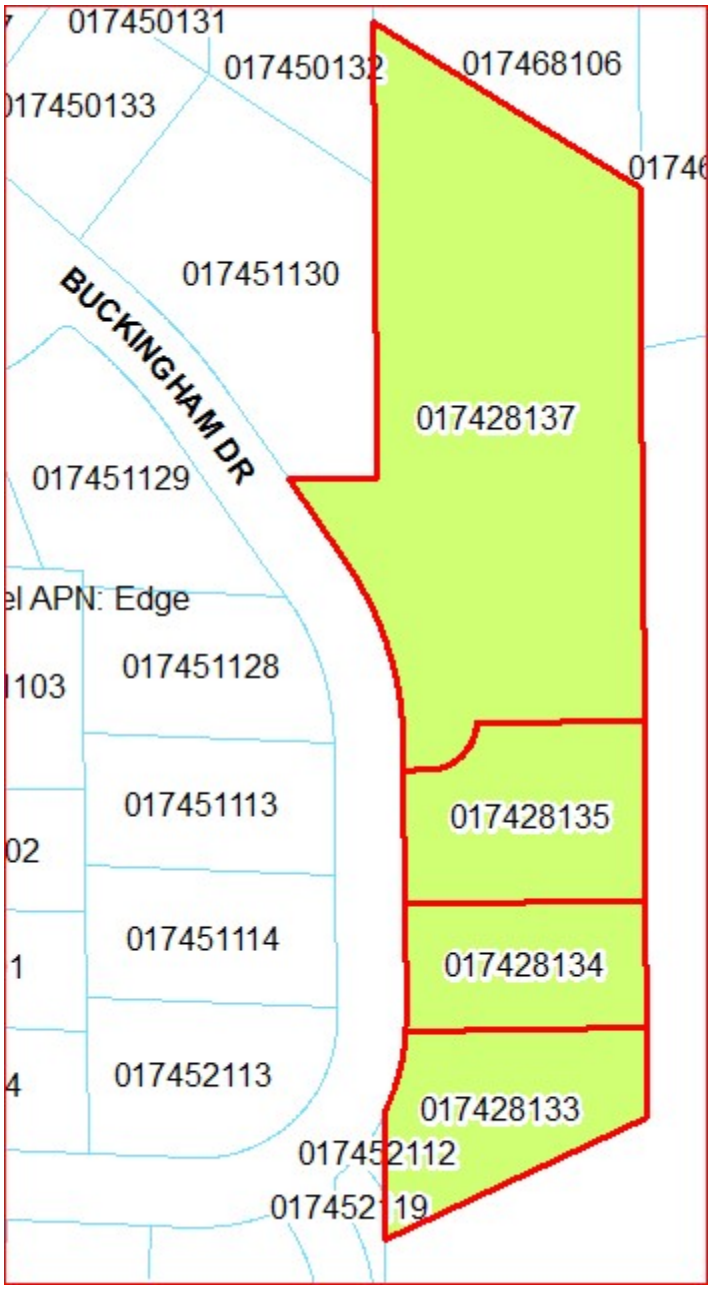
Annexation L12-K



MS 235

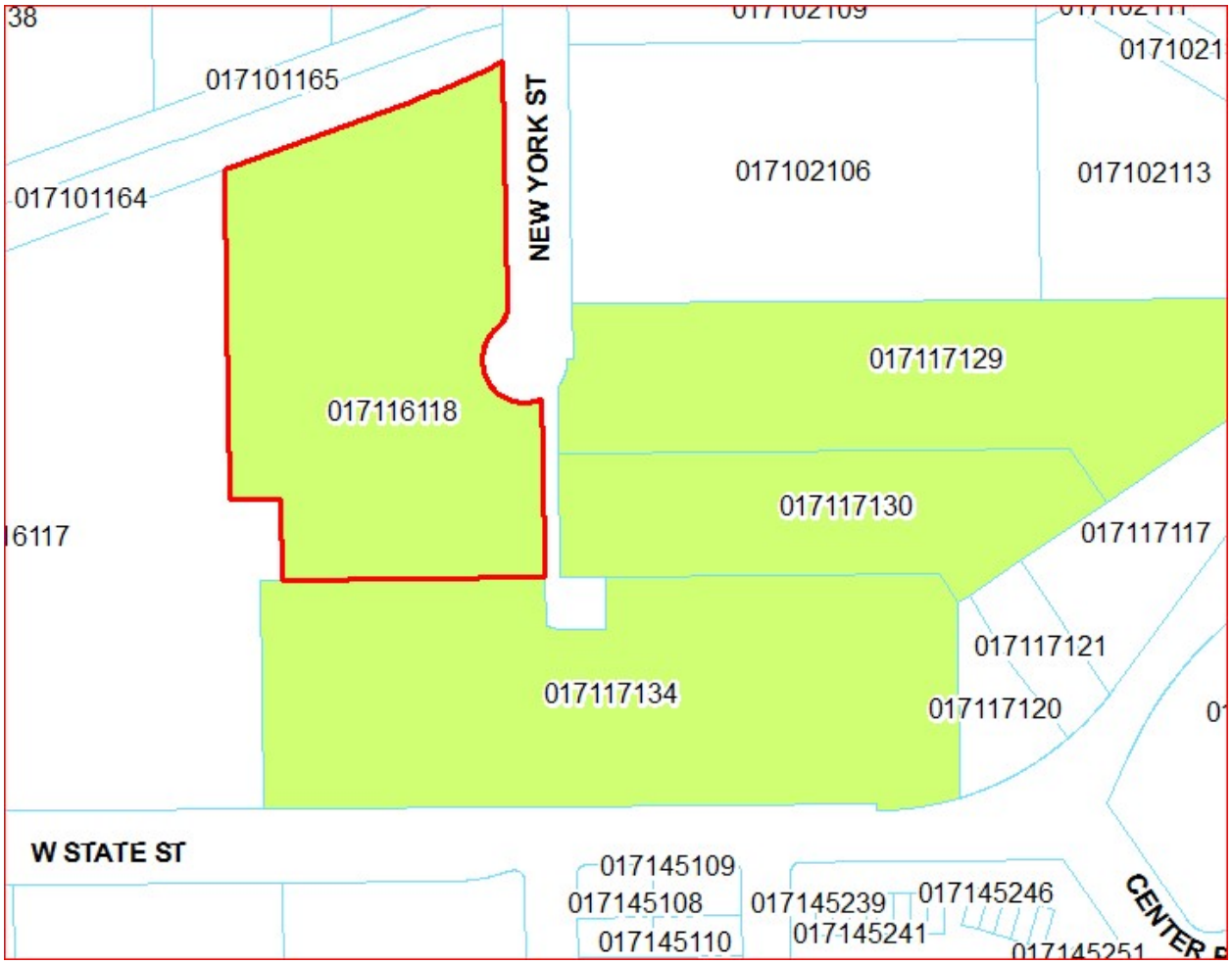
APN 0170-041-05, 0170-151-28, 0170-161-02, and 1212-431-02

Annexation L12-L



MS 221

Annexation L12-M



CRA 661

APPENDIX C

RESOLUTIONS

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RESOLUTION NO. 8542

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS INSTITUTING PROCEEDINGS FOR THE CONTINUED LEVY OF ASSESSMENTS, APPOINTING AN ASSESSMENT ENGINEER, AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT IN THE MATTER OF STREET LIGHTING DISTRICT NO. 1 AND LANDSCAPE MAINTENANCE DISTRICT NO. 1

WHEREAS, the City Council of the City of Redlands (this "City Council") has determined that the public interest, convenience and necessity requires the installation, operation and maintenance of a street lighting system and other facilities as set forth in Section 22525 of the California Streets and Highways Code; and

WHEREAS, it has been determined by the City Council of the City of Redlands (this "City Council"), that the public interest, convenience and necessity requires the maintenance of landscaping as set forth in Section 22525 of the California Streets and Highways Code; and

WHEREAS, this City Council has formed Redlands' Street Lighting District No. 1 to pay the costs associated with the installation, operation and maintenance of such street lighting system and other facilities; and

WHEREAS, this City Council has formed Redlands' Landscape Maintenance District No. 1 to pay the costs for the maintenance such landscaping; and

WHEREAS, it is the desire of this City Council to initiate proceedings and order the preparation of an engineer's report to levy assessments for fiscal year 2024-2025 upon properties located within Street Lighting District No. 1 and Landscape Maintenance District No. 1; and

WHEREAS, this City Council further desires to appoint Donald Young, RCE No. 49918, One Stop Permit Center Manager, as the "Assessment Engineer" for Street Lighting District No. 1 and Landscape Maintenance District No. 1;

NOW, THEREFORE, the City Council of the City of Redlands does hereby find, determine and resolve as follows:

Section 1. That the public interest, convenience and necessity requires the continued levy of assessments within Street Lighting District No. 1 for the purpose of installing, operating and maintaining street lights and associated facilities as authorized by Section 22620 of the California Streets and Highways Code and in compliance with Article XIIID, and Section 19 of Article XVI, of the California Constitution.

Section 2. That the public interest, convenience and necessity requires the continued levy of assessments within Landscape Maintenance District No. 1 for the purpose of maintaining landscaping and improvements as authorized by Section 22620 of the California Streets and

Highways Code and in compliance with the requirements of Article XIIID and Section 19 of Article XVI of the California Constitution.

Section 3. That the properties to be assessed for the installation, operation and maintenance of the street lighting facilities shall be those properties located within the boundaries of Street Lighting District No. 1.

Section 4. That the properties to be assessed for the maintenance and operation of the landscaping and improvements shall be those properties located within the boundaries of Landscape Maintenance District No. 1.

Section 5. That the proceedings for the continued levy of assessments within Street Lighting District No. 1 and Landscape Maintenance District No. 1 shall be conducted in accordance the with provisions of Division 15 of the California Streets and Highways Code (the Landscaping and Lighting Act of 1972) and in compliance with the requirements of Article XIIID, and Section 19 of Article XVI, of the California Constitution.

Section 6. That Donald Young, RCE No. 49918, One Stop Permit Center Manager, having an office located at 35 Cajon Street, Suite 15A, Redlands, California, is hereby appointed "Assessment Engineer" and shall have the authority conferred upon the Assessment Engineer by the Landscaping and Lighting Act of 1972.

Section 7. That the Assessment Engineer is hereby ordered to prepare a report in accordance with the Landscaping and Lighting Act of 1972.

ADOPTED, SIGNED AND APPROVED this 7th day of May, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, do hereby certify that the foregoing Resolution was duly adopted by the City Council at a regular meeting thereof, held on the 7th day of May, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____
Jeanne Donaldson, City Clerk

RESOLUTION NO. 8543

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS GIVING PRELIMINARY APPROVAL OF THE ENGINEER'S REPORTS FOR FISCAL YEAR 2024-2025 FOR STREET LIGHTING DISTRICT NO. 1 AND LANDSCAPE MAINTENANCE DISTRICT NO. 1

WHEREAS, the City Council of the City of Redlands (the "City Council") has heretofore determined that the public interest, convenience and necessity require the maintenance and operation of street lighting and appurtenant facilities, as set forth in Section 22525 of the Streets and Highways Code, within the incorporated boundaries of the City of Redlands; and

WHEREAS, the City Council has heretofore determined that the public interest, convenience and necessity require the maintenance of landscape and irrigation facilities set forth in Section 22525 of the Streets and Highways Code, State of California, within the incorporated boundaries of the City of Redlands; and

WHEREAS, Donald Young, One Stop Permit Center Manager, 35 Cajon Street, Suite 15A, Redlands, California, has been appointed "Assessment Engineer" with all provisions of Part 2 of Division 15 of the Streets and Highways Code applicable to the Engineer being applied to the "Assessment Engineer;" and

WHEREAS, Sections 22622 and 22623 of the Streets and Highways Code require that an Engineer's Report be prepared and filed annually, specifying the assessments to be levied against the benefitting properties within the City's Street Lighting District No. 1 and Landscape Maintenance District No. 1; and

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk reports in writing as required by the Landscaping and Lighting Act of 1972 and in compliance with Article XIIID of the California Constitution; and

WHEREAS, the City Council has duly considered said reports and each and every part thereof; and finds that each and every part of said reports is sufficient, and that no part of said reports requires modification in any respect;

NOW, THEREFORE, be it resolved by the City Council of the City of Redlands as follows:

Section 1. That the Engineer's estimate of the itemized costs and expenses of said work and of the incidental expenses in connection therewith, contained in said reports be, and each of them are hereby, preliminarily approved and confirmed.

Section 2. That the diagram showing the Street Lighting District No. 1 and Landscape Maintenance District No. 1 referred to and described in said reports, and the boundaries of the lots and parcels of land within such assessment district as the same existed at the time of passage of this resolution, are hereby preliminarily approved and confirmed.

Section 3. That the proposed assessment upon the properties in Street Lighting District No. 1 and Landscape Maintenance District No. 1, in proportion to the estimated benefit to be received by such properties, respectively, from said work and of the incidental expenses thereof, as contained in said report is hereby preliminarily approved and confirmed.

Section 4. That said reports shall stand as the Engineer's Report for the purposes of all subsequent proceedings for Street Lighting District No. 1 and Landscape Maintenance District No. 1.

APPROVED AND ADOPTED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____

Jeanne Donaldson, City Clerk

RESOLUTION NO. 8544

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS WITHIN REDLANDS' STREET LIGHTING ASSESSMENT DISTRICT NO. 1 AND LANDSCAPE ASSESSMENT DISTRICT NO. 1 FOR FISCAL YEAR 2024-2025 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972, AND ESTABLISHING A TIME AND PLACE FOR PUBLIC HEARINGS FOR THE TWO DISTRICTS TO CONSIDER PROTESTS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The City Council of the City of Redlands hereby (1) finds that the public interest and convenience requires, and (2) declares its intention to levy and collect, assessments against the lots and parcels of property within an existing assessment districts designated "Redlands' Street Lighting Assessment District No. 1 and Landscape Assessment District No. 1" (the "Districts") pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code (commencing with Section 22500) (the "Act") for fiscal year 2024-2025, commencing July 1, 2024, and ending June 30, 2025, to pay for the costs and expenses of the improvements described in Section 3 hereof.

Section 2. Reference is hereby made to a map on file in the office of the City Clerk and open for public inspection for a description of the exterior boundaries of the Districts.

Section 3. The proposed improvements are briefly described as follows: The operation, maintenance and servicing of public within the District, including the operation, maintenance and servicing of public lighting facilities and landscaping, including safety lighting, traffic signals, trees, shrubs, grass and other ornamental vegetation, and appurtenant facilities, located along public roadways, streets and rights-of-way within the boundaries of the Districts. "Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the public lighting and landscaping facilities, and appurtenant facilities, including repair, removal or replacement of all or part of any of the public lighting and landscaping facilities, or appurtenant facilities. "Servicing" means the maintenance of any of the public lighting and landscaping facilities or appurtenant facilities, including the furnishing of electric current, energy or gas for the operation of any of the lighting facilities and the furnishing of water for the irrigation of any of the landscaping facilities.

Section 4. The assessments to be levied and collected against the assessable lots and parcels of property within the Districts for fiscal year 2024-2025 are not proposed to increase from the assessments levied and collected for fiscal year 1997-1998.

Section 5. Public property owned by any public agency and in use in the performance of a public function which is included within the boundaries of the Districts shall not be subject to assessment to be made under these proceedings to cover any of the costs and expenses of the improvements.

Section 6. All railroad, gas, water and electric utility rights-of-way are included within the Districts and shall be assessed in accordance with the benefits received from the improvements.

Section 7. Reference is hereby made to the Reports of the Engineer entitled "City of Redlands Street Lighting District No. 1 Engineer's Report for Fiscal Year 2024-2025" and "City of Redlands Landscape Maintenance District No. 1 Engineer's Report for Fiscal Year 2024-2025" on file in the office of the City Clerk for a full and detailed description of the improvements, the boundaries of the District and any zones therein and the proposed assessments upon assessable lots and parcels of land within the District.

Section 8. NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL APPOINTS TUESDAY, THE 18TH DAY OF JUNE, 2024, AT THE HOUR OF 6:00 P.M., OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD, IN THE COUNCIL CHAMBERS AT CITY HALL, CITY OF REDLANDS, 35 CAJON STREET, SUITE 2, REDLANDS, CALIFORNIA 92373, AS THE TIME AND PLACE FOR TWO PUBLIC HEARINGS TO CONSIDER PROTESTS OR OBJECTIONS TO THE LEVY OF THE PROPOSED ASSESSMENTS IN CONNECTION WITH THE DISTRICTS. All interested persons shall be afforded the opportunity to hear and be heard. Any interested person may file a written protest with the City Clerk prior to the conclusion of the hearing. A written protest shall state all grounds of objection. A protest by a property owner shall contain a description sufficient to identify the property owned by the signer thereof. The City Council shall consider all oral statements and all written protests made or filed by any interested person.

Section 9. The City Clerk is hereby authorized and directed to give notice of such hearing in accordance with law.

Section 10. The City Council hereby determines and declares that the proposed assessments constitute a continuation of assessments existing on the effective date of Article XIIID, that the assessments are imposed exclusively to finance the maintenance and operation expenses for streets and that the assessments are exempt from the requirements of Article XIIID, Section 4 of the California Constitution.

Section 11. The City Council hereby designates Donald Young, One Stop Permit Center Manager, telephone number (909) 798-7585 x6, to answer inquiries regarding the hearing, protest proceedings and procedural or technical matters.

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certifies that the foregoing resolution was duly adopted by the City Council, at a regular meeting thereof, held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

_____
Jeanne Donaldson, City Clerk

RESOLUTION NO. 8545

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS CONFIRMING A DIAGRAM AND ASSESSMENT FOR THE 2024-2025 FISCAL YEAR IN CONNECTION WITH LANDSCAPE MAINTENANCE DISTRICT NO. 1 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972, PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. Pursuant to its adoption of a prior resolution, the City Council of the City of Redlands initiated proceedings and declared its intention to levy an assessment against the assessable lots and parcels of property within an existing assessment district designated "Landscape Maintenance District No 1" (the District) pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500) (the "Act") for the fiscal year commencing July 1, 2024, and ending June 30, 2025, and ordered Donald Young, One Stop Permit Center Manager, to prepare and file a written report in accordance with Article 4 of Chapter 1 of the Act. The City Council, by prior resolution, approved such Engineer's Report.

Section 2. Following notice duly given in accordance with law, this City Council has held a full and fair public hearing regarding the Engineer's Report and the levy and collection of the proposed assessment within the District for fiscal year 2024-2025 to pay for the costs and expenses of the improvements described in the Engineer's Report pursuant to the terms and provisions of the Act. All interested persons were afforded the opportunity to hear, and be heard regarding, protests and objections to the levy and collection of the proposed assessment against lots or parcels of property within the District. The City Council considered all oral and written statements, protests and communications made or filed by interested persons.

Section 3. Based upon its review of the Engineer's Report and other reports and information, this City Council hereby finds and determines that (i) the land within the District will be benefited by the improvements described in the Engineer's Report (ii) the District includes all of the lands so benefited, and (iii) the net amount to be assessed upon the lands with the District for the 2023-2024 fiscal year in accordance with the Engineer's Report is apportioned by a formula and method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements. Any and all oral and written protests and objections are hereby overruled by the City Council.

Section 4. The City Council declares that the diagram and assessment in the Engineer's Report are hereby confirmed as filed.

Section 5. The City Council hereby orders the improvements described in the Engineer's Report to be made.

Section 6. The assessment is in compliance with the provisions of the Act and the City Council has complied with all law pertaining to the levy of an annual assessment pursuant to the Act.

Section 7. The assessments to be levied and collected against the assessable lots and parcels of property within the District for fiscal year 2024-2025 are not proposed to increase from the assessment levied and collected for fiscal year 1997-1998.

Section 8. The assessment is levied without regard to property valuation.

Section 9. Public property owned by any public agency and in use in the performance of a public function which is included within the boundaries of the District shall not be subject to assessment to be made under these proceedings to pay for any of the costs and expenses of the improvements.

Section 10. The assessment is levied for the purpose of paying the costs and expenses of the improvements described in the Engineer's Report for fiscal year 2024-2025.

Section 11. The improvements described in the Engineer's Report shall be performed pursuant to law.

Section 12. The County Auditor of San Bernardino County shall enter on the County Assessment Roll opposite each lot or parcel of land the amount of the assessment and such assessments shall then be collected at the same time and in the same manner as the County taxes collected. After collection by the County, the net amount of the assessments shall be paid to the City Treasurer.

Section 13. The City Treasurer shall deposit all moneys representing assessments collected by the County to the credit of a special fund for Landscape Maintenance District No. 1.

Section 14. The adoption of this Resolution constitutes the levy of an assessment against the lots and parcels of land in the District for the fiscal year commencing July 1, 2024, and ending June 30, 2025.

Section 15. The City Clerk is hereby authorized and directed to file the diagram and assessment, or a certified copy of the diagram and assessment, with the County Auditor, together with a certified copy of this Resolution upon its adoption.

Section 16. A certified copy of the assessment and diagram shall be filed in the City's Facilities and Community Services Department, with a duplicate copy on file in the office of the City Clerk and open for public inspection.

ADOPTED, SIGNED AND APPROVED this 18th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certifies that the foregoing resolution was adopted by the City Council, at a regular meeting thereof, held on the 18th day of June, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

APPENDIX D

ASSESSMENT ROLL

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City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0167-231-19-0000	709 LUGONIA AVE	Annexation L4-D	$ 6.00
0167-231-20-0000	705 LUGONIA AVE	Annexation L4-D	$ 6.00
0167-231-21-0000	1237 LAWTON ST	Annexation L4-D	$ 6.00
0167-271-61-0000	1135 CHURCH ST	Annexation L6-D	$ 6.00
0167-802-01-0000	1575 N COLUMBIA ST	Original 1-B	$ 39.65
0167-802-02-0000	1571 N COLUMBIA ST	Original 1-B	$ 36.05
0167-802-03-0000	1567 COLUMBIA ST	Original 1-B	$ 36.05
0167-802-04-0000	1563 COLUMBIA ST	Original 1-B	$ 36.05
0167-802-05-0000	1558 WOODBURY ST	Original 1-B	$ 36.05
0167-802-06-0000	1562 WOODBURY	Original 1-B	$ 36.05
0167-802-07-0000	1566 WOODBURY	Original 1-B	$ 36.05
0167-802-08-0000	1570 WOODBURY	Original 1-B	$ 39.65
0167-803-01-0000	1569 WOODBURY	Original 1-B	$ 39.65
0167-803-02-0000	1565 WOODBURY	Original 1-B	$ 36.05
0167-803-03-0000	1561 WOODBURY	Original 1-B	$ 36.05
0167-803-04-0000	610 ELISE	Original 1-B	$ 36.05
0167-803-05-0000	618 ELISE	Original 1-B	$ 36.05
0167-803-06-0000	626 ELISE	Original 1-B	$ 36.05
0167-803-07-0000	634 ELISE ST	Original 1-B	$ 36.05
0167-803-08-0000	1568 VERMONT	Original 1-B	$ 36.05
0167-803-09-0000	1574 VERMONT	Original 1-B	$ 39.65
0167-804-01-0000	633 ELISE	Original 1-B	$ 36.05
0167-804-02-0000	625 ELISE	Original 1-B	$ 36.05
0167-804-03-0000	617 ELISE	Original 1-B	$ 36.05
0167-804-04-0000	609 ELISE	Original 1-B	$ 36.05
0167-804-05-0000	601 ELISE	Original 1-B	$ 36.05
0167-804-06-0000	525 ELISE	Original 1-B	$ 36.05
0167-804-07-0000	517 ELISE	Original 1-B	$ 36.05
0167-804-08-0000	509 ELISE	Original 1-B	$ 36.05
0167-804-09-0000	1555 COLUMBIA ST	Original 1-B	$ 36.05
0167-804-10-0000	1551 COLUMBIA ST	Original 1-B	$ 36.05
0167-804-11-0000	1547 COLUMBIA ST	Original 1-B	$ 36.05
0167-804-12-0000	1543 N COLUMBIA ST	Original 1-B	$ 36.05
0167-804-13-0000	1528 CANTERBURY CIR	Original 1-B	$ 36.05
0167-804-14-0000	1530 CANTERBURY CIR	Original 1-B	$ 36.05
0167-804-15-0000	1532 CANTERBURY CIR	Original 1-B	$ 36.05
0167-804-16-0000	1534 CANTERBURY CIR	Original 1-B	$ 36.05
0167-804-17-0000	1536 CANTERBURY CIR	Original 1-B	$ 36.05
0167-804-18-0000	1538 CANTERBURY CIR	Original 1-B	$ 36.05
0167-804-19-0000	1540 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-01-0000	1539 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-02-0000	1537 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-03-0000	1535 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-04-0000	1533 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-05-0000	1531 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-06-0000	1509 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-07-0000	1507 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-08-0000	1505 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-09-0000	1503 CANTERBURY CIR	Original 1-B	$ 36.05
0167-823-10-0000	1501 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-01-0000	1539 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-02-0000	1535 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-03-0000	1531 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-04-0000	1527 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-05-0000	1523 COLUMBIA ST	Original 1-B	$ 36.05

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0167-824-06-0000	1519 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-07-0000	1515 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-08-0000	1511 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-09-0000	1507 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-10-0000	1503 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-11-0000	1501 COLUMBIA ST	Original 1-B	$ 36.05
0167-824-12-0000	508 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-13-0000	512 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-14-0000	516 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-15-0000	520 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-16-0000	600 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-17-0000	602 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-18-0000	606 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-19-0000	610 PENNSYLVANIA AVE	Original 1-B	$ 36.05
0167-824-20-0000	1500 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-21-0000	1502 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-22-0000	1504 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-23-0000	1506 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-24-0000	1508 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-25-0000	1510 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-26-0000	1512 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-27-0000	1514 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-28-0000	1516 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-29-0000	1518 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-30-0000	1520 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-31-0000	1522 CANTERBURY CIR	Original 1-B	$ 36.05
0167-824-32-0000	1524 CANTERBURY CIR	Original 1-B	$ 36.05
0167-851-39-0000	1832 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-40-0000	1828 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-41-0000	1824 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-42-0000	1820 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-43-0000	1816 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-44-0000	1812 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-45-0000	1808 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-46-0000	1804 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-47-0000	1800 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-48-0000	1835 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-49-0000	1831 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-50-0000	1827 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-51-0000	1823 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-52-0000	1819 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-53-0000	1815 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-54-0000	1811 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-55-0000	1807 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-851-56-0000	1803 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-37-0000	450 RIVERVIEW DR	Annexation L8-B	$ 6.00
0167-861-38-0000	1928 BROOKSTONE DR	Annexation L8-B	$ 6.00
0167-861-39-0000	1924 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-40-0000	1920 BROOKSTONE	Annexation L8-B	$ 6.00
0167-861-41-0000	1916 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-42-0000	1912 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-43-0000	1908 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-44-0000	1840 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-45-0000	1836 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-46-0000	1839 BROOKSTONE ST	Annexation L8-B	$ 6.00

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0167-861-47-0000	1907 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-48-0000	1911 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-49-0000	1915 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-50-0000	1919 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-51-0000	1923 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-52-0000	1927 BROOKSTONE ST	Annexation L8-B	$ 6.00
0167-861-53-0000	410 RIVERVIEW DR	Annexation L8-B	$ 6.00
0167-861-54-0000	420 RIVERVIEW DR	Annexation L8-B	$ 6.00
0168-681-01-0000	1067 MENDICINO WY	Original 1-A	$ 62.09
0168-681-02-0000	1063 MENDICINO WY	Original 1-A	$ 62.09
0168-681-03-0000	1059 MENDICINO WY	Original 1-A	$ 62.09
0168-681-04-0000	1055 MENDICINO	Original 1-A	$ 62.09
0168-681-05-0000	1051 MENDICINO WY	Original 1-A	$ 62.09
0168-681-06-0000	1047 MENDOCINO	Original 1-A	$ 62.09
0168-681-07-0000	1043 MENDICINO WY	Original 1-A	$ 62.09
0168-681-08-0000	1039 MENDICINO	Original 1-A	$ 62.09
0168-681-09-0000	1035 MENDICINO	Original 1-A	$ 62.09
0168-681-10-0000	1756 MENDOCINO WY	Original 1-A	$ 62.09
0168-681-11-0000	1762 MENDOCINO WY	Original 1-A	$ 62.09
0168-681-12-0000	1768 MENDOCINO	Original 1-A	$ 62.09
0168-681-13-0000	1774 MENDICINO	Original 1-A	$ 62.09
0168-681-14-0000	1780 MENDICINO WY	Original 1-A	$ 62.09
0168-681-15-0000	1786 MENDICINO	Original 1-A	$ 62.09
0168-681-16-0000	1792 MENDOCINO	Original 1-A	$ 62.09
0168-681-17-0000	1798 MENDICINO	Original 1-A	$ 68.30
0168-681-18-0000	1008 ALPINE CT	Original 1-A	$ 68.30
0168-681-19-0000	1012 ALPINE	Original 1-A	$ 68.30
0168-681-20-0000	1016 ALPINE CT	Original 1-A	$ 68.30
0168-681-21-0000	1020 ALPINE	Original 1-A	$ 68.30
0168-681-22-0000	1024 ALPINE	Original 1-A	$ 68.30
0168-681-23-0000	1028 ALPINE CT	Original 1-A	$ 68.30
0168-681-24-0000	1032 ALPINE CT	Original 1-A	$ 68.30
0168-681-25-0000	1029 ALPINE CT	Original 1-A	$ 62.09
0168-681-26-0000	1025 ALPINE CT	Original 1-A	$ 62.09
0168-681-27-0000	1021 ALPINE ST	Original 1-A	$ 62.09
0168-681-28-0000	1017 ALPINE ST	Original 1-A	$ 62.09
0168-681-29-0000	1013 ALPINE	Original 1-A	$ 62.09
0168-681-30-0000	1009 ALPINE CT	Original 1-A	$ 62.09
0168-681-31-0000	1005 ALPINE CT	Original 1-A	$ 62.09
0168-681-32-0000	1042 MENDICINO WY	Original 1-A	$ 62.09
0168-681-33-0000	1046 MENDICINO	Original 1-A	$ 62.09
0168-681-34-0000	1050 MENDOCINO	Original 1-A	$ 62.09
0168-681-35-0000	1054 MENDICINO BLVD	Original 1-A	$ 62.09
0168-681-36-0000	1058 MENDICINO	Original 1-A	$ 62.09
0168-681-37-0000	1062 MENDICINO	Original 1-A	$ 62.09
0168-681-38-0000	1066 MENDICINO WY	Original 1-A	$ 62.09
0169-043-14-0000	506 W COLTON AVE	Annexation L7-D	$ 6.00
0169-053-12-0000	306 W COLTON AVE	Annexation L4-L	$ 6.00
0169-131-33-0000	507 LAWTON ST	Annexation L4-F	$ 6.00
0169-142-11-0000	511 W COLTON AVE	Annexation L4-I	$ 6.00
0169-182-02-0000		Annexation L4-O	$ 6.00
0169-182-03-0000	316 THE TERRACE	Annexation L4-O	$ 6.00
0169-182-04-0000		Annexation L4-O	$ 6.00
0169-212-17-0000	640 ORANGE ST	Annexation L4-X	$ 6.00
0169-212-18-0000	526 N ORANGE ST	Annexation L4-X	$ 6.00

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0169-212-19-0000	500 N ORANGE ST	Annexation L4-X	$ 6.00
0169-212-20-0000	402-414 N ORANGE ST	Annexation L4-X	$ 6.00
0169-212-21-0000	418-450 N ORANGE ST	Annexation L4-X	$ 6.00
0169-212-22-0000	522 ORANGE ST	Annexation L4-X	$ 6.00
0169-212-23-0000	602 ORANGE ST	Annexation L4-X	$ 6.00
0169-212-24-0000	683 N 6TH ST	Annexation L4-X	$ 6.00
0169-212-25-0000	552 ORANGE ST	Annexation L4-X	$ 6.00
0169-212-26-0000	454-482 N ORANGE ST	Annexation L4-X	$ 6.00
0169-212-27-0000	411 N 6TH ST	Annexation L4-X	$ 6.00
0169-281-39-0000	347 ORANGE ST	Annexation L6-C	$ 6.00
0169-301-08-0000	E REDLANDS BLVD	Annexation L7-G	$ 6.00
0169-301-10-0000	21 E REDLANDS BLVD	Annexation L7-G	$ 6.00
0169-301-11-0000	170 E REDLANDS BLVD	Annexation L7-G	$ 6.00
0169-313-16-0000	304 7TH ST	Annexation L7-I	$ 6.00
0169-321-01-0000		Annexation L6-A	$ 6.00
0169-321-02-0000	304 N 9TH ST	Annexation L6-A	$ 6.00
0169-343-07-0000	1210 W COLTON AVE	Annexation L4-S	$ 6.00
0169-411-07-0000	1205 W COLTON AVE	Annexation L4-H	$ 6.00
0171-161-18-0000	371 NEW YORK	Annexation L12-M	$ 6.00
0171-171-34-0000	380 N NEW YORK ST	Annexation L4-R	$ 18.00
0171-202-30-0000	404 BROOKSIDE AVE	Annexation L7-C	$ 6.00
0171-202-33-0000	420 BROOKSIDE AVE	Annexation L8-C	$ 6.00
0171-203-13-0000	302 BROOKSIDE AVE	Annexation L9-B	$ 6.00
0171-331-04-0000	243 CAJON ST	Annexation L4-J	$ 6.00
0171-332-30-0000	124 E OLIVE AVE	Annexation L10-E	$ 6.00
0171-341-33-0000	612 REDLANDS BLVD	Annexation L6-J	$ 6.00
0171-383-19-0000	680 E REDLANDS BLVD	Annexation L4-E	$ 6.00
0171-383-20-0000	680 E REDLANDS BLVD	Annexation L4-E	$ 6.00
0172-031-49-0000	30 S CENTER ST	Annexation L4-M	$ 6.00
0172-301-14-0000	1515 W CYPRESS AVE	Annexation L7-A	$ 6.00
0172-301-15-0000	1513 W CYPRESS AVE	Annexation L7-A	$ 6.00
0172-301-16-0000	1511 W CYPRESS AVE	Annexation L7-A	$ 6.00
0172-301-17-0000	1517 W CYPRESS AVE	Annexation L7-A	$ 6.00
0173-052-31-0000	432 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-32-0000	430 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-33-0000	428 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-34-0000	426 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-35-0000	424 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-36-0000	422 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-37-0000	420 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-38-0000	418 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-39-0000	416 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-40-0000	412 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-41-0000	410 SONORA CIR	Annexation L6-I	$ 6.00
0173-052-42-0000	457 LA VERNE	Annexation L6-I	$ 6.00
0173-062-01-0000	472 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-02-0000	470 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-03-0000	468 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-04-0000	466 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-05-0000	464 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-06-0000	462 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-07-0000	460 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-08-0000	458 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-09-0000	456 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-10-0000	454 SONORA CIR	Annexation L6-I	$ 6.00

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0173-062-11-0000	452 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-12-0000	450 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-13-0000	448 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-14-0000	446 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-15-0000	444 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-16-0000	442 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-17-0000	440 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-18-0000	438 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-19-0000	436 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-20-0000	434 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-21-0000	408 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-22-0000	406 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-23-0000	407 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-24-0000	473 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-25-0000	471 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-26-0000	469 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-27-0000	457 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-28-0000	455 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-29-0000	453 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-30-0000	451 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-31-0000	439 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-32-0000	437 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-33-0000	435 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-34-0000	431 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-35-0000	421 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-36-0000	423 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-37-0000	425 SONORA CIR	Annexation L6-I	$ 6.00
0173-062-38-0000	427 SONORA CIR	Annexation L6-I	$ 6.00
0174-021-41-0000	1377 KNOLL RD	Annexation L8-E	$ 6.00
0174-021-42-0000	1379 KNOLL RD	Annexation L8-E	$ 6.00
0174-241-31-0000	1475 FORD ST	Annexation L5-D	$ 12.00
0174-261-15-0000	1551 RESERVOIR RD	Annexation L10-G	$ 6.00
0174-281-33-0000	BUCKINGHAM	Annexation L12-L	$ 6.00
0174-281-34-0000	BUCKINGHAM	Annexation L12-L	$ 6.00
0174-281-35-0000	BUCKINGHAM	Annexation L12-L	$ 6.00
0174-281-37-0000	731 BUCKINGHAM DR	Annexation L12-L	$ 6.00
0174-621-01-0000	751 DEVONSHIRE DR	Annexation L2-A	$ 44.55
0174-621-02-0000	755 DEVONSHIRE DR	Annexation L2-A	$ 44.55
0174-621-03-0000	759 DEVONSHIRE DR	Annexation L2-A	$ 44.55
0174-621-04-0000	763 DEVONSHIRE DR	Annexation L2-A	$ 44.55
0174-621-05-0000	767 DEVONSHIRE DR	Annexation L2-A	$ 44.55
0174-621-06-0000	771 DEVONSHIRE DR	Annexation L2-A	$ 44.55
0174-621-07-0000	775 DEVONSHIRE DR	Annexation L2-A	$ 44.55
0174-621-08-0000	816 CONCORD	Annexation L2-A	$ 53.46
0174-621-09-0000	812 CONCORD	Annexation L2-A	$ 44.55
0174-621-10-0000	770 CONCORD	Annexation L2-A	$ 44.55
0174-621-11-0000	766 CONCORD	Annexation L2-A	$ 44.55
0174-621-12-0000	762 CONCORD	Annexation L2-A	$ 44.55
0174-621-13-0000	1609 SHEFFIELD	Annexation L2-A	$ 44.55
0174-621-14-0000	1613 SHEFFIELD	Annexation L2-A	$ 44.55
0174-621-15-0000	1617 SHEFFIELD	Annexation L2-A	$ 44.55
0174-621-16-0000	1621 SHEFFIELD	Annexation L2-A	$ 44.55
0174-621-17-0000	1625 SHEFFIELD	Annexation L2-A	$ 44.55
0174-621-18-0000	1629 SHEFFIELD	Annexation L2-A	$ 44.55
0174-621-19-0000	1633 SHEFFIELD	Annexation L2-A	$ 44.55

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0174-621-20-0000	1636 SHEFFIELD LN	Annexation L2-A	$ 44.55
0174-621-21-0000	1632 SHEFFIELD LN	Annexation L2-A	$ 44.55
0174-621-22-0000	1628 SHEFFIELD LN	Annexation L2-A	$ 44.55
0174-621-23-0000	801 LEXINGTON LN	Annexation L2-A	$ 44.55
0174-621-24-0000	805 LEXINGTON LN	Annexation L2-A	$ 44.55
0174-621-25-0000	809 LEXINGTON LN	Annexation L2-A	$ 44.55
0174-621-26-0000	813 LEXINGTON LN	Annexation L2-A	$ 53.46
0174-621-27-0000	812 LEXINGTON LN	Annexation L2-A	$ 53.46
0174-621-28-0000	808 LEXINGTON LN	Annexation L2-A	$ 44.55
0174-621-29-0000	804 LEXINGTON LN	Annexation L2-A	$ 44.55
0174-621-30-0000	800 LEXINGTON LN	Annexation L2-A	$ 44.55
0174-621-31-0000	1620 SHEFFIELD LN	Annexation L2-A	$ 44.55
0174-621-32-0000	1616 SHEFFIELD LN	Annexation L2-A	$ 44.55
0174-621-33-0000	769 CONCORD LN	Annexation L2-A	$ 44.55
0174-621-34-0000	811 CONCORD LN	Annexation L2-A	$ 44.55
0174-621-35-0000	815 CONCORD LN	Annexation L2-A	$ 53.46
0175-491-01-0000	1521 REBECCA CREST	Original 1-C	$ 1,572.77
0175-491-02-0000	REBECCA CREST	Original 1-C	$ 1,310.64
0175-491-03-0000	REBECCA CREST	Original 1-C	$ 1,310.64
0175-491-04-0000	1527 REBELLA CREST	Original 1-C	$ 1,310.64
0175-491-05-0000	1531 REBECCA CREST	Original 1-C	$ 1,310.64
0175-491-06-0000	1533 REBECCA CREST	Original 1-C	$ 1,310.64
0175-491-07-0000	1535 REBECCA CREST	Original 1-C	$ 1,310.64
0175-491-08-0000	1537 REBECCA CREST	Original 1-C	$ 1,310.64
0175-491-09-0000	1541 REBECCA CREST	Original 1-C	$ 1,572.77
0176-044-15-0000	605 VALLEY VIEW DR	Annexation L4-Q	$ 6.00
0176-402-04-0000	633 GOLDEN WEST DR	Annexation L12-E	$ 6.00
0176-402-06-0000	629 GOLDENWEST DR	Annexation L12-D	$ 6.00
0176-402-07-0000	627 GOLDEN WEST DR	Annexation L12-C	$ 6.00
0176-402-08-0000	GOLDEN WEST DR	Annexation L12-B	$ 6.00
0176-402-09-0000	623 GOLDEN WEST DR	Annexation L12-A	$ 6.00
0176-441-18-0000	1581 FRANKLIN AVE	Annexation L5-C	$ 78.37
0176-441-19-0000	1617 GARDEN ST	Annexation L5-C	$ 86.20
0176-441-20-0000	1613 GARDEN ST	Annexation L5-C	$ 86.20
0176-441-21-0000	1609 GARDEN ST	Annexation L5-C	$ 86.20
0176-441-22-0000	1583 FRANKLIN AVE	Annexation L5-C	$ 86.20
0176-441-23-0000	210 CANDY LN	Annexation L5-C	$ 78.37
0176-441-24-0000	226 CANDY LN	Annexation L5-C	$ 78.37
0176-441-25-0000	242 CANDY LN	Annexation L5-C	$ 78.37
0176-441-26-0000	250 CANDY LN	Annexation L5-C	$ 78.37
0176-441-27-0000	258 CANDY LN	Annexation L5-C	$ 78.37
0176-521-01-0000	1080 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-02-0000	1070 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-03-0000	1060 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-04-0000	1050 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-05-0000	1040 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-06-0000	1030 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-07-0000	1020 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-08-0000	1010 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-09-0000	1000 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-10-0000	912 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-11-0000	908 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-12-0000	904 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-13-0000	900 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-18-0000	1920 HORSE TRAIL DR	Annexation L10-H	$ 6.00

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0176-521-19-0000	1910 HORSE TRAIL DR	Annexation L10-H	$ 6.00
0176-521-20-0000	1900 HORSE TRAIL DR	Annexation L10-H	$ 6.00
0176-521-21-0000	1011 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-22-0000	1021 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-23-0000	1031 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-27-0000	1061 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-28-0000	1041 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-29-0000	907 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-30-0000	949 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-31-0000	901 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-521-32-0000	951 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-01-0000	948 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-02-0000	944 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-03-0000	940 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-07-0000	924 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-08-0000	920 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-09-0000	916 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-12-0000	921 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-13-0000	931 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-18-0000	911 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-20-0000	936 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-21-0000	928 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-22-0000	932 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-24-0000	915 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-25-0000	947 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0176-531-26-0000	945 SUNSET HILLS LN	Annexation L10-H	$ 6.00
0292-032-39-0000	1251 RESEARCH DR	Annexation L3-A	$ 195.55
0292-032-40-0000	1115 RESEARCH DR	Annexation L3-A	$ 39.88
0292-032-41-0000	1110 RESEARCH DR	Annexation L3-A	$ 62.73
0292-032-42-0000	2351 LUGONIA AVE	Annexation L3-A	$ 301.84
0292-033-11-0000	1101 N CALIFORNIA ST	Annexation L4-C	$ 6.00
0292-033-13-0000	1101 N CALIFORNIA ST	Annexation L12-H	$ 6.00
0292-034-16-0000	941 CALIFORNIA ST	Annexation L4-N	$ 6.00
0292-063-45-0000	1720 W REDLANDS BLVD	Annexation L10-C	$ 6.00
0292-064-13-0000	2094 W REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-17-0000	2098 W REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-21-0000	2046 REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-22-0000	2072 W REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-23-0000	2070 W REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-24-0000	2050 REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-25-0000	2068 W REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-26-0000	2062 REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-064-27-0000	2052 REDLANDS BLVD	Annexation L6-H	$ 6.00
0292-152-39-0000	2015 PARK AVE	Annexation L10-B	$ 6.00
0292-153-24-0000	1915 REDLANDS BLVD	Annexation L5-A	$ 6.00
0292-153-25-0000	1911 REDLANDS BLVD	Annexation L5-A	$ 6.00
0292-153-26-0000	721 NEVADA ST	Annexation L5-A	$ 6.00
0292-153-27-0000	721 NEVADA ST	Annexation L5-A	$ 6.00
0292-154-12-0000	1991 PARK AVE	Annexation L8-D	$ 6.00
0292-156-21-0000	1717 PARK AVE	Annexation L4-V	$ 6.00
0292-157-16-0000	1625 W REDLANDS BLVD	Annexation L9-A	$ 6.00
0292-157-20-0000	560 IOWA ST	Annexation L12-J	$ 6.00
0292-157-31-0000	1615 REDLANDS BLVD	Annexation L5-G	$ 6.00
0292-158-15-0000	ALABAMA ST	Annexation L11-B	$ 6.00
0292-165-15-0000	1890 ORANGE AVE	Annexation L6-F	$ 6.00

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0292-166-11-0000	1710 BARTON RD	Annexation L4-K	$ 6.00
0292-182-30-0000	614 ALABAMA ST	Annexation L4-T	$ 6.00
0292-182-31-0000	614 ALABAMA ST	Annexation L4-T	$ 6.00
0292-192-11-0000	301 TENNESSEE ST	Annexation L7-E	$ 6.00
0292-201-37-0000	141 KANSAS ST	Annexation L7-B	$ 6.00
0292-201-39-0000	125 KANSAS ST	Annexation L7-B	$ 6.00
0292-201-40-0000	210 BUSINESS CENTER CT	Annexation L7-B	$ 6.00
0292-202-17-0000	298 KANSAS ST	Annexation L10-A	$ 6.00
0292-202-18-0000	KANSAS ST	Annexation L10-A	$ 6.00
0292-251-10-0000	1280 ALABAMA ST	Annexation L12-G	$ 6.00
0292-310-07-0000	633 AMIGOS DR	Annexation L6-B	$ 6.00
0292-310-36-0000	617 AMIGOS DR	Annexation L7-F	$ 6.00
0292-321-10-0000	1981 W LUGONIA AVE	Annexation L4-G	$ 6.00
0292-331-15-0000	1910 ORANGE TREE LN	Annexation L5-E	$ 6.00
0292-331-16-0000	1902 ORANGE TREE LN	Annexation L5-E	$ 6.00
0292-341-17-0000	1751 PLUM LN	Annexation L12-I	$ 6.00
0292-341-24-0000	1711 PLUM LN	Annexation L11-A	$ 6.00
0292-341-25-0000	1741 PLUM LN	Annexation L11-A	$ 6.00
0292-351-08-0000	1806 ORANGE TREE LN	Annexation L11-C	$ 6.00
0292-381-08-0000	1653 PLUM LN	Annexation L6-G	$ 6.00
0292-441-11-0000	1230 INDIANA CT	Annexation L5-B	$ 6.00
0292-441-12-0000	1226 INDIANA CT	Annexation L5-B	$ 6.00
0292-441-13-0000	1222 INDIANA CT	Annexation L5-B	$ 6.00
0292-441-14-0000	1214 INDIANA CT	Annexation L5-B	$ 6.00
0292-441-15-0000	1210 INDIANA CT	Annexation L5-B	$ 6.00
0293-172-16-0000	1500 BARTON RD	Annexation L4-B	$ 27.00
0293-172-17-0000	1536 BARTON RD	Annexation L4-B	$ 27.00
0293-172-18-0000	1500 BARTON RD	Annexation L4-B	$ 6.00
0293-421-01-0000	1809 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-02-0000	1812 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-03-0000	1810 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-04-0000	1808 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-05-0000	1806 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-06-0000	1804 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-07-0000	1802 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-08-0000	1800 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-09-0000	1746 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-10-0000	1744 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-11-0000	1742 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-12-0000	1740 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-13-0000	1738 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-14-0000	1736 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-15-0000	1734 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-16-0000	1732 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-17-0000	1730 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-18-0000	1726 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-19-0000	1724 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-20-0000	1720 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-21-0000	1716 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-22-0000	1706 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-23-0000	1700 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-24-0000	1701 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-25-0000	1703 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-26-0000	1705 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-27-0000	1707 MORNING DOVE LN	Annexation L12-F	$ 6.00

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
0293-421-28-0000	1709 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-29-0000	1711 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-30-0000	1715 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-31-0000	1717 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-32-0000	1719 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-33-0000	1721 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-34-0000	1723 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-35-0000	1725 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-36-0000	1727 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-37-0000	1729 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-38-0000	1731 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-39-0000	1733 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-40-0000	1735 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-41-0000	1737 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-42-0000	1743 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-43-0000	1747 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-44-0000	1803 MORNING DOVE LN	Annexation L12-F	$ 6.00
0293-421-45-0000	1805 MORNING DOVE LN	Annexation L12-F	$ 6.00
0294-091-47-0000	SMILEY RIDGE	Annexation L5-F	$ 6.00
0294-091-48-0000	1821 SMILEY RIDGE	Annexation L5-F	$ 6.00
1212-041-01-0000	1021 E PIONEER AVE	Annexation L10-F	$ 6.00
1212-081-54-0000	1709 DEANNA	Annexation L1-B	$ 101.35
1212-081-55-0000	1711 DEANNA	Annexation L1-B	$ 101.35
1212-081-56-0000	1715 DEANNA	Annexation L1-B	$ 101.35
1212-081-57-0000	1719 DEANNA	Annexation L1-B	$ 101.35
1212-081-58-0000	1723 DEANNA	Annexation L1-B	$ 101.35
1212-081-59-0000	1727 DEANNA WY	Annexation L1-B	$ 101.35
1212-081-60-0000	1731 DEANNA	Annexation L1-B	$ 101.35
1212-081-61-0000	1712 DEANNA	Annexation L1-B	$ 101.35
1212-081-62-0000	1708 DEANNA	Annexation L1-B	$ 101.35
1212-141-01-0000	1009 DOYLE	Annexation L1-A	$ 92.57
1212-141-02-0000	1013 DOYLE	Annexation L1-A	$ 92.57
1212-141-03-0000	1017 DOYLE	Annexation L1-A	$ 92.57
1212-141-04-0000	1021 DOYLE	Annexation L1-A	$ 92.57
1212-141-05-0000	1025 DOYLE ST	Annexation L1-A	$ 92.57
1212-141-06-0000	1029 DOYLE	Annexation L1-A	$ 92.57
1212-141-07-0000	1033 DOYLE	Annexation L1-A	$ 92.57
1212-141-08-0000	1037 DOYLE AVE	Annexation L1-A	$ 92.57
1212-141-09-0000	1041 DOYLE	Annexation L1-A	$ 92.57
1212-141-10-0000	1045 DOYLE	Annexation L1-A	$ 92.57
1212-141-11-0000	1058 STICKNEY	Annexation L1-A	$ 92.57
1212-141-12-0000	1054 STICKNEY	Annexation L1-A	$ 92.57
1212-141-13-0000	1050 STICKNEY	Annexation L1-A	$ 92.57
1212-141-14-0000	1046 STICKNEY	Annexation L1-A	$ 92.57
1212-141-15-0000	1042 STICKNEY	Annexation L1-A	$ 92.57
1212-141-16-0000	1038 STICKNEY CIR	Annexation L1-A	$ 101.83
1212-141-17-0000	1034 STICKNEY	Annexation L1-A	$ 101.83
1212-141-18-0000	1030 STICKNEY DR	Annexation L1-A	$ 101.83
1212-141-19-0000	1026 STICKNEY CIR	Annexation L1-A	$ 101.83
1212-141-20-0000	1022 STICKNEY AVE	Annexation L1-A	$ 101.83
1212-141-21-0000	1018 STICKNEY	Annexation L1-A	$ 101.83
1212-141-22-0000	1014 STICKNEY	Annexation L1-A	$ 101.83
1212-141-23-0000	1010 STICKNEY	Annexation L1-A	$ 101.83
1212-141-24-0000	1006 STICKNEY	Annexation L1-A	$ 101.83
1212-141-25-0000	1007 STICKNEY	Annexation L1-A	$ 92.57

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
1212-141-26-0000	1011 STICKNEY	Annexation L1-A	$ 92.57
1212-141-27-0000	1015 STICKNEY	Annexation L1-A	$ 92.57
1212-141-28-0000	1019 STICKNEY	Annexation L1-A	$ 92.57
1212-141-29-0000	1023 STICKNEY	Annexation L1-A	$ 92.57
1212-141-30-0000	1027 STICKNEY	Annexation L1-A	$ 92.57
1212-141-31-0000	1031 STICKNEY	Annexation L1-A	$ 92.57
1212-141-32-0000	1032 DOYLE	Annexation L1-A	$ 92.57
1212-141-33-0000	1028 DOYLE	Annexation L1-A	$ 92.57
1212-141-34-0000	1024 DOYLE AVE	Annexation L1-A	$ 92.57
1212-141-35-0000	1020 DOYLE	Annexation L1-A	$ 92.57
1212-141-36-0000	1016 DOYLE	Annexation L1-A	$ 92.57
1212-141-37-0000	1012 DOYLE	Annexation L1-A	$ 92.57
1212-141-38-0000	1008 DOYLE	Annexation L1-A	$ 92.57
1212-141-39-0000	1601 DEANNA	Annexation L1-B	$ 111.48
1212-141-40-0000	1605 DEANNA	Annexation L1-B	$ 101.35
1212-141-41-0000	1609 DEANNA	Annexation L1-B	$ 101.35
1212-141-42-0000	1613 DEANNA	Annexation L1-B	$ 101.35
1212-141-43-0000	1617 DEANNA	Annexation L1-B	$ 101.35
1212-141-44-0000	1621 DEANNA	Annexation L1-B	$ 101.35
1212-141-45-0000	1625 DEANNA	Annexation L1-B	$ 101.35
1212-141-46-0000	1701 DEANNA	Annexation L1-B	$ 101.35
1212-141-47-0000	1705 DEANNA	Annexation L1-B	$ 101.35
1212-141-48-0000	1704 DEANNA WY	Annexation L1-B	$ 101.35
1212-141-49-0000	1700 DEANNA	Annexation L1-B	$ 101.35
1212-141-50-0000	1622 DEANNA	Annexation L1-B	$ 101.35
1212-141-51-0000	1618 DEANNA	Annexation L1-B	$ 101.35
1212-141-52-0000	1614 DEANNA	Annexation L1-B	$ 101.35
1212-141-53-0000	1606 DEANNA	Annexation L1-B	$ 101.35
1212-141-54-0000	1602 DEANNA	Annexation L1-B	$ 111.48
1212-191-60-0000	1572 GROVE ST	Annexation L4-W	$ 6.00
1212-191-61-0000	1588 GROVE ST	Annexation L4-W	$ 6.00
1212-191-62-0000	1564 GROVE ST	Annexation L4-W	$ 6.00
1212-191-63-0000	1560 GROVE ST	Annexation L4-W	$ 6.00
1212-191-64-0000	1556 GROVE ST	Annexation L4-W	$ 6.00
1212-191-65-0000	1552 GROVE ST	Annexation L4-W	$ 6.00
1212-191-66-0000	1548 GROVE ST	Annexation L4-W	$ 6.00
1212-191-67-0000	1544 GROVE ST	Annexation L4-W	$ 6.00
1212-191-68-0000	1540 GROVE ST	Annexation L4-W	$ 6.00
1212-191-69-0000	1536 GROVE ST	Annexation L4-W	$ 6.00
1212-191-70-0000	1541 KELLY AVE	Annexation L4-W	$ 6.00
1212-191-71-0000	1545 KELLY AVE	Annexation L4-W	$ 6.00
1212-191-72-0000	1549 KELLY AVE	Annexation L4-W	$ 6.00
1212-191-73-0000	1553 KELLY AVE	Annexation L4-W	$ 6.00
1212-191-74-0000	1557 KELLY AVE	Annexation L4-W	$ 6.00
1212-191-75-0000	1561 KELLY ST	Annexation L4-W	$ 6.00
1212-191-76-0000	1565 KELLY ST	Annexation L4-W	$ 6.00
1212-191-77-0000	1569 KELLY ST	Annexation L4-W	$ 6.00
1212-191-78-0000	1573 KELLY ST	Annexation L4-W	$ 6.00
1212-191-79-0000	1577 KELLY ST	Annexation L4-W	$ 6.00
1212-201-01-0000	1572 NELSON ST	Annexation L6-E	$ 6.00
1212-201-02-0000	1568 NELSON ST	Annexation L6-E	$ 6.00
1212-201-03-0000	1560 NELSON ST	Annexation L6-E	$ 6.00
1212-201-04-0000	1556 NELSON ST	Annexation L6-E	$ 6.00
1212-201-05-0000	1552 NELSON ST	Annexation L6-E	$ 6.00
1212-201-06-0000	1548 NELSON ST	Annexation L6-E	$ 6.00

City of Redlands
Landscape Maintenance District No. 1 - Appendix D
Fiscal Year 2024/25
Assessment Roll (Sorted by APN)

APN	SITUS ADDRESS	ANNEXATION	CHARGE
1212-201-07-0000	1540 NELSON ST	Annexation L6-E	$ 6.00
1212-201-08-0000	1536 NELSON ST	Annexation L6-E	$ 6.00
1212-201-09-0000	1528 NELSON ST	Annexation L6-E	$ 6.00
1212-201-10-0000	1524 NELSON ST	Annexation L6-E	$ 6.00
1212-201-11-0000	1520 NELSON ST	Annexation L6-E	$ 6.00
1212-201-12-0000	1346 PARADISE WY	Annexation L6-E	$ 6.00
1212-201-13-0000	1343 PENNSYLVANIA AVE	Annexation L6-E	$ 6.00
1212-201-14-0000	1349 PENNSYLVANIA AVE	Annexation L6-E	$ 6.00
1212-201-15-0000	1350 PARADISE WY	Annexation L6-E	$ 6.00
1212-201-16-0000	1354 PARADISE WY	Annexation L6-E	$ 6.00
1212-201-17-0000	1521 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-18-0000	1525 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-19-0000	1529 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-20-0000	1533 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-21-0000	1537 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-22-0000	1541 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-23-0000	1545 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-24-0000	1549 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-25-0000	1553 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-26-0000	1557 MORIARTY ST	Annexation L6-E	$ 6.00
1212-201-27-0000	1561 MORIARTY ST	Annexation L6-E	$ 6.00

Summary Fields	Value
APN total count:	571
CHARGE total sum:	$ 28,784.34

City Council Meeting **J. 16.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the sole source purchase order and Homeless Resource Services Agreement with God's Work, Inc. doing business as Saving Grace Homes to provide temporary shelter beds to the homeless for an amount not to exceed $55,000, and determine that the agreement is exempt from environmental review pursuant to Section 15301 of the State's Guidelines for Implementing the California Environmental Quality Act (Assistant City Manager Boatman)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

1. I move to determine that approval of the Homeless Resource Services agreement is exempt from environmental review pursuant to Section 15301 of the CEQA Guidelines; and

2. I move to approve the sole source purchase order and Homeless Resource Services Agreement with God's Work, Inc.

RECOMMENDATION:

Staff recommends City Council approve the Homeless Resource Services Agreement with God's Work, Inc., for an amount not to exceed $55,000 and determine that approval of the agreement is exempt from environmental review pursuant to Section 15301 of the CEQA Guidelines;

DISCUSSION:

In April 2022, the City Council created a Homeless Solutions Division to address chronic homelessness in the City. The Homeless Solutions Division is responsible for connecting people experiencing homelessness in the City with appropriate resources and is organized under the Office of the City Manager. The Homeless Solutions Division partners with local nonprofits and government entities to connect homeless people with resources such as shelter, transitional housing, food assistance, outreach services, mental health counseling, substance abuse treatment, and more.

God's Work, Inc., (doing business as Saving Grace Homes) operates within San Bernardino County. The company provides emergency motel rooms for homeless individuals and families ranging in stays from one to seven nights. God's Work, Inc. also provides case management services, accepts pets, and offers a small food pantry for homeless clients from various programs. These services are unique to God's Work, Inc., therefore quotes or bids are not applicable.

The Homeless Solutions team utilizes God's Work Inc. for immediate placement of homeless individuals in temporary shelter while they work to find permanent housing opportunities. The agreement provides a much-needed resource for the Homeless Solutions team to utilize in stabilizing and transitioning homeless individuals in Redlands off of the streets.

The contract outlines that the total compensation for the Provider's Services should not exceed $55,000, with the City paying the Contractor based on time and materials. The Provider must submit monthly reconciliation reports to the City, including descriptions of services, client information, dates of service, resource expenditure values, and any other relevant details. Any additional required information or reporting will be requested in writing by the City and must be supplied by the Provider promptly.

ALTERNATIVES:

City Council may elect not to approve the agreement and sole source purchase order and direct staff accordingly.

STRATEGIC PLAN:

Supports Priority B - Public Health and Safety, Objective 4 - Homelessness

SUBMITTED BY:
Christopher Boatman, Assistant City Manager

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Joe Bierma, Administrative Analyst

Fiscal Impact

Fiscal Year:	FY 2024-26
Amount:	$55,000.00
Budgeted Y/N:	Yes
Account No.:	101300.6708.300008

Discussion:

Funding is included in the Homeless Solutions budget for FY 2024-26.

Attachments

A. Sole Source Request
B. Agreement

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 4/5/24

TO: Purchasing Division

FROM: Homeless Solutions

Purchase Requisition # _____

Estimated Total Cost: $ 55,000.000

Proposed Vendor: God's Work, Inc.

Request Term: 7/1/24 - 6/30/26

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: _____

Manufacturer/Model Number: _____

Age: _____

Current Estimated Value: _____

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

■ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

3. Was an evaluation of other equipment, products, or services performed?
☐ Yes ■ No
If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**

We would discontinue the services or find an alternative provider within the area

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

Joe Bierma J.E. 4/5/24
Prepared by Date

Department Director 4/8/24
Department Director Date

Purchasing Approvals

Purchasing Agent Approval Date

City Manager Approval Date

Rev 1.31.19

HOMELESS RESOURCE SERVICES AGREEMENT

This agreement for the provision of Homeless Resource Services ("Agreement") is made and entered in this 4th day of June, 2024 "Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and God's Work Inc., a California corporation dba Saving Grace Homes ("Provider"). City and Provider are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Provider agree as follows:

ARTICLE 1 – ENGAGEMENT OF PROVIDER

1.1 This Agreement is being funded by the City of Redlands General Fund and administered by the City of Redlands Homeless Solutions division.

1.2 City hereby engages Provider to provide Homeless Resources and Services by providing temporary shelter beds for City (the "Services").

1.3 The Services shall be performed by Provider in a professional manner, and Provider represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Providers in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF PROVIDER

2.1 The Services that Provider shall provide are more particularly described in Exhibit "A," titled, "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Provider shall comply with applicable federal, state, and local laws and regulations in the performance of this Agreement including, but not limited to, any applicable State prevailing wage laws. This Agreement is subject to any additional restrictions, limitations, conditions or statutes, regulations, or any other laws whether federal, State of California or any agency, department, or any political subdivision of the federal or State of California which may affect the provisions, terms, or funding of this Agreement in any manner.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Provider information in its possession that may reasonably assist Provider in providing the Services.

3.2 City designates David Rabindranath, Homeless Solutions Coordinator, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 Provider shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services" ("Services") which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of no more than Twenty-Four (24) months commencing as of July 1, 2024, until all available funds have been expended, or unless terminated earlier as provided herein.

4.3 If Provider's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Provider to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO PROVIDER

5.1 The total compensation for Provider's Services shall be in an amount not to exceed Fifty-Five Thousand dollars ($55,000.00). City shall pay Contractor on a time and materials basis up to the not to exceed amount in accordance with Exhibit "B," titled, "Rate Sheet," which is attached hereto and incorporated herein by reference.

5.2 Provider shall submit monthly reconciliation reports to City describing the Services provided during the preceding month in accordance with Exhibit "B" titled, "Rate Sheet," which is attached hereto and incorporated herein by this reference. Provider's reconciliation reports shall include a brief description of the Services performed, client identification, the dates the Services were performed, the value of resources expended, and any other pertinent information related to the Services. Additional auditing and reporting documents requirements are described in Exhibit "C" titled, "Reporting" which is attached hereto and incorporated herein by this reference. Any additional required information or reporting will be requested in writing by the City as needed and shall be provided by Provider in a timely manner.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	PROVIDER
City Clerk City of Redlands 35 Cajon Street P.O. Box 3005 (mailing) Redlands, CA 92373 jdonaldson@cityofredlands.org (909) 798-7531	Steve Lusk, CEO/Owner God's Work, Inc. DBA Saving Grace Homes PO Box 599 Beaumont, CA 92223 sclusk17@gmail.com (951) 444-5806

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Provider for the duration of its performance of the Services. Provider shall not perform any Services unless and until the required insurance listed below is obtained by Provider. Provider shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Provider is self-insured or exempt from the workers' compensation laws of the State of California. Provider shall execute and provide City with Exhibit "D," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Provider shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Provider, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Provider covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Provider's Services. Provider further covenants and represents that in

the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Provider agrees it is not a designated employee within the meaning of the Political Reform Act because Provider:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Provider must disclose its financial interests, Provider shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of City to enforce at any time the provisions of this Agreement, or to require at any time, performance by Provider of this Agreement, shall in no way be construed to be a waiver of such provision nor to affect the validity of this Agreement or the right City to enforce the provisions of this Agreement.

8.2 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.3 Provider shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.4 Provider is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Provider or Provider's employees, except as herein set forth. Provider shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Provider are for its account only, and in no event shall Provider or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Provider shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Provider have any authority, express or implied, to bind City to any obligation.

8.5 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Provider of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Provider's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Provider at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Provider. Upon receipt of a termination notice, Provider shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Provider in performing the Services. Provider shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.6 Provider shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services in accordance to Exhibit "C" titled, "Auditing and Reporting" or for any longer period required by law, from the date of final payment to Provider pursuant to this Agreement. City shall have the right to review, obtain and copy all records and supporting documentation pertaining to the performance of Services under the Agreement. Such books shall be available upon reasonable notice and during normal business hours for examination, inspecting and copying of records and documentation related to the Services provided under this Agreement, by City at the office of Provider.

8.7 During the performance of this Agreement, Provider and its employees and subcontractors shall not unlawfully discriminate, harass, or allow harassment against an employee or applicant for employment because of sex (gender), sexual orientation, gender identity, gender expression, race, color, ancestry, religion, creed, national origin, pregnancy, physical disability, mental disability, medical condition, age, genetic information, marital status, military and veteran status, denial of medical and family care leave, pregnancy disability leave or any other protected class under state or federal law. Provider shall ensure that the valuation and treatment of its employees and applicants for employment are free from such discrimination and harassment. Provider shall comply with the provisions of California law against discriminatory practices relating to such protected classes.

8.8 Provider agrees to comply with the Drug-Free Workplace Act of 1990 (Government Code Section 8350, et seq.) and have or will provide a drug-free workplace.

8.9 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Provider.

8.10 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.11 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Provider have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

GOD'S WORK, INC., dba SAVING GRACE HOMES

By: _____
Steve Lusk, CEO

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

Provide temporary shelter beds for City Homeless Solutions referred clients during transition to permanent housing solutions.

Shelter bed shall include the following:

- Occupation of space minimum of 7pm – 7am daily
- Bed
- Access to restroom
- Heating/Cooling
- Access to shower
- Access to food resources or meals.

Provider to post all rules and guidelines for occupancy and make copy available to clients at time of check-in.

Provider shall maintain onsite staff at all times during occupancy.

Provider to maintain current occupancy report of clients and provide to City monthly.

Provider shall maintain beds as available for use by City through Homeless Solutions team referrals and placements only.

EXHIBIT "B"

RATE SHEET

Shelter Bed / Room Nightly Cost (All utilities, food and supplies included)	$45.00 per night
Staff Hourly Rate (Fully Burdened) for Case Management / Housing Navigation	N/A
Supplies/services provided directly to client	N/A
Admin cost	N/A

EXHIBIT "C"

AUDITING AND REPORTING

Provide monthly reports of expenditures and services provided that include outreach and service path data at the anonymized level.

Maintain housing status data for persons served in the aggregate.

Record Retention: The Provider further agrees to retain all records described above for a minimum period of five (5) years after the termination of this Agreement. If any litigation, claim, negotiation, audit, monitoring, inspection, or other action has been commenced before the expiration of the required record retention period, all records must be retained until completion of the action and resolution of all issues which arise from it.

EXHIBIT "D"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

PROVIDER

By:_____ Date: _____

Steven Lusk CEO

City Council Meeting **K. 1.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Redlands Police Community Foundation 2023 Annual Report (Police Chief Tolber)

DISCUSSION:

Directors of the Redlands Police Community Foundation will present their 2023 annual report.

SUBMITTED BY:

Chay Miller, Police Executive Assistant

City Council Meeting **K. 2.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Discussion and possible action relating to a recommendation from the Parks and Recreation Advisory Commission to explore entering into a partnership with interested community organizations, including the University of Redlands and ANCA, to develop an Environmental Arts and Community Garden (Facilities and Community Services Director Crocker)

MOTION:

If the City Council determines that the Parks and Recreation Advisory Commission's recommendation is appropriate, the following motion is provided:

1. I move to direct staff to work with interested community organizations, including the University of Redlands and ANCA, to form a partnership agreement that will provide guidance for the development and maintenance of an Environmental Arts and Community Garden within the City of Redlands.

RECOMMENDATION:

At their regular meeting on January 11, 2024, the Parks and Recreation Advisory Commission voted unanimously to support a recommendation to City Council to pursue the development of an Environmental Arts and Community Garden based on a presentation made by Danielle Giudici Wallis.

DISCUSSION:

Several years ago, Cultural Arts Commissioner Danielle Guidici Wallis created a proposal for a publicly engaged artist-in-residency program at the Ford Park, which would allow artists the opportunity to work at the park for a 3-month period during which they would offer a variety of free environmentally focused arts projects. These projects would be designed to highlight local environmental issues and encourage sustainable practices among city residents, while also

offering a free and family-friendly community arts experience. Commissioner Guidici Wallis presented the project at the February 10, 2022, meeting of the Parks and Recreation Advisory Commission (PRC), who voted to recommend city staff meet with Commissioner Wallis to discuss a more detailed logistical plan and bring the item back to the Commission and at the November 9, 2023, meeting, the Commission added the project to their priority list and to the January PRC agenda for further discussion.

At the January 11, 2024, PRC meeting, Commissioner Guidici Wallis presented her updated proposal (see attached). Supporters from the University of Redlands, Accelerating Neighborhood Climate (ANCA), and at large community members spoke in favor of the proposal. Following the presentation, public comments, and discussion, the PRC voted unanimously to recommend the City Council pursue a partnership with the University of Redlands and other community organizations to develop a garden site. Potential sites discussed at the meeting include the old Ford Park Fire Garden area and the old caretaker's house at Sylvan Park.

If the City Council agrees with the Parks and Recreation Commission's recommendation, staff will meet with Commissioner Guidici Wallis and interested community organizations to develop an environmental arts and community garden agreement outlining responsibilities and maintenance obligations for the project. This item will be brought back to City Council at a near future date for further consideration.

SUBMITTED BY:
Tabitha Crocker, Facilities and Community Services on behalf of the Parks and Recreation Advisory Commission

RECOMMENDED BY:
Parks and Recreation Advisory Commission

REVIEWED BY:
Charles M. Duggan Jr., City Manager
Christopher Boatman, Assistant City Manager Janice McConnell, Assistant City Manager

PREPARED BY:
Don Craw, Staff Liaison to Parks and Recreation Advisory Commission

Fiscal Impact

Discussion:

There is no current funding budgeted for this project.

There is the potential to fund and operate the proposed garden space with volunteers, local organizational support, and grants.

Attachments

Art Garden Proposal

A. Support letters

PRC Minutes 1.11.24

Ford Park Environmental Arts And Community Garden



Friends of Ford Park

Environmental Arts And Community Garden

In the spring of 2020, much like the rest of the world, local artist Danielle Giudici Wallis took to walking her local parks in an effort to maintain her health and sanity during the pandemic lockdown. This daily practice led her by the once vibrant Fire Prevention Demonstration Garden at Ford Park in Redlands, California. The park had fallen into disrepair. Signs that once touted local native plants and other fire prevention measures like hardscaping had been removed and stacked unceremoniously into a pile, left to sit amongst the invasive mustard and other weeds which now outnumbered the native plants. As an artist and environmentalist who longed to make an impact on her community, Danielle created a proposal for a publicly engaged artist-in-residency program at the garden, which would allow artists the opportunity to work at the park for a 3 month period during which they would offer a variety of free environmentally focused arts projects. These projects would be designed to highlight local environmental issues and encourage sustainable practices among city residents, while also offering a free and family friendly community arts experience. Danielle approached Chris Jensen, the Fire Marshal for the City of Redlands, who responded enthusiastically; since then, she has presented to various City Council members, the Cultural Arts Commission, and various community groups-- who have all responded positively to the idea. Since her original conception, the project has grown collaboratively into a wider community garden project. It now entails garden plots for individuals and community groups interested in revitalizing this public space, creating common ground for collective impact toward a more sustainable city.

Environmental Arts And Community Garden

The Artist in Residence Program (AIR)

Partnerships between artists and municipalities have been popping up around the US, and have become an important avenue for both the artists and local government, bringing attention and resources to local issues. Embedded artists work from a unique perspective that can often lead to new problem-solving strategies as they work in collaboration with both the government and the community. https://municipal-artist.org/ provides background, examples of programs, and a wealth of other information. The AIR would work in collaboration with local organizations including the Inland Empire Resource Conservation District, The Redlands Conservancy, The Master Gardeners Program and ANCA (Accelerating Neighborhood Climate Action). Potential Issues addressed by the AIR may include (but are not limited to) wild fire prevention, rewilding, soil remediation, microplastic pollution, air quality, water quality/conservation or local flora and fauna.

Environmental Arts And Community Garden

The Fire Prevention Demonstration Garden at Ford Park

The Redlands Fire Demonstration Garden was the result of a partnership between public agencies and private businesses. Donations of materials and labor from private businesses to establish the garden was combined with the $67,000 of the total Hazard Mitigation Grant Program (HMGP) grant. It was was designed to show homeowners how fire-resistant landscaping may save their homes in the event of a wildfire while also helping to lessen or prevent erosion. Garden exhibits include a model home constructed of ignition-resistant materials and recommended fire-resistant plant materials. Read more about it here, https://www.hsdl.org/?view&did=4357

Ford Park

Ford Park, which is host to the Fire Prevention Garden, is a beautiful 27 Acre park which also boasts two stocked ponds, playground, walking trails, a dog park , and picnic areas. It is utilized year round by local residents, and is one of many beautiful parks in out city.

Environmental Arts And Community Garden

Our Proposal

We propose a multi-use garden and education center in this public space, revitalizing this lovely fenced area into a community resource. The garden is situated in an ideal location for community-wide involvement with its paved pathways and bathroom facilities already available in Ford park.

The following is a list of potential uses:

- Indigenous peoples garden honoring Yahaaviatam and Cahuilla Nations
- Workshops and space for edible gardens
- Artists garden with nativegrasses and plants for artists to use for papermaking, natural dyes, weaving, and other creative endeavors
- Fire Prevention Garden
- Community composting and workshops for starting home compost
- Pollinator Garden and Integrated pest management workshops
- Chapparal Garden
- Grasslands garden
- Waterwise irrigation workshops
- permaculture workshops
- Gathering space to foster dialogue and collective action among community members
- Accessible arts and cultural opportunities that celebrate our community

Environmental Arts And Community Garden

The management of the garden will be taken on by it's partners and supporters. The University of Redlands Community Service Learning office has pledged ongoing volunteer support to help with maintaining the space. The Cultural Arts and Parks and Rec Commissions have recommended the project, and the Cultural Arts Commission has set aside funds for a pilot project.

The garden concept is harmonius with the goals of the City of Redlands Sustainability plan, and is aligned with the goals of the Redlands Conservancy, Redlands Horticultural and Improvement Society, Friends of Caroline Park, The National Wildlife Federation Monarch Conservation Program, USDA Natural Resources Conservation Service, WildLife Trust, and a host of other programs local, state, and national. Once programming is established, we believe there are a number of grants that could support ongoing projects.

California Art in Local Parks Grant
NEA, "Our Town" grant
California ReLeaf grants
Native Plant Conservation Initiative grants
IERCD, Regional Forest and Fire Capacity Program grant
California Arts Council Grants
Robert Rauschenberg Foundation’s Art + Environment program

Environmental Arts And Community Garden

Currently the garden is a lifeless dry area that is not maintained for the public good.



Environmental Arts And Community Garden

Imagine if our community garden could look like this instead and offer opportunities to everyone!









HOW CAN YOU HELP? INDIVIDUALS AND GROUPS CAN SUPPORT COMMUNITY EFFORTS TO RECLAIM THIS GARDEN SPACE FOR OUR COMMUNITY IN THE FOLLOWING WAYS.

Dear Dave,

I am writing in support of the Ford Park Garden Project proposed by Danielle Giudici Wallis. I have become familiar with the project through Danielle's work with us in ANCA, so I've had the opportunity to learn about her vision for turning a piece of land that has fallen into disrepair into a place where people interested in preserving the environment can gather, get acquainted, and learn from each other. Danielle also envisions events like plant propagation and seed swaps. A variety of community members and groups who are interested in making this park a lively and collaborative community space are enthusiastic about this project, including ANCA. I think it would be a great place for ANCA volunteers to gather and learn. I hope you will do all you can to support this project and expedite the approval process. This is the ideal time of the year to get a project like this going! I hope it can happen soon.

All the best,

Linda Hamilton
Redlands Coordinator
Accelerate Neighborhood Climate Action
909-382-1409 cell

1416 Elizabeth Crest Dr.
Redlands, CA 92373

To whom it may concern on the City Council or Parks and Rec committee:

The Inland Empire Fibershed affiliate of Fibershed.org fully supports the efforts of Danielle Giudici Wallis in revitalizing the old fire garden in Ford Park. We are an organization that seeks to support and expand the use of our local resources in the advancement of local artists, agricultural endeavors, and creative use of the local flora and fauna.

We will be working along with Ms. Giudici in developing, maintaining, and creative use of this neglected area of the park. Our hope is to turn it into a community resource for artists, gardeners, and creative projects for the people of Redlands.

There is strong support in our community for this project and we hope to be a part of Redlands revitalization.

Sincerely,

Mary E Hurley MD
Inland Empire Fibershed

REDLANDS CONSERVANCY *At Historic Asistencia*
26930 Barton Road, Redlands, CA 92373; (909) 782-6208; www.redlandsconservancy.org;

To: City of Redlands Parks and Recreation Commission,
Attention: Dave Jaffe
From: Redlands Conservancy
Re: Renovation of Fire Prevention Demonstration Garden adjacent to Ford Park
Date: May 2022

Redlands Conservancy is aware that a project is proposed to re-establish the Fire Prevention Demonstration Garden adjacent to Ford Park, and we encourage the City of Redlands to support that effort.

The demonstration garden, created more than a decade ago, seems to be even more relevant today as residents are confronted with the very real possibility of not having an abundance of water for irrigating thirsty landscaping vegetation. As a newly-restored facility incorporating elements of art, it and the publicity about it will attract new attention to strategies that home owners can use to conserve water and fire-shield their homes.

We believe it will create a space for community members and local groups to come together for collaboration, sharing information about best practices for maintaining an environmentally appropriate yard and fire-safe surroundings. Conservancy has already been collaborating with the project proponents to grow native grasses for an art project which involves giving away free - and water-efficient - native grasses to the public. It will also offer an opportunity for people to conduct plant and seed swaps, and it will offer opportunities for informational workshops to encourage the public to plant natives which reduce wildfire fuels, conserve water, reduce pesticide use and support the local ecology.

Redlands Conservancy will be pleased to participate as we can in the project.

Thank you very much for your consideration.

Sherli Leonard, executive director,
Redlands Conservancy

Dear Dave,

I am writing in support of the Ford Park Garden Project proposed by Danielle Giudici Wallis. I have become familiar with the project through Danielle's work with us in ANCA, so I've had the opportunity to learn about her vision for turning a piece of land that has fallen into disrepair into a place where people interested in preserving the environment can gather, get acquainted, and learn from each other. Danielle also envisions events like plant propagation and seed swaps. A variety of community members and groups who are interested in making this park a lively and collaborative community space are enthusiastic about this project, including ANCA. I think it would be a great place for ANCA volunteers to gather and learn. I hope you will do all you can to support this project and expedite the approval process. This is the ideal time of the year to get a project like this going! I hope it can happen soon.

All the best,

Linda Hamilton
Redlands Coordinator
Accelerate Neighborhood Climate Action
[redacted]

1416 Elizabeth Crest Dr.
Redlands, CA 92373

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The Inland Empire Fibershed affiliate of Fibershed.org fully supports the efforts of Danielle Giudici Wallis in revitalizing the old fire garden in Ford Park. We are an organization that seeks to support and expand the use of our local resources in the advancement of local artists, agricultural endeavors, and creative use of the local flora and fauna.

We will be working along with Ms. Giudici in developing, maintaining, and creative use of this neglected area of the park. Our hope is to turn it into a community resource for artists, gardeners, and creative projects for the people of Redlands.

There is strong support in our community for this project and we hope to be a part of Redlands revitalization.

Sincerely,

Mary E Hurley MD
Inland Empire Fibershed

From: Sanborn, Erin
To: Wallis, Danielle
Cc: Dave Jaffe
Subject: RE: possible service learning opportunity?
Date: Wednesday, June 8, 2022 2:42:52 PM

[**NOTICE:** This message originated outside of City of Redlands -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hi Danielle and Dave – this seems like an exciting opportunity to revamp this space. I would be happy to help garner some student support during our academic year as this project moves forward.

Erin E. Sanborn
Director of Sustainable Education and
Associate Director of the Office of Community Service Learning
University of Redlands
Located on lands of the Yahaaviatam and Cahuilla Nations

Office: (909)748-8838 ext. 8838
Email: erin_sanborn@redlands.edu

From: Wallis, Danielle <danielle_wallis@redlands.edu>
Sent: Wednesday, June 1, 2022 4:09 PM
To: Sanborn, Erin <Erin_Sanborn@redlands.edu>
Subject: Re: possible service learning opportunity?

Hi Erin,
No worries-- happy to hear from you! The garden is currently locked, so we can't really walk through, but I'm happy to meet with you to discuss or we can do a phone call? The proposal is a work in progress and it has been developing collaboratively as I speak with other community groups. Basically, right now the focus is to convince the Parks and Rec department (at their June 9th meeting) that the space is worthy of revitalization and that there are groups that would be willing to provide some volunteer time for upkeep. I've started a petition to demonstrate support for the project; if you're willing-- an email to Dave Jaffe at Parks and Rec just stating that there is "potential" for students to get involved would be great. Thankfully, he's been helping me to move the project forward.

Let me know if you'd like to meet! You can reach me at [redacted]

Thanks,
Danielle

CITY OF REDLANDS
PARKS & RECREATION ADVISORY COMMISSION MINUTES

DOUGLAS GONZALES, CHAIRMAN
ROY CENCIRULO, COMMISSIONER ADAM HEBDEN, VICE-CHAIR
JOANNE LESSARD, COMMISSIONER SCOTT CARLSON, COMMISSIONER
JUSTIN WEEKLEY, COMMISSIONER NOAH NGUYEN, STUDENT COMMISSIONER

The following information comprises the minutes for a regular meeting of the Parks & Recreation Advisory Commission which was held at **4:30 p.m.** on **Thursday, January 11, 2024,** in the City Council Chambers, 35 Cajon Street, Suite #2.

1. **CALL TO ORDER** – Attendance.
   A. Present: ADAM HEBDEN, VICE CHAIRMAN; JOANNE LESSARD, COMMISSIONER; JUSTIN WEEKLEY, COMMISSIONER; SCOTT CARLSON, COMMISSIONER

   B. Absent: DOUG GONZALES, CHAIRMAN; NOAH NGUYEN, STUDENT COMMISSIONER

   C. Absences were excused unanimously

2. PUBLIC COMMENTS

Sharon Wilbur gave comment about the impaction of classes and availability of recreation facilities.

3. APPROVAL OF MINUTES

A**.** *The minutes of the December 14th,2023, regular meeting will be available for approval at a later meeting.*

4. STATUS REPORTS

A. Individual Commissioner park reports

a. The commissioners present gave reports on their assigned parks. Commissioner Lessard gave an update on Oakmont Park, Caroline Park, and Centennial Park. Commissioner Carlson gave a report on Heritage, Prospect, and the Sports Park. Commissioner Cencirulo gave a report on Brookside, Smiley Parks. Commissioner Weekley gave a report on the Skate Park, Laramie Park, and Ed Hales.

B. FCS staff report on Recreation and Park activities

a. Dave Jaffe gave an update on Recreation activities and answered questions about procedures for determining class size and use of the pickleball courts. Don Craw spoke briefly about the Oriental Fruit Fly infestation in City groves.

C. Student Commissioner report

a. The student commissioner was absent from this meeting.

D. RUSD Liaison report

a. The RUSD liaison was absent from this meeting.

5. OLD BUSINESS

A. Discussion and possible action regarding the State Street Study.

a. Shawn Burch answered questions about his redesign of State Street's tree wells. Motion to use gloss black on metalwork and platforms for tree surrounds by Commissioner Weekley. Second by Commissioner Cencirulo. Recommended unanimously.

6. NEW BUSINESS

A. Discussion and possible action regarding the Fire Demonstration Garden at Ford Park and potential plans to reprogram the space.

a. Erin Sanborn from the University of Redlands read a letter in support of the renewal of the Fire Demonstration Garden. Chris Dearson spoke in support of the garden. Linda Hamilton of ANCA spoke in support of the garden. Danielle Guidici Wallis spoke about getting grants for this project. Motion to recommend forming a partnership between the City, the University of Redlands, and other community organizations to develop a plan to re-do the garden at a site to be determined by Commissioner Cencirulo. Second by Commissioner Weekley. Recommended unanimously.

B. Discussion and possible action regarding Texonia Park design. Presentation by David Higginson of Higginson Architects on the upcoming design process.

a. David Higginson presented about the redesign of Texonia Park.

7. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

- Discussion of pickleball court utilization
- Priority list

8. ADJOURNMENT AT 6:08 PM TO REGULAR MEETING on Thursday, February 8, 2024, at 4:30 P.M.

City Council Meeting **K. 3.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Discussion and possible action relating to the cancellation of the August 6 and August 20, 2024, regular meetings of the City Council (Mayor Tejeda)

MOTION:

I move to approve the cancellation of the August 6 and August 20, 2024, regular meetings of the City Council.

DISCUSSION:

With City Council concurrence, I recommend the cancellation of the August 6 and August 20, 2024, regular meetings of the City Council. As the Council is aware, regular meetings in August have been canceled to allow Council Members and staff the opportunity to vacation or take time off with their families. Staff will work diligently to bring forward the necessary agenda reports to the meeting of July 16, 2024; therefore, staff believes there will be no impact or delay in City matters by the cancellation of the August 6 and August 20, 2024, regular meetings of the City Council.

The next regular meeting will be held on September 3, 2024.

SUBMITTED BY:
Mayor Eddie Tejeda

City Council Meeting **K. 4.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Discussion and possible action concerning amending the City of Redlands Display Policy for the United States, State, Local and Other Flags to Authorize the Flying of the Progress Pride Flag at City Hall during the Month of June by adopting Resolution No. 8602 (Council Member Davis)

MOTION(S):

Should the City Council desire to approve amending the Flag Display Policy, the following motion is provided:

I move to adopt Resolution No. 8602.

RECOMMENDATION:

Council Member Davis is recommending that the City Council adopt Resolution No. 8602 to approve an amendment to the City's Display Policy for the United States, State, Local and Other Flags ("Flag Display Policy") to authorize the flying of the Progress Pride Flag at City Hall during the month of June.

DISCUSSION:

Flags are symbols of community membership, unity, and visibility. Artists Gilbert Baker and Lynn Segerblom designed the rainbow-striped Pride flag in 1978 after activist Harvey Milk, a former member of the San Francisco Board of Supervisors, asked Baker to create a symbol of gay pride. Baker chose the rainbow because he thought it represented the global LGBTQIA2-S community's diversity in terms of gender, race, and age. Over the years, the Pride flag has evolved to promote greater inclusion and recognize the many communities that celebrate Pride (Source: Los Angeles Department of Mental Health).

On June 17, 2019, Governor Gavin Newsom's office issued a press release

noting that, for the first time in state history, the Pride Flag would be flown on the main flagpole of the State Capitol building through July 1 of that year in commemoration of June as LGBT+ Pride Month (Source: GovernorofCalifornia.gov).

On June 1, 2023, ABC News reported that Los Angeles County officials approved the flying of the Progress Pride Flag over the downtown Hall of Administration building, marking the first time the flag had flown over a county building (Source: ABC7.com).

In 2021, the City of Redlands flew the Pride Flag over City Hall for the first time, and again on June 21, 2022, the City Council approved, by a 4-1 vote, the flying of the Pride Flag over City Hall and directed staff to revise the City's flag policy.

At the March 21, 2023, City Council meeting, staff brought forward the requested amendment to the flag policy, Display Flag Resolution 8439, that would allow for the flying of the Pride Flag over City Hall. After lengthy discussion, the matter was continued to the May 2, 2023, City Council meeting where the item received 22 public comments in support of amending the flag policy and 8 in opposition. Ultimately, the resolution was not approved following a 2-3 vote.

Below is information provided in the May 2, 2023, staff report drafted by City Attorney Garcia at the request of Council Member Davis.

> Generally, the First Amendment does not require government to allow all speech on city property. The U.S. Supreme Court has adopted what is known as “forum analysis” to determine whether government can control speech on government-owned property:

1. A “traditional public forum is a place that has traditionally been used by the public for the free exchange of ideas such as a public park. Government regulation of a traditional public forum is severely restricted and must serve a “compelling government interest” and the regulation must be “narrowly drawn” to achieve that interest.
2. A “designated” or “limited public forum” is property which the government has intentionally opened for expressive activity under certain conditions and restrictions which only need be reasonable (“reasonable time, place or manner restrictions”) but must be viewpoint neutral. The City Council Chambers is an example of a “designated” or “limited public forum” where there can be time limits on speakers, decorum rules, but the public cannot be prohibited from criticizing the City Council.
3. A “nonpublic forum” is all remaining government property that is not dedicated to general public speech or free exchange of ideas. The government may prohibit all forms of free expression on government property that is a nonpublic forum so long as such prohibition is not based on a speaker’s viewpoint.

Once the government allows public speech on government property that is a nonpublic forum, it “opens up the forum” and creates a limited public forum where expressive activity subject to viewpoint neutral regulations must be allowed or (depending on the facts) may even create a “traditional public forum” where all forms of speech must be allowed with very limited regulations.

However, when the government is speaking on its own behalf (“government speech”), the First Amendment restrictions related to the various government-established forums discussed above do not apply. In a unanimous U.S. Supreme Court decision in the case, Surtleff v. City of Boston (May 22, 2022), the Court held that the City of Boston violated the free speech rights of an activist when it refused his request to fly a Christian flag on a flag pole outside city hall because the City had allowed its flag poles to be used by various speakers without regulation, restriction or involvement by the City Council. The Court acknowledged that when the government has a clear policy and guidelines, the government may advance its own speech without requiring viewpoint neutrality when the government itself is the speaker, so long as the government speech does not show religious preference or encourage a certain vote in an election.

Under the “government speech doctrine”, if the City has a written policy with clear guidelines, it may select which flag(s) it wishes to fly as an expression of its own speech on city-owned flag poles, so long as the City does not endorse religion or encourage a certain vote in an election. Many cities are adopting policies to permit “Commemorative Flags” -- flags that identify with a specific date, historical event, cause, nation or group of people whereby the City honors or commemorates that date, event, cause, nation or people by flying the flag as an expression of the City’s official sentiments. Currently, the City’s Flag Display Policy only permits the flying of the flags of the U.S., State of California, City of Redlands and the POW/MIA flag.

For the Council’s consideration is Resolution No. 8602 which amends the Flag Display Policy to expressly allow the flying of the Progress Pride Flag at City Hall for the month of June.

ALTERNATIVES:

The City Council may consider an amendment to the Flag Display Policy to allow the flying of the Progress Pride Flag and other commemorative flags subject to an established procedure.

The City Council may consider making no amendment to the Flag Display Policy which would continue to restrict the use of city-owned flag poles to displaying only the U.S., State of California and City of Redlands flags and the POW/MIA

flag.

STRATEGIC PLAN:

Priority C: Diversity and Inclusion

SUBMITTED BY:
Denise Davis, Council Member

REVIEWED BY:
Charles M. Duggan Jr., City Manager

PREPARED BY:
Jennifer Macias, Management Analyst

Fiscal Impact

Fiscal Year: FY 2022-23
Discussion:
There is no fiscal impact.

Attachments

Resolution No. 8602
Resolution No. 6633 (Reference)
Gov. Newsom-June 17, 2019 Press Release

RESOLUTION NO. 8602

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS AMENDING THE DISPLAY POLICY FOR THE UNITED STATES, STATE, CITY AND OTHER FLAGS

WHEREAS, in honor of the nation, and in recognition of state and local government, the City of Redlands regularly displays flags on and around City facilities; and

WHEREAS, rules and customs pertaining to the display and use of the United States flag have been established by Executive Order of the federal government for use by civilians and civilian groups and organizations; and

WHEREAS, it is the desire of the City Council of the City of Redlands ("this City Council") that all City departments use and display the United States flag in accordance with such established rules and customs; and

WHEREAS, over two thousand Americans, six hundred fifty from this state, who served in the United States armed forces during the war in Indochina are still listed as prisoners of war or missing in action; and

WHEREAS, this nation is deeply indebted to its servicemen and servicewomen of all wars and conflicts for their courage and sacrifice, and should demonstrate its special commitment to the missing men, women and their families by obtaining the release of those still held prisoner of war and the fullest possible accounting from the responsible governments regarding those Americans listed as missing in action; and

WHEREAS, the Prisoner of War/Missing in Action (POW/MIA) flag is a powerful symbol of the plight of these prisoners of war and missing Americans and reminds the public of the commitment this nation must have in determining the fate of its servicemen and servicewomen; and

WHEREAS, this City Council has determined it is appropriate that the POW/MIA flag should be displayed at certain public buildings throughout the City to increase public awareness of the issue of prisoners of war and those missing in action and to gain public support for the efforts of the United States government to resolve this matter; and

WHEREAS, it is further the desire of the City Council to amend the current written policy for the display and use of the United States flag, state and local flags and other flags to expressly authorize the display of the Progress Pride Flag in the month of June as an expression of the City's official sentiments in honor of the Lesbian, Gay, Bisexual, Transgender, Queer Plus (LGBTQ+) community of the City of Redlands.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Redlands hereby repeals Resolution No. 6633, amends, restates and approves the Display

Policy for the United States, State, City and other flags attached hereto as Exhibit "A."

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2024.

Eddie Tejeda, Mayor

ATTEST:

Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly approved by the City Council at a regular meeting thereof held on the 4th day of June 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

CITY OF REDLANDS DISPLAY POLICY FOR THE UNITED STATES, STATE, LOCAL AND OTHER FLAGS

POLICY ON DISPLAYING THE UNITED STATES FLAG

Any City department displaying the United States, the State of California and City of Redlands Flags and/or other flags subject to this policy on any City building or grounds shall comply with this policy.

It is proper to display the United States Flag from sunrise to sunset during business hours at each City facility when weather permits. The flag may also be displayed at night if illuminated by a light.

The flag should be raised briskly and lowered slowly and ceremoniously.

When on display, the flag is accorded the place of honor, always positioned to its own right. Place it to the right of the speaker or staging area or sanctuary. Other flags should be to the left.

The United States Flag should be at the center and at the highest point of the group when a number of flags of states, localities or societies are grouped for display.

When one flag is used with the United States Flag and the staffs are crossed, the flag of the United States Flag is placed on its own right with its staff in front of the other flag.

When displaying the flag against a wall, vertically or horizontally, the flag's union (stars) should be at the top, to the flag's own right, and to the observer's left.

POLICY ON DISPLAYING OTHER FLAGS

It is the policy of the City of Redlands that the City's flag poles are not intended to serve as a forum for free expression by the public or a particular group, but rather for the display of the Flags of the United States, the State of California and the City of Redlands. The flag poles located at all City facilities may be used to display other flags as may be expressly authorized by this policy as an expression of the City's official sentiments for a specific date, historical event, cause, nation or group of people reflecting the values and traditions of the United States, the State of California and the City of Redlands, and whereby the City honors or commemorates that date, event, cause, nation or people by flying the flag.

A. POW/MIA FLAG.

The Redlands City Council acknowledges the POW/MIA flag is a powerful symbol of the plight of prisoners of war and missing Americans and reminds the public of the commitment this nation must have in determining the fate of its servicemen and servicewomen. On August 10, 1990, the 101st Congress passed U.S. Public Law 101-355, which recognized the POW/MIA flag and designated it "as the symbol of our Nation's concern and commitment to resolving as fully as possible the fates of Americans still prisoner, missing and unaccounted for in Southeast Asia, thus ending the uncertainty for their families and the Nation." Thus, it is appropriate that the POW/MIA flag should be displayed at public buildings throughout this City, during daily/normal business hours at each City facility when weather permits, to increase public awareness of the issue of prisoners of war and those missing in action and to gain public support for the efforts of the United States government to resolve this matter.

In flying the flag from one flag pole, the POW/MIA flag is flown directly below the United States flag and above any state flag.

If flying the United States flag, POW/MIA and State flags from two poles, the POW/MIA flag should be flown from the same pole as the United States flag, with the state flag flying from the pole to the left.

If flying flags from three poles, the National Colors occupy the place of prominence (the right), with the POW/MIA flag immediately to the left of the United States flag, and the state flag to the left of the POW/MIA flag.

B. PROGRESS PRIDE FLAG.

The flagpole located at City Hall shall be used to display the Progress Pride Flag as an expression of the City's official sentiments in support of the LGBTQ+ community of the City of Redlands. The City of Redlands has a diverse community and is committed to supporting visibility, dignity and equality for all people in the community, and strives to be a place where all residents and visitors feel accepted and welcome.

The Progress Pride Flag shall be displayed on the flagpole located at City Hall for no more than 30 consecutive days in the month of June.

POLICY ON DISPLAYING THE FLAG AT HALF STAFF

All City departments shall display the flag(s) at half staff at City buildings and grounds where flags are normally displayed in accordance with this policy.

By Public Law 322, 103rd Congress, approved September 13, 1994 states, "…by order of the President, the flag shall be flown at half staff upon the death of principal figures of the United States government and the Governor of a State, territory, or possession, as a mark of respect to their memory. In the event of the death of other officials or foreign

dignitaries, the flag is to be displayed at half staff according to Presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of any State, territory, or possession, the Governor of that State, territory, or possession may proclaim that the United States flag shall be flown at half staff. The flag shall be flown at half staff thirty days from the death of the President or a former President; ten days from the death of the Vice-President, the Chief Justice or a retired Chief Justice of the United States, or an Associate Justice of the Supreme Court, or the Speaker of the House of Representatives; from the day of death until internment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice-President, or Governor of a State, territory, or possession; and on the day of death and the following day for a member of Congress.

Display of Flag at half staff in Honor of Deceased Person

The flags of the United States, the State of California and the City of Redlands may be flown at half staff upon the death of public officials at all levels of government. When death of the public official to be so honored is verified, flags shall be flown at half staff immediately. The flags shall remain at half staff during each day they are normally flown until lowered at the end of the day on which the funeral is solemnized.

On occasions where public safety personnel are killed in the line of duty, the Redlands City Council may deem it appropriate to order all flags flown at half staff. Finally, the honor and reverence accorded this solemn act should not be diminished by the display of the flag at half staff on occasions of local tragedy.

METHOD FOR PLACING FLAG AT HALF STAFF

The flag shall be raised to the peak for an instant and then lowered to the half staff position midway between the top and the bottom of the staff. The flag should be again raised to the peak before it is lowered for the day. The flag must never touch the ground when being raised or lowered. The flag should be raised briskly and lowered slowly and ceremoniously. At no time shall any other flag be above the United States Flag. When the United States Flag is lowered to half staff position, other flags should similarly be lowered.

WHEN TO DISPLAY FLAG AT HALF STAFF

Memorial Day

The flags of the United States, the State of California and the City of Redlands are flown at half staff until 12:00 noon, and raised to the peak for the remainder of the day. This is covered by Public Law 829 passed by the 77th Congress. The flags of the United States, the State of California and the City of Redlands shall be flown at half staff on Memorial Day.

The POW/MIA flag shall also be flown at half staff on Memorial Day.

Veterans' Day

The flags of the United States, the State of California and the City of Redlands shall be flown at half staff on Veterans' Day.

The POW/MIA flag shall also be flown at half staff on Veteran's Day.

National Korean War Veterans' Armistice Day

National POW/MIA Day

The Council recognizes the third Friday in September of each year as a day for POW/MIA and their families throughout the City of Redlands. The City shall display the POW/MIA flag daily at all City facilities where flags are normally displayed

Peace Officers Memorial Day

The United States flag will be flown at half staff at all City facilities where flags are normally displayed each year on May 15th, in accordance with Public Law 103-322 and the Congressional Joint Resolution approved October 1, 1962, designating May 15th of each year as "Peace Officers Memorial Day," and the week in which it falls as "Police Week."

Other Days

It is customary to honor prominent public officials holding office at the time of their deaths. City of Redlands shall use the following list:

Federal Government: President, Vice President, US Supreme Court Justice, Members of Congress and a Secretary of an executive or military department.

State Government: Governor, incumbent judge of the Superior Court or Justice Court*

City Officials: City Mayors and Council Members

RESOLUTION NO. 6633

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ESTABLISHING A DISPLAY POLICY FOR THE UNITED STATES, STATE, CITY AND OTHER FLAGS

WHEREAS, in honor of the nation, and in recognition of state and local government, the City of Redlands regularly displays flags on and around City facilities; and

WHEREAS, rules and customs pertaining to the display and use of the United States flag have been established by Executive Order of the federal government for use by civilians and civilian groups and organizations; and

WHEREAS, it is the desire of the City Council of the City of Redlands ("this City Council") that all City departments use and display the United States flag in accordance with such established rules and customs; and

WHEREAS, over two thousand Americans, six hundred fifty from this state, who served in the United States armed forces during the war in Indochina are still listed as prisoners of war or missing in action; and

WHEREAS, this nation is deeply indebted to its servicemen and servicewomen of all wars and conflicts for their courage and sacrifice, and should demonstrate its special commitment to the missing men, women and their families by obtaining the release of those still held prisoner of war and the fullest possible accounting from the responsible governments regarding those Americans listed as missing in action; and

WHEREAS, the Prisoner of War/Missing in Action (POW/MIA) flag is a powerful symbol of the plight of these prisoners of war and missing Americans and reminds the public of the commitment this nation must have in determining the fate of its servicemen and servicewomen; and

WHEREAS, this City Council has determined it is appropriate that the POW/MIA flag should be displayed at certain public buildings throughout the City to increase public awareness of the issue of prisoners of war and those missing in action and to gain public support for the efforts of the United States government to resolve this matter; and

WHEREAS, it is further the desire of this City Council to adopt a written policy for the display and use of the United States flag, state and local flags and other flags;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Redlands hereby adopts the Display Policy for the United States, State, City and other flags attached hereto as Exhibit "A."

ADOPTED, SIGNED AND APPROVED this 4th day of September, 2007.

Mayor of the City of Redlands

ATTEST:

City Clerk

I, Lorrie Poyzer, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was adopted by the City Council at a regular meeting thereof, held on the 4th day of September, 2007 by the following vote:

AYES:	Councilmembers Gilbreath, Gil, Gallagher, Aguilar; Mayor Harrison
NOES:	None
ABSTAIN:	None
ABSENT:	None

City Clerk

EXHIBIT "A"

CITY OF REDLANDS DISPLAY POLICY FOR THE

UNITED STATES, STATE, LOCAL AND OTHER FLAGS

Any City department displaying the United States Flag and/or other flag subject to this policy on any City building or grounds shall comply with this policy.

It is proper to display the United States Flag from sunrise to sunset during business hours at each City facility when weather permits. The flag may also be displayed at night if illuminated by a light.

The flag should be raised briskly and lowered slowly and ceremoniously.

When on display, the flag is accorded the place of honor, always positioned to its own right. Place it to the right of the speaker or staging area or sanctuary. Other flags should be to the left.

The United States Flag should be at the center and at the highest point of the group when a number of flags of states, localities or societies are grouped for display.

When one flag is used with the United States Flag and the staffs are crossed, the flag of the United States Flag is placed on its own right with its staff in front of the other flag.

When displaying the flag against a wall, vertically or horizontally, the flag's union (stars) should be at the top, to the flag's own right, and to the observer's left.

POLICY ON DISPLAYING OTHER FLAGS

The Redlands City Council acknowledges the POW/MIA flag is a powerful symbol of the plight of prisoners of war and missing Americans and reminds the public of the commitment this nation must have in determining the fate of its servicemen and servicewomen. On August 10, 1990, the 101st Congress passed U.S. Public Law 101-355, which recognized the POW/MIA flag and designated it "as the symbol of our Nation's concern and commitment to resolving as fully as possible the fates of Americans still prisoner, missing and unaccounted for in Southeast Asia, thus ending the uncertainty for their families and the Nation." Thus, it is appropriate that the POW/MIA flag should be displayed at public buildings throughout this City, during daily/normal business hours at each City facility when weather permits, to increase public awareness of the issue of prisoners of war and those missing in action and to gain public support for the efforts of the United States government to resolve this matter.

In flying the flag from one flag pole, the POW/MIA flag is flown directly below the United States flag and above any state flag.

If flying the United States flag, POW/MIA and State flags from two poles, the POW/MIA flag should be flown from the same pole as the United States flag, with the state flag flying from the pole to the left.

If flying flags from three poles, the National Colors occupy the place of prominence (the right), with the POW/MIA flag immediately to the left of the United States flag, and the state flag to the left of the POW/MIA flag.

POLICY ON DISPLAYING THE FLAG AT HALF STAFF

All City departments shall display the flag(s) at half staff at City buildings and grounds where flags are normally displayed in accordance with this policy.

By Public Law 322, 103rd Congress, approved September 13, 1994 states, "...by order of the President, the flag shall be flown at half staff upon the death of principal figures of the United States government and the Governor of a State, territory, or possession, as a mark of respect to their memory. In the event of the death of other officials or foreign dignitaries, the flag is to be displayed at half staff according to Presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of any State, territory, or possession, the Governor of that State, territory, or possession may proclaim that the United States flag shall be flown at half staff. The flag shall be flown at half staff thirty days from the death of the President or a former President; ten days from the death of the Vice-President, the Chief Justice or a retired Chief Justice of the United States, or an Associate Justice of the Supreme Court, or the Speaker of the House of Representatives; from the day of death until internment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice-President, or Governor of a State, territory, or possession; and on the day of death and the following day for a member of Congress.

Display of Flag at half staff in Honor of Deceased Person

The flags of the United States, the State of California and the City of Redlands may be flown at half staff upon the death of public officials at all levels of government. When death of the public official to be so honored is verified, flags shall be flown at half staff immediately. The flags shall remain at half staff during each day they are normally flown until lowered at the end of the day on which the funeral is solemnized.

On occasions where public safety personnel are killed in the line of duty, the Redlands City Council may deem it appropriate to order all flags flown at half staff. Finally, the honor and reverence accorded this solemn act should not be diminished by the display of the flag at half staff on occasions of local tragedy.

METHOD FOR PLACING FLAG AT HALF STAFF

The flag shall be raised to the peak for an instant and then lowered to the half staff position midway between the top and the bottom of the staff. The flag should be again raised to the peak before it is lowered for the day. The flag must never touch the ground when being raised or lowered. The flag should be raised briskly and lowered slowly and ceremoniously. At no time shall any other flag be above the United States Flag. When the United States Flag is lowered to half staff position, other flags should similarly be lowered.

WHEN TO DISPLAY FLAG AT HALF STAFF

Memorial Day

The flags of the United States, the State of California and the City of Redlands are flown at half staff until 12:00 noon, and raised to the peak for the remainder of the day. This is covered by Public Law 829 passed by the 77th Congress. The flags of the United States, the State of California and the City of Redlands shall be flown at half staff on Memorial Day.

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National Korean War Veterans' Armistice Day

National POW/MIA Day

The Council recognizes the third Friday in September of each year as a day for POW/MIA and their families throughout the City of Redlands. The City shall display the POW/MIA flag daily at all City facilities where flags are normally displayed

Peace Officers Memorial Day

The United States flag will be flown at half staff at all City facilities where flags are normally displayed each year on May 15th, in accordance with Public Law 103-322 and the Congressional Joint Resolution approved October 1, 1962, designating May 15th of each year as "Peace Officers Memorial Day," and the week in which it falls as "Police Week."

Other Days

It is customary to honor prominent public officials holding office at the time of their deaths. City of Redlands shall use the following list:

Federal Government: President, Vice President, US Supreme Court Justice, Members of Congress and a Secretary of an executive or military department.

State Government: Governor, incumbent judge of the Superior Court or Justice Court*

City Officials: City Mayors and Council Members

Governor Newsom Celebrates LGBTQ Pride Month by Flying Rainbow Flag Over the State Capitol for First Time Ever

SACRAMENTO – At the request of Governor Gavin Newsom and in commemoration of June as LGBTQ Pride Month, the Pride flag will be flown on the main flagpole of the State Capitol building today through July 1 for the first time in state history. The flag was raised this morning by staff from the California Department of General Services with oversight from an honor guard from the California National Guard.

"In California, we celebrate and support our lesbian, gay, bisexual, transgender and queer community's right to live out loud – during Pride month and every month," said Governor Newsom. "By flying the pride flag over the State Capitol, we send a clear message that California is welcoming and inclusive to all, regardless of how you identify or who you love."

Today's flag raising follows similar historical firsts in Colorado and Wisconsin and comes at a time when the federal government has told U.S. embassies they can't fly pride flags.

"Seeing the Pride flag prominently flown at the Capitol reminds people everywhere that while some states and the federal government dehumanize LGBTQ people, California stands firmly for equality and inclusion," said Senator Scott Wiener, Chair of the California Legislature's LGBTQ Caucus. "It reminds LGBTQ

California Legislative LGBTQ Caucus. "It reminds LGBTQ Californians that our government is working to move our community forward."

While today is the first time the pride flag has flown on the flag pole above the State Capitol, the flag has previously been hung over balconies both inside and outside of the building and the Capitol dome was illuminated in rainbow colors in June 2015 when the U.S. Supreme Court decided that the Fourteenth Amendment requires all states to grant same-sex marriages and recognize same-sex marriages granted in other states. This June also marks the 50th anniversary of the Stonewall Riots in New York City, which is credited as one of the moments that launched the LGBTQ civil rights movement.

"Raising the Pride flag at the California State Capitol is symbolic of more than Pride Month. This is about respecting and honoring the humanity of all people," said Assemblymember Todd Gloria, Vice Chair of the California Legislative LGBTQ Caucus. "At a time when the Trump Administration is forbidding U.S. embassies and consulates around the world from raising pride flags, we are sending the message that we acknowledge and respect LGBTQ people, and they have a home here in California. I am proud Governor Newsom is continuing to keep California as a rainbow beacon of hope for the rest of the nation."

"Flying the Pride flag over the Capitol is a powerful symbol of California's leadership on LGBTQ civil rights and social justice – a literal beacon of hope to LGBTQ people throughout the state and across the country," said Equality California Executive Director Rick Zbur. "Once again, Governor Newsom is demonstrating his commitment to building a California for all. We're deeply grateful to him and to the First Partner for being such dedicated allies to our LGBTQ community."

###

City Council Meeting **L. 1.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Public Hearing to consider Resolution No. 8571, Ordinance No. 2962, and Ordinance No. 2968 pertaining to Development Impact Fees continued to July 2, 2024 (Municipal Utilities and Engineering Director Harris)

MOTION:

If City Council determines the staff recommendation is appropriate, the following motion is provided:

I move that the City Council continue the public hearing to consider Resolution No. 8571, Ordinance No. 2962, and Ordinance No. 2968 pertaining to Development Impact Fees to July 2, 2024.

RECOMMENDATION:

Staff recommends continuing the public hearing considering Resolution No. 8571, Ordinance No. 2962, and Ordinance No. 2968 pertaining to Development Impact Fees to July 2, 2024, to allow time to update corresponding hearing documents.

DISCUSSION:

Staff recommends continuing the public hearing considering Resolution No. 8571, Ordinance No. 2962, and Ordinance No. 2968 pertaining to Development Impact Fees to July 2, 2024 to allow time to update corresponding hearing documents. The new hearing date will be republished as required by law.

SUBMITTED BY:
John R. Harris, Municipal Utilities and Engineering Director

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney

PREPARED BY:
Veronica Medina, Associate Engineer

Fiscal Impact

Discussion:
There is no expense impact associated with this action.

City Council Meeting **M. 1.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of the City Manager's Proposed Two-Year Budget for Fiscal Years 2025 and 2026 and of Resolution No. 8598 (City Manager Duggan and Management Services / Finance Director Garcia)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion(s) is (are) provided:

I move to adopt the City Manager's Proposed Two-Year Budget for Fiscal Years 2025 and 2026 and Resolution No. 8598.

-OR-

I move to continue the consideration of the City Manager's Proposed Two-Year Budget for Fiscal Years 2025 and 2026 to the next regular meeting of the City Council on June 18, 2024.

RECOMMENDATION:

Staff recommends the City Council direct staff accordingly.

DISCUSSION:

Background

The City's budget is an important policy document that identifies a two-year spending plan according to the priorities of the organization. It serves as a tool for communicating the City's financial strategies and for ensuring accountability.

For Fiscal Years 2023 and 2024, the City established a new biennial budget process, wherein the Council adopts a budget that covers two fiscal years as opposed to a single year. An in-depth overview of the City's operating budget plans for Fiscal Years (FYs) 2025 & 2026 was provided during a Special City Council meeting held on May 20, 2024 to allow the Council and members of the public to review and provide input on expenditure requests prior to the budget being finalized and adopted. The Council took no action on the proposed budget, as the objective of this workshop was to familiarize the Council and public with the contents of the budget before it was to be formally presented tonight during a regular Council meeting.

The recommended action to adopt the budget would also adopt Resolution No. 8598. This resolution represents another change in the budget adoption process and is recommended in

order to streamline the annual carryover and encumbrance process. Resolution No. 8598 will adopt the budgets for both Fiscal Years 2025 and 2026; enable unspent project funds and encumbrances to carry-forward from the current fiscal year (2024) to FY 2025 and from FY 2025 to FY 2026; enable the same carry-forward process for individual grant budgets; and establish the authority of the City Manager or his designee to adjust appropriations within each fund provided that the total for each fund does not exceed the amounts in the approved budget. It should be noted that the process to adjust appropriations by the City Manager is already in place, due to the nature and frequency of adjustments. The resolution simply formalizes this authority.

General Fund Overview

Public safety, general government, community services, library services and facilities maintenance make up the majority of the General Fund budget. The City's fiscal position remains strong; however, moderating revenues are projected to be outpaced by increasing operational costs and capital investments. As such, the biennial budget proposed herein presents a plan to use both current revenues and financial resources as well as to draw down a portion of excess fund balance in order to cover the planned expenditures for both FY 2025 and 2026 (Figure 1).

Figure 1

General Fund Budget Summary

	2022-23 AUDITED ACTUAL	2023-24 12-MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
TOTAL AVAILABLE FINANCIAL SOURCES	$ 133,432,112	$ 142,671,505	$ 120,341,105	$ 123,740,012
FINANCIAL REQUIREMENTS:				
Total Appropriations/New Reserves	114,622,187	118,287,584	115,899,075	121,177,389
Total Interfund Transfers To Other Funds	8,937,560	16,983,070	11,642,556	11,997,496
TOTAL FINANCIAL REQUIREMENTS	$ 123,559,747	$ 135,270,654	$ 127,541,631	$ 133,174,885
USE OF UNASSIGNED FUND BALANCE	$ -	$ -	$ 7,200,526	$ 9,434,873
SOURCES OVER/(UNDER) REQUIREMENTS	9,872,365	7,400,851	-	-
ENDING FUND BALANCE-UNSASSIGNED	$ 36,415,705	$ 43,816,556	$ 36,616,030	$ 27,181,157

Spending proposed in both Fiscal Years 2025 & 2026 represents the continuation of significant investments made by the City Council over the last several years.

The City Manager's Biennial Budget addresses Council priorities identified during a budget priorities workshop, held in February 2024. In terms of these priorities, budget highlights include:

- Addition of 4 new police officers and 1 sergeant position
- Addition of a Sustainability Coordinator
- Funding for park revitalization projects
- Funding for repair & replacement of aging traffic signal infrastructure
- Funding for sidewalk & ADA access ramp replacement
- Funding for contractual code enforcement services
- Debt service payment towards financing a new Police Department facility (Safety Hall)
- $1 million towards homelessness solutions services

Other Funds

In addition to the City's General Fund budget, which is the largest fund, other significant investments are included in the budget for the City's enterprise funds.

The Water Fund budget includes plans for a combined two-year total of roughly $13.5 million in pipeline replacement, the expansion of treatment and distribution facilities, laboratory improvements, security improvements, fleet & heavy-duty equipment replacement, and a filter press to de-water sludge at the Hinckley Water Treatment Plant.

In the Wastewater Fund, a combined total of $3 million in pipeline replacement is budgeted, but the most significant project among the City's enterprise funds is budgeted in FY 2026 in the Wastewater Fund: the Wastewater Treatment Plant Capital Modifications Phase 2 project, which will completely rebuild the plant for a cost of $45 million. This project is being funded through a low-cost State Revolving Loan Fund.

In the Solid Waste Fund, there is approximately $1.5 million in spending in each fiscal year for the purchase of new solid waste collection vehicles to service 3 to 5 additional residential and commercial routes added as a result of recent development activity in the City.

Lastly, other than the enterprise funds noted above, with this biennial budget, the City is establishing an Inclusionary Housing Fund. The fund will manage activity related to the City's newly adopted Inclusionary Housing Ordinance and In-Lieu Fee program. Ordinance No. 2959 requires that housing developments include a certain portion of affordable units with every project. Resolution No. 8528 provides an alternative means by which to comply with these requirements, one of which is the payment of an "In-Lieu" fee. Revenue estimates from In-Lieu fees exceed $1 million in each fiscal year, 2025 and 2026. The funds are to be used for the creation of a program to facilitate the building of affordable units throughout the City.

Conclusion
The City's fiscal health is projected to remain strong in Fiscal Years 2025 and 2026. However, the US economy's outlook remains uncertain for the near future. The proposed biennial budget reflects a recognition that slower growth in revenue and the overall economy is a reality, yet the demand for programs, services and events will continue as they do, regardless of economic conditions. Key indicators are mixed, but most experts do not see a recession as likely in the near term.

Other than economic concerns for the City's budget and fiscal picture, other challenges lie ahead. There are many unknowns that can negatively affect the forecast assumed in the budget, although conservative it is. The City is self-insured and payout on claims and litigation may exceed the figures provided for in the budget. As well, fluctuating earnings by CalPERS may lead the pension fund to increase costs to its member agencies. Lastly, while the Proposed Biennial Budget for FYs 2025 & 2026 addresses many Council and Measure T priorities, there are critical projects and needs that remain unfunded. Examples include the large-scale expansion of the Animal Shelter, design & engineering of a new Fire Station, preventative maintenance of infrastructure, replacement of carpeting in the A. K. Smiley Library, additional sidewalk & ADA replacement, and additional park renovation/repair projects.

For a full discussion on Fiscal Years 2025 and 2026, including specific details on Measure T projects and spending, please see the City Manager's Budget Message.

ALTERNATIVES:

The Council may elect to modify, reject or continue adoption of the City Manager's Proposed Two-Year Budget for Fiscal Years 2025 and 2026.

STRATEGIC PLAN:
N/A

SUBMITTED BY:
Danielle Garcia, Management Services/Finance Director

RECOMMENDED BY:
Charles M. Duggan, Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager

Fiscal Impact

Fiscal Year: 2025, 2026

Discussion:

The City Manager's Proposed Two-Year Budget for Fiscal Years 2025 and 2026 identifies the fiscal impact for the General Fund and all other City funds.

Attachments

Resolution No. 8598 - FY 2025 2026 Biennial Budget
Attachment A - FY 2025 and 2026 Proposed Biennial Budget
Attachment B - FY 2025 and 2026 - Schedule of Proposed Reserves
Attachment C - Loans Outstanding - all funds FY 2025, 2026
Attachment D - FY 2025 and 2026 - Summary of Financial Sources and Requirements
Attachment E - 6-Year Capital Improvement Plan (CIP)
Attachment F - Capital Outlay & Projects

RESOLUTION NO. 8598

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ADOPTING THE BIENNIAL BUDGET OF THE CITY OF REDLANDS FOR THE FISCAL YEAR ENDING JUNE 30, 2025 AND ENDING JUNE 30, 2026

WHEREAS, the proposed two-year budget of the City of Redlands for the Fiscal Years beginning July 1, 2024 and ending June 30, 2025, and beginning July 1, 2025 and ending June 30, 2026, consisting of one volume entitled "Proposed Biennial Budget for Fiscal Years 2025 and 2026", has been made available to the public and City Council on May 17, 2024, presented and reviewed at a special City Council meeting on May 20, 2024 and presented for review, consideration, and adoption at the regular City Council meeting of June 4, 2024; and

WHEREAS, the City Council has given careful consideration to the adoption of a budget and financial plan for the use of funds for Fiscal Years 2025 and 2026 as set forth in the entitled "Proposed Biennial Budget for Fiscal Years 2025 and 2026" and including any modifications, revisions, and/or corrections made and approved by the City Council, which are incorporated here by reference as though fully set forth herein, and together constitute the "Adopted Biennial Budget for Fiscal Years 2025 and 2026".

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDLANDS AS FOLLOWS:

Section 1. The biennial budget for the City of Redlands for Fiscal Years beginning July 1, 2024 and ending June 30, 2025 and beginning July 1, 2025 and ending June 30, 2026 prepared and submitted to the City Council by the City Manager and on file in the Office of the City Clerk, the A. K. Smiley Public Library and the Redlands Community Center, as modified and amended by the City Council, is hereby adopted as the biennial budget for Fiscal Years 2025 and 2026, on the basis of the totals set forth in each of the budgets contained therein by program, division and/or department.

Section 2. At the conclusion of fiscal year ending June 30, 2024, certain purchase orders will exist as Outstanding Encumbrances representing contractual obligations of previously budgeted funds. In addition, budgeted funds for certain items or projects in various stages of acquisition or development have previously been approved or will be approved or will be approved by the City Council to be carried forward to fiscal year 2025 as Continuing Appropriations. The Outstanding Encumbrances and Continuing Appropriations shall be deemed to be re-budgeted as an addition to the budget amounts previously set forth in this resolution.

Section 3. At the conclusion of fiscal year ending June 30, 2025, certain purchase orders will exist as Outstanding Encumbrances representing contractual obligations of previously budgeted funds. In addition, budgeted funds for certain items or projects in various stages of acquisition or development have previously been approved or will be approved by the City Council to be carried forward to fiscal year 2026 as Continuing Appropriations. The Outstanding Encumbrances and Continuing Appropriations shall be deemed to be re-budgeted as an addition to the budget amounts previously set forth in this resolution.

Section 4. The approved budgets for individual grants remain as authorized appropriations for the individual grants until the grant is completed or expires. Any unexpended authorized appropriation for each grant and the corresponding revenue budget is automatically carried over from fiscal year to fiscal year until the funds of the individual grant are expended, the grant expires, or the grant is canceled by the City Manager.

Section 5. The City Manager shall have authority to adjust the appropriations within each fund, provided however, that the total appropriations within each fund do not exceed the amounts approved in this budget resolution or future amendments to the budgeted amounts. The City Manager may delegate said authority to the Management Services/Finance Director, Assistant Finance Director, or Finance Manager. Said adjustments of the appropriations for each department or activity shall be made only upon written request to the Management Services Department, the form of which shall be prescribed by the Management Services/Finance Director.

Section 6. This Resolution shall become effective immediately upon its passage.

ADOPTED, SIGNED AND APPROVED this 4th day of June, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk of the City of Redlands, hereby certify that the foregoing resolution was duly adopted by the City Council at a regular meeting thereof held on the 4th day of June, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk



BIENNIAL PROPOSED BUDGET

FY 2025 & 2026

CITY OF REDLANDS
CALIFORNIA

City of Redlands

Fiscal Year 2025 and 2026 Proposed Biennial Budget

June 4, 2024

CHARLES M. DUGGAN, JR.
City Manager

City of
REDLANDS
Incorporated 1888

35 Cajon Street,
Redlands, CA 92373
909-798-7510
cduggan@cityofredlands.org

CITY MANAGER'S BUDGET MESSAGE
FY 2025 & 2026

The City has made significant strides to reinvest in community needs such as public safety, deferred maintenance of public infrastructure, and improvements to overall service levels. To plan responsibly through shifting economic patterns and resulting impacts, this budget prioritizes sustainable investments that set us up for continued stability – from supporting our City workforce through innovative collective bargaining agreements, to multiple-year planning efforts to address long-deferred maintenance needs, to developing strategies to invest in large-scale expenditures for new Police and Fire facilities.

This letter transmits the City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026. As in previous years, this budget proposal continues to prioritize and support the efficient delivery of core municipal services in the areas of public safety, quality of life and infrastructure maintenance. It does so by identifying the financial resources needed for the coming two fiscal years while also responsibly anticipating and ensuring the sustainability of resources to meet our community needs in the years ahead.

BACKGROUND

The biennial budget is developed through the collaborative efforts of the City Manager, the Management Team, City Departments, budget preparation staff, the City Council and the public. The process begins in January as long-range fiscal planning guides are updated to serve as the framework for the development of the biennial budget plan for the General Fund.

In February, the City Council convened a Special Budget Priorities Workshop to discuss and set priorities intended to guide the development of the biennial budget for Fiscal Years 2025 & 2026. Following a robust discussion among the Council, City staff and the public, a list of the top ten priorities was established to inform the proposed biennial budget. Other key inputs into the budget development process include the National Community Survey (NCS) report, a report that has been provided annually since 2021. The NCS measures resident satisfaction levels and perceptions about the quality of local government services. These findings also influence the areas of emphasis during budget planning.

In March, departments prepared their budget request in two parts: a minimal operating budget and a list of supplemental funding requests. The first involves preparing a budget for the next two fiscal years that includes only the minimum amount of resources needed to maintain existing service levels, with no additional funding to address new programs, new equipment, or additional employees. The second is to create a list of critical operating, capital, and additional staffing needs that would address deferred maintenance, retire aged and inadequate equipment and facilities, and enhance service levels.

In April, budget requests were compiled and summarized. In early May, department heads presented their budget requests to the City Manager. After assessing the minimal operating needs of each department, each list of supplemental requests was evaluated for its relevance to, first, addressing deferred maintenance and, second, to expanding services, capacity or capital replacement. The Management Team

and I made decisions based on the priorities mentioned above, and weighed these against revenue forecasts, and now submit this budget document on that basis.

The City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026 advances the City Council's budget priorities by dedicating resources to address Police Department staffing levels, create a full time position for Sustainability & Climate Action, augment existing Code Enforcement staffing levels, carry out improvements to various park facilities, invest in the replacement of aging infrastructure, build a new public safety facility, and address the need to plan for affordable housing stock.

The following sections summarize and provide further detail on the City Manager's General Fund budgets for FY 2024, 2025, & 2026. Included in these sections is an overview of Measure T spending for FY 2025 & 2026. These sections are followed by a short discussion of other major funds.

FISCAL YEAR 2024 SUMMARY

As the current fiscal year (2024) draws to a close, there are noteworthy differences between the adjusted budget for this period and the 12-Month Estimate. The 12-Month Estimate is prepared for the current fiscal year as it draws to a close and the City begins planning for the next two fiscal years. During the Mid-Biennium Update in November 2023 and the Mid-Year Update in March 2024, the General Fund was thought to require the use of roughly $8 - 9 million in prior year surplus in order to meet its spending requirements. Before the 12-Month Estimates were prepared by staff, total financial resources for the General Fund were estimated at $139 million and total financial requirements at $147 million.

As of May 2024, new revenue forecasts indicate an increase of roughly $3.6 million in revenues, transfers in, or the use of reserves. This, coupled with a decrease in estimated spending, results in a difference of $15.4 million between the bottom line in the General Fund from the Adjusted Budget to the 12-Month Estimate.

FY 2024 General Fund Budget Summary		
	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED
TOTAL AVAILABLE FINANCIAL SOURCES	$ 139,005,393	$ 142,671,505
FINANCIAL REQUIREMENTS:		
Total Appropriations	131,254,456	118,287,584
Total Interfund Transfers To Other Funds	15,821,774	16,983,070
TOTAL FINANCIAL REQUIREMENTS	$ 147,076,230	$ 135,270,654
USE OF PRIOR YEAR SURPLUS	$ 8,070,837	$ -
SOURCES OVER/(UNDER) REQUIREMENTS	-	7,400,851
ENDING FUND BALANCE-UNRESERVED	$ 28,344,867	$ 43,816,555

During this fiscal year, the economy continued to experience inflationary pressures not seen for several decades. Price pressures constrain the City's purchasing power, increase its labor costs and increase the costs of borrowing. While year-over-year inflation has dropped from the prior year, inflation has been stubborn and slower than anticipated in its decline. Even so, sales tax revenue estimates have been adjusted upwards by $400,000 and property tax by $400,000, and franchise fees and investment income have the largest increases among each revenue category at $1.9 million and $1.5 million, respectively.

For the expenditures side, as departments near the end of the first biennial budget that covered FY 2023 & 2024, large capital expenditures that have not yet been initiated are required to be re-budgeted into the new two-year budget. The majority of the difference between the Adjusted Budget amounts for spending and the 12-Month Estimate can be attributed to this process as well as a large amount of salary savings.

FISCAL YEAR 2025 OVERVIEW

The Proposed FY 2025 General Fund Budget represents a continuation of the significant investments made by the Council in the last budget while reflecting a need to manage those investments with cautious optimism, focusing on organizational resilience and providing innovative service delivery. The total General Fund budget is $127.5 million, an increase of $9.1 million, or 7.7%, compared to the FY 2024 General Fund Budget when adjusting for carryovers and encumbrances. This is due primarily to increased costs of services, goods and insurance attributed to the effects of inflation, increases in personnel costs due to agreed-upon wage increases and normal payroll growth, continued investments to expand programs and improve public infrastructure, and the addition of several critical positions, including 5 Police Officers.

The proposed budget for FY 2025 advances the City Council's budget priorities by investing in key actionable and time-bound efforts that deliver community services, looks toward the future by addressing climate action and sustainability targets, and furthers critical needs in the areas of infrastructure, quality of life and safety. It also recognizes the importance of our employees and makes adjustments to account for changes in the job market to compensate positions appropriately. This strategy aids in recruitment and retention efforts to ensure high quality services for the public.

Measure T, a local sales tax measure, represents a substantial contribution towards supporting core City services, including public safety & public infrastructure. Since its passage in November 2020, the City has made significant investments in addressing deferred maintenance in the areas of our urban forest, traffic signal infrastructure, community & senior center facilities, public safety facilities and public safety equipment replacement. Measure T has also allowed the City to restore and add positions in the Police Department and Fire Department, as well as in other areas that provide enhanced service levels to the community.

In FY 2025 we look forward to the following Measure T spending plan:

Fiscal Year 2025

Projected Measure T Sales Tax *Revenue*	$20,142,000

Proposed *Spending* for Fiscal Year 2025

Ongoing Costs from Service Level Enhancements funded previously by Measure T –	
Police Department: Equipment Leases, IT Services & Contract Services	
Capital leases & contractual services for maintenance (Parks, Streets, Trees)	
Expansion of Recreational & Community Center Programming	
Increased EMS Transfer to cover expanded Fire staffing	
Fire Capital Equipment Leases	
	$ 3,303,995
Ongoing Costs of Additional Staffing funded previously by Measure T –	
Police Department (31 positions, including 7 police officers)	
Fire Department (9 positions, incl. Battalion Chief, 3 Fire Engineers)	
Facilities & Community Services (15 positions, recreation, maintenance, etc.)	
Library (6 full time & 3 part time, incl. library specialist, maintenance workers)	
	$ 5,586,376
Costs of New Staffing Added in FY 2025 –	
Police Department (6 positions, including 5 police officers)	
Facilities & Community Services (3 positions, recreation, maintenance, etc.)	
	$ 1,568,435
One-Time Service Level Enhancements -	
Replace & upgrade various park facilities (Texonia, Community Field, etc)	1,792,891
Upgrade & enhance Redlands Bowl and Recreation/Senior Center Facilities	710,193
Address Building & Facilities deferred maintenance	100,000
Replace aged and outdated maintenance equipment	295,000
Downtown & Gateway Improvements	90,000
Police Department specialized IT software, hardware, tools	116,690
Specialized Law Enforcement equipment	87,500
Fire Department vehicle purchases	306,285
	$ 3,498,559
Ongoing Service Level Enhancements -	
Annual City contribution for Project Homekey Homelessness Solutions grant	1,000,000
Additional programs for Community & Senior Center Facilities	100,000
Citywide Sidewalk/ADA Replacement	500,000
	$ 1,600,000
Capital Improvement / Additions to Reserves -	
Tree trimming for 25% of City Trees	1,000,000
Remodel of Fire Station 262	2,160,000
Fire Department – Apparatus Bay Storage Structure	600,000
Fire Station Bay Door Replacements	500,000
Traffic Signal Cabinets & Components	325,000
	$ 4,585,000
Projected Total Measure T *Spending*	$ 20,142,365

As you'll note throughout the document, departments have numerous goals that they have outlined in their respective sections. Many of these objectives relate in some way to the City Council budget priorities, while others are more operational and internally focused.

The Proposed FY 2025 General Fund Budget includes adding several key positions, including one new Police Sergeant and four Police Officers that will form a dedicated team focused on homelessness. These officers, together with County employees and the City's Homeless Solutions Manager, will implement strategies to effectively serve and support persons experiencing homelessness within the community and address public concerns about the same without encumbering already limited police resources in patrol operations. Other noteworthy positions include a Police Support Services Supervisor who will be responsible for helping the department comply with new federal and state mandates that have exponentially increased the workload of the Support Services Bureau in the Police Department. As well, a new Senior Community Service Officer (CSO) in the Police Department will assist with the workload and supervision of the existing 10.5 CSO positions, effectively enabling them to focus more on parking enforcement as the City ramps up efforts to improve downtown parking availability.

Other new positions include a Sustainability Coordinator in the Development Services Department that will focus on working to coordinate the implementation of the City's Climate Action Plan that is currently under development. In the Facilities and Community Services Department, three positions are proposed, including a Senior Manager to more efficiently oversee essential services provided to the community and to implement projects more effectively; a Recreation Coordinator to enhance and expand the program offerings of the Community and Senior Centers; and a Building Maintenance Worker to focus on preventative maintenance of the City's expanding inventory of facilities, including the new Citrus Center. The Building Maintenance Division currently has four employees whose charge is to maintain roughly 500,000 square feet of public offices and facilities.

In terms of aging infrastructure and park improvements, the following are several key investments included in the Proposed FY 2025 General Fund Budget: $425,000 towards traffic signal maintenance, $150,000 in traffic signal conduit boring, $170,000 in guard rail repairs, $125,000 in crosswalk restriping, $325,000 in traffic signal cabinet and senor equipment replacement, $650,000 in parking structure repairs, $400,000 for the construction of the Ford Park Lower Restrooms, $1.7 million in renovations for Texonia Park, $500,000 in City sidewalk and ADA Ramp replacements, and $105,000 to replace flooring in the Conservatory of the Library, among several other projects.

The Proposed FY 2025 General Fund Budget also includes noteworthy appropriations for expanding recreation programming and special events, restoring adult sports leagues and introductory youth sports programming, instructor-led emergency management training & exercises, the lease purchase of 27 police vehicles, the first payment for the purchase of 100 new tasers to replace outdated equipment for police, and contract code enforcement services to augment existing efforts to investigate public concerns regarding violations of the municipal code by existing commercial and residential properties.

While the Proposed FY 2025 General Fund Budget has incorporated the vast majority of Council and Measure T priorities, choices still had to be made. As a result, there are needs during this fiscal year that were not able to be funded: the design and engineering of a new fire station, the design and engineering

of the expansion of the Animal Shelter facility, additional alley paving projects and additional sidewalk and ADA ramp replacement efforts.

The management team expects to adjust and revise the budget accordingly upon the mid-biennium review, scheduled for spring of 2025.

FISCAL YEAR 2026 OVERVIEW

The Proposed FY 2026 General Fund budget continues with the investments planned in FY 2025. Funding for deferred maintenance, replacing aging infrastructure, contract code enforcement services, and expanding recreation programming continues, along with funding for the positions added during FY 2025.

To address aging infrastructure, the Proposed FY 2026 General Fund Budget includes many of the maintenance and repair programs mentioned above in addition to a total of $170,000 towards the replacement of playground structures and park furnishings and $50,000 for downtown State Street renovations to beautify landscaping, planters and bollards.

Other items of note include the continuation of expanded recreation programs, sports, and events; the second payment for the purchase of new tasers for police; and contract code enforcement. The budget also includes the capital replacement of Fire apparatus and equipment (a water tender to supply water in remote areas and a Type 3 Brush Engine for wildfire firefighting – both of which are 20 years old), the addition of the Meridian Gate System to add security to special events and aid in road closures, and the purchase of a heavy-duty dump truck for the Streets Division.

In FY 2026 we look forward to the following Measure T spending plan:

Fiscal Year 2026

Projected Measure T Sales Tax *Revenue*	$20,763,000
Proposed *Spending* for Fiscal Year 2026	
Ongoing Costs from Service Level Enhancements funded previously by Measure T –	
Police Department: Equipment Leases, IT Services & Contract Services	
Capital leases & contractual services for maintenance (Parks, Streets, Trees)	
Expansion of Recreational & Community Center Programming	
Increased EMS Transfer to cover expanded Fire staffing	
Fire Capital Equipment Leases	
	$ 4,442,617
Ongoing Costs of Additional Staffing funded previously by Measure T –	
Police Department (31 positions, including 7 police officers)	
Fire Department (9 positions, incl. Battalion Chief, 3 Fire Engineers)	
Facilities & Community Services (15 positions, recreation, maintenance, etc.)	
Library (6 full time & 3 part time, incl. library specialist, maintenance workers)	
	$ 5,750,681

Costs of New Staffing Added in FY 2025 –	
Police Department (6 positions, including 5 police officers)	
Facilities & Community Services (3 positions, recreation, maintenance, etc.)	
	$ 1,631,172
One-Time Service Level Enhancements -	
Replace & upgrade various park facilities (restrooms, lighting, playgrounds)	170,000
Address Building & Deferred Maintenance	250,000
Replaced aged & outdated maintenance equipment	225,600
Police Department specialized tool, software & hardware, equipment	147,386
Downtown Gateway Improvements & Programs	315,557
Fire Vehicles & Equipment	306,285
	$ 1,414,828
Ongoing Service Level Enhancements -	
Annual City contribution for Project Homekey Homelessness Solutions grant	1,000,000
Citywide Sidewalk/ADA Replacement	500,000
	$ 1,500,000
Capital Improvement / Additions to Reserves -	
Tree trimming for 25% of City Trees	1,200,000
Fire Department Water Tender replacement	400,000
Fire Department Type 3 Brush Engine replacement	700,000
Police Department – Safety Hall Debt Service	3,730,000
	$ 6,030,000
Projected Total Measure T *Spending*	$ 20,769,298

A major accomplishment in the Proposed FY 2026 General Fund is the set aside of roughly $3.73 million in funds dedicated to servicing the debt on a new Police Department Safety Hall facility – a once-in-a-generation investment to ensure that law enforcement operations have a facility that is sustainable and well-functioning for decades to come. The existing police facility locations were considered an "interim location plan" in January of 2009. Over the last 15 years, the functional areas of patrol, dispatch, the detainee processing center, and the public counter for police records have been located in one location; the office of the Chief, detectives bureau, administrative services, community services and the support services bureau are in another location; property and evidence is in a third location; and the remainder of police records are in yet a fourth location. These conditions have complicated department operations and invariably caused inefficiencies in day-to-day process, as well as confusion to the public seeking police services. Additionally, the existing facilities have deteriorated over time and now present issues related to safety, health and equal access. Lastly, there is a lack of space within these facilities to share with the public, and that has lead to less than ideal conditions for providing service, especially given the sensitive nature of certain interactions.

The commitment to build a Safety Hall to serve as the Police Department Building was made very clear as Council gave direction to staff over the years to dedicate funds and resources to studying the best course of action. Those efforts culminated with the purchase of 1625 West Redlands Boulevard (formerly the Kmart building) in early 2022 to serve as the future home of Safety Hall. Since then, work has started to plan the facility that will be designed to house all sworn, support, executive and volunteer personnel while accommodating future growth. The City anticipates completing the planning, schematic design, entitlement process, design development, construction documents and plan check processes by the end FY 2025. Construction is planned to commence in FY 2026 and will be debt financed. The cost of the building is estimated at $85 million. The City intends to contribute $15 million from reserves to this amount and debt finance the balance over a 40-year period. The first annual debt service payment is included in this fiscal year to initiate repayment as soon as possible to reduce borrowing costs over the life of the debt.

Lastly, and although not specifically included in the FY 2025 or FY 2026 Proposed Budget, the City is also factoring in the design and construction of a new fire station into its long-range financial model. If the design and engineering of the facility is funded in FY 2027, we anticipate the new station will open sometime in FY 2029. If the design and engineering can be funded sooner, at the mid-biennium review in spring of 2025, the fire station may open as soon as FY 2028. Much remains to be seen as FY 2024 comes to a close and the economy progresses along an unknown trajectory.

OTHER FUNDS

While emphasis in this message is placed on the capital improvement projects and service level enhancements funded by the City's General Fund, the services delivered to the community and its residents through the City's Enterprise Funds are of significance as well and warrant discussion here.

In addition to a General Fund Budget of $119.7 and $123.7 million in fiscal years 2025 & 2026 respectively, the City's budget includes Enterprise Funds totaling approximately $80.3 and $125.4 million for fiscal years 2025 & 2026. In the Water Fund, appropriations for FY 2025 and 2026 total roughly $43 and $42.2 million, with about $15 million dedicated to capital improvement projects (CIP) in FY 2025 and $14 million dedicated in FY 2026. These projects include plans for a combined total of roughly $13.5 million of pipeline replacement, expansion of treatment and distribution facilities, laboratory improvements, security improvements, fleet & heavy-duty equipment replacements, and a filter press to dewater sludge at the Hinckley Water Treatment Plant.

In the Wastewater Fund, appropriations total approximately $18.5 and $64 million for FY 2025 & 2026, with $3 million in pipeline replacement budgeted to replace a combined total of roughly 5 to 6 miles of sewer pipeline. It is worth noting that the Wastewater Fund's largest project, the Wastewater Treatment Plant Capital Modifications Phase 2 (~$45 million) is included in the FY 2026 Proposed Budget request at this time. Municipal Utilities and Engineering staff were notified that the City has been awarded a State Revolving Fund loan in order to finance the construction of the project. The funding process will still take 12 to 24 months to complete. The Clean Water State Revolving Fund is a federal-state partnership that

provides low-cost financing to communities for a wide range of water quality infrastructure projects, including municipal wastewater facilities. The project will completely rebuild the existing facility, which was originally constructed in 1962, and expanded in 1972, 1988 and 2004.

Lastly, in the Solid Waste Fund, annual appropriations total roughly $18.8 and $19.3 million for FY 2025 & 2026. Included in these appropriations is approximately $1.5 million of capital spending in each respective year, representing the purchase of new solid waste collection vehicles to service 3 to 5 additional residential and commercial routes added as a result of new development activity. Large capital investments are on the horizon for the Solid Waste fund, including the construction of a new landfill cell and the implementation of state mandates on zero-emission vehicles and its implication on collection trucks.

Other than the enterprise funds discussed above, another fund also bears examination. With this biennial budget, a new fund is being established – the Inclusionary Housing Fund (Fund 255). This fund is meant to track and record activity (revenue & expenses) related to the City's in-lieu fee established as a part of Ordinance No. 2959 – an Ordinance Amending Title 18 (Zoning Regulations) of the Redlands Municipal Code by Adding Chapter 18.230 for an Inclusionary Housing Program for the City of Redlands and Resolution No. 8528 – a Resolution Adopting a Fee Schedule for the Inclusionary Housing In-Lieu Fee pursuant to Ordinance No. 2959. Most California jurisdictions have a severe shortage of housing units affordable to low- and very low-income households, and the City of Redlands is no exception. The City's ordinance requires that a certain percentage of affordable units be provided by housing developers. Payment of an In-lieu fee is one of the alternative means of compliance provided for by the Inclusionary Ordinance. The projected revenues for the first year of this fund total $1.8 million for FY 2025. A small percentage of these funds will be used initially for the program creation and infrastructure, with the majority of funds intended to directly fund the construction of affordable units. The City is working with Keyser Marston Associates for development and implementation of the program including, but not limited to, the following:

- Preparing Administrative Procedures Manuals to be provided to the developers of apartment and ownership housing projects
- Creating draft agreements between the City and developers of projects that are subject to the Ordinance requirements
- Preparing household income qualification and affordable sales price / rents tables
- Preparing in-lieu fee calculations and annual updates
- Providing technical assistance to developers of projects that are subject to the Ordinance requirements
- Assist in evaluating development projects that propose to use the Government Code Section 65915 et seq. (Section 65915) for a density bonus

ECONOMIC OUTLOOK AND RISKS TO THE BUDGET

Balancing the FY 2025 & 2026 Budgets on recurring revenues proved challenging due to the need to absorb increased costs resulting from higher personnel expenses, the higher cost of goods, services, and insurance, and the reduced pace of revenue growth as the economy begins to cool in response to tighter monetary conditions. The funding of supplemental requests and Council priorities also needed to be included in the funding plans. While shortfalls in the forecast are not ideal, the amount is manageable because the projected ending unassigned fund balance in the General Fund has grown considerably as a result of prior fiscal years with higher than forecasted revenues, salary savings from vacancies and unspent project funds that were not carried over. Thanks to thoughtful long-term financial planning the gap between revenues and expenditures represents drawdown of past revenues for current investments in our community.

General Fund Budget Summary

	2022-23 AUDITED ACTUAL	2023-24 12-MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
TOTAL AVAILABLE FINANCIAL SOURCES	$ 133,432,112	$ 142,671,505	$ 120,341,105	$ 123,740,012
FINANCIAL REQUIREMENTS:				
Total Appropriations/New Reserves	114,622,187	118,287,584	115,899,075	121,177,389
Total Interfund Transfers To Other Funds	8,937,560	16,983,070	11,642,556	11,997,496
TOTAL FINANCIAL REQUIREMENTS	$ 123,559,747	$ 135,270,654	$ 127,541,631	$ 133,174,885
USE OF UNASSIGNED FUND BALANCE	$ -	$ -	$ 7,200,526	$ 9,434,873
SOURCES OVER/(UNDER) REQUIREMENTS	9,872,365	7,400,851	-	-
ENDING FUND BALANCE-UNSASSIGNED	$ 36,415,705	$ 43,816,556	$ 36,616,030	$ 27,181,157

The City's financial health is projected to remain strong in fiscal years 2025 and 2026. However, the US economy's outlook remains uncertain for the near future. Fluctuating key indicators lead many experts to draw mixed conclusions regarding the economy's future course. In order to better understand this complex economic climate, the City reviews economic analyses from various sources including the City's sales and property tax consultants, HdL Companies, and the UCLA Anderson School of Business economic forecasts. Certain data suggests that inflation will remain persistent in the year ahead and this is likely to delay any reductions in interest rates. The general economy on a state and national level has remained positive based on economic benchmark measurements such as Gross Domestic Product, median home values, and sales tax data. Most experts do not view a recession as a foregone conclusion; however, the City recognizes that certain choices by national policymakers in the months ahead could influence the economic cycle negatively.

While uncertainty remains with regard to future economic conditions involving inflation, consumer spending and housing costs, more concrete challenges continue to be present in the City's fiscal picture. The following are unfunded needs that have not been considered or included in the City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026.

- The current collective bargaining agreements in place with the City's nine (9) bargaining units expire at the close of FY 2026 (June 30, 2026). The financial impact of future labor negotiations remains unknown at this time. Staff have analyzed possible costs associated with bargaining scenarios and expect the impacts to be in the millions in terms of added costs for the General Fund.
- The City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026 assumes no additional personnel, capital or operating spending above and beyond that already included in the budget and for the next four years of its long-term financial forecast.
- As noted in the summaries for FY 2025 & 2026, key priorities remain unfunded in this budget, including the design and engineering of a new fire station, the design and engineering of the expansion of the Animal Shelter facility, additional alley paving projects and additional sidewalk and ADA ramp replacement efforts.

No budget summary would be complete without acknowledging the presence of risks to the forecast. The City Manager's Proposed Biennial Budget for Fiscal Years 2025 and 2026 represents a carefully designed set of plans for financial management during this budget cycle but plans invariably change. That said, the City's budget is built with resiliency in mind to accommodate shifts in spending or revenues. However, there are some risks that loom larger than others. The following is a partial list of such risks.

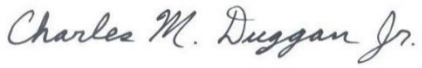
- The likelihood that interest rates will remain higher for longer persists and interest-sensitive consumer spending may be affected. This may hamper economic activity more than anticipated and lead to a near term recession, thus negatively impacting revenue forecasts.
- The City is self-insured and the budget for payout of claims and lawsuits is based on an average and considers other factors known at the time the budget is developed. There is a risk that litigation and claim payouts exceed this figure.
- The possible lowering of the CalPERS discount rate from 6.8% and modifications to the mortality and investment risk assumptions could worsen the already steep growth in retirement benefit costs for cities. In years when the fund underperforms, the City's unfunded liability grows and in years when the fund overperforms, CalPERS has implemented a policy to reduce the discount rate (thereby raising the City's current costs for retirement plans).

CONCLUSION

The City's biennial budget covering fiscal years 2025 and 2026 invests in community priorities and continues the robust City services that the community expects through balanced, innovative fiscal strategies. This budget allows the City to continue providing high-quality municipal services while adding and expanding programs that reflect the changing times. We are also looking beyond this current budget horizon, with major investments in infrastructure and public facilities that will be enjoyed, not just by current residents, but by future generations. The City has thrived in many areas and is fortunate not to be in the cost reduction mode that many other local governments face, but we will need to continue being resourceful and creative in the way we invest in current services, operations and infrastructure while adapting to the needs of the community.

I want to express my personal thanks to the department heads, their staff, and budget team for their diligent efforts and working together to develop budgets that reflect the needs of their individual departments and their direct service delivery to the City's residents and businesses. A special note of thanks and appreciation should go to the members of the Finance Division staff for their excellent performance in gathering, analyzing and presenting information clearly and accurately during the biennial budget process. Finally, I would be remiss if I did not also make note of the significant and extraordinary efforts our City employees make each and every day delivering the many services and programs that contribute to the overall quality of life in our community. With the City Council's leadership and the help of our community, we can continue to maintain strong fiscal stewardship while ensuring our budget and financial policies reflect spending consistent with the community's values and priorities.

Respectfully submitted,



Charles M. Duggan, Jr., City Manager
City of Redlands

General Fund Budget Summary

	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
AVAILABLE FINANCIAL SOURCES:					
BEGINNING FUND BALANCE-UNASSIGNED	$ 26,543,340	$ 36,415,705	$ 36,415,705	$ 43,816,555	$ 36,616,029
Revenues					
Taxes:					
Property	38,326,753	38,269,622	38,685,320	41,920,684	44,025,917
Sales	28,216,967	28,105,261	28,516,715	28,196,803	28,984,386
Measure T Sales Tax	20,415,886	19,953,000	19,953,000	20,142,000	20,763,000
Franchise	4,487,821	2,567,833	4,499,151	3,276,284	3,726,149
Other-(TOT, Property Transfer, Mining)	3,294,847	2,540,000	2,540,000	2,830,000	2,953,500
Total Taxes	94,742,274	91,435,716	94,194,186	96,365,771	100,452,952
General Government:					
Business Licenses	5,550,894	5,100,000	5,300,000	5,400,000	5,565,000
Motor Vehicle Fees	74,686	65,000	65,000	65,000	65,000
Interfund Charges	4,102,330	4,379,383	4,379,383	4,310,522	4,460,480
Investment Income	275,492	200,000	1,680,325	250,000	250,000
Other	1,172,063	584,600	606,469	757,192	790,662
Total General Government	11,175,466	10,328,983	12,031,177	10,782,714	11,131,142
Charges For Services:					
Development Services	4,037,054	3,439,239	3,206,199	3,712,261	3,823,629
Library	83,541	27,890	19,720	44,200	44,284
Police	827,905	613,723	509,864	707,550	707,550
Animal Services	116,001	214,595	114,441	42,501	43,191
Community Services	597,954	636,015	550,636	676,290	702,779
Fire	444,206	800,222	370,013	435,100	501,300
Facilities	3,305,595	2,819,623	2,830,209	2,196,462	1,428,092
Engineering	1,315,301	1,090,000	829,349	764,000	794,000
Total Charges For Services	10,727,557	9,641,307	8,430,430	8,578,364	8,044,825
Total Revenues	116,645,297	111,406,006	114,655,793	115,726,849	119,628,919
Interfund Transfers from Other Funds:					
Gas Tax (207)	1,820,881	1,884,307	1,971,462	2,003,618	2,103,423
Traffic Safety (223)	135,579	202,000	132,500	127,000	127,000
Water (501)	253,614	282,516	282,516	285,599	288,804
Solid Waste (511)	62,387	57,186	57,186	63,283	64,306
Sewer (521)	26,738	24,508	24,508	27,121	27,560
Information Technology (604)	7,994	-	-	-	-
Total Interfund Transfers From Other Funds	2,307,193	2,450,517	2,468,172	2,506,621	2,611,093
Decreases/Use of to Reserves:					
Reserve for Advances Receivable	135,809	-	-	-	-
Reserve for Prepaids	197,266	-	-	-	-
Reserve for Donations	-	-	110,000	-	-
Reserve for PEG Fees	7,357	-	-	-	-
Reserve for Parking Improvements	-	950,000	950,000	650,000	-
Reserve for Maintenance: Bldgs. & Improv.	-	620,000	500,000		750,000
Reserve for Unfunded Mandates				850,000	750,000
Reserve for Capital: >$50,000	421,256	408,332	408,332	-	-
Reserve for Future Facilities	-	6,005,596	6,005,596	-	-
Reserve for Public Benefit	747,431	291,579	700,249	607,635	200,000
Reserve for Encumbrances	12,970,503	16,873,363	16,873,363	-	-
Total Cancellations or Decreases to Reserves	14,479,622	25,148,870	25,547,540	2,107,635	1,700,000
TOTAL AVAILABLE FINANCIAL SOURCES	$ 159,975,452	$ 175,421,097	$ 179,087,209	$ 164,157,661	$ 160,556,041

General Fund Budget Summary (cont.)

	2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
FINANCIAL REQUIREMENTS:					
Appropriations/Expenditures					
City Council	$ 584,672	$ 448,496	$ 501,243	$ 559,127	$ 737,111
City Clerk	370,465	474,369	288,080	683,460	510,050
City Manager (incl. HR in FY 23 & 24)	5,964,188	8,246,672	7,443,523	1,639,261	1,650,941
Human Resources (standalone dept. in FY 25 & 2	-	-	-	5,881,269	6,324,740
City Attorney	744,619	860,568	812,610	816,397	825,347
Management Services	2,552,804	3,345,633	3,172,569	3,427,215	3,565,391
Development Services	4,574,959	7,092,059	6,357,857	5,955,078	6,060,768
Facilities & Animal Services	20,289,194	26,606,935	23,744,182	26,137,105	23,701,791
Community Services	1,947,036	3,369,108	2,247,715	2,490,537	2,552,229
Engineering	3,166,220	6,353,707	5,424,403	1,727,707	1,685,231
Library	3,125,090	4,490,708	3,585,529	3,610,020	3,527,376
Police	31,788,285	40,597,776	37,275,500	40,562,553	42,349,068
Fire	17,389,782	29,368,427	27,434,372	22,409,347	23,957,345
Total Appropriations	92,497,314	131,254,456	118,287,584	115,899,075	117,447,389
Interfund Transfers to Other Funds:					
Governmental Grants (200)	97	-	-	-	-
Paramedic Fund (205)	4,152,246	6,133,994	4,479,435	5,426,894	5,720,339
Downtown Redlands Business Assoc. (236)	104,064	-	127,192	100,294	98,145
Parking Authority (237)	11,463	12,799	17,080	15,496	15,722
Street Lighting District #1 (260)	-	-	-	30,000	30,000
Landscape Maintenance District (263)	7,344	21,839	16,048	26,438	26,830
Safety Hall (406)	-	4,618,579	6,005,596	-	-
Sewer Service Fund (521)	21,450	-	-	-	-
Citrus Groves (538)	64,850	-	362,850	-	200,000
Liability Self-Insurance (602)	4,576,046	4,650,000	5,576,403	6,043,434	6,106,460
Successor Agency (820)	-	384,563	398,466	-	-
Total Interfund Transfers To Other Funds	8,937,560	15,821,774	16,983,070	11,642,556	12,197,496
New or Increases to Reserves					
Reserve for Advances	178,015	-	-	-	-
Reserve for Donations	69,068	-	-	-	-
Reserve for Public Benefit	13,800	-	-	-	-
Reserve for PEG Fees	41,107	-	-	-	-
Reserve for Operational Contingency	562,425	-	-	-	-
Reserve for Maintenance: Bldgs. & Improv.	562,425	-	-	-	-
Reserve for Unfunded Mandates	562,245	-	-	-	-
Reserve for Capital: >$50,000	562,425	-	-	-	-
Reserve for Encumbrances	16,873,363	-	-	-	-
Reserve for Future Facilities	2,700,000	-	-	-	3,730,000
Total New or Increases to Reserves	22,124,873	-	-	-	3,730,000
TOTAL FINANCIAL REQUIREMENTS	$ 123,559,747	$ 147,076,230	$ 135,270,654	$ 127,541,631	$ 133,374,885
USE OF UNASSIGNED FUND BALANCE	$ -	$ 8,070,837	$ -	$ 7,200,526	$ 9,434,873
SOURCES OVER/(UNDER) REQUIREMENTS	9,872,365	-	7,400,851	-	-
ENDING FUND BALANCE-UNASSIGNED	$ 36,415,705	$ 28,344,867	$ 43,816,555	$ 36,616,029	$ 27,181,156

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		PROPERTY TAXES					
101501	4101	Current Secured Taxes	35,839,243	36,316,180	36,316,180	39,680,718	41,785,951
101501	4102	Current Unsecured Taxes	752,910	717,881	889,992	773,212	773,212
101501	4103	Supplemental Secured Taxes	682,621	352,047	352,047	476,757	476,757
101501	4104	Supplemental Unsecured Taxes	69,285	25,821	30,492	51,415	51,415
101501	4105	Secured PY Taxes	339,605	391,108	391,108	371,646	371,646
101501	4106	Unsecured PY Taxes	11,742	13,102	15,434	12,849	12,849
101501	4107	Supplemental PY Taxes	204,586	174,543	411,127	247,742	247,742
101501	4108	Possessory Interest Taxes	426,762	278,940	278,940	306,345	306,345
		TOTAL PROPERTY TAXES	38,326,753	38,269,622	38,685,320	41,920,684	44,025,917
		OTHER TAXES					
101501	4001	Sales Tax - Donut Hole	7,546,662	6,867,236	6,675,815	6,810,758	6,970,689
101501	4003	Sales and Use Tax	19,207,139	19,780,584	20,422,307	19,968,113	20,583,697
101501	4005	Public Sfy Sales Tax-Prop 172	1,463,166	1,457,441	1,418,593	1,417,932	1,430,000
101501	4006	Measure T Sales Tax	20,415,886	19,953,000	19,953,000	20,142,000	20,763,000
101501	4207	Property Transfer Tax	611,913	571,000	571,000	570,000	598,500
101502	4208	Transient Occupancy Tax	2,311,290	1,609,000	1,609,000	1,900,000	1,995,000
101502	4209	Franchise Fees	4,487,821	2,567,833	4,499,151	3,276,284	3,726,149
101502	4210	Mining Tax	371,644	360,000	360,000	360,000	360,000
		TOTAL OTHER TAXES	56,415,521	53,166,094	55,508,866	54,445,087	56,427,035
		TOTAL TAXES	94,742,274	91,435,716	94,194,186	96,365,771	100,452,952
		OTHER REVENUES					
101502	4301	Business License	5,550,894	5,100,000	5,300,000	5,400,000	5,565,000
101502	4302	Dog License	46,095	54,600	45,000	50,000	55,000
101502	4305	Building Permits	1,446	1,000	1,000	1,000	1,000
101120	4329	Miscellaneous Permit	2,230	1,000	2,000	2,000	2,000
101502	4329	Miscellaneous Permit	50	-	-	-	-
101501	4330	Street Rep Fee-TruckHaul Prmt	12	-	-	-	-
101501	4403	Motor Vehicle Fees	74,686	65,000	65,000	65,000	65,000
101501	4405	Mandated Costs Reimb	63,241	40,000	40,000	107,140	110,000
101100	4415	Cost Recovery/Reimbursed Exp	16	500	-	-	-
101120	4415	Cost Recovery/Reimbursed Exp	9	-	-	-	-
101150	4415	Cost Recovery/Reimbursed Exp	5,070	-	3,000	3,000	3,000
101501	4415	Cost Recovery/Reimbursed Exp	4,719	-	3,000	3,000	3,000
101150	4521	City Atty Services Reimbursed	81,492	90,000	90,000	90,000	90,000
101501	4604	City Ordinance Violation	10,955	7,000	5,000	6,000	7,000
101502	4701	Application/Filing Fee	224,461	170,000	140,000	165,000	175,000
101121	4711	PEG Fees	41,107	50,000	45,000	45,000	45,000
101501	4805	General Gov't Overhead	4,102,330	4,379,383	4,379,383	4,310,522	4,460,480
101501	4808	Investment Income	178,015	-	-	-	-
101502	4808	Investment Income	97,477	200,000	5,800,000	250,000	250,000
101502	4810	Returned Check Fee	129	500	100	100	100
101501	4812	Sale of Surplus Property	-	5,000	25,000	5,000	5,000
101502	4812	Sale of Surplus Property	79	-	-	-	-
101501	4814	Miscellaneous Receipts	690,493	160,000	206,734	279,377	293,987
101502	4814	Miscellaneous Receipts	(244)	-	20	-	-
101110	4817	Misc. Taxable Sales	205	-	75	75	75
101501	4817	Misc. Taxable Sales	42	-	20	-	-
101120	4819	Donations	-	-	20	-	-
101501	4820	Bad Debt Recoveries	458	5,000	500	500	500
		TOTAL OTHER REVENUE	11,175,466	10,328,983	16,150,852	10,782,714	11,131,142
		TOTAL GENERAL GOVERNMENT	105,917,740	101,764,699	110,345,038	107,148,485	111,584,094

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		DEVELOPMENT SERVICES					
101162	4305	Building Permits	1,495,049	1,456,272	1,287,083	1,364,308	1,405,237
101164	4305	Building Permits	71,672	80,425	76,889	81,503	83,948
101162	4306	Electrical Permits	212,079	158,878	158,878	158,878	163,644
101162	4307	Plumbing Permits	83,707	78,384	93,039	98,621	101,580
101162	4309	HVAC Permits	114,547	117,588	134,742	142,826	147,111
101162	4310	Cert of Occupancy	(79)	32,139	7,489	7,938	8,176
101162	4311	Pool and Spa Permits	29,690	54,545	30,046	31,849	32,804
101164	4312	Sign Permits	13,440	16,209	10,874	13,546	13,952
101164	4313	Demolition Permits	7,911	8,754	737	8,889	9,156
101162	4314	Roofing Permits	149,159	140,438	154,904	164,199	169,124
101164	4315	Historic Cert of Approp	6,667	9,359	5,770	6,768	6,971
101164	4320	East Valley Corridor	14,640	19,665	20,810	15,181	15,636
101164	4321	Specific Plan	13,281	8,367	8,367	15,427	15,890
101164	4322	Conditional Use Permit	98,719	69,148	9,066	70,844	72,969
101164	4323	Variances	6,320	19,605	3,681	9,368	9,649
101164	4324	Home Occupation Permit	7,699	3,587	4,107	4,354	4,484
101162	4331	Solar Permit	-	-	3,995	4,018	4,139
101164	4415	Cost Recovery/Reimbursed Exp	588,186	171,064	464,297	492,154	506,919
101162	4501	General Plan Review Fee	57,894	193,411	55,302	58,620	60,379
101164	4502	General Plan Amendment	321	-	-	10,144	10,448
101162	4503	Plan Check	627,441	404,668	423,926	449,362	462,843
101164	4503	Plan Check	76,342	55,358	58,931	62,467	64,341
101164	4504	Preliminary Review	5,726	9,567	8,510	10,036	10,337
101164	4505	CRA Review	93,281	110,994	39,422	85,934	88,512
101164	4506	Map Review	50,282	93,695	20,563	81,582	84,029
101164	4507	Street Vacation	13,010	9,836	8,921	6,716	6,917
101164	4508	Environmental Impact	-	926	-	-	-
101164	4510	Planning Appeal Processing	5,549	-	356	4,038	4,159
101164	4511	Ordinance Amendment	16,621	7,176	67	6,490	6,685
101164	4512	Development Agreements	-	-	500	11,154	11,489
101164	4513	Annexation Agreements	25,650	4,848	8,794	8,884	9,151
101164	4514	Preannex. Agreements	-	-	40	7,140	7,354
101164	4515	Socio-Economic Studies	34,865	49,367	7,836	24,648	25,387
101162	4528	Research & Microfilming	4,190	5,080	6,776	7,183	7,398
101164	4701	Application/Filing Fee	511	-	-	-	-
101164	4717	Contract Administration Fee	85,509	18,991	71,948	76,265	78,553
101162	4810	Returned Check Fee	258	81	86	-	-
101162	4812	Sale of Surplus Property	2,175	-	-	-	-
101164	4814	Miscellaneous Receipts	24,295	30,813	19,447	20,614	21,232
101164	4817	Misc. Taxable Sales	447	-	-	-	-
101164	New	Zone Clearance for B.L.	-	-	-	18,200	18,746
101164	New	Temp Holiday Sales Permits	-	-	-	6,320	6,510
101164	New	Temp & Special Events Permits	-	-	-	5,775	5,948
101164	New	Administrative Use Permits	-	-	-	4,869	5,015
101164	4734	Legal Ad Notice Publication	-	-	-	26,750	27,553
101164	4736	Environ CEQA Notice Publication	-	-	-	10,700	11,021
101164	4735	Tribal Government Notification	-	-	-	17,700	18,231
		TOTAL DEVELOPMENT SERVICES	4,037,054	3,439,239	3,206,199	3,712,261	3,823,629
		LIBRARY					
101190	4532	Non-Resident Fees	9,822	6,615	5,070	-	-
101190	4733	Library Fines	28,719	21,275	14,650	4,200	4,284
101191	4801	Lincoln Shrine Support	45,000	-	-	40,000	40,000
		TOTAL LIBRARY	83,541	27,890	19,720	44,200	44,284

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		POLICE DEPARTMENT					
101202	4303	Bicycle License	708	-	1,032	-	-
101202	4325	Adult Oriented Bus Permit	2,490	2,500	2,200	2,500	2,500
101202	4412	POST Training Reimbursement	14,707	20,000	23,500	20,000	20,000
101202	4414	IRNET Reimbursement	11,897	7,500	7,500	7,500	7,500
101200	4415	Cost Recovery/Reimbursed Exp	276,531	30,000	10,000	30,000	30,000
101202	4415	Cost Recovery/Reimbursed Exp	6,320	-	-	-	-
101204	4415	Cost Recovery/Reimbursed Exp	12,576	360,000	360,000	540,000	540,000
101202	4525	Depositions	3,256	5,250	3,500	5,250	5,250
101202	4526	Fingerprinting/Bkgrd Check	1,721	-	400	-	-
101202	4529	Police Reports	4,364	3,000	4,200	4,500	4,500
101202	4579	Vehicle Impound Fees	49,528	45,000	45,000	45,000	45,000
101202	4580	Tow Fees	33,600	35,000	30,000	35,000	35,000
101202	4584	Contract Services	2,604	2,232	2,232	2,300	2,300
101200	4606	False Alarm Fees	15,900	5,000	5,300	8,000	8,000
101202	4607	Booking Restitution	135	-	-	-	-
101202	4810	Returned Check Fee	43	-	-	-	-
101200	4812	Sale of Surplus Property	54,870	-	-	-	-
101202	4812	Sale of Surplus Property	4,655	-	-	-	-
101204	4812	Sale of Surplus Property	5,620	-	-	-	-
101202	4814	Miscellaneous Receipts	12,125	7,500	3,000	7,500	7,500
101202	4819	Donations	12,000	90,741	12,000	-	-
101202	4827	Lease Proceeds	302,255	-	-	-	-
		TOTAL POLICE DEPARTMENT	827,905	613,723	509,864	707,550	707,550
		FIRE DEPARTMENT					
101251	4310	Cert of Occupancy	3,488	8,000	1,000	3,000	4,000
101251	4327	Special Fire Permits	70,698	60,000	60,000	60,000	65,000
101251	4328	Fire Permits	-	8,000	-	5,000	6,000
101250	4409	Mutual Aid Reimbursement	288,936	600,000	250,000	300,000	350,000
101250	4415	Cost Recovery/Reimbursed Exp	29,400	55,000	15,000	15,000	15,000
101251	4415	Cost Recovery/Reimbursed Exp	-	1,000	-	1,000	1,000
101251	4503	Plan Check	34,665	27,000	20,000	25,000	30,000
101251	4517	Inspections	-	17,000	-	-	-
101251	4520	State Mandated Inspect.	-	1,200	-	2,000	3,000
101250	4531	City Classes/Programs	6,818	15,000	15,000	15,000	17,000
101251	4602	Code Enforcement Abatement	-	700	-	600	800
101250	4603	Fire Alarms	-	500	-	500	500
101250	4812	Sale of Surplus Property	-	-	1	-	-
101250	4819	Donations	8,700	6,822	6,822	7,000	7,500
101251	4819	Donations	1,500	-	2,190	1,000	1,500
		TOTAL FIRE DEPARTMENT	444,206	800,222	370,013	435,100	501,300
		FCS - ANIMAL SERVICES					
101311	4415	Cost Recovery/Reimbursed Exp	8,080	135,000	-	-	-
101311	4534	Animal Adoptions	19,065	40,000	8,000	8,000	8,000
101311	4535	Boarding Fees	3,945	4,000	2,289	2,334	2,381
101311	4536	Owner Release for Adoption	1,985	4,500	763	778	794
101311	4537	Shelter Apprehension Fees	1,695	3,000	2,871	2,929	2,987
101311	4538	Shelter Deposit Fees	17,711	10,000	14,083	14,365	14,652
101311	4583	Trap Rentals	-	95	-	-	-
101311	4585	Animal Pick-Up Reimb (NPDES)	14,323	15,000	13,819	14,095	14,377
101311	4602	Code Enforcement Abatement	100	3,000	-	-	-
101311	4812	Sale of Surplus Property	88	-	-	-	-
101311	4814	Miscellaneous Receipts	5	-	-	-	-
101311	4819	Donations	49,006	-	72,616	-	-
		TOTAL FCS - ANIMAL SERVICES	116,001	214,595	114,441	42,501	43,191

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		RECREATION & SENIOR SERVICES					
101309	4530	Contract Classes	284,563	355,714	315,000	401,830	401,830
101309	4533	Lighting Fees	35,386	21,673	55,351	56,458	57,588
101309	4544	Tours/Excursions	-	-	1,906	1,944	1,983
101309	4545	Program Income	9,623	8,146	14,760	15,055	15,357
101309	4802	Concessions (Payphone)	40	-	500	510	520
101309	4812	Sale of Surplus Property	700	-	-	-	-
101309	4813	Rental Income	261,101	250,000	135,000	200,000	225,000
101309	4814	Miscellaneous Receipts	(18)	-	1	-	-
101309	4815	Game Income	1,571	482	482	492	501
101309	4819	Donations	4,988	-	27,635	-	-
		TOTAL RECREATION & SENIOR SERVICES	597,954	636,015	550,636	676,290	702,779
		FACILITIES AND COMMUNITY SERVICES DEPARTMENT					
101303	4312	Sign Permits	1,604	1,500	1,500	1,500	1,500
101300	4415	Cost Recovery/Reimbursed Exp	1,584	92,000	51,831	75,000	75,000
101302	4415	Cost Recovery/Reimbursed Exp	23,031	-	-	-	-
101303	4415	Cost Recovery/Reimbursed Exp	38,924	482,000	568,506	284,253	-
101304	4415	Cost Recovery/Reimbursed Exp	39,288	-	23,495	-	-
101305	4415	Cost Recovery/Reimbursed Exp	31,301	-	-	-	-
101300	4523	Abandoned Prop Inspections	255	-	448	-	-
101306	4524	Rental Property Inspections	126,233	140,000	1,000	-	-
101303	4584	Contract Services	-	2,955	-	-	-
101300	4602	Code Enforcement Abatement	228,640	130,000	70,000	70,000	70,000
101306	4602	Code Enforcement Abatement	(13,900)	-	(740)	-	-
101300	4702	Litter Control Fees	6,485	4,275	2,250	-	-
101304	4703	Street Cleaning Fees	332,187	326,815	332,187	332,187	332,187
101300	4725	Landfill Mitigation Fees	385,785	165,324	350,000	375,000	400,000
101303	4809	Finance Charges	300	-	100	-	-
101310	4810	Returned Check Fee	86	-	-	-	-
101303	4812	Sale of Surplus Property	1,095	-	-	-	-
101304	4812	Sale of Surplus Property	11,205	-	-	-	-
101300	4813	Rental Income	1,500	-	-	-	-
101303	4813	Rental Income	151,639	99,820	119,000	120,000	120,000
101310	4813	Rental Income	1,408,493	1,374,934	1,308,925	938,522	429,405
101300	4814	Miscellaneous Receipts	-	-	15	-	-
101310	4814	Miscellaneous Receipts	165	-	-	-	-
101300	4819	Donations	1,575	-	500	-	-
101303	4819	Donations	395,645	-	1,191	-	-
101301	4827	Lease Proceeds	36,761	-	-	-	-
101304	4827	Lease Proceeds	44,995	-	-	-	-
101303	4830	Interest on Leases	17,933	-	-	-	-
101310	4830	Interest on Leases	33,848	-	-	-	-
101310	4831	Lease Remeasurement Gain(Loss)	(1,062)	-	-	-	-
		TOTAL FACILITIES & COMM SERVICES DEPARTMENT	3,305,595	2,819,623	2,830,209	2,196,462	1,428,092
		ENGINEERING					
101400	4305	Building Permits	10,377	17,000	11,370	10,000	10,000
101400	4308	Grading/Paving Permits	73,656	57,000	42,861	32,000	32,000
101400	4316	Street Permits	583,607	441,000	369,260	350,000	350,000
101400	4319	NPDES Permits	173,912	132,000	132,000	135,000	140,000
101400	4322	Conditional Use Permit	17,056	13,000	8,680	8,000	8,000
101400	4415	Cost Recovery/Reimbursed Exp	42,548	25,000	30,900	25,000	25,000
101400	4503	Plan Check	264,665	188,000	119,547	100,000	120,000
101400	4505	CRA Review	13,858	17,000	7,310	7,000	7,000
101400	4506	Map Review	41,935	100,000	29,710	35,000	40,000
101400	4507	Street Vacation	6,010	2,000	3,854	2,000	2,000
101400	4512	Development Agreements	4,406	12,000	7,997	5,000	5,000
101400	4522	WQMP Review Admin	56,817	60,000	36,389	30,000	30,000
101400	4578	Street Trench Cut Fee	26,410	26,000	29,133	25,000	25,000
101400	4810	Returned Check Fee	43	-	-	-	-
101400	4814	Miscellaneous Receipts	-	-	339	-	-
		TOTAL ENGINEERING DEPARTMENT	1,315,301	1,090,000	829,349	764,000	794,000
		TOTAL GENERAL FUND (101)	116,645,297	111,406,006	118,775,468	115,726,849	119,628,919

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		GENERAL GOVT GRANTS (200)					
200120	4401	State Grants	-	4,529,069	4,529,069	-	-
200164	4401	State Grants	256,288	238,417	238,417	-	-
200190	4401	State Grants	-	44,503	445,035	-	-
200202	4401	State Grants	96,577	229,461	226,051	-	-
200250	4401	State Grants	-	244,500	244,500	-	-
200300	4401	State Grants	410	-	1,500	-	-
200400	4401	State Grants	66,401	4,591,509	1,733,160	-	-
200501	4401	State Grants	-	8,000,000	8,000,000	-	-
200120	4407	Federal Grants	2,591,767	5,402,301	5,402,301	-	-
200164	4407	Federal Grants	748,888	1,111,761	828,656	-	-
200202	4407	Federal Grants	134,940	362,760	281,121	-	-
200250	4407	Federal Grants	45,107	777,997	796,676	-	-
200300	4407	Federal Grants	3,505	1,893	9,671	-	-
200400	4407	Federal Grants	532,089	1,048,673	1,652,363	-	-
200202	4408	Federal Reimbursement	5,763	-	23,759	-	-
200202	4410	Other Grants	28,000	30,000	60,000	-	-
200250	4410	Other Grants	-	8,717	8,717	-	-
200300	4410	Other Grants	-	-	4,740	-	-
200309	4410	Other Grants	35,474	3,578	3,578	-	-
200120	4808	Investment Income	38	-	-	-	-
		TOTAL GENERAL GOVT GRANTS	4,545,248	26,625,139	24,489,314	-	-
		EMERGENCY SERVICES (205)					
205250	4101	Current Secured Taxes	1,127,580	1,100,000	1,100,000	1,100,000	1,100,000
205250	4415	Cost Recovery/Reimbursed Exp	-	2,500	-	-	-
205250	4532	Non-Resident Fees	-	30,000	-	-	-
205250	4819	Donations	5,130	3,000	1,000	5,000	5,000
		TOTAL EMERGENCY SERVICES	1,132,710	1,135,500	1,101,000	1,105,000	1,105,000
		HOUSEHOLD HAZARDOUS WASTE (206)					
206250	4545	Program Income	156,464	100,000	100,000	130,000	140,000
		TOTAL HOUSEHOLD HAZARDOUS WASTE	156,464	100,000	100,000	130,000	140,000
		GAS TAX (207)					
207300	4201	Road Maint. Rehab (Sec 2030)	1,626,121	1,486,239	1,744,461	1,864,736	1,957,972
207300	4202	Gas Tax (Prop 111) 2105	414,766	427,192	443,553	452,351	474,968
207300	4203	Gas Tax 2107	565,258	570,508	605,835	618,199	649,109
207300	4204	Gas Tax Engineering Rcpts.	7,500	7,500	7,500	7,500	7,500
207300	4205	Gas Tax 2106	264,178	262,125	273,121	278,546	292,473
207300	4206	Gas Tax 2103 & Tax 7360	593,842	616,982	641,453	647,022	679,373
		TOTAL GAS TAX	3,471,665	3,370,546	3,715,923	3,868,354	4,061,395
		LOCAL TRANSPORTATION (209)					
209400	4415	Cost Recovery/Reimbursed Exp	-	44,000	44,000	-	-
209400	4808	Investment Income	2,323	-		-	-
		TOTAL LOCAL TRANSPORTATION	2,323	44,000	44,000	-	-
		MEASURE "I" 2010 (210)					
210400	4004	Measure I Sales Tax	1,924,654	1,837,360	1,837,360	2,000,000	2,100,000
210400	4808	Investment Income	22,068	-	165,000	200,000	210,000
		TOTAL MEASURE "I" 2010	1,946,721	1,837,360	2,002,360	2,200,000	2,310,000
		PARIS STREET RECONSTRUCTION (211)					
211910	4415	Cost Recovery/Reimbursed Exp	-	-	25,000	-	-
211400	4808	Investment Income	(113,072)	-	175,000	150,000	150,000
		TOTAL PARIS STREET RECONSTRUCTION	(113,072)	-	200,000	150,000	150,000
		AIR QUALITY IMPROVEMENT (221)					
221400	4411	AB2766 Subvention AQMD	119,218	89,000	92,000	92,000	92,000
221400	4808	Investment Income	1,039	-	23,788	-	-
		TOTAL AIR QUALITY IMPROVEMENT	120,257	89,000	115,788	92,000	92,000

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		TRAFFIC SAFETY (223)					
223200	4608	Traffic Fines	34,584	25,000	40,000	25,000	25,000
223200	4609	Red Light Traffic Fines	1,935	2,000	2,500	2,000	2,000
223200	4610	Parking Fines	102,199	175,000	90,000	100,000	100,000
		TOTAL TRAFFIC SAFETY	138,717	202,000	132,500	127,000	127,000
		OPEN SPACE (227)					
227501	4720	Open Spc Acq Fee	89,098	500,000	54,469	80,000	80,000
227501	4808	Investment Income	18,517	-	122,241	-	-
		TOTAL OPEN SPACE	107,615	500,000	176,710	80,000	80,000
		DOWNTOWN BUSINESS AREA (236)					
236300	4545	Program Income	3,285	154,000	2,806	25,000	30,000
236300	4808	Investment Income	1,515	-	(4,129)	-	-
236300	4814	Miscellaneous Receipts	35,685	-	18,973	-	-
		TOTAL DOWNTOWN BUSINESS AREA	40,484	154,000	17,650	25,000	30,000
		PARKING AUTHORITY (237)					
237502	4813	Rental Income	9,988	11,500	8,000	8,000	8,000
237502	4830	Interest on Leases	1,961	-	-	-	-
		TOTAL PARKING AUTHORITY	11,949	11,500	8,000	8,000	8,000
		PUBLIC ART FUND (238)					
238100	4808	Investment Income	193	-	-	-	-
		TOTAL PUBLIC ART FUND	193	-	-	-	-
		TRANSPORTATION DEVELOPMENT ACT (241)					
241400	4401	State Grants	-	882,932	1,972,631	-	-
		TOTAL TRANSPORTATION DEVELOPMENT ACT	-	882,932	1,972,631	-	-
		ASSET FORFEITURE (246)					
246200	4611	Drug Confiscation - State	6,131	3,000	5,000	5,000	5,000
246200	4612	Drug Confiscation - Federal	318,873	30,000	300,000	181,438	181,938
246200	4613	Drug Confiscation-Fed Treas	23,436	80,000	25,918	30,000	30,000
246200	4614	15% Drug/Gang Prevention-CA	78	600	1,077	855	855
246200	4808	Investment Income	24,467	6,000	19,019	10,000	10,000
246200	4812	Sale of Surplus Property	11,445	-	-	-	-
		TOTAL ASSET FORFEITURE	384,429	119,600	351,014	227,293	227,793
		SUPPLEMENTAL LAW ENFORCEMENT (249)					
249200	4401	State Grants	183,582	225,000	225,000	260,558	260,558
249200	4808	Investment Income	3,214	1,500	29,245	1,500	1,500
		TOTAL SUPPLEMENTAL LAW ENFORCEMENT	186,795	226,500	254,245	262,058	262,058
		PARK & OPEN SPACE DEV (250)					
250300	4719	Park & Open Space Facilities	294,300	1,500,000	303,509	500,000	500,000
250400	4808	Investment Income	20,764	-	109,736	-	-
		TOTAL PARK & OPEN SPACE DEV	315,063	1,500,000	413,245	500,000	500,000
		PUBLIC FACILITIES DEV (251)					
251300	4712	Police Facilities	6,090	26,000	5,498	35,000	35,000
251300	4713	Fire Facilities	113,486	509,000	105,222	125,000	125,000
251300	4714	Library Facilities	25,616	152,000	26,288	50,000	50,000
251300	4715	General Government Facilities	138,580	600,000	125,216	150,000	150,000
251400	4716	Community Center Facilities	-	-	576	-	-
		TOTAL PUBLIC FACILITIES DEV	283,773	1,287,000	262,800	360,000	360,000

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		ARTERIAL STREET CONSTRUCTION (252)					
252400	4415	Cost Recovery/Reimbursed Exp	-	-	-	2,150,000	-
252400	4722	Regional Arterial Fee	218,662	575,000	212,287	150,000	150,000
252400	4723	Railroad Crossings Fee	3,656	12,000	3,496	10,000	10,000
252400	4724	Local Arterial Fee	82,514	230,000	78,900	60,000	60,000
252400	4808	Investment Income	38,791	14,000	252,726	-	-
		TOTAL ARTERIAL STREET CONSTRUCTION	343,623	831,000	547,408	2,370,000	220,000
		TRAFFIC SIGNALS (253)					
253302	4721	Transportation Facilities	18,788	88,000	14,000	13,000	13,000
253400	4808	Investment Income	14,563	4,500	77,750	-	-
		TOTAL TRAFFIC SIGNALS	33,351	92,500	91,750	13,000	13,000
		FREEWAY INTERCHANGES (254)					
254400	4415	Cost Recovery/Reimbursed Exp	2,697,068	-	324,720	-	-
254304	4721	Transportation Facilities	181,987	518,000	140,000	110,000	110,000
254400	4808	Investment Income	69,138	8,500	110,406	-	-
		TOTAL FREEWAY INTERCHANGES	2,948,193	526,500	575,126	110,000	110,000
		INCLUSIONARY HOUSING FUND (255)					
255900	4808	Investment Income				-	-
	4832	In-Lieu Incl. Housing Fee				1,800,000	1,500,000
		TOTAL INCLUSIONARY HOUSING FUND	-	-	-	1,800,000	1,500,000
		STREET LIGHTING DISTRICT #1 (260)					
260300	4727	Assessment District	25,357	25,000	24,097	24,820	25,564
		TOTAL STREET LIGHTING DISTRICT #1	25,357	25,000	24,097	24,820	25,564
		COMMUNITY FACILITY DISTRICT 2004-1 (261)					
261300	4415	Cost Recovery/Reimbursed Exp					
261300	4727	Assessment District	582,079	600,000	662,149	700,000	703,156
261300	4808	Investment Income	1,454	1,000	12,504	-	-
261300	4814	Miscellaneous Receipts	25,000	-	-	-	-
		TOTAL COMMUNITY FACILITY DISTRICT	608,533	601,000	674,653	700,000	703,156
		LANDSCAPE MAINTENANCE DISTRICT (263)					
263300	4727	Assessment District	29,696	29,000	29,000	29,000	29,000
		TOTAL LANDSCAPE MAINTENANCE DISTRICT	29,696	29,000	29,000	29,000	29,000
		GENERAL DEBT SERVICE (305)					
305501	4110	Supplemental - Voter Approved	95,695	30,000	30,000	30,000	30,000
305501	4808	Investment Income	(1,175)	430	16,219	500	500
		TOTAL GENERAL DEBT SERVICE	94,520	30,430	46,219	30,500	30,500
		STORM DRAIN CONSTRUCTION (405)					
405300	4718	Storm Drain Fees	189,041	380,000	75,000	75,000	75,000
405400	4808	Investment Income	17,709	7,500	138,291	-	-
		TOTAL STORM DRAIN CONSTRUCTION	206,750	387,500	213,291	75,000	75,000
		SAFETY/CITY HALL REPLACEMENT (406)					
406501	4808	Investment Income	30,368	-	129,883	-	-
		TOTAL SAFETY/CITY HALL REPLACEMENT	30,368	-	129,883	-	-

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		WATER (501)					
501900	4415	Cost Recovery/Reimbursed Exp	22,279	25	15,000	15,000	15,000
501900	4503	Plan Check	19,305	21,000	1,155	-	-
501900	4556	Water Usage	23,679,705	32,577,584	32,577,584	33,000,000	34,000,000
501900	4557	Fire Flow Testing	2,370	3,000	1,700	1,500	1,500
501900	4558	B Contract Water Usage	61,819	105,000	65,000	65,000	60,000
501900	4560	Water Meter Install	37,845	30,000	28,000	30,000	30,000
501900	4561	Water Turn-On	-	-	(46)	-	-
501900	4564	Irrigation Water Usage	2,548,160	3,100,000	3,100,000	3,000,000	3,100,000
501900	4566	Fire Hydrant Water Usage	121,783	155,000	100,000	100,000	100,000
501900	4568	Fire Protection Water Usage	554,620	420,000	420,000	450,000	450,000
501900	4605	Conservation Violation Penalty	44	525	-	-	-
501900	4704	Frontage Charge	55,176	45,000	151,381	20,000	20,000
501900	4808	Investment Income	609,744	210,000	3,013,962	3,000,000	3,000,000
501900	4810	Returned Check Fee	-	50	-	-	-
501900	4812	Sale of Surplus Property	128	-	-	-	-
501900	4813	Rental Income	127,245	130,000	100,000	100,000	100,000
501900	4814	Miscellaneous Receipts	301,813	105,000	250,000	250,000	250,000
501900	4817	Misc. Taxable Sales	-	-	1,155	-	-
501900	4825	Capital Contribution	1,600,150	-	-	-	-
501900	4828	Sale of Water Shares	-	-	455,500	-	-
501900	4830	Interest on Leases	33,764	-	-	-	-
		TOTAL WATER	29,775,950	36,902,184	40,280,391	40,031,500	41,126,500
		WATER PROJECTS (501910)					
501910	4407	Federal Grants	78,647	-	11,676	-	-
		TOTAL WATER PROJECTS	78,647	-	11,676	-	-
		WATER DEBT SERVICE (501930)					
501930	4808	Investment Income	2,717	-	6,984	-	-
		TOTAL WATER DEBT SERVICE	2,717	-	6,984	-	-
		SOURCE ACQUISITION (508)					
508900	4562	Water Source Acq Residential	23,234	437,000	19,181	70,000	70,000
508900	4563	Water Source Acq Non-Res	7,944	46,000	448,391	10,000	10,000
508900	4808	Investment Income	13,003	-	82,438	-	-
		TOTAL SOURCE ACQUISITION	44,181	483,000	550,010	80,000	80,000
		WATER CAPITAL IMPROVEMENT (509)					
509920	4575	Cap Improv Chrg Non-Res	56,824	345,000	700,000	400,000	400,000
509920	4576	Cap Improv Chrg Residential	517,829	1,610,000	500,000	250,000	250,000
		TOTAL WATER CAPITAL IMPROVEMENT	574,653	1,955,000	1,200,000	650,000	650,000
		SOLID WASTE (511)					
511900	4415	Cost Recovery/Reimbursed Exp	-	20,000	-	-	-
511900	4551	SW Service - Residential	8,947,127	9,481,500	9,000,000	9,000,000	9,000,000
511900	4552	SW Service - Non-Residential	8,608,065	8,268,750	8,600,000	8,600,000	8,600,000
511900	4554	Special Hauls & Rolls-Offs	2,713,931	2,976,750	2,700,000	2,700,000	2,700,000
511900	4555	Recycled Material	44,822	10,000	10,000	10,000	10,000
511900	4808	Investment Income	(16,421)	15,000	600,000	-	-
511900	4810	Returned Check Fee	-	-	43	-	-
511900	4814	Miscellaneous Receipts	-	-	198	-	-
		TOTAL SOLID WASTE	20,297,523	20,772,000	20,910,241	20,310,000	20,310,000
		SOLID WASTE PROJECT (511910)					
511910	4401	State Grants	11,585	40,048	134,360	-	-
		TOTAL SOLID WASTE PROJECT	11,585	40,048	134,360	-	-

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		SOLID WASTE DEBT SERVICE (511930)					
511930	4808	Investment Income	44	-	19	-	-
		TOTAL SOLID WASTE DEBT SVC	44	-	19	-	-
		CALIF ST LANDFILL CLOSURE (517)					
517981	4808	Investment Income	66,071	-	411,155	-	-
		TOTAL CALIF ST LANDFILL CLOSURE	66,071	-	411,155	-	-
		SOLID WASTE CAP IMPROVEMENT (519)					
519920	4575	Cap Improv Chrg Non-Res	266,670	500,000	120,000	100,000	100,000
519920	4576	Cap Improv Chrg Residential	-	-	1,300	-	-
519920	4808	Investment Income	72,640	22,000	253,527	-	-
		TOTAL SOLID WASTE CAP IMPROVEMENT	339,309	522,000	374,827	100,000	100,000
		WASTEWATER SERVICE (521)					
521900	4415	Cost Recovery/Reimbursed Exp	3,761	3,100	250	1,500	1,500
521900	4546	Wastewater Residential	8,935,229	8,400,000	9,000,000	9,500,000	10,000,000
521900	4547	Wastewater Non-Residential	3,117,079	2,800,000	3,000,000	3,200,000	3,300,000
521900	4548	Recycled Water Usage	335,340	155,000	325,000	350,000	375,000
521900	4550	Septage Charge	23,524	48,000	55,000	50,000	50,000
521900	4704	Frontage Charge	53,880	69,000	150,000	30,000	30,000
521900	4808	Investment Income	252,916	52,000	1,000,000	1,000,000	1,000,000
521900	4810	Returned Check Fee	86	-	(86)	-	-
521900	4812	Sale of Surplus Property	-	-	585	-	-
521900	4814	Miscellaneous Receipts	17,824	25,000	(8,912)	-	-
521900	4825	Capital Contribution	866,860	-	-	-	-
		TOTAL WASTEWATER SERVICE	13,606,499	11,552,100	13,521,837	14,131,500	14,756,500
		WASTEWATER PROJECTS (521910)					
521910	4407	Federal Grants	136,957	-	-	-	-
521910	4824	Bond/Loan Proceeds				45,000,000	
		TOTAL WASTEWATER PROJECTS	136,957	-	-	45,000,000	-
		WASTEWATER CAPITAL IMPROVEMENT (529)					
529920	4575	Cap Improv Chrg Non-Res	69,074	230,000	800,000	600,000	600,000
529920	4576	Cap Improv Chrg Residential	497,130	1,495,000	400,000	200,000	200,000
529920	4808	Investment Income	2,679	22,000	109,318	-	-
		TOTAL WASTEWATER CAPITAL IMPROVEMENT	568,884	1,747,000	1,309,318	800,000	800,000
		NON-POTABLE WATER (531)					
531900	4572	Non-Potable Water Usage	322,885	360,000	325,000	325,000	325,000
531900	4573	Non-Potable Water Service Charge	295,954	230,000	250,000	250,000	250,000
531900	4704	Frontage Charge	-	-	10,000	3,000	3,000
531900	4808	Investment Income	22,336	12,000	140,000	125,000	125,000
		TOTAL NON-POTABLE WATER	641,176	602,000	725,000	703,000	703,000
		NON-POTABLE PROJECTS (531910)					
531910	4401	State Grants	-	-	298,693	-	-
531910	4808	Investment Income	-	-	-	-	-
		TOTAL NON POT CAP IMPROVEME	-	-	298,693	-	-
		NON-POTABLE CAPITAL IMPROVEMENT FUND (532)					
532920	4575	Cap Improv Chrg Non-Res	104,920	80,000	130,000	125,000	125,000
532920	4808	Investment Income	23,695	5,000	69,708	-	-
		TOTAL NON POT CAP IMPROVEMENT FUND	128,615	85,000	199,708	125,000	125,000

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		GROVES (538)					
538900	4415	Cost Recovery/Reimbursed Exp	752	-	-	-	-
538900	4808	Investment Income	(5,449)	-	13,228	-	-
538900	4814	Miscellaneous Receipts	128,325	-	124,572	-	-
		GROVES (538) (CONT.)					
		TOTAL GROVES	123,627	-	137,800	-	-
		GROVES PROJECTS (538910)					
538910	4818	Grove Receipts	1,681,009	860,000	538,112	924,500	952,235
		TOTAL GROVES PROJECTS	1,681,009	860,000	538,112	924,500	952,235
		CEMETERY (562)					
562900	4415	Cost Recovery/Reimbursed Exp	48	-	-	-	-
562900	4540	Cemetery Interment	186,825	184,090	135,111	164,836	173,078
562900	4541	Cemetery Lots	693,913	716,625	528,051	675,000	708,750
562900	4542	Cemetery Crypts	69,065	183,810	88,097	107,479	112,852
562900	4543	Cemetery Perpetual Care	36,869	70,000	52,097	63,559	66,736
562900	4808	Investment Income	20,952	10,776	189,273	-	-
562900	4809	Finance Charges	8,219	8,500	6,766	8,255	8,667
562900	4810	Returned Check Fee	43	86	74	90	94
562900	4812	Sale of Surplus Property	4,125	-	-	-	-
562900	4813	Rental Income	29,381	29,250	23,465	28,627	30,059
562900	4814	Miscellaneous Receipts	133,358	176,000	116,902	142,621	149,752
562900	4817	Misc. Taxable Sales	129,159	121,275	102,986	125,643	131,925
562900	4819	Donations	500	500	6,002	7,322	7,688
562900	4830	Interest on Leases	345	-	-	-	-
		TOTAL CEMETERY	1,312,803	1,500,912	1,248,825	1,323,430	1,389,602
		AVIATION OPERATING (564)					
564900	4102	Current Unsecured Taxes	96,621	80,000	100,758	103,781	106,894
564900	4415	Cost Recovery/Reimbursed Exp	-	-	4,550	-	-
564900	4707	Tie-Down Fees	9,818	12,485	7,823	8,058	8,300
564900	4708	Gate Access Fee	4,302	12,334	4,843	4,988	5,138
564900	4709	Fuel Flowage Fees	3,248	3,700	3,700	10,000	10,300
564900	4710	Ground Leases	119,359	126,788	142,734	147,016	160,000
564900	4808	Investment Income	2,149	-	17,547	-	-
564900	4809	Finance Charges	431	-	(78)	-	-
564900	4813	Rental Income	199,594	234,090	195,000	250,000	270,000
564900	4814	Miscellaneous Receipts	9,809	-	-	-	-
564900	4819	Donations	-	-	-	-	-
564900	4830	Interest on Leases	13,196	-	-	-	-
		TOTAL AVIATION OPERATING	458,527	469,396	476,877	523,842	560,632
		AVIATION PROJECTS/GRANTS (564910)					
564910	4401	State Grants	30,048	5,872	15,872	-	-
564910	4407	Federal Grants	128,658	135,995	135,995	-	-
		TOTAL AVIATION PROJECTS/GRANTS	158,706	141,867	151,867	-	-
		LIABILITY SELF-INSURANCE (602)					
602900	4808	Investment Income	53,559	-	-		
602900	4814	Miscellaneous Receipts	7,343	-	1,000		
		TOTAL LIABILITY SELF-INSURANCE	60,902	-	1,000		
		LIABILITY SELF-INSURANCE (602)					
602140	4814	Miscellaneous Receipts				1,000	1,500
		TOTAL LIABILITY SELF-INSURANCE				1,000	1,500

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		INFORMATION TECHNOLOGY (604)					
604900	4415	Cost Recovery/Reimbursed Exp	-	100	-	-	-
604900	4705	Int Serv Rcpts: General Fund	4,041,273	4,347,511	4,347,511	2,753,037	2,425,294
604900	4706	Int Serv Rcpts: Non-Gen Fund	2,441,134	2,626,112	2,626,112	1,746,963	1,574,706
604900	4808	Investment Income	(58,026)	-	300,000	-	-
604900	4812	Sale of Surplus Property	731	-	150	-	-
		TOTAL INFORMATION TECHNOLOGY	6,425,112	6,973,723	7,273,773	4,500,000	4,000,000
		WORKERS COMP SELF-INSURANCE (606)					
606951	4415	Cost Recovery/Reimbursed Exp	41,277	-	28,900		
606951	4586	Worker's Comp Receipts	3,026,426	3,272,153	3,272,153		
606951	4808	Investment Income	18,476	-	210,899		
		TOTAL WORKERS COMP SELF-INSURANCE	3,086,179	3,272,153	3,511,952		
		WORKERS COMP SELF-INSURANCE (606)					
606141	4586	Worker's Comp Receipts				3,341,584	3,457,011
		TOTAL WORKERS COMP SELF-INSURANCE				3,341,584	3,457,011
		EQUIPMENT MAINTENANCE (607)					
607900	4415	Cost Recovery/Reimbursed Exp	250,469	580,135	223,476	234,649	246,382
607900	4705	Int Serv Rcpts: General Fund	1,933,322	2,074,587	2,924,934	4,136,643	4,279,043
607900	4706	Int Serv Rcpts: Non-Gen Fund	5,457,052	5,813,576	6,128,738	5,785,404	6,057,547
607900	4803	L/CNG Outside Fuel Sales	611,273	830,446	1,054,807	1,107,547	1,162,924
607900	4808	Investment Income	10,923	10,500	275,318	-	-
607900	4812	Sale of Surplus Property	3,375	-	61,697	3,000	3,000
607900	4814	Miscellaneous Receipts	1,512	-	5,042	-	-
		TOTAL EQUIP MAINTENANCE	8,267,927	9,309,244	10,674,012	11,267,243	11,748,896
		UTILITY BILLING (608)					
608900	4415	Cost Recovery/Reimbursed Exp	-	300	413	300	300
608900	4561	Water Turn-On	75,158	10,000	65,000	65,000	65,000
608900	4574	Utility Billing Service	1,750,000	2,150,000	2,150,000	1,400,000	1,400,000
608900	4808	Investment Income	(8,195)	20,000	88,024	-	-
608900	4809	Finance Charges	426,863	-	500,000	475,000	475,000
608900	4810	Returned Check Fee	13,475	8,500	16,500	15,000	15,000
608900	4812	Sale of Surplus Property	268	-	-	-	-
608900	4814	Miscellaneous Receipts	34,017	30,000	30,000	25,000	25,000
608900	4820	Bad Debt Recoveries	6,854	500	3,000	2,000	2,000
		TOTAL UTILITY BILLING	2,298,440	2,219,300	2,852,937	1,982,300	1,982,300
		PAYROLL CLEARING ADMIN (609)					
609900	4823	Pension Bond Allocation	519,146	392,455	392,455	407,455	422,455
		TOTAL PAYROLL CLEARING ADMIN	519,146	392,455	392,455	407,455	422,455
		SIMONDS ENDOWMENT (705)					
705900	4808	Investment Income	360	-	2,022	-	-
		TOTAL SIMONDS ENDOWMENT	360	-	2,022	-	-
		PAULINE STANCLIFF MEMORIAL TRUST (706)					
706900	4808	Investment Income	211	-	1,195	-	-
		TOTAL PAULINE STANCLIFF MEMORIAL TRUST	211	-	1,195	-	-
		COMMUNITY FACILITY DISTRICT TRUST (810)					
810962	4415	Cost Recovery/Reimbursed Exp	835,700	801,352	798,852	822,621	842,924
810961	4415	Cost Recovery/Reimbursed Exp	761,448	747,606	764,150	765,091	760,447
810962	4808	Investment Income	67	100	-	-	-
810961	4808	Investment Income	58	100	-	-	-
		TOTAL COMMUNITY FACILITY DISTRICT TRUST	1,597,274	1,549,158	1,563,002	1,587,712	1,603,371

ORGKEY	OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
		OBLIGATION PAYMENT (820166)					
820166	4101	Current Secured Taxes	5,181	-	-	-	-
820166	4808	Investment Income	84,730	-	-	-	-
		TOTAL OBLIGATION PAYMENT	89,911	-	-	-	-
		SUCCESSOR TO RDA DEBT SVC (820169)					
820169	4808	Investment Income	7	-	-	-	-
		TOTAL SUCCESSOR TO RDA DEBT SVC	7	-	-	-	-
		TOTAL NON-GENERAL FUNDS	109,404,676	141,956,548	146,448,656	162,077,091	116,928,467

City Clerk

Mission Statement:

The City Clerk's Office is dedicated to promoting open government and offering the public access to all aspects of information pertaining to the City government, while providing the best possible service to residents, staff, and leadership of the City in a neutral and impartial manner.

Departmental Goals:

- Administrate fair and impartial elections
- Provide efficient service and information to the public
- Provide support services to the City Council and City departments
- Accurately record and maintain the proceedings, actions, and documentation of the City Council, the Redlands Financing Authority, and the Successor Agency to the Redevelopment Agency for legal, administrative, financial, and historical reference
- Work to improve the administration of the office consistent with applicable laws and, through automation, produce more rapid transparent access to government and fulfill the responsibilities of this department to the community

Sustainability Efforts:

- Ongoing effort to digitize all record files for electronic access
- Emphasis on electronic format for all record requests
- Scanning of City Council, Successor Agency to the Redevelopment Agency, and Financing Authority minutes, contracts, resolutions, and ordinances for electronic access through the City's website

Performance Measures:

- Compliance with noticing requirements of the Brown Act for all meetings of the City Council, the Successor Agency to the Redevelopment Agency, the Redlands Financing Authority and City Commissions and Boards
- Add 5,000 documents annually to the digital records database
- Provide on-line records research capability to the public
- Document proceedings associated with all City Council, Successor Agency, and Redlands Financing Authority meetings and make them accessible to staff and the public in a timely manner
- Meet filing deadline for the economic interest statements from elected officials, appointed commissioners, designated staff members and consultants
- Meet filing deadline for campaign finance reporting for elected officials, candidates, and committees
- Provide training to staff members to effectively utilize the City's automated records system
- Publish legal notices of ordinances, resolutions, and public hearings in accordance with law

Program Description:

The City Clerk is the record keeper and guardian of our democratic process. In Redlands, the City Clerk is an elected official and is responsible directly to the voters. The department provides service to the public, City Council, City Manager, and all administrative departments.

Program Objectives:

- Maintain an open-door policy to the public
- Conduct general municipal elections and special municipal elections in accordance with the California Elections Code and coordinate ballot measures, arguments, and impartial analysis documents
- Coordinate actions with the County Registrar of Voters during primary, general, and special elections
- Fulfill duties as filing officer for campaign statements for officeholders, candidates, and political action committees
- Maintain an accurate record of City Council proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds
- Act as secretary to the Successor Agency to the Redevelopment Agency and to the Redlands Financing Authority and maintain an accurate record of their proceedings through a comprehensive general index of all minutes, resolutions, contracts, agreements, and deeds
- Act as Custodian of the City Seal and Custodian of the City's vital records from 1888-1964
- Fulfill duties as Financial Disclosure Officer for conflict of interest filings for elected officials, designated staff, and various consultants
- Coordinate legal publications and notices of ordinances, resolutions, and public hearings in a timely manner in accordance with law
- Follow legal procedures for noticing regular, adjourned, and special meetings of the City Council, the Successor Agency to the Redevelopment Agency, the Redlands Financing Authority and all City Commissions and Boards
- Maintain an open, diplomatic, and neutral relationship with news media
- Maintain the Redlands Municipal Code
- Research, disseminate and provide information regarding City records as necessary
- Provide accessibility to City Council records through the City’s website and records management system
- Manage the electronic recordation of City documents
- Administer and file oaths of office

Department Innovations

E-Filing – Form 700 & Campaign Finance Reporting: FY 2022-23 procurement to establish e-Filing and management capability and provide automation of Campaign Finance Reporting for elected officials and committees and establish e-Filing for Statement of Economic Interest Forms (Form 700s) for elected officials, appointed commissioners, and designated staff members. Improves office efficiency, streamlines the reporting processes using an electronic filing system, promotes transparency, and reduces paper.

Real-time Updates – The City’s archiving system, known as Laserfiche, allows the public the ability to browse, search, retrieve, download, and print documents. This enhances citizen awareness and promotes accountability and trust in government.

Strategic Goals – Supports Sustainability by enhancing fiscal and operational practices for maintaining fiscal stability, transparency, and data-driven decisions. Supports Equity and Inclusion by enhancing communication and engagement to ensure all parts of the community have easy access to information

Accomplishments for Fiscal Year 2023-2024:

- Coordinated the submission of economic interest statements from elected officials, appointed commissioners, designated staff members and consultants
- Managed the biannual campaign finance reporting of elected officials and all committees
- Documented proceedings and decisions associated with all City Council regular and special meetings establishing the historical record
- Documented proceeding and decisions associated with all regular and special meetings for Successor Agency to the Redevelopment Agency and for the Redlands Financing Authority
- Enhanced accessibility to City Council documents, including minutes, resolutions, ordinances, contracts, and deeds and easements directly through the City's website
- Digitized City Council documents to document storage system, known as Laserfiche
- Managed and tracked Council Member Ethics Training requirements
- Electronically recorded City documents as needed
- Complied with the noticing requirements of the Brown Act for all public meetings
- Published legal notices of ordinances, resolutions, and public hearings in accordance with law
- Conducted City Bid Openings in an impartial way
- Maintained the Redlands Municipal Code

Significant Program Changes:

- Administer the November 5, 2024, Municipal Election for two Council Member seats, Districts 2 and 4; one City Clerk seat at-large and one City Treasurer at-large seat in accordance with the California Elections Code
- Manage the nomination, election, and campaign reporting for Council Member candidates, City Clerk and City Treasurer and managed financial reporting for committees
- Train one full-time employee, Assistant City Clerk position
- Attend training sessions hosted by the City Clerks Association of California

DEPARTMENT/DIVISION
CITY CLERK

FUND
GENERAL FUND

ORGKEY
101110

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	132,032	142,534	132,863	192,508	171,966
5002	Salaries: Part-Time	14,097	18,911	1,960	11,185	22,370
5202	Holiday Pay	1,671	-	5,775	687	2,454
5203	Bonus	3,500	-	-	-	-
5401	Pension Contributions	38,158	41,748	40,486	59,428	51,074
5501	FICA/Medicare	11,696	11,981	10,812	15,658	15,066
5601	Deferred Compensation	1,845	1,845	1,845	3,045	3,045
5701	Health/Dental Insurance	14,100	19,238	14,377	35,582	30,860
5702	Workers' Comp Insurance	6,916	7,477	7,477	2,739	2,834
5703	Disability Insurance	1,166	529	1,260	318	-
5704	Unemployment Insurance	240	1,302	1,957	1,302	1,302
5705	Life Insurance	63	126	63	158	126
5802	Eyecare Reimbursement	-	225	225	450	300
5803	Clothing Allowance	300	300	300	150	-
5903	Other Taxable Benefits	-	4,923	-	150	150
	TOTAL SALARIES AND BENEFITS	225,784	251,139	219,400	323,360	301,547
	SERVICES					
6201	Elections	79,910	150,000	-	300,000	150,000
6401	Meeting & Prof Development	-	1,575	-	3,000	3,060
6402	Travel Expense/Reimbursement	-	237	-	250	255
6601	Postage	400	578	578	500	510
6710	Special Contractual Services	12,128	14,979	12,613	13,223	13,335
6802	Info Tech Service Charges	29,628	31,873	31,873	19,039	16,772
6901	Printing and Binding	22	772	400	408	416
6902	Advertising	18,727	17,640	17,640	17,993	18,353
6906	Office Equip & Furn Rent	1,801	2,481	2,481	2,531	2,582
6907	Comms Service & Rental	590	1,021	1,021	1,041	1,062
6909	Subscriptions & Memberships	421	420	420	428	437
	TOTAL SERVICES	143,627	221,576	67,026	358,413	206,782
	SUPPLIES					
7002	Office Supplies	1,054	1,103	1,103	1,125	1,148
7101	Office Equipment & Furniture	-	551	551	562	573
	TOTAL SUPPLIES	1,054	1,654	1,654	1,687	1,721
	DEPARTMENT TOTAL	370,465	474,369	288,080	683,460	510,050

City Council

Mission Statement:

The City Council is dedicated to responding to the changing needs in our community and to ensuring that Redlands remains a distinctive place in which to live and work.

Departmental Goals:

- Hold regular meetings to conduct City business and hear public input on all issues
- Remain open and responsive to the concerns of the community
- Formulate policies and goals and, through the City Manager, direct the use of resources for the attainment of these policies and goals
- Monitor and seek to influence state and federal legislation to better address the concerns of the City of Redlands
- Encourage community involvement through the appointment of citizens to City-sanctioned commissions, boards, and committees

Program Description:

The City Council provides direction upon which all City actions, programs, and priorities are based. The City Council relies on the input of the City Manager and his staff, as well as recommendations from various commissions and boards. The Council further represents City interests through participation in local and regional organizations.

Program Objectives:

- Conduct regular bi-monthly meetings and special meetings as necessary to effectively complete the City's business
- Maintain active participation in various local and regional organizations
- Provide input to the appropriate legislators on issues that will affect the City

DEPARTMENT/DIVISION
CITY COUNCIL

FUND
GENERAL FUND

ORGKEY
101100

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	106,715	107,417	114,705	140,444	143,850
5002	Salaries: Part-Time	859	-	11,772	21,746	21,746
5006	Elected Official Compensation	55,893	84,000	85,900	84,000	84,000
5101	Overtime Salaries	-	5,857	-	-	-
5202	Holiday Pay	616	-	676	-	-
5203	Bonus	5,590	-	1,080	1,123	1,145
5204	Accrual Payout	781	-	475	-	-
5301	Banked Leave Buy Back	805	5,857	293	10,021	8,683
5401	Pension Contributions	36,948	31,703	47,390	41,640	40,588
5501	FICA/Medicare	11,619	13,549	15,450	17,348	17,616
5601	Deferred Compensation	4,076	1,356	9,025	3,044	3,089
5701	Health/Dental Insurance	25,563	34,893	31,075	33,351	32,412
5702	Workers' Comp Insurance	2,766	2,991	2,991	2,739	2,739
5703	Disability Insurance	191	305	290	369	377
5704	Unemployment Insurance	292	2,660	3,496	3,116	3,116
5705	Life Insurance	76	71	72	74	74
5801	Vehicle Allowance	-	-	1,575	1,380	1,380
5802	Eyecare Reimbursement	-	254	254	354	354
5803	Clothing Allowance	-	150	150	150	150
5903	Other Taxable Benefits	83	3,965	95	102	102
	TOTAL SALARIES AND BENEFITS	252,872	295,028	326,764	361,001	361,421
	SERVICES					
6102	Legal Services	211,894	25,000	12,561	25,000	200,000
6401	Meeting & Prof Development	1,350	2,625	2,025	2,678	2,731
6402	Travel Expense/Reimbursement	3,372	3,565	6,200	3,636	3,709
6403	Training	-	2,625	5,875	2,678	2,731
6510	Other Insurance	3,205	3,675	3,805	3,749	3,823
6601	Postage	450	137	408	139	142
6708	Special Program Expenditures	10,736	10,710	6,800	10,924	11,143
6802	Info Tech Service Charges	11,851	12,749	12,749	15,231	13,418
6901	Printing and Binding	3,476	7,494	1,630	7,644	7,796
6906	Office Equip & Furn Rent	3,741	2,542	2,222	2,593	2,645
6909	Subscriptions & Memberships	78,323	81,034	118,431	121,984	125,643
	TOTAL SERVICES	328,396	152,155	172,706	196,255	373,782
	SUPPLIES					
7002	Office Supplies	2,269	1,050	1,200	1,071	1,092
7101	Office Equipment & Furniture	350	-	-	-	-
7807	Food	785	263	573	800	816
	TOTAL SUPPLIES	3,403	1,313	1,773	1,871	1,908
	DEPARTMENT TOTAL	584,672	448,496	501,243	559,127	737,111

City Manager

Mission Statement:

The City Manager's Office is dedicated to managing all City services in the most efficient, effective, and economical manner possible while maintaining excellent customer service through a high degree of professionalism.

Departmental Goals:

- Implement the policy direction of the City Council
- Provide leadership and direction to all City departments
- Promote favorable working relationships with our business community, community organizations, and citizens
- Promote transparency in government
- Guard the quality of life that residents enjoy through the maintenance of existing programs and service levels

Sustainability Efforts:

- Continued implementation of paperless processes
- Purchase and use of recycled paper for copying and printing
- The ongoing effort to scan and store files electronically

Program Description:

The City Manager's Office provides centralized direction and leadership for the effective administration and operation of all municipal services for the City of Redlands as directed by the City Council. Operating under the traditional Council-Manager form of government, the City Manager is appointed by the five-member City Council and is responsible for the day-to-day operations of the City. The City Manager's Office leadership team includes two Assistant City Managers and a Public Information Officer. The office provides strategic direction to departments and monitors the progress made toward achieving the goals and objectives.

The City Manager's office is committed to developing a culture of innovation by integrating strategic management and best practices into government operations. By doing so, the organization continually improves performance, maximizes efficiencies, and creates value for the tax dollar.

Program Objectives:

- Provide leadership, management, and direction to all City departments
- Compile and distribute agenda packets for all Council meetings
- Oversee the preparation of the annual budget
- Guide the City's Strategic Plan and Vision
- Be available to the public as the need arises
- Maintain effective working relationships with other cities, counties, state and federal agencies

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- Provided leadership, management, and direction to all City departments
- Coordinated and assembled 21 regular City Council Meeting Agenda Packets and 11 City Council Special Meeting Agenda Packets for 2022/23, and 16 regular Meeting Packets with 5 Special Meeting Packets to date for 2023/24.
- Coordinated and processed approximately 250 resident service requests for 2022/23 and 190 to date for 2023/24
- Reviewed an average of 27 agenda items per City Council meeting for 2022/23, and 23 to date for 2023/24.

Communications and Community Relations

The Communications and Community Relations division of the City Manager's office oversees the City's communication initiatives, and social media platforms and responds on behalf of the City to inquiries from the media and the public. The division educates and informs residents, visitors, and businesses about City programs, services, and events. Using targeted communication strategies in cooperation with other City departments, the division engages the community in the governmental process, facilitates transparency, enhances tourism, supports local industries, promotes business attraction and retention, and increases participation in City programs and activities to generate additional revenue and to strengthen the quality of life. Included in the division is Redlands TV (RTV), the City's government access cable TV facilities and operations. RTV televises and records live events, such as City Council and Planning Commission meetings, provides a Community Events Bulletin Board, and creates or contracts original informational videos highlighting City services and programs. RTV programming is available to cable television subscribers through Spectrum (Channel 3) and Frontier Communications (Channel 35).

Program Objectives:

- Administer the City's community relations and public information programs, including media relations, videos, and other information on Redlands TV, the City's social media platforms, and other communications avenues.
- Provide a forum for community events and public service messages relevant to Redlands audiences.
- Continually explore new platforms and communications and outreach avenues, incorporating them into the overall communication and outreach strategy.
- Regularly televise all City Council and Planning Commission meetings with scheduled replays intended to provide access for all Redlands citizens.
- Use available video technology and media to provide an outlet, informing Redlands residents of available City events and services or specific public service information.

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- Provided staff support and facilitated completion of the 2022 and 2023 National Community Surveys, a benchmarking survey that provided a comprehensive picture of livability and resident perspectives and attitudes on government services, policies, and management. The survey provides a benchmark to measure Redlands against other similar communities and a baseline for measuring the progress of City service enhancements and initiatives.

- Managed the City's rebranding effort, which delivered the city a new brand and visual identity, including a new city logo and logo variations, font, and color palette, as well as new graphical elements and templates.
- Provided staff support and helped to facilitate the development of the City's Six-Year Strategic Plan.
- Promoted transparency in government through:
  - Live broadcasting of all City meetings and Planning Commission meetings on Redlands TV; Web-streaming of live City Council meetings and archived meeting videos
  - Promoted open, clear, and frequent communication through:
    - Monitored community social networking sites, kept staff apprised of public reactions to City issues, and responded when appropriate
    - Redlands 311 mobile app
    - City's Speakers Bureau
    - Issuance of approximately 300 press releases promoting City activities and economic development, providing public safety information, and providing information on City Council actions
- PIO responded to numerous unique press requests not related to press releases
- Produced weekly video series Pet of the Week, a weekly video series introducing adoptable animals from the Redlands Animal Shelter;
- Produced several city event videos including:
  - Annual Christmas Parade
  - Christmas Tree Lighting
  - Redlands City Employee Holiday Video
  - Annual Community Service Day
  - Ribbon cutting videos for City facility projects
- Provided support to all City departments taking video/photos of city services.
- Monitored and created all Public Service Announcements for Redlands television Bulletin Board.
- Provided support to all other departments and City Council in media interviews.
- Monitored press coverage of the City, including newspapers, television, and radio, and provided periodic news digests to staff and elected officials.
- Provided support to all City departments in preparing and reviewing memos and other written communication for both internal and external distribution.

Grants Coordinating Office

The Grants Coordinating office was established in September 2021 and is a new division of the City Manager's office. The division is responsible for performing a variety of duties related to grant development, grant writing, and grant monitoring and reporting. Working with departments throughout the City, the Grants Coordinating office also researches grant opportunities to determine applicability, prepares grant applications, compiles proposed project information, and aligns project needs with fund goals. The division monitors grant activity, composes and submits quarterly grant reports on project progress, and is responsible for submitting all final close-out grant materials.

Program Objectives:

- Maintain grant records and files
- Communicate grant projects to the community and solicit feedback for program implementation
- Provide information and assistance to departments in applying for grants
- Provide centralized information regarding grant funding opportunities, Uniform Guidance requirements, and other compliance
- Implement grant projects
- Coordinate grant activities with other departments

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- ARPA SLFRF Funds Reprogramming: City Council approved the reallocation of ARPA SLFRF Funds, ensuring resources are efficiently used.
- Administrative Assistant Staff Funding: Approved funding for two limited-term administrative assistant staff, strengthening our operational capacity.
- Redlands Ranch Market Amendment: Negotiated a Second Amendment to extend services to Grocery Gift Card recipients, improving resource accessibility.
- Second Round Approval for Grocery Gift Card Program: Secured City Council approval for another round of the program, further assisting community members in need.
- Successful Promotion of Second Round Grocery Gift Card: Successfully promoted the program, attracting applications near the goal within a month.
- Increase in Utility Program Recipients: Outreach via mail inserts led to a 30% rise in Utility Program participation.
- Encampment Resolution Grant Funding Acquisition: Collaborated to secure funding, advancing efforts in addressing homelessness.
- CalRecycle SB 1383 Funding Acquisition: Collaborated to secure funding, supporting environmental sustainability initiatives.
- Favorable Single Audit Report for FY22/23: Received a positive report with no findings or questioned costs for major federal programs, demonstrating effective management.
- Execution and Reporting for JAG Program: Executed grant claims and agreements, ensuring compliance and accountability.
- Financial Reporting for Building Forward Library Grant: Successfully completed financial reporting for the Building Forward Library Grant, ensuring transparency and accountability.
- Redlands HomeKey Project Milestone: Reached several milestone in partnership with division partners for the Redlands HomeKey Project, marking progress towards project objectives.

<u>Homeless Solutions Office</u>

The City Homeless Solutions Office provides support and administrative oversight for the development and implementation of homeless services, coordinates with outside agencies, and ensures that programs and resources across all departments are aligned with the City's goals to address homelessness.

Program Objectives:

- Plan, organize, coordinate, and evaluate the activities of the City to address and end homelessness;
- Develop and implement new strategies in coordination with other agencies;
- Prepare and negotiate contracts for supportive services and housing solutions for homeless;
- Collaborate with other local businesses, non-profits, and community groups in the coordination and delivery of services to the homeless;
- Coordinate City policies and activities with local, regional, state, and federal homeless programs;
- Prepare and administer grant applications;
- Participate in public outreach and education;
- Prepare and monitor annual budget for homeless programs;
- Manage the City's annual point in time count;
- Work with Code Enforcement to monitor and address blight within the City;
- Prepare and present oral and written reports to various departments, commissions, City Council, and other community groups on homeless issues

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- The City Homeless Solutions Office supported the City Council, City Manager and all City departments, boards, commissions, and committees in achieving the City Council’s homeless services initiatives while limiting risk and costs to the taxpayers.
- Received $4.5 million in homeless service grants.
- Housed 150 persons in permanent housing and 80 persons in shelter/hotels in Fiscal Year 2022-23. Housed 80 persons in permanent housing and 90 persons in shelter/hotels in Fiscal Year 2023-24.
- Developed four street outreach teams and one behavioral health outreach team.

City Homeless Solutions

Mission Statement:

The City Homeless Solutions Office is dedicated to providing housing and outreach for all unhoused persons in the City in the most efficient, effective, and economical manner practical to help attain the City Council's goals and the City Departments' program objectives.

Departmental Goals:

- Proactively provide high quality, ethical, and timely services to unhoused persons in the City of Redlands such as: shelter, transitional housing, permanent housing, outreach, connection to substance abuse mental health and other services.
- Provide accurate reports/information about Redlands homeless data to City Council, City Manager, City Departments, and appointed boards and commissions, to assist the City Council and City Departments achieve their goals and objectives.
- Resolve all person's unhoused issues efficiently and cost-effectively, while protecting the City's legal interests.

Sustainability Efforts:

- Inclusion of sustainable measures in public project contracts and procurement documents.
- Continued progress toward "paperless" processes and operations where possible, practical, and effective.
- Purchase and use of recycled paper for copying and printing, and other available recycled products.
- The ongoing effort to scan and store files electronically.

Program Description:

The City Homeless Solutions Office provides support and administrative oversight of the development and implementation of homeless services, coordinates with outside agencies, and ensures that programs and resources across all departments are aligned with the City's goals to address homelessness.

Program Objectives:

- Plan, organize, coordinate, and evaluate the activities of the City to address and end homelessness;
- Develop and implement new strategies in coordination with other agencies;
- Prepare and negotiate contracts for supportive services and housing solutions for homeless;
- Collaborate with other local businesses, non-profits, and community groups in the coordination and delivery of services to the homeless;
- Coordinate City policies and activities with local, regional, state, and federal homeless programs;
- Prepare and administer grant applications;
- Participate in public outreach and education;
- Prepare and monitor annual budget for homeless programs;
- Manage the City's annual point in time count;

- Work with Code Enforcement to monitor and address blight within the City;
- Prepare and present oral and written reports to various departments, commissions, City Council, and other community groups on homeless issues

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- The City Homeless Solutions Office supported the City Council, City Manager and all City departments, boards, commissions, and committees in achieving the City Council's homeless services initiatives while limiting risk and costs to the taxpayers.
- Received $4.5 million in homeless service grants.
- Housed 150 persons in permanent housing and 80 persons in shelter/hotels in Fiscal Year 2022-23. Housed 80 persons in permanent housing and 90 persons in shelter/hotels in Fiscal Year 2023-24.
- Developed four street outreach teams and one behavioral health outreach team

DEPARTMENT/DIVISION
CITY MANAGER

FUND
GENERAL FUND

ORGKEY
101120

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	385,261	449,507	449,023	493,028	508,065
5002	Salaries: Part-Time	1,060	-	1,589	-	-
5202	Holiday Pay	1,274	-	677	-	-
5203	Bonus	9,090	-	1,080	1,123	1,145
5204	Accrual Payout	8,458	-	1,040	-	-
5301	Banked Leave Buy Back	805	6,616	-	10,884	9,607
5401	Pension Contributions	51,038	131,901	71,040	151,611	148,760
5501	FICA/Medicare	23,080	24,955	27,327	29,081	30,350
5601	Deferred Compensation	41,049	13,592	53,043	30,474	30,519
5701	Health/Dental Insurance	49,379	74,507	60,439	64,237	65,442
5702	Workers' Comp Insurance	12,449	13,459	13,459	10,955	11,336
5703	Disability Insurance	131	305	290	369	377
5704	Unemployment Insurance	(1,184)	1,298	1,676	1,319	1,319
5705	Life Insurance	169	188	187	192	192
5801	Vehicle Allowance	5,160	5,160	9,100	6,540	6,540
5802	Eyecare Reimbursement	225	673	673	912	912
5803	Clothing Allowance	-	150	150	150	150
5903	Other Taxable Benefits	761	5,830	95	381	381
5905	Employee Wellness Program	455	-	390	-	-
	TOTAL SALARIES AND BENEFITS	588,658	728,141	691,278	801,256	815,095
	SERVICES					
6005	License & Permits	1,597	2,205	1,729	2,249	2,294
6106	Other Professional Services	500	10,500	14,400	10,000	10,200
6304	Telephone	2,514	2,400	3,000	3,000	3,060
6401	Meeting & Prof Development	1,748	4,725	3,097	4,820	4,916
6402	Travel Expense/Reimbursement	1,499	2,100	10,000	7,500	7,650
6403	Training	1,542	1,575	7,600	4,000	4,080
6601	Postage	246	300	120	122	124
6703	Software Support/Development	-	15,750	-	-	-
6802	Info Tech Service Charges	53,331	57,372	57,372	53,309	46,963
6803	City Garage Charges	674	-	790	806	822
6901	Printing and Binding	833	1,575	1,630	-	-
6907	Comms Service & Rental	1,331	1,323	-	-	-
6909	Subscriptions & Memberships	6,299	4,410	6,000	6,120	6,242
	TOTAL SERVICES	72,113	104,235	105,738	91,926	86,352
	SUPPLIES					
7001	Books & Supplies	-	276	-	281	287
7002	Office Supplies	5,362	2,756	1,262	2,811	2,868
7005	Photo & Copying Supplies	-	551	552	951	-
7101	Office Equipment & Furniture	4,390	3,500	4,273	4,390	4,478
7802	Purchased Water	1,036	331	1,300	337	344
7807	Food	1,169	551	1,050	562	574
7810	Special Departmental Supplies	897	1,654	-	1,687	1,721
	TOTAL SUPPLIES	12,854	9,619	8,437	11,020	10,270
	DIVISION TOTAL	673,625	841,995	805,453	904,201	911,717

DEPARTMENT/DIVISION
COMMUNICATIONS AND COMMUNITY RELATIONS

FUND
GENERAL FUND

ORGKEY
101121

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	330,275	357,890	364,625	373,284	380,834
5101	Overtime Salaries	-	-	4,800	5,000	5,000
5202	Holiday Pay	5,168	-	1,011	-	-
5203	Bonus	11,075	-	900	732	747
5204	Accrual Payout	1,718	-	3,042	-	-
5301	Banked Leave Buy Back	4,044	17,782	101,145	25,793	24,429
5401	Pension Contributions	98,463	105,026	110,737	115,911	112,581
5501	FICA/Medicare	25,918	26,222	35,292	29,315	29,863
5601	Deferred Compensation	19,191	6,139	26,187	16,366	16,131
5701	Health/Dental Insurance	46,613	52,567	50,690	53,455	54,317
5702	Workers' Comp Insurance	5,533	5,982	5,982	8,216	8,502
5703	Disability Insurance	-	-	853	987	1,006
5704	Unemployment Insurance	252	1,367	1,367	1,367	1,367
5705	Life Insurance	198	198	200	198	198
5801	Vehicle Allowance	-	-	1,313	900	900
5802	Eyecare Reimbursement	326	709	709	945	945
5803	Clothing Allowance	-	-	300	300	300
5903	Other Taxable Benefits	473	12,810	323	323	323
	TOTAL SALARIES AND BENEFITS	549,247	586,692	709,476	633,092	637,443
	SERVICES					
6106	Other Professional Services	27,149	30,707	28,599	32,140	32,826
6304	Telephone	418	525	525	536	546
6401	Meeting & Prof Development	295	1,575	1,575	1,607	1,639
6402	Travel Expense/Reimbursement	1,749	1,575	1,575	3,000	3,000
6403	Training	476	2,625	2,625	5,000	5,000
6703	Software Support/Development	-	1,707	3,107	3,589	3,661
6708	Special Program Expenditures	-	50,000	-	-	-
6710	Special Contractual Services	-	35,000	85,000	-	-
6802	Info Tech Service Charges	23,702	25,499	25,499	15,231	13,418
6803	City Garage Charges	66	789	4,074	4,961	5,168
6907	Communications Service	-	-	1,964	1,834	1,870
6909	Subscriptions & Memberships	7,626	7,530	4,737	5,199	5,303
	TOTAL SERVICES	61,481	157,532	159,280	73,095	72,431
	SUPPLIES					
7002	Office Supplies	119	-	-	500	510
7004	Uniform/Safety Clothing	-	525	525	536	546
7101	Office Equipment & Furniture	38	1,050	1,050	1,071	1,092
7810	Special Departmental Supplies	-	1,500	1,500	1,530	1,561
7812	Audio-Visual Materials	-	1,575	1,575	1,607	1,639
7901	Non-Capital Expenditures	7,357	-	5,000	5,000	5,000
	TOTAL SUPPLIES	7,514	4,650	9,650	10,243	10,348
	FIXED ASSETS					
8706	All Other Equipment	-	30,000	-	-	-
	TOTAL FIXED ASSETS	-	30,000	-	-	-
	DIVISION TOTAL	618,242	778,874	878,406	716,430	720,221

DEPARTMENT/DIVISION
PURCHASING

FUND
GENERAL FUND

ORGKEY
101123

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	185,221	206,023	206,895		
5101	Overtime Salaries	290	-	-		
5202	Holiday Pay	2,148	-	1,067		
5203	Bonus	7,383	-	600		
5204	Accrual Payout	266	-	1,261		
5301	Banked Leave Buy Back	2,666	8,555	3,026		
5401	Pension Contributions	54,766	60,478	62,431		
5501	FICA/Medicare	13,557	14,642	15,256		
5601	Deferred Compensation	12,532	3,973	19,239		
5701	Health/Dental Insurance	24,573	44,750	41,403		
5702	Workers' Comp Insurance	5,533	5,982	5,982		
5703	Disability Insurance	386	540	474		
5704	Unemployment Insurance	168	911	1,936		
5705	Life Insurance	133	132	133		
5801	Vehicle Allowance	-	173	875		
5802	Eyecare Reimbursement	225	300	300		
5803	Clothing Allowance	300	-	300		
5805	Clothing Cash Payment	-	-	-		
5903	Other Taxable Benefits	165	6,291	165		
	TOTAL SALARIES AND BENEFITS	310,312	352,750	361,343		
	SERVICES					
6106	Other Professional Services	-	5,000	5,000		
6304	Telephone	418	662	-		
6401	Meeting & Prof Development	-	882	-		
6402	Travel Expense/Reimbursement	-	2,205	2,518		
6403	Training	-	662	200		
6601	Postage	62	450	-		
6703	Software Support/Development	-	330	-		
6710	Special Contractual Services	-	330	-		
6802	Info Tech Service Charges	23,702	25,499	25,499		
6901	Printing and Binding	-	4,300	600		
6906	Office Equip & Furn Rent	3,191	2,693	2,693		
6909	Subscriptions & Memberships	777	992	900		
	TOTAL SERVICES	28,150	44,005	37,410		
	SUPPLIES					
7002	Office Supplies	2,748	1,929	1,800		
7003	Awards/Recognition Prgm	1,131	880	880		
7004	Uniform/Safety Clothing	578	165	158		
7101	Office Equipment & Furniture	-	5,292	-		
7102	Small Tools & Equipment	-	220	50		
7203	Office Equipment Maintenance	-	330	-		
7208	Repair/Maintenance Supplies	-	115	100		
7209	Janitorial Supplies	-	115	100		
7211	Computer Components	-	2,257	2,257		
7802	Purchased Water	258	135	150		
7806	Promotional Supplies	-	115	-		
7807	Food	62	220	100		
7810	Special Departmental Supplies	10	2,600	600		
7901	Non-Capital Expenditures	-	992	-		
	TOTAL SUPPLIES	4,787	15,365	6,195		
	DIVISION TOTAL	343,248	412,120	404,948		

Please note: *This division was transferred to Management Services Department, orgkey 101503. This change is reflected in Fiscal Year 2024-25 and forward.*

DEPARTMENT/DIVISION
PRINT SHOP

FUND
GENERAL FUND

ORGKEY
101124

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6601	Postage	-	-	33	-	-
6710	Special Contractual Services	13,325	13,618	10,927	13,890	14,168
6906	Office Equip & Furn Rent	4,476	5,513	637	-	-
6907	Comms Service & Rental	1,580	2,756	1,780	1,816	1,852
6912	Reimbursed Expenditures	(4,429)	(20,000)	-	-	-
	TOTAL SERVICES	14,952	1,887	13,377	15,706	16,020
	SUPPLIES					
7002	Office Supplies	218	110	110	112	114
7005	Photo & Copying Supplies	-	1,155	-	-	-
7203	Office Equipment Maintenance	764	2,756	1,500	2,811	2,868
7810	Special Departmental Supplies	218	525	-	-	-
	TOTAL SUPPLIES	1,200	4,547	1,610	2,924	2,982
	DIVISION TOTAL	16,152	6,433	14,987	18,630	19,002

DEPARTMENT/DIVISION
CITY MANAGER GRANTS

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200120

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	236,242	1,801,348	2,033,348	-	-
5002	Salaries: Part-Time	76,211	-	-	-	-
5101	Overtime Salaries	125	-	-	-	-
5203	Bonus	3,500	-	-	-	-
5204	Accrual Payout	619	-	-	-	-
5301	Banked Leave Buyback	1,715	-	-	-	-
5401	Pension Contributions	91,507	-	-	-	-
5501	FICA/Medicare	22,406	-	-	-	-
5601	Deferred Compensation	159	-	-	-	-
5701	Health/Dental Insurance	44,096	-	-	-	-
5703	Disability Insurance	858	-	-	-	-
5704	Unemployment Insurance	2,396	-	-	-	-
5705	Life Insurance	189	-	-	-	-
5804	Uniform Rental	55	-	-	-	-
5903	Other Taxable Benefits	38	-	-	-	-
	TOTAL SALARIES AND BENEFITS	480,116	1,801,348	2,033,348	-	-
	SERVICES					
6106	Other Professional Services	450	5,330	5,330	-	-
6403	Training	-	288	288	-	-
6703	Software Support/Development	13,174	10,608	10,608	-	-
6704	Community Grant Award	145,000	55,000	-	-	-
6708	Special Program Expenditures	1,810,759	6,938,576	6,761,576	-	-
6710	Special Contractual Services	27,523	94,157	94,157	-	-
6902	Advertising	100	-	-	-	-
6903	Janitorial Services	-	15,000	15,000	-	-
	TOTAL SERVICES	1,997,006	7,118,959	6,886,959	-	-
	SUPPLIES					
7002	Office Supplies	99	5,000	5,000	-	-
7201	Hardware Maint/Replace	267	-	-	-	-
7804	Medical Supplies	2,034	-	-	-	-
7810	Special Departmental Supplies	1,120	6,063	6,063	-	-
7901	Non-capital Expenditures	689	-	-	-	-
	TOTAL SUPPLIES	4,208	11,063	11,063	-	-
	FIXED ASSETS					
8401	Wastewater Infrastructure	-	1,000,000	1,000,000	-	-
8704	Motor Vehicles	43,962	-	-	-	-
8706	All Other Equipment	66,476	-	-	-	-
	TOTAL FIXED ASSETS	110,437	1,000,000	1,000,000	-	-
	DEPARTMENT TOTAL	2,591,767	9,931,370	9,931,370	-	-

DEPARTMENT/DIVISION
HUMAN RESOURCES

FUND
GENERAL FUND

ORGKEY
101125

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	252,616	602,968	325,106		
5202	Holiday Pay	782	-	1,987		
5203	Bonus	11,925	-	900		
5204	Accrual Payout	4,047	-	1,246		
5301	Banked Leave Buy Back	1,721	14,725	3,659		
5401	Pension Contributions	73,185	127,707	96,697		
5501	FICA/Medicare	18,999	30,507	24,443		
5601	Deferred Compensation	10,450	5,655	18,520		
5701	Health/Dental Insurance	26,313	98,831	43,468		
5702	Workers' Comp Insurance	24,321	26,295	26,295		
5703	Disability Insurance	156	441	177		
5704	Unemployment Insurance	389	1,975	2,879		
5705	Life Insurance	169	287	199		
5801	Vehicle Allowance	-	-	3,613		
5802	Eyecare Reimbursement	1,944	1,024	1,024		
5803	Clothing Allowance	-	240	240		
5903	Other Taxable Benefits	605	11,264	1,069		
	TOTAL SALARIES AND BENEFITS	427,622	921,919	551,522		
	SERVICES					
6007	Penalties and Interest	-	-	56		
6102	Legal Services	35,063	24,500	16,000		
6105	Medical/Physicals	26,723	22,500	26,500		
6106	Other Professional Services	2,381	102,125	51,593		
6304	Telephone	1,813	-	1,000		
6401	Meeting & Prof Development	1,209	2,400	2,400		
6402	Travel Expense/Reimbursement	725	3,500	3,500		
6505	Retiree Health Insurance	3,680,281	4,933,872	4,530,000		
6601	Postage	1,135	1,000	1,600		
6702	Fingerprinting	9,584	8,500	7,800		
6703	Software Support/Development	5,645	2,275	2,275		
6710	Special Contractual Services	190	36,000	1,000		
6802	Info Tech Service Charges	94,810	101,994	101,994		
6901	Printing and Binding	-	1,000	1,000		
6902	Advertising	-	500	500		
6906	Office Equip & Furn Rent	2,114	9,075	5,000		
6909	Subscriptions & Memberships	4,524	6,000	6,000		
	TOTAL SERVICES	3,866,198	5,255,241	4,758,218		
	SUPPLIES					
7001	Books & Supplies	718	620	620		
7002	Office Supplies	1,659	2,500	2,500		
7003	Awards/Recognition Prgm	11,280	12,569	12,569		
7101	Office Equipment & Furniture	358	5,000	5,000		
7211	Computer Components	-	3,000	3,000		
7806	Promotional Supplies	294	800	800		
7807	Food	2,710	2,500	2,500		
7810	Special Departmental Supplies	2,083	3,101	3,000		
	TOTAL SUPPLIES	19,100	30,090	29,989		
	DIVISION TOTAL	4,312,920	6,207,250	5,339,729		
	DEPARTMENT TOTAL	6,548,860	8,695,168	7,944,766	2,198,388	2,388,052

Please note: *This division was transferred to the Human Resources Department, orgkey 101140. This change is reflected in Fiscal Year 2024-25 and forward.*

DEPARTMENT/DIVISION
RISK MANAGEMENT

FUND
LIABILITY SELF INSURANCE FUND

ORGKEY
602900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	124,747	233,523	167,626		
5202	Holiday Pay	732	-	871		
5203	Bonus	5,950	-	-		
5204	Accrual Payout	110	-	539		
5301	Banked Leave Buy Back	1,208	2,967	2,121		
5401	Pension Contributions	5,089	32,540	49,645		
5501	FICA/Medicare	9,732	7,727	12,843		
5601	Deferred Compensation	3,734	1,427	5,644		
5701	Health/Dental Insurance	13,591	17,508	28,421		
5702	Workers' Comp Insurance	2,766	2,991	2,991		
5703	Disability Insurance	79	220	88		
5704	Unemployment Insurance	216	521	1,516		
5705	Life Insurance	96	76	114		
5802	Eyecare Reimbursement	-	270	270		
5803	Clothing Allowance	-	120	120		
5901	Compensated Absences Expense	498	-	-		
5903	Other Taxable Benefits	80	2,910	447		
	TOTAL SALARIES AND BENEFITS	168,628	302,799	273,256		
	SERVICES					
6102	Legal Services	346,201	258,500	480,000		
6304	Telephone	1,344	-	800		
6401	Meeting & Prof Development	350	900	900		
6402	Travel Expense/Reimbursement	-	900	900		
6501	Settlements/Judgments	1,716,317	10,000	10,000		
6502	Property Insurance	1,292,633	1,575,804	2,000,067		
6505	Retiree Health Insurance	11,481	14,500	-		
6506	Premiums for Excess Coverage	1,376,504	1,790,550	1,696,140		
6507	Liability Claims	2,374,997	610,000	176,000		
6510	Other Insurance	24,428	18,876	22,300		
6601	Postage	-	100	100		
6710	Special Contractual Services	92,759	77,263	95,000		
6802	Info Tech Service Charges	11,851	12,749	12,749		
6901	Printing and Binding	-	100	100		
6906	Office Equip & Furn Rent	692	750	750		
6909	Subscriptions & Memberships	150	175	175		
	TOTAL SERVICES	7,249,708	4,371,167	4,495,981		
	SUPPLIES					
7002	Office Supplies	133	500	500		
	TOTAL SUPPLIES	133	500	500		
	FUND TOTAL	7,418,469	4,674,466	4,769,737		

Please note: *This division was transferred to the Human Resources Department, orgkey 602140. This change is reflected in Fiscal Year 2024-25 and forward.*

DEPARTMENT/DIVISION
WORKERS' COMPENSATION

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606951

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	109,641	165,135	137,770		
5202	Holiday Pay	336	-	935		
5203	Bonus	4,200	-	-		
5204	Accrual Payout	150	-	651		
5301	Banked Leave Buy Back	1,496	2,446	2,366		
5401	Pension Contributions	340,314	33,054	40,977		
5501	FICA/Medicare	8,226	7,755	10,530		
5601	Deferred Compensation	4,413	1,888	7,092		
5701	Health/Dental Insurance	11,398	21,409	20,171		
5703	Disability Insurance	79	220	88		
5704	Unemployment Insurance	120	477	1,299		
5705	Life Insurance	60	69	70		
5802	Eyecare Reimbursement	-	248	248		
5803	Clothing Allowance	-	120	120		
5901	Compensated Absences Expense	1,622	-	-		
5903	Other Taxable Benefits	90	3,437	338		
	TOTAL SALARIES AND BENEFITS	482,145	236,257	222,655		
	SERVICES					
6102	Legal Services	145,484	165,000	81,000		
6106	Other Professional Services	21,846	29,559	1,850		
6401	Meeting & Prof Development	-	600	600		
6402	Travel Expense/Reimbursement	-	1,200	1,200		
6505	Retiree Health Insurance	20,813	16,500	3,400		
6506	Premiums for Excess Coverage	241,269	277,366	233,702		
6509	Worker's Comp Claims	185,188	1,650,000	910,000		
6710	Special Contractual Services	200,682	323,521	300,000		
6802	Info Tech Service Charges	159,992	172,116	172,116		
6804	General Govt Service Charge	48,947	51,394	51,394		
6901	Printing and Binding	-	50	50		
6906	Office Equip & Furn Rent	692	750	750		
	TOTAL SERVICES	1,024,914	2,688,056	1,756,062		
	SUPPLIES					
7002	Office Supplies	-	300	300		
7101	Office Equipment & Furniture	243	1,500	1,500		
	TOTAL SUPPLIES	243	1,800	1,800		
	DIVISION TOTAL	1,507,302	2,926,114	1,980,517		

Please note: *This division was transferred to the Human Resources Department, orgkey 606141. This change is reflected in Fiscal Year 2024-25 and forward.*

DEPARTMENT/DIVISION
SAFETY PROGRAM

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606952

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	97,485	135,527	120,950		
5202	Holiday Pay	584	-	437		
5203	Bonus	3,850	-	-		
5204	Accrual Payout	95	-	516		
5301	Banked Leave Buy Back	980	2,972	1,407		
5401	Pension Contributions	28,233	34,551	35,738		
5501	FICA/Medicare	7,565	8,390	9,229		
5601	Deferred Compensation	2,743	1,776	4,991		
5701	Health/Dental Insurance	9,605	20,062	15,456		
5703	Disability Insurance	39	110	44		
5704	Unemployment Insurance	136	521	866		
5705	Life Insurance	53	76	60		
5802	Eyecare Reimbursement	225	270	270		
5803	Clothing Allowance	-	60	60		
5903	Other Taxable Benefits	67	3,833	215		
	TOTAL SALARIES AND BENEFITS	151,660	208,147	190,239		
	SERVICES					
6105	Medical/Physicals	1,496	2,500	2,500		
6106	Other Professional Services	125	-	-		
6401	Meeting & Prof Development	-	1,000	1,000		
6402	Travel Expense/Reimbursement	986	1,000	1,000		
6403	Training	1,383	5,000	5,000		
6601	Postage	15	-	-		
6703	Software Support/Development	491	4,500	4,500		
6710	Special Contractual Services	-	1,000	1,000		
6804	General Govt Service Charge	6,477	6,801	6,801		
6901	Printing and Binding	-	100	100		
6909	Subscriptions & Memberships	-	300	300		
	TOTAL SERVICES	10,973	22,201	22,201		
	SUPPLIES					
7001	Books & Supplies	2,042	1,000	1,000		
7002	Office Supplies	-	500	500		
7004	Uniform/Safety Clothing	-	400	400		
7102	Small Tools & Equipment	-	1,000	1,000		
7806	Promotional Supplies	59	20,000	20,000		
7807	Food	98	-	-		
7810	Special Departmental Supplies	759	500	500		
	TOTAL SUPPLIES	2,958	23,400	23,400		
	DIVISION TOTAL	165,590	253,748	235,840		

Please note: *This division was transferred to the Human Resources Department, orgkey 606142. This change is reflected in Fiscal Year 2024-25 and forward.*

DEPARTMENT/DIVISION
TRAINING PROGRAM

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606953

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	149,639	217,457	189,547		
5202	Holiday Pay	479	-	498		
5203	Bonus	8,450	-	-		
5204	Accrual Payout	5,079	-	1,300		
5301	Banked Leave Buy Back	1,234	3,691	1,819		
5401	Pension Contributions	43,218	53,483	55,967		
5501	FICA/Medicare	12,316	13,074	14,611		
5601	Deferred Compensation	3,457	2,378	5,745		
5701	Health/Dental Insurance	15,585	37,748	21,120		
5703	Disability Insurance	39	110	44		
5704	Unemployment Insurance	257	825	1,213		
5705	Life Insurance	96	120	111		
5802	Eyecare Reimbursement	-	428	428		
5803	Clothing Allowance	-	60	60		
5903	Other Taxable Benefits	455	3,605	247		
5904	Tuition Reimbursement	34,991	80,000	80,000		
	TOTAL SALARIES AND BENEFITS	275,293	412,978	372,710		
	SERVICES					
6401	Meeting & Prof Development	2,275	2,400	2,400		
6402	Travel Expense/Reimbursement	-	3,600	3,600		
6403	Training	13,380	15,000	15,000		
6703	Software Support/Development	21,428	27,677	27,677		
6710	Special Contractual Services	3,210	3,300	6,176		
6804	General Govt Service Charge	16,240	17,052	17,052		
6901	Printing and Binding	-	500	500		
	TOTAL SERVICES	56,532	69,529	72,405		
	SUPPLIES					
7001	Books & Supplies	-	1,000	1,000		
7002	Office Supplies	505	500	500		
7101	Office Equipment & Furniture	7,262	5,000	5,000		
7211	Computer Components	-	1,500	1,500		
	TOTAL SUPPLIES	7,767	8,000	8,000		
	DIVISION TOTAL	339,592	490,507	453,115		
	FUND TOTAL	2,012,484	3,670,369	2,669,472		

Please note: *This division was transferred to the Human Resources Department, orgkey 606143. This change is reflected in Fiscal Year 2024-25 and forward.*

City Attorney

Mission Statement:

The City Attorney's Office is dedicated to professionally providing the highest quality legal services for all City matters in the most efficient, effective, and economical manner practical to help attain the City Council's goals and the City Departments' program objectives.

Departmental Goals:

- Proactively provide high quality, ethical, and timely legal advice to the City Council, City Manager, City Departments, and appointed boards and commissions, to assist the City Council and City Departments' achieve their goals and objectives.
- Resolve all legal disputes efficiently and cost-effectively, while protecting the City's legal interests.

Sustainability Efforts:

- Inclusion of sustainable measures in public project contracts and procurement documents.
- Continued progress towards "paperless" processes and operations where possible, practical, and effective.
- Purchase and use of recycled paper for copying and printing, and other available recycled products.
- The ongoing effort to scan and store files electronically.

Program Description:

The City Attorney is responsible for providing legal advice and representation to the City Council, City Manager, and City employees, as well as to City Council appointed commissions and boards, as needed. The City Attorney also oversees the prosecution of violations of the City's Municipal Code to ensure compliance with City, state, and federal laws and, regulations, and monitors all City legal matters involving the use of special counsel. The City Attorney also serves as general counsel to the Successor Agency to the former Redevelopment Agency of the City of Redlands.

Program Objectives:

- Provide the highest quality legal services by drafting and/or providing a timely review of all ordinances, resolutions, contracts, and other legal documents in the normal course of City business
- Ensure services are being provided to the City Council and staff as required or permitted by law
- Ensure cost-effective Governmental claim defense and litigation services while assisting, reviewing, and effectively monitoring special counsel services
- Administer and coordinate the City's administrative citation program to ensure compliance with the City's Code and enhance cost recovery for Code Enforcement efforts
- Input, coordinate with all City departments and review the City's compliance with subpoena requests, and requests for documents under the California Public Records Act

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- The City Attorney supported the City Council, City Manager, and all City departments, boards, commissions, and committees in achieving the City Council's goals while limiting risk and costs to the taxpayers.
- Completed 624 public records request for 2022/23, and 671 for 2023/24 to date.
- Closed 8 lawsuits in Fiscal Year 2022-23. Closed 9 lawsuits in Fiscal Year 2023-24.
- Brown Act Trainings of City Commissioners

DEPARTMENT/DIVISION
CITY ATTORNEY

FUND
GENERAL FUND

ORGKEY
101150

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	350,148	401,849	377,889	405,573	414,842
5203	Bonus	4,583	-	600	488	498
5204	Accrual Payout	333	-	836	-	-
5301	Banked Leave Buy Back	1,648	44,429	-	5,071	4,513
5401	Pension Contributions	100,062	114,385	111,956	125,946	122,655
5501	FICA/Medicare	27,216	21,611	22,174	23,350	24,214
5601	Deferred Compensation	8,371	8,000	11,966	14,972	15,220
5701	Health/Dental Insurance	13,956	39,899	25,533	28,954	29,331
5702	Workers' Comp Insurance	5,533	5,982	5,982	5,477	5,668
5703	Disability Insurance	328	-	-	-	-
5704	Unemployment Insurance	184	955	1,389	955	955
5705	Life Insurance	66	139	66	139	139
5801	Vehicle Allowance	3,600	-	9,625	6,600	6,600
5802	Eyecare Reimbursement	-	495	495	660	660
5903	Other Taxable Benefits	178	17,483	30	330	330
	TOTAL SALARIES AND BENEFITS	516,205	655,229	568,541	618,515	625,625
	SERVICES					
6102	Legal Services	189,276	157,500	200,000	160,650	163,863
6304	Telephone	1,367	2,100	1,198	2,142	2,185
6401	Meeting & Prof Development	660	1,313	1,300	1,339	1,366
6402	Travel Expense/Reimbursement	67	3,150	4,077	3,213	3,277
6403	Training	713	1,050	557	1,071	1,092
6601	Postage	228	194	194	198	202
6802	Info Tech Service Charges	23,702	25,499	25,499	15,231	13,418
6901	Printing and Binding	451	2,471	1,630	1,734	1,769
6909	Subscriptions & Memberships	7,565	10,068	7,800	10,269	10,474
	TOTAL SERVICES	224,030	203,344	242,255	195,847	197,646
	SUPPLIES					
7001	Books & Supplies	3,302	1,365	275	1,392	1,420
7002	Office Supplies	378	525	748	536	546
7101	Office Equipment and Furniture	705	105	791	107	109
	TOTAL SUPPLIES	4,384	1,995	1,814	2,035	2,076
	DEPARTMENT TOTAL	744,619	860,568	812,610	816,397	825,347

Human Resources Department

Program Description:

The Human Resources team works collaboratively to develop and administer programs that are designed to increase the effectiveness of staff and the organization. The division provides the full range of human resource services to all City departments, and where applicable, residents and visitors to our community. The primary functions of this division include recruitment and selection, employee benefits administration, wellness, performance management, training, organizational development, personnel data maintenance, volunteer management, state and federal reporting, MOU (Memorandum of Understanding) administration, employee assistance, and labor and employee relations.

Program Objectives:

- Facilitate the recruitment, selection, retention, and promotion of individuals to ensure a talented, diverse workforce
- Market a comprehensive and economical employee compensation and benefits package to attract and retain the highest caliber employees
- Support employee engagement by providing an effective onboarding process and continued training and professional development opportunities
- Ensure compensation and performance management processes are designed to maximize performance and align with the goals of the organization
- Revise and implement Personnel Rules and Regulations and Administrative Policies that create a consistent, positive, and productive organizational culture
- Utilize technology in all aspects of Human Resources to create a cost-effective and efficient operation
- Build upon the Volunteer & Intern Resources program including enhancing the volunteer and intern program and increasing community awareness and involvement through enhanced outreach

Projects:

- Implementation of NEOGOV Onboarding in support of the City's Strategic Plan Priority D. This platform will support the onboarding program that was established in 2022. It will increase efficiency of processing new hire documents, standardize processes, provide a personalized portal to welcome new employees, and assign internal points of contact to assist new hires with transitioning into the organization. This program will also support sustainability by significantly reducing the use of paper.
- Continued enhancement of the Training and Development Program and Succession Planning. In support of the City's Strategic Plan Priorities C and D, we are procuring additional resources for continued diversity and inclusion training for staff. Additionally, training will be provided to support leadership development to assist current staff in being prepared to move into advanced roles as they become available.

DEPARTMENT/DIVISION
HUMAN RESOURCES

FUND
GENERAL FUND

ORGKEY
101140

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time				461,166	477,706
5002	Salaries: Part-Time				35,000	35,000
5203	Bonus				1,859	1,896
5301	Banked Leave Buy Back				5,314	20,326
5401	Pension Contributions				123,779	122,872
5501	FICA/Medicare				30,966	32,742
5601	Deferred Compensation				14,371	14,307
5701	Health/Dental Insurance				58,042	59,008
5702	Workers' Comp Insurance				20,741	21,462
5703	Disability Insurance				236	252
5704	Unemployment Insurance				1,953	1,953
5705	Life Insurance				221	221
5801	Vehicle Allowance				2,400	2,400
5802	Eyecare Reimbursement				1,050	1,050
5803	Clothing Allowance				120	120
5903	Other Taxable Benefits				945	945
	TOTAL SALARIES AND BENEFITS				758,163	792,260
	SERVICES					
6102	Legal Services				19,000	19,500
6105	Medical/Physicals				30,000	31,000
6106	Other Professional Services				10,000	15,000
6401	Meeting & Prof Development				5,000	5,000
6402	Travel Expense/Reimbursement				9,000	9,000
6403	Training				2,000	2,000
6505	Retiree Health Insurance				4,893,000	5,284,440
6601	Postage				1,500	1,500
6702	Fingerprinting				9,300	9,300
6703	Software Support/Development				2,730	2,730
6710	Special Contractual Services				18,000	18,000
6802	Info Tech Service Charges				76,156	67,090
6901	Printing and Binding				1,000	1,000
6902	Advertising				5,500	25,500
6906	Office Equip & Furn Rent				1,500	1,500
6909	Subscriptions & Memberships				6,000	6,150
	TOTAL SERVICES				5,089,686	5,498,710
	SUPPLIES					
7001	Books & Supplies				620	620
7002	Office Supplies				3,000	3,050
7003	Awards/Recognition Prgm				14,000	14,300
7101	Office Equipment & Furniture				5,500	5,500
7211	Computer Components				3,000	3,000
7806	Promotional Supplies				800	800
7807	Food				3,000	3,000
7810	Special Departmental Supplies				3,500	3,500
	TOTAL SUPPLIES				33,420	33,770
	DEPARTMENT TOTAL				5,881,269	6,324,740

Please note: *This division was formerly under the City Manager's Office, orgkey 101125. This change is reflected in Fiscal Year 2024-25 and forward.*

Risk Management Division

Program Description:

The Risk Management Division identifies, assesses, and controls risk to the City and ensures a safe and secure work environment. The division manages the processing of all property and general liability claims filed against the City. The division also establishes the City's insurance needs and works with the City's broker to procure appropriate levels of insurance coverage for property and general liability, workers' compensation, crime, and various other policies.

The City contracts with a third-party administrator (TPA) that ensures compliance with all regulations regarding the administration and investigation of all claims. The TPA coordinates with the Risk Management staff, City Attorney, City Manager, and City Council as needed.

Program Objectives:

- Identify potential liability exposures and address them in a proactive, not reactive, manner
- Work closely with the City Attorney and TPA to expedite the disposition of all claims presented to the City
- Ensure maintenance of a database of all claims filed against the City
- Prepare analysis as needed related to the City's need for excess liability insurance
- Act as liaison with the City's insurance broker in the procurement of all property and liability insurance policies maintained by the City
- Assist other departments with insurance-related issues
- Review proposed contractual agreements for appropriate levels of insurance coverage maintained by the other party before the City enters into the agreement
- Review proposed contractual agreements wherein the City must provide coverage, recommend acceptance, or voice concerns and alternative solutions
- Compile and submit the necessary documentation to the City's insurance carriers for reimbursement of losses incurred and for which the City has insurance coverage
- Pursue the City's subrogation rights for property losses caused by others

DEPARTMENT/DIVISION
RISK MANAGEMENT

FUND
LIABILITY SELF INSURANCE FUND

ORGKEY
602140

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time				202,826	210,231
5203	Bonus				929	948
5301	Banked Leave Buy Back				1,541	8,443
5401	Pension Contributions				62,271	61,483
5501	FICA/Medicare				14,152	14,912
5601	Deferred Compensation				6,465	6,439
5701	Health/Dental Insurance				31,409	31,941
5702	Workers' Comp Insurance				5,477	5,668
5703	Disability Insurance				118	126
5704	Unemployment Insurance				738	738
5705	Life Insurance				107	107
5801	Vehicle Allowance				1,200	1,200
5802	Eyecare Reimbursement				510	510
5803	Clothing Allowance				60	60
5903	Other Taxable Benefits				465	465
	TOTAL SALARIES AND BENEFITS				328,268	343,271
	SERVICES					
6102	Legal Services				600,000	480,000
6304	Telephone				800	800
6401	Meeting & Prof Development				3,000	3,000
6402	Travel Expense/Reimbursement				4,000	4,000
6501	Settlements/Judgments				500,000	10,000
6502	Property Insurance				2,400,000	2,800,000
6506	Premiums for Excess Coverage				2,358,000	3,065,400
6507	Liability Claims				300,000	350,000
6510	Other Insurance				26,000	28,000
6601	Postage				100	100
6710	Special Contractual Services				115,000	115,000
6802	Info Tech Service Charges				7,616	6,709
6901	Printing and Binding				100	100
6906	Office Equip & Furn Rent				750	750
6909	Subscriptions & Memberships				200	210
	TOTAL SERVICES				6,315,566	6,864,069
	SUPPLIES					
7002	Office Supplies				600	620
	TOTAL SUPPLIES				600	620
	FUND TOTAL				6,644,434	7,207,960

Please note: *This division was formerly under the City Manager's Office, orgkey 602900. This change is reflected in Fiscal Year 2024-25 and forward.*

Workers' Compensation Division

Program Description:

The City of Redlands is self-insured for its Workers' Compensation and contracts with a third-party administrator (TPA) whose focus is to keep abreast of the continually changing Workers' Compensation laws and regulations, assure that the City maintains compliance with these changes, and most importantly facilitates the care needed to return the employee to their pre-injury status. The Workers' Compensation program provides employee treatment through a wide network of healthcare practitioners. To reach the goal of returning an employee to their pre-injury productivity the City, whenever possible, provides modified duty. Modified duty allows the employee to remain an active and productive member of the organization while still recuperating from their injury.

Program Objectives:

- Monitor the performance of the City's TPA for efficiency, service standards, and cost-effectiveness
- Analyze accident data, identify root causes, and coordinate with the department on the implementation of programs to reduce the number of work-related injuries and illnesses
- Implement a wellness-rich environment where employees are provided the tools necessary to realize the healthiest lifestyle possible
- Review status of claims with the TPA adjuster and the City's legal counsel
- Administer the Disability and Industrial Disability Retirement programs in a fiscally responsible manner
- Facilitate a return-to-work (RTW) program for those employees able to work modified duty to reduce time away from work due to injury
- Mitigate potential claims by addressing work/health issues brought forward by employees

DEPARTMENT/DIVISION
WORKERS' COMPENSATION

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606141

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time				190,662	197,562
5203	Bonus				929	948
5301	Banked Leave Buy Back				2,642	9,573
5401	Pension Contributions				59,696	58,891
5501	FICA/Medicare				13,602	14,329
5601	Deferred Compensation				8,446	8,387
5701	Health/Dental Insurance				26,872	27,334
5703	Disability Insurance				118	126
5704	Unemployment Insurance				651	651
5705	Life Insurance				95	95
5801	Auto Allowance				1,200	1,200
5802	Eyecare Reimbursement				450	450
5803	Clothing Allowance				60	60
5903	Other Taxable Benefits				435	435
	TOTAL SALARIES AND BENEFITS				305,858	320,041
	SERVICES					
6102	Legal Services				97,000	99,000
6106	Other Professional Services				36,540	38,400
6401	Meeting & Prof Development				3,000	3,000
6402	Travel Expense/Reimbursement				4,000	4,000
6505	Retiree Health Insurance				4,080	4,100
6506	Premiums for Excess Coverage				250,000	300,000
6509	Worker's Comp Claims				1,500,000	1,500,000
6710	Special Contractual Services				235,680	253,164
6802	Info Tech Service Charges				15,231	13,418
6804	General Govt Service Charge				91,712	94,922
6901	Printing and Binding				50	50
6906	Office Equip & Furn Rent				750	750
	TOTAL SERVICES				2,238,043	2,310,804
	SUPPLIES					
7002	Office Supplies				360	370
7101	Office Equipment & Furniture				1,800	1,835
	TOTAL SUPPLIES				2,160	2,205
	DIVISION TOTAL				2,546,061	2,633,050

Please note: *This division was formerly under the City Manager's Office, orgkey 606951.*
This change is reflected in Fiscal Year 2024-25 and forward.

Safety Division

Program Description:

Employee safety is an organizational responsibility first and foremost, as well as a personal responsibility. The Safety Division of the Human Resources Department is responsible for providing the tools and information necessary for each City division to function at its optimal safety level. To this end, we facilitate the required training our employees are required to maintain to continue working in compliance with OSHA and other regulatory agencies.

Program Objectives:

- Provide a safe work environment for City employees
- Inspect job locations to ensure safe working environments and practices
- Decrease the number of on-the-job injuries
- Comply with OSHA mandates for training and reporting
- Review and update the City's Injury and Illness Prevention Program
- Instill the advantages of safe work behavior in every employee, every day
- Furnish information and resources to departments to develop programs that will help enable them to realize a reduction in the number of preventable injuries
- Coordinate and oversee the City's Safety Committee, develop, and implement goals and objectives

DEPARTMENT/DIVISION
SAFETY PROGRAM

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606142

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time				155,483	160,009
5203	Bonus				465	474
5301	Banked Leave Buy Back				2,555	6,053
5401	Pension Contributions				47,635	46,694
5501	FICA/Medicare				11,264	11,710
5601	Deferred Compensation				5,994	5,948
5701	Health/Dental Insurance				21,009	21,349
5703	Disability Insurance				59	63
5704	Unemployment Insurance				564	564
5705	Life Insurance				82	82
5801	Vehicle Allowance				600	600
5802	Eyecare Reimbursement				390	390
5803	Clothing Allowance				30	30
5903	Other Taxable Benefits				300	300
	TOTAL SALARIES AND BENEFITS				246,430	254,266
	SERVICES					
6105	Medical/Physicals				2,500	2,500
6401	Meeting & Prof Development				1,500	1,500
6402	Travel Expense/Reimbursement				2,000	2,000
6403	Training				6,000	6,120
6703	Software Support/Development				4,500	4,500
6710	Special Contractual Services				1,000	1,000
6901	Printing and Binding				100	100
6909	Subscriptions & Memberships				360	360
	TOTAL SERVICES				17,960	18,080
	SUPPLIES					
7001	Books & Supplies				1,200	1,225
7002	Office Supplies				600	600
7004	Uniform/Safety Clothing				480	480
7102	Small Tools & Equipment				1,200	1,225
7806	Promotional Supplies				20,000	20,000
7810	Special Departmental Supplies				600	610
	TOTAL SUPPLIES				24,080	24,140
	DIVISION TOTAL				288,470	296,486

Please note: *This division was formerly under the City Manager's Office, orgkey 606952.*
This change is reflected in Fiscal Year 2024-25 and forward.

Training Division

Program Description:

The Human Resources Department is responsible for coordination and oversight of citywide employee training. Focus is directed toward employee development that will apply throughout all levels of the organization to meet necessary skills and provide a network of mentoring and leadership training.

Program Objective:

- Provide a comprehensive menu of training programs to educate employees and ensure the fluid transition for the future, including:
  - Supervisory Training
  - Employee Training
  - Employee Orientation
  - Leadership Development
- Continue to enhance and utilize technology-based management of training programs and training records
- Development of a succession-style training program to develop talent in-house
- Creating feeder positions and career paths to increase tenure and engagement
- Continue compliance with State and Federal training mandates
- Provide educational programs to encourage individual professional development and growth

DEPARTMENT/DIVISION
TRAINING PROGRAM

FUND
WORKERS' COMPENSATION FUND

ORGKEY
606143

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time				249,322	260,724
5203	Bonus				465	474
5301	Banked Leave Buy Back				5,665	10,075
5401	Pension Contributions				77,634	77,308
5501	FICA/Medicare				18,873	19,916
5601	Deferred Compensation				7,736	7,699
5701	Health/Dental Insurance				34,913	35,468
5703	Disability Insurance				59	63
5704	Unemployment Insurance				1,042	1,042
5705	Life Insurance				151	151
5801	Vehicle Allowance				600	600
5802	Eyecare Reimbursement				720	720
5803	Clothing Allowance				30	30
5903	Other Taxable Benefits				465	465
	TOTAL SALARIES AND BENEFITS				397,675	414,735
	SERVICES					
6401	Meeting & Prof Development				2,880	2,950
6402	Travel Expense/Reimbursement				4,320	4,400
6403	Training				43,000	43,500
6703	Software Support/Development				44,678	47,270
6710	Special Contractual Services				6,000	6,120
6901	Printing and Binding				500	500
	TOTAL SERVICES				101,378	104,740
	SUPPLIES					
7001	Books & Supplies				1,000	1,000
7002	Office Supplies				500	500
7101	Office Equipment & Furniture				5,000	5,000
7211	Computer Components				1,500	1,500
	TOTAL SUPPLIES				8,000	8,000
	DIVISION TOTAL				507,053	527,475
	FUND TOTAL				3,341,584	3,457,011

Please note: *This division was formerly under the City Manager's Office, orgkey 606953.*
This change is reflected in Fiscal Year 2024-25 and forward.

Management Services / Finance Department

Mission Statement:

The mission of the Management Services / Finance Department is to provide effective and timely support services involving a wide range of internal administrative functions to City departments and to play an integral role in enhancing each department's ability to better serve the Redlands community. Towards these efforts, the department focuses on effective management of City finances, sound internal controls, and meaningful financial reporting. The department is also responsible for supporting automation and process efficiencies through technology and works proactively to develop, research, and recommend the best technical solutions to facilitate positive interaction with our City departments, residents, businesses, and visitors.

Departmental Description:

The Management Services / Finance Department is comprised of the following divisions:

- Finance Administration
- Purchasing
- Revenue, Office of the Treasurer
- Utility Billing Customer Service
- Innovation & Technology / GIS

The department is focused on providing exceptional customer service to both its internal customers, as well as the community and public at large. The department reports the financial state of the City and ensures the needs of each division are met to better serve the community at all times.

The Management Services Department was created by merging the former departments of Finance and Innovation & Technology to provide added efficiencies, a transition to a new financial information system, and promote responsiveness in the provision of internal services for City departments.

The department is responsible for providing the following major services to the City and its constituents:

- Annual Budget and Financial Reporting
- City’s procurement function
- Support of Treasury Management and Investment through the City Treasurer
- Business License Registrations and Annual Renewals
- Processing Accounts Payable, Accounts Receivable, and Payroll Administration
- Utility Billing and Customer Service for Water, Wastewater, and Solid Waste customers
- Management of the City’s IT Network Infrastructure and Equipment
- Administration of the City’s Geographic Information Systems database and applications

Finance

Program Description:

This division performs the functions of administration, accounting, budgeting, payroll, accounts payable, and accounts receivable. Other responsibilities of the division include administration of all City-related debts/bonds, preparation of regular financial analysis, responsibility for the annual budget process and spending oversight, the performance of periodic internal audits of City operations, as well as coordination of the City's annual audit and preparation of all related reports as required by law.

Program Objectives:

- Prepare an Annual Comprehensive Financial Report (ACFR) that presents an accurate financial picture of the City to the public, financial institutions, and bond rating agencies.
- Plan and coordinate the Mid-Biennium budget process to incorporate all changes to the Biennial Budget.
- Reconcile budgetary items such as carryovers and encumbrances, grant revenue and grant carryovers
- Prepare and submit required reports to State and Federal Agencies.
- Prepare and distribute monthly financial information to all departments by the 20th of each month.
- Prepare and distribute a monthly General Fund Revenue and Expenditure Summary report to the City Council per the City Council's Strategic Plan.
- Issue required financial reports (Single Audit, CalPERS & IRS audits, Annual AB 1600 Report, AB 2766 Report, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report)
- Implement and ensure continued compliance with new/existing Governmental Accounting Standards Board (GASB) pronouncements. There are 101 GASB accounting standards to date.
- Plan and coordinate the annual audits of the City, Successor Agency to the Former Redevelopment Agency, Gas Tax, and Measure I funds, as well as other grant-related audits as required by federal law.

Accomplishments for Fiscal Year 2022-23:

- Completed continuous enhancements to our new enterprise resource planning system, Tyler Munis, alongside technical support from the Division of Innovation & Technology.
- Continued to support the MOU negotiations with the City's various bargaining units
- Supported meetings of the Measure T Oversight Board and produced the Annual Measure T Report for Oversight Board approval for fiscal year 2022.
- Completed the City's Annual Financial Report for the Year Ended June 30, 2023, and submitted the completed document to the GFOA for the Award of Excellence in Financial Reporting, an award that we have received for the last nineteen years.
- Completed all financial reports as required by law, including the AB 1600 Report on Development Impact Fees, the Recognized Obligation Payment Schedules as required for the Successor Agency, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report.
- Worked with all city departments to complete the biennial city inventory audit for vehicles and equipment.

- Researched and started implementation of Governmental Accounting Standards Board Statement Number 87 (GASB 87 – Accounting for Leases) and 96 (GASB 96 -Accounting for subscription-based information technology arrangements)
- Completed the special annual reporting for AQMD 2766 and paramedic assessment.
- Provided grant monitoring for over 70 citywide grants.

Accomplishments for Fiscal Year 2023-24:

- Supported meetings of the Measure T Oversight Board and produced the Annual Measure T Report for Oversight Board approval for fiscal year 2023.
- Monitored and reported on the City's budget throughout the year and worked with the City Manager, Executive Team, and support staff to develop a two-year budget for the fiscal year 2025 and fiscal year 2026.
- Completed all financial reports as required by law, including the AB 1600 Report on Development Impact Fees, the Recognized Obligation Payment Schedules as required for the Successor Agency, the State Controller's City Financial Transactions report, and the State Controller's Local Government Compensation report.
- Provided training to each department on processing budget transfers, reviewing year-to-date-report, and purchase order report.
- Planned and organized the City's first Capital Improvement Plan (CIP).
- Completed the special annual reporting for AQMD 2766 and paramedic assessment.
- Completed the City's first Mid-Biennium Budget update as a part of the biennial budget process.

DEPARTMENT/DIVISION
FINANCE

FUND
GENERAL FUND

ORGKEY
101501

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	632,018	770,893	746,886	804,490	843,992
5101	Overtime Salaries	13,628	10,000	16,000	15,300	15,300
5202	Holiday Pay	14,818	-	3,265	-	-
5203	Bonus	31,401	-	1,000	1,162	1,185
5204	Accrual Payout	11,198	-	10,039	-	-
5301	Banked Leave Buy Back	11,488	27,725	36,228	30,595	31,471
5401	Pension Contributions	185,347	224,362	204,137	238,601	244,292
5501	FICA/Medicare	52,148	55,701	56,108	60,304	63,299
5601	Deferred Compensation	5,627	7,506	10,325	13,343	13,505
5701	Health/Dental Insurance	90,171	167,053	110,180	148,528	150,975
5702	Workers' Comp Insurance	30,430	32,901	32,901	32,712	33,851
5703	Disability Insurance	2,002	2,465	2,008	2,542	2,661
5704	Unemployment Insurance	897	4,049	5,710	4,145	4,145
5705	Life Insurance	542	588	523	602	602
5801	Vehicle Allowance	-	-	2,188	1,500	1,500
5802	Eyecare Reimbursement	1,190	2,099	2,099	2,865	2,863
5803	Clothing Allowance	900	1,200	1,200	1,200	1,200
5903	Other Taxable Benefits	1,840	26,315	2,794	2,933	2,933
5904	Tuition Reimbursement	-	-	2,000	-	-
	TOTAL SALARIES AND BENEFITS	1,085,644	1,332,857	1,245,591	1,360,822	1,413,774
	SERVICES					
6004	Bank/Collection Agent Fees	57,884	33,100	60,000	60,000	60,500
6005	License & Permits	25	-	300	300	300
6007	Penalties and Interest	4,941	1,000	1,500	1,500	1,500
6102	Legal Services	-	1,000	1,000	1,000	1,000
6104	Auditing and Accounting	4,166	128,823	72,848	69,894	71,931
6106	Other Professional Services	256,225	474,041	488,946	235,250	284,300
6304	Telephone	319	900	900	1,000	1,000
6401	Meeting & Prof Development	594	10,098	10,098	16,250	16,250
6402	Travel Expense/Reimbursement	199	550	550	2,500	3,000
6403	Training	2,811	4,100	4,100	5,000	5,000
6601	Postage	6,380	8,850	8,850	10,000	10,000
6703	Software Support/Development	20	22,800	2,800	3,000	3,500
6710	Special Contractual Services	-	2,750	2,750	2,800	2,900
6802	Info Tech Service Charges	130,364	170,242	140,242	106,618	93,926
6901	Printing and Binding	4,870	4,989	4,989	6,000	7,000
6902	Advertising	486	1,650	1,650	1,650	1,650
6906	Office Equip & Furn Rent	5,299	4,100	4,100	5,500	5,500
6909	Subscriptions & Memberships	1,050	2,930	2,930	4,100	4,100
6910	Labor	2,855	-	-	-	-
	TOTAL SERVICES	478,487	871,923	808,553	532,362	573,357

DEPARTMENT/DIVISION
FINANCE

FUND
GENERAL FUND

ORGKEY
101501

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	18,969	23,746	23,746	24,000	26,000
7003	Awards/Recognition Prgm	-	700	700	700	700
7004	Uniform/Safety Clothing	-	110	110	110	110
7101	Office Equipment & Furniture	-	-	10,000	-	-
7201	Hardware Maint/Replace	42	-	-	-	-
7203	Office Equipment Maintenance	-	-	816	1,000	1,000
7211	Computer Components	770	-	5,000	1,000	1,000
7807	Food	165	-	150	300	300
7810	Special Departmental Supplies	-	1,650	1,650	1,700	1,800
7901	Non-Capital Expenditures	93,913	-	30,000	-	-
	TOTAL SUPPLIES	113,860	26,206	72,172	28,810	30,910
	FIXED ASSETS					
8999	Capital Expensiture Offset	(13,456)	-	-	-	-
	TOTAL FIXED ASSETS	(13,456)	-	-	-	-
	DIVISION TOTAL	1,664,535	2,230,986	2,126,316	1,921,994	2,018,041

Revenue

Program Description:

The Revenue Division has the responsibility for and authorization to collect all city monies and deposit all cash receipts in authorized banks; to maintain and balance records of receipts and disbursements; to responsibly invest city funds through secure, approved methods; to submit quarterly investment reports in compliance with the approved investment policy; and to keep and monitor deposit accounts and records for collateral pledged by banks as security for public funds. The elected City Treasurer oversees the investment responsibilities of this division.

The Division issues business licenses, dog licenses, transient occupancy tax forms, yard sale permits, and preferential parking permits to the public. Staff provide information service at the front counter, the collection of payments for city utility bills, invoices, fees and permits for all city departments and investment revenue for city funds.

Program Objectives:

- Increase departmental efficiency through training, technology, and continual updates of office procedures
- Maintain an investment portfolio and provide reports that are in compliance with Federal and State laws and the City's investment policy
- Maintain an investment portfolio with liquidity to meet the City's budgeted expenditure needs for at least six months
- Update internal procedures as required by changes to the Redlands Municipal Code as it impacts permitted activities or other tax and fee requirements
- Maintain proper internal controls over the City's cash and investments
- Implement the City's Preferential Parking Zone program
- Oversee the Business License program, in coordination with HdL Business License division
- Manage the City's Dog Licensing program, in coordination with the Police Department's Animal Services division
- Coordinate the payment for permits with various City departments to ensure all requirements are met before accepting payment
- Manage all incoming and outgoing ACH, wire or other online banking transactions
- Provide administrative support for the City Treasurer
- Develop accessible and convenient payment options to City of Redlands residents and customer for all services

Accomplishments for Fiscal Year 2022-23:

- Successfully transitioned City banking institute from Union Bank to US Bank
- Continued to coordinate with the City's banking providers to ensure account security and best practices were implemented
- Enhanced procedures for monitoring and projecting cash flow and revenue analysis
- In coordination with other City departments, escheated reporting for unclaimed funds.
- Continued implementation of the business license program through HdL Business License staff
- Improved business license applications and renewal processes for customers
- Initiated additional communications to business license customers with Selectron

- Implemenedt Measure J's increase to business license tax for warehouse/distribution centers through HdL Companies
- Preparation of the City Treasurer's Quarterly Investment Reports
- Updated City investment policies and procedures in coordination with City Treasurer
- In coordination with other City departments, delinquent administrative citations and municipal services accounts were enrolled on the County's special assessment tax rolls as liens
- Enhanced City Cash Handling Policy for security and best practices

Accomplishments for Fiscal Year 2023-24:

- Reviewed City Cash Handling Policy and coordinated with other City departments to develop training procedures
- Developed guide for business license applications to outline process needed to obtain business license
- In coordination with HdL Companies and other City departments, developed a process to support a new Sidewalk Vendor Ordinance.
- Enhanced procedures for monitoring and projecting cash flow and revenue analysis
- Preparation of the City Treasurer's Quarterly Investment Reports
- Established new investment accounts as directed by the City Treasurer and in accordance with the City's Investment Policy
- Updated City investment policies and procedures in coordination with City Treasurer
- In coordination with other City departments, delinquent administrative citations and municipal services accounts were enrolled on the County's special assessment tax rolls as liens
- Implemented a payment kiosk for Utility Customer payments that is accessible 24/7

DEPARTMENT/DIVISION
REVENUE

FUND
GENERAL FUND

ORGKEY
101502

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	291,046	389,644	383,818	396,275	422,147
5006	Elected Official Compensation	16,104	16,800	17,825	16,800	16,800
5101	Overtime Salaries	1,008	1,750	1,400	1,750	1,750
5202	Holiday Pay	6,971	-	3,220	-	-
5203	Bonus	16,227	-	200	232	237
5204	Accrual Payout	2,962	-	2,203	-	-
5301	Banked Leave Buy Back	3,632	10,004	4,468	14,130	14,800
5401	Pension Contributions	84,602	114,545	119,302	118,432	121,465
5501	FICA/Medicare	25,514	29,610	31,968	31,551	33,000
5601	Deferred Compensation	2,582	3,749	4,925	6,521	6,591
5701	Health/Dental Insurance	28,394	88,066	46,401	67,249	68,285
5702	Workers' Comp Insurance	13,118	14,183	14,183	18,717	19,368
5703	Disability Insurance	1,255	1,861	1,741	1,511	1,578
5704	Unemployment Insurance	486	2,647	4,416	2,435	2,435
5705	Life Insurance	259	321	324	290	290
5801	Vehicle Allowance	-	-	438	300	300
5802	Eyecare Reimbursement	420	1,148	1,148	1,383	1,383
5803	Clothing Allowance	450	750	750	600	600
5903	Other Taxable Benefits	1,321	10,189	2,054	992	992
	TOTAL SALARIES AND BENEFITS	496,350	685,267	640,784	679,168	712,021
	SERVICES					
6007	Penalities	-	-	12	-	-
6106	Other Professional Services	302,474	308,908	303,909	353,076	352,148
6304	Telephone	1,349	2,000	2,000	2,000	2,000
6401	Meeting & Prof Development	1,453	500	500	550	600
6402	Travel Expense/Reimbursement	355	300	3,000	4,000	4,200
6403	Training	960	4,200	4,200	4,500	4,500
6501	Settlements/Judgments	75	-	-	-	-
6601	Postage	2,727	6,500	2,600	6,500	6,500
6703	Software Support/Development	2,936	10,400	800	800	6,900
6710	Special Contractual Services	8,005	7,424	8,900	9,078	9,260
6802	Info Tech Service Charges	47,405	60,997	50,997	30,462	26,836
6803	City Garage Charges	-	500	500	500	500
6901	Printing and Binding	766	750	2,933	3,000	3,200
6902	Advertising	-	350	350	350	350
6906	Office Equip & Furn Rent	2,637	3,300	3,300	3,500	3,600
6909	Subscriptions & Memberships	220	500	530	580	610
6911	Bad Debt Expense	-	500	500	500	500
	TOTAL SERVICES	371,362	407,130	385,019	419,396	421,704
	SUPPLIES					
7002	Office Supplies	4,906	8,750	8,750	8,925	9,104
7101	Office Equipment & Furniture	6,069	4,500	2,700	4,500	5,000
7201	Hardware Maint/Replace	2,077	-	-	-	-
7211	Computer Components	-	2,000	2,000	3,000	3,500
7810	Special Departmental Supplies	65	1,500	1,500	2,000	2,200
7901	Non-Capital Expenditures	7,440	5,500	5,500	5,500	5,500
	TOTAL SUPPLIES	20,557	22,250	20,450	23,925	25,304
	DIVISION TOTAL	888,269	1,114,647	1,046,253	1,122,489	1,159,028

Purchasing

Program Description:

The Purchasing division is responsible for performing the City's procurement function per Chapter 2.16 of the City's Municipal Code and all other applicable procedures and policies as established by the City. This division is also responsible for procurement and inventory of materials and supplies in support of all City departments and handles items declared as surplus for redistribution or disposal per the City ordinance.

Program Objectives:

- Continue to process purchase requisitions for supplies and services as quickly and efficiently as possible following purchasing procedures
- Compile, review, and award bids for materials, equipment, services, and supplies
- Utilize an eProcurement system for bids and vendor management which meets the goal of eliminating waste and increasing efficiencies, productivity, and cost savings
- Review and update the City's purchasing policies and procedures as needed and provide citywide training
- Provide prompt service in fulfilling departmental requests for materials and supplies
- Provide reports regarding departments' usage and expense as requested
- Execute and monitor the warehouse program – "Fastenal Automated Supply Technology" (FAST) – Industrial Vending
- Process items declared as surplus for redistribution or disposal per City procedures
- Main objective: Increase citywide efficiencies through software utilization such as PlanetBids (eProcurement) and Tyler Munis (ERP system), and assure procurement compliance, accountability, and cost savings

Accomplishments for Fiscal Year 2023-24:

- Continuation of the City's Automated Inventory System
- Establishment and further development of an eProcurement system
- Continuous development and implementation of the new ERP system
- Recipient of the 2023 Achievement of Excellence in Procurement (AEP) Award. The AEP is awarded by the National Purchasing Institute (NPI). The program measures innovation, professionalism, eProcurement, productivity, and leadership attributes of the procurement function based on standardized criteria.
- Provide multiple citywide and departmental specific Purchasing training
- Managed all Surplus disposal and sale from all City Departments
- Processed all Purchase Requisition requests and ensure compliance with risk and revenue requirements

DEPARTMENT/DIVISION
PURCHASING

FUND
GENERAL FUND

ORGKEY
101503

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time				193,064	199,101
5301	Banked Leave Buy Back				4,373	4,460
5401	Pension Contributions				56,725	56,657
5501	FICA/Medicare				14,676	14,969
5601	Deferred Compensation				10,677	10,465
5701	Health/Dental Insurance				46,005	46,802
5702	Workers' Comp Insurance				5,477	5,668
5703	Disability Insurance				589	601
5704	Unemployment Insurance				868	868
5705	Life Insurance				126	126
5802	Eyecare Reimbursement				600	600
5803	Clothing Allowance				300	300
5903	Other Taxable Benefits				150	150
	TOTAL SALARIES AND BENEFITS				333,630	340,767
	SERVICES					
6106	Other Professional Services				5,000	5,000
6304	Telephone				662	662
6401	Meeting & Prof Development				882	882
6402	Travel Expense/Reimbursement				2,205	2,400
6403	Training				662	662
6601	Postage				450	450
6703	Software Support/Development				330	330
6710	Special Contractual Services				330	330
6802	Info Tech Service Charges				15,231	13,418
6901	Printing and Binding				4,300	4,300
6906	Office Equip & Furn Rent				2,693	2,693
6909	Subscriptions & Memberships				992	992
	TOTAL SERVICES				33,737	32,119
	SUPPLIES					
7002	Office Supplies				1,929	2,000
7003	Awards/Recognition Prgm				880	880
7004	Uniform/Safety Clothing				165	165
7101	Office Equipment & Furniture				5,292	5,292
7102	Small Tools & Equipment				220	220
7203	Office Equipment Maintenance				330	330
7208	Repair/Maintenance Supplies				115	115
7209	Janitorial Supplies				115	115
7211	Computer Components				2,257	2,257
7802	Purchased Water				135	135
7806	Promotional Supplies				115	115
7807	Food				220	220
7810	Special Departmental Supplies				2,600	2,600
7901	Non-Capital Expenditures				992	992
	TOTAL SUPPLIES				15,365	15,436
	DIVISION TOTAL				382,732	388,322
	DEPARTMENT TOTAL	2,552,804	3,345,633	3,172,569	3,427,215	3,565,391

Please note: *This division was formerly under the City Manager's Office, orgkey 101123. This change is reflected in Fiscal Year 2024-25 and forward.*

DEPARTMENT/DIVISION
AIR QUALITY IMPROVEMENT

FUND
AIR QUALITY IMPROVEMENT FUND

ORGKEY
221400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	527	320	538	592	651
5401	Pension Contributions	157	93	158	173	191
5501	FICA/Medicare	40	24	41	45	50
5601	Deferred Compensation	-	3	-	-	-
5701	Health/Dental Insurance	63	18	61	68	74
	TOTAL SALARIES AND BENEFITS	788	460	799	878	966
	SERVICES					
6106	Other Professional Services	-	121,642	121,642	-	-
7901	Non-Capital Expenditures	5,700	-	-	-	-
	TOTAL SERVICES	5,700	121,642	121,642	-	-
	FIXED ASSETS					
8501	Other Betterments/Improv	293,015	-	-	146,700	160,000
8706	All Other Equipment	-	50,000	50,000	-	-
	TOTAL FIXED ASSETS	293,015	50,000	50,000	146,700	160,000
	FUND TOTAL	299,503	172,102	172,441	147,578	160,966

DEPARTMENT/DIVISION
OPEN SPACE

FUND
OPEN SPACE FUND

ORGKEY
227501

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	1,782	1,089	1,089	1,600	1,600
	TOTAL SERVICES	1,782	1,089	1,089	1,600	1,600
	FUND TOTAL	1,782	1,089	1,089	1,600	1,600

DEPARTMENT/DIVISION
PARKING AUTHORITY

FUND
PARKING AUTHORITY FUND

ORGKEY
237502

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6307	Electricity & Gas	19,093	19,845	19,845	19,900	20,000
6804	General Govt Service Charge	4,242	4,454	4,454	3,596	3,722
	TOTAL SERVICES	23,335	24,299	24,299	23,496	23,722
	FUND TOTAL	23,335	24,299	24,299	23,496	23,722

DEPARTMENT/DIVISION
GENERAL DEBT SERVICE

FUND
GENERAL DEBT SERVICE FUND

ORGKEY
305501

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6001	Fiscal Agent Fees	3,163	3,165	3,165	3,165	3,165
6804	General Govt Service Charge	281	295	295	2,015	2,086
	TOTAL SERVICES	3,444	3,460	3,460	5,180	5,251
	DEBT SERVICE					
9001	Principal	1,620,000	185,000	185,000	200,000	215,000
9101	Interest	250,097	207,455	207,455	207,455	207,455
	TOTAL DEBT SERVICE	1,870,097	392,455	392,455	407,455	422,455
	FUND TOTAL	1,873,541	395,915	395,915	412,635	427,706

DEPARTMENT/DIVISION

SAFETY/CITY HALL REPLACEMENT FUND

FUND

SAFETY/CITY HALL REPLACEMENT FUND

ORGKEY

406501

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	-	250,000	250,000	-	-
6710	Special Contractual Services	17,850	-	-	-	-
	TOTAL SERVICES	17,850	250,000	250,000	-	-
	SUPPLIES					
7901	Non-Capital Expenditures	140,635	1,100,000	1,100,000	-	-
	TOTAL SUPPLIES	140,635	1,100,000	1,100,000	-	-
	FIXED ASSETS					
8301	Construction In Progress	107,008	-	-	-	-
8501	Other Betterments/Improvements	-	6,783,589	6,783,589	-	-
	TOTAL FIXED ASSETS	107,008	6,783,589	6,783,589	-	-
	FUND TOTAL	265,492	8,133,589	8,133,589	-	-

Division of Innovation & Technology

Mission Statement:

The mission of the Division of Innovation and Technology is to properly align IT services in support of activities that drive service delivery to residents, visitors, businesses, and the community. Top priorities include automation of manual processes, online customer self-service, open data, and integration of City records (databases) across software applications.

Division Goals for Fiscal Years 2025 and 2026:

- Continue to work on Software Lifecycle Projects:
  - Cityworks Permitting and Land Management System Update
  - enQuesta Utility Billing and Customer Account Management System
  - Route Management and Roll-Off Scheduling System
- Initiate a cashiering solution for online payments
- Continue work on long-range plans to build out the network infrastructure for 300 East State Street and the new Police Department headquarters at 1625 West Redlands Boulevard.
- Refresh the City's voice over IP telephony equipment and application
- Conduct a security audit and penetration testing
- Conduct a comprehensive review, upgrade and replacement of the Police Department's camera system and consolidate other department camera systems into one solution that is compatible with building access control
- Refresh the Police Department's server infrastructure at the Annex building
- Continue workstation and laptop replacement cycles
- Complete a comprehensive edge switch upgrade to replace older network equipment
- Replace the core switch equipment at the City's emergency operations center
- Implement a Security Information and Event Management solution to help manage security alerts and monitor security-related data in real time

Accomplishments for Fiscal Years 2023 and 2024:

Information Technology

- Initiated the City's Information Technology Strategic Plan for 2023 through 2028
- Completed the migration of most Police Department email accounts from Microsoft Exchange server to Microsoft Office 365
- Facilitated the integration of Project Dox (an electronic plan review software) with Cityworks (the City's permit and land management software)
- Facilitated the upgrade and replacement of the Police Department's digital evidence management software
- Upgraded the CAD/RMS Spillman server for storage and efficiency
- Facilitated the implementation of Cellebrite in the ICAC office
- Imaged and provisioned 40 Getac ruggedized mobile data computers for Police staff
- Replaced 90 workstations designated for upgrade as a part of the hardware refresh cycle
- Facilitated the replacement of the legacy voice recording system in Police Dispatch
- Upgraded Chameleon Shelter Case Management software for Animal Services and migrated it from the Police network to the City's network
- Performed core switch operating system update at City Hall
- Procured three 20-core server hosts to replace current hosts in the City's virtual server environment
- Procured a 22-terabyte data storage array to enable high-speed, off-site cloud backups
- Implemented a new 10 Gbps, fully redundant network switch stack for the City's server environment
- Installed a new high-availability next generation firewall solution for improved security and network reliability
- Implemented a new VPN solution with multi-factor authentication for City staff

- Executed a new cloud email archiving solution
- Enrolled the City in a routine cyber hygiene program, scanning all Internet facing services to keep the IT staff updated on any new external vulnerabilities
- Rolled out KnowBe4, a security awareness tool to help train staff on external email threats
- Installed a new all flash storage area network (SAN) to improve server and application speeds as well as expand server backup capabilities
- Upgraded the City's fuel dispensing system including new payment processing from an analog-based phone line to a networked (IP) solution
- Enforced all staff to utilize a MFA solution for any Office applications outside of the City's network, adding an extra layer of protection to the City's IT resources
- Added the State Street City Hall building network connectivity to the City's network, followed by moving City Manager's Office staff over to the building
- Implemented an end-to-end encryption solution for all Police Department mobile data computers
- Upgraded the Tyler ERP user identification solution from LDAP to Microsoft's Entra ID, adding additional protection within the ERP system

Geographic Information Systems

- Negotiated a new Enterprise License Agreement with Esri for 3 years
- Assisted the Fire Department with a drive time analysis for service areas in several proposed fire station locations
- Created new & improved dashboards for Police Detective case management, crime analysis, and reporting (both public and internal uses)
- Worked with DSD to create a City business license information layer and app for internal and public uses
- Worked with staff at Hillside Memorial Park to develop a map that identifies grave sites of Veterans
- Updating and maintaining 100+ public apps, including apps for Street Sweeping, Parks, Trees, and other public amenities
- New & improved Illegal Fireworks Reporting App launch – including public & internal web maps, dashboards and the survey123 reporter
- Updated & configured GIS field collection web map to FieldMaps
- Launched the City's new GeoHub on November 15, 2023 (Global GIS Day). The Hub is a cloud-based engagement platform that enables organizations to communicate more effectively with their communities. Find it here: https://datahub-coredlands.hub.arcgis.com/
- Working on large, complex migrations and updates for GIS technology:
    - Migrating existing applications to a new platform (Experience Builder)
    - Migrating the Water GIS Network to a new platform (Utility Network)
    - Transitioning users from ArcMap to ArcGIS Pro
- OneStop Training: for the migration from ArcMap, we trained approximately 30 staff members on the use of ArcGIS Pro.
- Migration of OneStop: We were able to launch the first phase of the OneStop v24. This data viewer uses ArcGIS Pro.
- Created the Sewer Map Book to present location data of assets in the field for use by staff
- Created a Homeless Services App to extend the work done by the Redlands Charitable Resources Coalition to the online app environment

DEPARTMENT/DIVISION

DEPARTMENT OF INNOVATION AND TECHNOLOGY

FUND

INFORMATION TECHNOLOGY SERVICES FUND

ORGKEY

604900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	888,855	1,584,188	1,186,850	1,660,947	1,764,866
5002	Salaries: Part-Time	42,439	88,935	-	16,000	16,000
5101	Overtime Salaries	655	1,000	2,500	3,000	3,000
5202	Holiday Pay	10,690	-	14,025	-	-
5203	Bonus	40,638	-	2,160	2,555	2,607
5204	Accrual Payout	21,322	-	46,850	-	-
5301	Banked Leave Buy Back	9,568	44,631	16,299	35,236	39,718
5401	Pension Contributions	587,571	446,942	305,594	501,580	521,849
5501	FICA/Medicare	72,610	116,740	83,225	126,821	135,655
5601	Deferred Compensation	8,495	14,603	14,405	19,930	20,270
5701	Health/Dental Insurance	101,262	326,719	135,309	288,391	293,169
5702	Workers' Comp Insurance	41,725	45,113	45,113	49,286	51,000
5703	Disability Insurance	2,315	4,363	4,775	11,216	11,997
5704	Unemployment Insurance	1,107	8,589	10,466	8,159	8,159
5705	Life Insurance	637	995	734	1,121	1,121
5801	Vehicle Allowance	-	-	4,725	3,300	3,300
5802	Eyecare Reimbursement	872	3,553	3,553	5,340	5,340
5803	Clothing Allowance	1,200	1,650	1,800	3,900	3,900
5901	Compensated Absences Expense	3,790	-	-	-	-
5903	Other Taxable Benefits	584	41,437	669	720	720
5904	Tuition Reimbursement	-	-	1,050	-	-
	TOTAL SALARIES AND BENEFITS	1,836,338	2,729,458	1,880,102	2,737,502	2,882,671
	SERVICES					
6005	License & Permit	-	-	500	-	-
6007	Penalties and Interest	6	-	10	-	-
6106	Other Professional Services	96,996	762,254	394,364	433,000	333,000
6304	Telephone	300,408	330,750	312,094	318,336	324,703
6401	Meeting & Prof Development	3,020	6,000	3,000	6,000	6,000
6402	Travel Expense/Reimbursement	2,996	4,000	6,000	-	-
6403	Training	3,240	9,000	4,000	9,000	9,000
6505	Retiree Health Insurance	172,219	90,000	90,000	90,000	90,000
6601	Postage	206	150	50	100	100
6703	Software Support/Development	906,020	1,535,831	1,465,836	1,619,955	1,690,353
6710	Special Contractual Services	79,661	404,444	367,685	132,300	307,300
6803	City Garage Charges	2,218	2,366	4,074	4,961	5,168
6804	General Govt Service Charge	268,369	281,788	281,788	319,768	330,960
6901	Printing and Binding	-	150	-	-	-
6906	Office Equip & Furn Rent	1,810	6,500	2,000	15,000	16,000
6907	Comms Service & Rental	12,820	6,800	12,976	19,776	19,776
6909	Subscriptions & Memberships	365	3,500	1,500	3,500	3,500
6914	Depreciation Expense	282,201	-	-	-	-
6917	SBITA Amortization	228,860	-	-	-	-
	TOTAL SERVICES	2,361,415	3,443,533	2,945,877	2,971,696	3,135,861

DEPARTMENT/DIVISION

DEPARTMENT OF INNOVATION AND TECHNOLOGY

FUND

INFORMATION TECHNOLOGY SERVICES FUND

ORGKEY

604900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	4,312	5,000	2,500	3,500	4,500
7101	Office Equipment & Furniture	2,820	150	10,000	46,527	3,000
7201	Hardware Maint/Replace	97,787	605,000	387,925	30,000	30,000
7202	PC Repair/Replacement	128,975	205,000	205,000	97,500	77,500
7211	Computer Components	-	7,500	-	-	-
7807	Food	87	-	2,500	2,500	2,500
7810	Special Departmental Supplies	-	750	300	400	500
	TOTAL SUPPLIES	233,981	823,400	608,225	180,427	118,000
	FIXED ASSETS					
8703	Computer Equipment	59,089	2,390,911	598,658	1,595,000	900,000
8706	All Other Equipment	7,994	-	-	-	-
8801	Capital Lease	-	22,792	32,818	7,416	7,416
8999	Capital Expenditure Offset	(113,466)	-	-	-	-
	TOTAL FIXED ASSETS	(46,384)	2,413,703	631,476	1,602,416	907,416
	DEBT SERVICE					
9103	Interest-SBITA	10,189	-	-	-	-
	TOTAL DEBT SERVICE	10,189	-	-	-	-
	FUND TOTAL	4,395,539	9,410,095	6,065,680	7,492,041	7,043,947

Customer Service

Program Description:

The Customer Service Division is responsible for providing quality customer service to all City residents and customers, whether by phone or over-the-counter.

In addition to providing quality customer service, the division is responsible for billing over 22,000 utility customers for water, wastewater, solid waste, household hazardous waste and street cleaning services totaling 79,629 services billed every two months. Utility bills are produced and mailed on a bi-monthly basis to keep operational costs to a minimum.

The Customer Service Division is responsible for assisting more than 29,800 customers at the counter and 42,720 customers over the phone on an annual basis. The nature of these contacts consist of receiving payments for all City services and revenues, providing information to residents regarding assistance programs, dog license renewals, processing requests for connection/disconnection of utility service, unusual water usage, water quality inquiries, billing inquiries, water distribution, roll-off services, information on solid waste services, missed solid waste collection services, general water drought/conservation inquires and water rebates which resulted in 62,505 work orders processed for 2023.

The Customer Service Division budget is presented in a single program within a separate Internal Service Fund, which is supported by the operating funds of Water, Wastewater, and Solid Waste.

Program Objectives:

- Provide quality customer service to all Redlands residents and customers, while assisting them with their water, wastewater, and solid waste needs or other City of Redlands payment needs.
- Provide Redlands residents and utility customers with clear, consistent, accurate and equitable billing for their municipal utility services.
- Continually look for ways to streamline functions and improve efficiencies to keep operating costs to a minimum.
- Increase customer awareness of various payment methods available, including: 1) the payment kiosk newly implemented in 2023 accepting all payment types of cash, check, debit/credit cards, 2) 1-2-3 Done! Program, an automated payment drafting program that offers two payment options from which to choose: Advance monthly pay or Bi-monthly pay; 3) Invoice Cloud, an on-line, pay by text or VRU payment program providing flexibility to pay via credit card, debit card, PayPal, Venmo, Google Pay or Apple Pay or from a designated bank account**;** 3) GovNetPay, a counter based program that not only offers the same payment flexibility as Invoice Cloud, but also offers a higher payment limit, meeting the needs of customers with balances greater than $500.
- Increase customer awareness of Redconnect, a program which provides customers with 24/7 secure online access to their City of Redlands municipal services account information. With Redconnect, customers have access to review their service history, billing history, water usage history, view current bill and/or print a copy, enroll in the automatic payment programs, or elect to “GO GREEN” and eliminate paper waste by enrolling in e-Bill service to receive notification that their municipal services bill is ready for viewing via email.
- Educate customers on mandatory water conservation requirements by directing customers to the City website for detailed information, and/or referring customers to the Water Conservation Coordinator for water audits and available water conservation rebates.

- Educate customers on solid waste and recycling requirements by directing customers to the City website for detailed information, and/or referring customers to the solid waste department or Recycling Coordinator

Accomplishments for Fiscal Year 2022-2023:

- Expanded payment options for utility bill customers through Invoice Cloud to accept various card types
- Managed California Water and Wastewater Arrearage Grant Funding and successfully applied credits to eligible customer utility accounts and software modifications required to support the new program
- Implemented the COVID-19 payment plans for City utility customers and software modifications required to support the new program
- In coordination with other City departments, resume utility account collections processes, late charge, penalties and water disconnects in compliance as the water shutoff moratorium provisions within Executive Order N-42-20 were lifted
- Managed a special collections process for delinquent utility customers for balances acquired during the COVID-19 moratorium
- Managed and coordinated the acceptance of Low-Income Household Water Assistance Program payments for eligible City utility customers and software modifications required to support the new program
- Implemented the City approved Utility Billing Assistance Program and software modifications required to support the new program
- Initiated paperless billing campaign with Invoice Cloud for City utility customers
- Implemented new utility bill collections process with Selectron to streamline and improve customer communications

Accomplishments for Fiscal Year 2023-24:

- Implemented procedures to notify customers of green-waste contaminants
- In coordination with other City departments, implemented process for organic waste management requirements and software modifications required to support the new program
- Implemented required software updates for automated carts for solid waste route changes
- Updated special hauling process and implement software improvements with new work orders
- Increased customer awareness of all payment options with bill inserts, social media postings and bill messages
- Supported and monitored the billing setup of the City-wide meter exchange program for installing AMR/AMI Meters
- Successfully integrated and processed AMI meter readings for utility bills and software modifications required to support the integration

DEPARTMENT/DIVISION
CUSTOMER SERVICE

FUND
UTILITY BILLING FUND

ORGKEY
608900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	730,250	954,977	824,448	1,106,656	1,169,128
5101	Overtime Salaries	5,514	16,000	2,200	6,000	6,500
5202	Holiday Pay	14,942	-	28,156	-	-
5203	Bonus	45,231	-	600	697	711
5204	Accrual Payout	11,946	-	5,017	-	-
5301	Banked Leave Buy Back	11,301	22,457	22,324	25,293	30,387
5401	Pension Contributions	434,236	265,951	229,317	318,730	326,348
5501	FICA/Medicare	61,576	66,698	60,565	80,782	84,929
5601	Deferred Compensation	3,465	3,341	6,179	7,443	7,531
5701	Health/Dental Insurance	92,591	270,666	139,944	257,116	261,246
5702	Workers' Comp Insurance	33,196	35,892	35,892	45,879	47,476
5703	Disability Insurance	5,072	7,076	5,013	8,584	9,033
5704	Unemployment Insurance	1,140	6,119	12,334	7,209	7,209
5705	Life Insurance	789	888	756	1,046	1,046
5801	Vehicle Allowance	-	-	1,313	900	900
5802	Eyecare Reimbursement	2,023	3,173	3,173	4,983	4,983
5803	Clothing Allowance	2,850	3,600	3,600	4,200	4,200
5804	Uniform Rental	3	-	-	-	-
5901	Compensated Absences Expense	3,110	-	-	-	-
5903	Other Taxable Benefits	2,123	27,504	3,434	6,392	6,392
5904	Tuition Reimbursement	-	-	2,767	-	-
	TOTAL SALARIES AND BENEFITS	1,461,359	1,684,342	1,387,032	1,881,910	1,968,019
	SERVICES					
6004	Bank/Collection Agent Fees	33,716	34,377	48,000	55,000	60,000
6007	Penalities	-	-	3	-	-
6106	Other Professional Services	111	5,000	12,640	-	-
6304	Telephone	0	600	844	600	600
6401	Meeting & Prof Development	2,183	5,500	5,500	6,000	6,500
6402	Travel Expense/Reimbursement	841	3,000	3,000	3,150	3,300
6403	Training	380	7,500	7,500	7,850	8,000
6505	Retiree Health Insurance	160,738	80,000	80,000	85,000	90,000
6601	Postage	77,909	99,858	96,000	97,920	99,878
6703	Software Support/Development	-	27,313	15,826	34,500	4,550
6710	Special Contractual Services	12,082	11,948	11,948	12,000	12,400
6802	Info Tech Service Charges	142,218	227,991	152,992	114,234	100,635
6804	General Govt Service Charge	111,642	117,224	117,224	242,556	251,045
6901	Printing and Binding	26,747	31,000	31,000	32,550	34,178
6903	Labor	-	-	3,600	-	-
6906	Office Equip & Furn Rent	2,680	3,500	2,748	3,500	3,605
6908	Other Rentals	1,650	-	1,650	1,700	1,700
6909	Subscriptions & Memberships	-	750	750	750	750
6911	Bad Debt Expense	1,398	-	-	-	-
	TOTAL SERVICES	574,295	655,561	591,225	697,310	677,141

DEPARTMENT/DIVISION
CUSTOMER SERVICE

FUND
UTILITY BILLING FUND

ORGKEY
608900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	5,970	7,000	7,000	7,200	7,350
7101	Office Equipment & Furniture	3,659	2,000	5,000	2,000	2,000
7211	Computer Components	-	1,200	2,366	1,200	6,800
7807	Food	183	350	400	400	450
7810	Special Departmental Supplies	370	1,750	1,750	1,750	1,900
7901	Non-Capital Expenditures	29,384	-	8,655	-	-
	TOTAL SUPPLIES	39,567	12,300	25,171	12,550	18,500
	FIXED ASSETS					
8301	Construction In Progress	26,081	-	-	-	-
8501	Other Betterments/Improv	-	80,000	80,000	-	-
8706	All Other Equipment	-	35,358	36,358	-	-
8999	Capital Expenditure Offset	(26,081)	-	-	-	-
	TOTAL FIXED ASSETS	-	115,358	116,358	-	-
	FUND TOTAL	2,075,221	2,467,561	2,119,786	2,591,770	2,663,660

DEPARTMENT/DIVISION

COMMUNITY FACILITIES DISTRICT 2001-1

FUND

COMMUNITY FACILITIES DISTRICT FUND

ORGKEY

810961

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6001	Fiscal Agent Fees	15,581	25,000	23,000	23,000	23,000
6804	General Govt Service Charge	2,516	2,642	2,642	671	694
	TOTAL SERVICES	18,097	27,642	25,642	23,671	23,694
	DEBT SERVICE					
9001	Principal	540,000	575,000	575,000	615,000	650,000
9101	Interest	180,788	144,964	163,508	126,420	86,753
	TOTAL DEBT SERVICE	720,788	719,964	738,508	741,420	736,753
	DIVISION TOTAL	738,885	747,606	764,150	765,091	760,447

DEPARTMENT/DIVISION

COMMUNITY FACILITIES DISTRICT 2003-1

FUND

COMMUNITY FACILITIES DISTRICT FUND

ORGKEY

810962

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6001	Fiscal Agent Fees	15,081	23,000	20,500	20,500	20,500
6804	General Govt Service Charge	533	559	559	671	694
	TOTAL SERVICES	15,614	23,559	21,059	21,171	21,194
	DEBT SERVICE					
9001	Principal	355,000	390,000	390,000	425,000	470,000
9101	Interest	409,460	387,793	387,793	376,450	351,730
	TOTAL DEBT SERVICE	764,460	777,793	777,793	801,450	821,730
	DIVISION TOTAL	780,074	801,352	798,852	822,621	842,924
	FUND TOTAL	1,518,959	1,548,957	1,563,002	1,587,712	1,603,371

DEPARTMENT/DIVISION
SUCCESSOR AGENCY ADMINISTRATION

FUND
SUCCESSOR TO RDA GENERAL FUND

ORGKEY
820167

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Full Time Salaries	6,475	-	7,467	-	-
5202	Holiday Pay	110	-	-	-	-
5203	Bonus	165	-	40	-	-
5204	Accrual Payout	331	-	183	-	-
5301	Banked Leave Buy Back	103	-	121	-	-
5401	Pension Contributions	1,859	-	2,159	-	-
5501	Fica/Medicare	442	-	551	-	-
5601	Deferred Compensation	181	-	395	-	-
5701	Health/Dental Insurance	460	-	859	-	-
5704	Unemployment Insurance	3	-	17	-	-
5705	Life Insurance	3	-	3	-	-
5801	Vehicle Allowance	-	-	88	-	-
5903	Other Taxable Benefits	12	-	6	-	-
	TOTAL SALARIES AND BENEFITS	10,143	-	11,889	-	-
	DIVISION TOTAL	10,143	-	11,889	-	-

DEPARTMENT/DIVISION
SUCCESSOR AGENCY DEBT SERVICE

FUND
SUCCESSOR TO RDA DEBT SERVICE FUND

ORGKEY
820169

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6913	Amortization Expense	7,542	-	-	-	-
	TOTAL SERVICES	7,542	-	-	-	-
	DEBT SERVICE					
9101	Interest	(8,176)	-	-	-	-
	TOTAL DEBT SERVICE	(8,176)	-	-	-	-
	DIVISION TOTAL	(635)	-	-	-	-
	FUND TOTAL	9,508	-	11,889	-	-

Police Department

Mission Statement:

The Redlands Police Department is dedicated to enhancing public safety through trust, innovation, community partnership, and excellence in service.

Departmental Goals:

- Continue to provide outstanding service to internal and external customers.
- Develop leaders and develop succession planning strategies.
- Implement evidence-based measures to improve service, create efficiencies, and prevent and reduce crime.
- Improve recruitment and retention efforts to maintain a high-performing organization.
- Continue to strengthen the organizational culture.
- Develop a departmental strategic plan.
- Leverage available resources through the use of volunteers, analysts, technology, and data-driven solutions to create greater efficiencies.

Sustainability Efforts:

- Continue using a new vehicle profile for professional staff employees to reduce fuel usage and reduce carbon emissions.
- The department desires to create paperless systems when possible.

Performance Measures:

- Maintain crime clearance rates above the national average in 2024-2026.
- Identify emerging crime trends quickly and develop and implement targeted, evidence based strategies to address them.

Police
Patrol Services Bureau

Program Description:

The Patrol Services Bureau is one of the most visible units in the department as it provides twenty-four (24) hour a day service to the residents of our community. Patrol officers respond to a wide variety of emergency and non-emergency calls for service. The Patrol Services Bureau is comprised of several sub-units, namely:

- Patrol: The Patrol teams are comprised of eight officers including the corporal and sergeant. Five patrol teams rotate schedules supplemented by civilian community service officers.
- Field Training and Evaluation Program: The Field Training and Evaluation Program is responsible for the development of recruits into competent solo police officers. Field training officers coordinate and deliver nearly six (6) months of training to new officers to prepare them to operate as solo police officers.
- Reserves: The Redlands Police Department Reserve Unit is comprised of volunteers from a variety of professions who live in the city or neighboring communities. Reserve officers receive extensive training in the many facets of law enforcement which they routinely put to use while assisting the department.
- Explorers: The Redlands Police Department Law Enforcement Explorer Post began in 1968 and has been the starting point for many future law enforcement officers. Young men and women interested in joining the program must be at least 15 years of age and no older than 21 years. The program is for youth interested in learning about the field of law enforcement.
- Custody: The department contracts with Allied Universal to provide custody officers who are responsible for the processing, booking, and transportation of prisoners.

Program Objectives:

- Respond to calls for service promptly and render appropriate assistance upon arrival.
- Conduct criminal investigations and prepare required documentation to be forwarded to Detectives, the District Attorney, and/or other agencies.
- Maintenance of a temporary custodial processing facility that complies with applicable state and federal law.
- Development of recruits into competent police officers.
- Maintain an atmosphere of positive and professional contact between all officers and members of our community.

Significant Program Changes:

- Maintaining safe staffing levels, in 2023 the Patrol Services Bureau shifted from a seven-team to a five-team rotation that eliminated swing shift/overlap coverage.
- In 2023, eleven (11) police recruits successfully completed the Field Training Program to become solo police officers.
- Currently, twelve (12) candidates are in backgrounds to fill vacancies, which includes six (6) lateral prospects and six (6) police recruit prospects.
- The addition of two (2) Police Commanders in 2023 allows one Commander to solely focus on overseeing the Patrol Services Bureau.
- Patrol sector deployment in 2024 should allow for increased community engagement, greater officer familiarity with a specific geographic area, more effective identification and addressing of crime trends, and more efficient response times.

DEPARTMENT/DIVISION
PATROL SERVICES

FUND
GENERAL FUND

ORGKEY
101200

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	9,263,101	12,460,609	10,482,290	12,968,174	13,826,878
5002	Salaries: Part-Time	-	-	-	25,910	25,910
5003	Labor Code Sec 4850	97,193	-	160,216	112,151	117,759
5101	Overtime Salaries	1,066,896	1,096,254	1,097,720	1,151,067	1,208,620
5102	O.T. Reimbursable	218,640	195,189	195,189	204,948	215,196
5104	Major Crime OT	31,403	184,669	184,669	193,902	203,598
5105	Overtime: Court/Other	76,572	133,954	134,406	140,652	147,684
5201	Stand By	14,875	-	15,000	15,750	16,538
5202	Holiday Pay	142,262	-	135,391	-	-
5203	Bonus	74,857	-	56,323	-	-
5204	Accrual Payout	613,052	-	563,860	-	-
5301	Banked Leave Buy Back	744,425	1,875,406	797,122	1,350,504	1,563,817
5401	Pension Contributions	6,004,108	6,880,473	6,599,448	7,993,497	8,710,005
5501	FICA/Medicare	232,732	263,686	254,463	288,320	308,220
5601	Deferred Compensation	242,869	87,588	270,471	316,711	371,209
5701	Health/Dental Insurance	1,401,110	2,026,462	1,653,403	2,215,957	2,320,836
5702	Workers' Comp Insurance	1,012,660	1,214,522	1,214,522	1,291,803	1,335,917
5703	Disability Insurance	7,152	11,936	8,391	13,002	13,754
5704	Unemployment Insurance	7,108	45,570	40,451	48,391	49,476
5705	Life Insurance	5,488	6,615	5,615	6,962	7,119
5802	Eyecare Reimbursement	658	4,050	4,210	5,100	5,100
5803	Clothing Allowance	199,735	300,375	303,575	325,350	333,350
5903	Other Taxable Benefits	51,765	585,539	61,370	68,400	68,400
5904	Tuition Reimbursement	-	-	6,453	-	-
	TOTAL SALARIES AND BENEFITS	21,508,659	27,372,897	24,244,558	28,736,552	30,849,385
	SERVICES					
6102	Legal Services	10,768	-	46,830	47,767	48,722
6402	Travel Expense/Reimbursement	2,852	-	4,000	4,080	4,162
6710	Special Contractual Services	277,542	344,017	334,017	340,697	347,511
6802	Info Tech Service Charges	722,926	777,707	777,707	601,632	530,009
	TOTAL SERVICES	1,014,088	1,121,724	1,162,554	994,176	930,404
	DIVISION TOTAL	22,522,747	28,494,621	25,407,112	29,730,728	31,779,789

Police
Communications Unit

Program Description:

The Communications Unit is a significant component of the Police Department, providing a vital link between the community and public safety personnel. Communication personnel are often the first contact in a resident's emergency. Communications personnel interpret the individual's needs and coordinate the response of appropriate services to meet those needs. These highly trained individuals are responsible for assisting callers on more than twenty-five incoming telephone lines and other forms of communication- including 911 emergency, alternate emergency, business lines, text-to-911 and email-to-911. In addition to answering the multitude of phone lines, communications personnel are tasked with dispatching calls via radio and a Computer Aided Dispatch (CAD) system. They also monitor over a dozen different radio channels. These radio channels include all the frequencies utilized by the various units of the department, local government, and other allied agencies. The Communications Unit also utilizes a variety of cameras from various locations in town to support responding units on call for service and by providing an additional resource to ensure site security at the various locations.

Program Objectives:

- Answer all incoming calls on emergency, alternate emergency, and business lines expeditiously and courteously, instantly prioritizing, and relaying calls to police personnel in the field by entering designated calls for service into the CAD system, or immediately transferring the call to the appropriate agency for response.
- Monitor and utilize over 160 cameras placed at various locations throughout the City of Redlands.
- Monitor and respond to all texts and emails to 911.
- Dispatch calls for service.
- Process requests from officers in the field, including the response of additional personnel, equipment, and/or resources.
- Facilitate and prioritize telephone contacts and communication between the public, public safety agencies and other City departments.

Significant Program Changes:

- Maintained minimum staffing due to chronic staffing shortages in the center by re-implementing stand-by duty to ensure coverage in the event of call-offs.
- Requisitions for the Police Dispatcher position were posted twice in 2023 and once so far in 2024.
- There was a total of four (4) dispatch trainees during 2023. Two were reassigned to the Records Unit, and two are still in the training process

Accomplishments:

- Dispatchers were active in the community attending various department events, such as: Read Across America Day at local elementary schools, Cops N Kids game at San Manuel Stadium, Coptober Community Fair at Ranch Market, Thanksgiving Tuesday at Sylvan Park, and Heroes and Helpers!
- Continued Quality Assurance and Review Program in which supervisors review calls to ensure Police Department customer service expectations, departmental protocols, and guidelines are met.
- Continuous monitoring and entering applicable requests received via CitySourced, the City's work order system for residents.
- Dispatchers handled 28 tracker activations received via the GPS Tracking System.
- Dispatchers utilized city cameras 603 times on calls for service.
- Dispatchers answered 47 texts to 911.
- Dispatchers answered 50,053 911 calls, an 18% decrease from the previous year.
- Dispatchers answered 109,993 business and alternate emergency lines, a 7% increase from last year.
- There were 47,999 calls for service, a 5% increase from last year.

DEPARTMENT/DIVISION
COMMUNICATIONS

FUND
GENERAL FUND

ORGKEY
101201

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	939,555	1,135,889	1,033,362	1,314,709	1,374,752
5101	Overtime Salaries	86,276	121,942	121,942	128,039	134,441
5102	O.T. Reimbursable	344	-	858	-	-
5201	Stand By	-	30,319	30,319	31,835	33,427
5202	Holiday Pay	94,722	-	93,854	-	-
5203	Bonus	65,000	-	3,000	-	-
5204	Accrual Payout	5,598	-	16,282	-	-
5301	Banked Leave Buy Back	20,284	22,110	17,925	31,251	40,555
5401	Pension Contributions	293,469	360,989	302,445	410,432	408,658
5501	FICA/Medicare	90,537	91,387	95,489	105,307	110,612
5601	Deferred Compensation	9,460	15,480	7,310	15,480	15,480
5701	Health/Dental Insurance	228,105	418,768	225,500	347,247	353,188
5702	Workers' Comp Insurance	49,795	53,838	53,838	49,297	51,012
5703	Disability Insurance	10,257	13,075	11,680	15,155	15,918
5704	Unemployment Insurance	1,523	7,812	6,808	7,812	7,812
5705	Life Insurance	979	1,134	848	1,134	1,134
5802	Eyecare Reimbursement	313	4,050	4,050	5,400	5,400
5803	Clothing Allowance	24,650	30,600	30,600	30,600	30,600
5903	Other Taxable Benefits	585	15,349	2,250	1,200	1,200
	TOTAL SALARIES AND BENEFITS	1,921,453	2,322,742	2,058,360	2,494,898	2,584,189
	SERVICES					
6703	Software Support/Development	-	117,765	85,000	-	-
6710	Special Contractual Services	6,925	6,615	6,615	6,750	6,885
6802	Info Tech Service Charges	213,322	229,487	229,487	137,081	120,762
6906	Office Equip & Furn Rent	-	1,200	-	-	-
6907	Comms Service & Rental	282,433	378,327	378,327	385,894	393,611
	TOTAL SERVICES	502,680	733,394	699,429	529,725	521,258
	SUPPLIES					
7101	Office Equipment & Furniture	10,002	11,888	11,888	12,126	12,368
7102	Small Tools & Equipment	590	4,661	-	4,754	4,849
7203	Office Equipment Maintenance	-	2,756	-	2,811	2,867
7211	Computer Components	-	6,400	6,400	6,528	6,659
7810	Special Departmental Supplies	5,680	6,064	10,725	6,185	6,309
	TOTAL SUPPLIES	16,271	31,769	29,013	32,404	33,052
	DIVISION TOTAL	2,440,404	3,087,905	2,786,802	3,057,027	3,138,500

Police
Support Services Bureau

Program Description:

The Support Services Bureau is comprised of diverse responsibilities that affect all operations of the department. The goal of the Support Services Bureau is to supply the necessary equipment, provisions, and support personnel to facilitate the delivery of efficient and courteous public safety services to residents of Redlands. The Support Services Bureau is comprised of the following units: Office of the Chief of Police, Operations Manager, Records, and Fleet.

The Office of the Chief of Police is comprised of the Chief, two (2) Deputy Chiefs, one (1) Executive Assistant, one (1) Management Analyst, one (1) Operations Coordinator, one (1) Administrative Services Commander, one (1) Personnel & Training Sergeant, and one (1) Sergeant assigned to Professional Standards. The Deputy Chiefs oversee the day-to-day operations of the department. The Chief's Executive Assistant is the community's primary point of contact for the Office, handling complex and confidential executive-level administrative and secretarial duties for the management staff. The Executive Assistant also coordinates special projects and events and maintains the department's personnel files. The Management Analyst's responsibilities include ensuring the department's needs are being met through budget development and monitoring, purchase requisitions, grant coordination, and payroll processing. The Operations Coordinator's responsibilities include the coordination of new hire background investigations for all staff and volunteer positions. Backgrounds conducted also include applicants for massage therapists and solicitor permits. The Operations Coordinator also oversees and maintains all training files and ensures that the entire department's training requirements through POST, legislative, and department mandates are met. The Administrative Services Commander oversees both the Professional Standards Sergeant and the Personnel and Training Sergeant. The Professional Standards sergeant oversees internal investigations and personnel issues and is the point of contact for the community for any inquiries and complaints. The Personnel and Training Sergeant oversees the development and deployment of internal training, as well as recruitment and wellness efforts.

The Operations Manager oversees the Records Unit, Communications Unit, building maintenance, and fleet operations. The Operations Manager also performs other specialized duties and works daily with other City staff to ensure a timely response to inquiries from the police department.

The Records Unit consists of a supervisor and eight (8) full-time Records Specialists who are responsible for the maintenance and security of all criminal records, as well as processing all reports, citations, traffic collisions, pre-employment checks, and other records produced by the various departmental units. Records Specialists are also primary points of contact for the community when requesting records. Records personnel are also responsible for cross-reporting to other law enforcement agencies, the District Attorney, courts, Department of Children & Family Services, Department of Motor Vehicles, Parole, Probation, and the Department of Justice (DOJ). The Unit also acts as the court liaison and is responsible for the delivery of all reports to the District Attorney and courts. Unit personnel process all subpoena and Discovery requests and provide evidentiary items such as audio recordings, 911 recordings, photographs, and video requests. Additional duties of the Unit include registration and updates into the California Sex and Arson Registry (CSAR) for all arson and sex registrants who reside in the City of Redlands.

The Records Supervisor serves as the Custodian of Records for the Department and is responsible for requests under the California Public Records Act, Freedom of Information Act, approved Petitions to Seal Records, as well as all DOJ/CJIS audits, monthly validations, and the reporting of NIBRS-compliant data to the California Incident Based Reporting System (CIBRS). The Records Supervisor is also designated as the Agency CLETS Coordinator (ACC) and is responsible for ensuring compliance with CA DOJ/FBI policies and regulations, as well as CLETS training and testing required by CA DOJ.

Program Objectives:

- Ensure all department members receive mandated training.
- Provide expedient service to police officers, court officials, residents, and the media when records information has been requested.
- Collect, store, and release records in accordance with state laws.
- Provide excellent customer service to the community by demonstrating trustworthiness, respect, and care at all times.
- Ensure transparency through the consistent and accurate reporting of crime and statistical data.

Significant Program Changes:

- In 2023, a full-time Administrative Assistant was added to provide administrative support and assistance to staff, management, and the public.
- At mid-biennium budget, two (2) new Record Specialists were added to address an increase in discovery needs and public records requests.
- At mid-biennium budget, one new Commander was added to directly oversee the Professional Standards Sergeant and a Sergeant assigned to Training/Hiring.

Accomplishments:

- Redlands Police Department has successfully completed the transition to the FBI's National Incident Based Reporting System (NIBRS) and California Incident Based Reporting System (CIBRS) for the reporting of statistical crime data.
- Following the transition to a tier-based registration system designated by the Department of Justice, Records personnel have assisted several registrants with the documents required to petition for termination of their sex offender registration requirement. The Records Unit has received and processed several petitions which have been approved by the courts.
- The department successfully submitted all applicable Racial and Identity Profiling Act (RIPA) data to the Department of Justice.
- The Training Department is committed to performing comprehensive background investigations to ensure the department's standards and commitment to excellence are met with each new hire. There were approximately 36 requisitions flown, 111 background investigations conducted on sworn and professional staff applicants, 24 background investigations completed, and 29 applicants hired and onboarded.

DEPARTMENT/DIVISION
SUPPORT SERVICES

FUND
GENERAL FUND

ORGKEY
101202

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	1,373,316	2,008,340	1,493,189	1,554,030	1,634,278
5002	Salaries: Part-Time	61,304	186,753	119,404	144,270	144,270
5003	Labor Code Sec 4850	80,421	-	-	-	-
5101	Overtime Salaries	57,083	63,750	63,750	66,938	70,284
5102	O.T. Reimbursable	13,828	13,780	13,780	14,469	15,192
5104	Major Crime OT	353	5,000	5,000	5,250	5,513
5105	Overtime: Court/Other	227	2,200	2,200	2,310	2,426
5201	Stand By Pay	-	-	700	-	-
5202	Holiday Pay	29,737	-	14,676	-	-
5203	Bonus	53,587	-	-	5,479	5,868
5204	Accrual Payout	136,943	-	51,513	-	-
5301	Banked Leave Buy Back	61,091	133,790	53,871	49,510	56,968
5401	Pension Contributions	739,532	725,827	795,492	479,435	484,897
5501	FICA/Medicare	82,694	89,199	88,743	98,903	103,189
5601	Deferred Compensation	215,440	77,589	119,657	80,164	109,536
5701	Health/Dental Insurance	225,528	312,452	263,286	343,355	349,130
5702	Workers' Comp Insurance	55,328	59,820	59,820	68,468	70,850
5703	Disability Insurance	4,968	5,838	5,930	7,131	7,460
5704	Unemployment Insurance	1,514	9,548	11,770	10,850	10,850
5705	Life Insurance	933	1,008	947	1,071	1,071
5802	Eyecare Reimbursement	405	3,150	3,150	4,800	4,800
5803	Clothing Allowance	10,250	11,225	11,950	9,975	9,975
5903	Other Taxable Benefits	4,598	44,407	6,074	5,550	5,550
5905	Employee Wellness Program	860	900	-	-	-
	TOTAL SALARIES AND BENEFITS	3,209,941	3,754,576	3,184,902	2,951,958	3,092,107
	SERVICES					
6005	License & Permits	123	168	168	171	175
6007	Penalties	-	-	3	-	-
6102	Legal Services	79,368	60,638	300,000	61,851	63,088
6105	Medical/Physicals	54,240	99,446	99,446	101,435	103,464
6304	Telephone	149,821	148,838	76,815	151,815	154,851
6307	Electricity & Gas	4,790	4,961	3,208	5,060	5,161
6402	Travel Expense/Reimbursement	76,135	115,750	115,750	118,065	120,426
6403	Training	163,255	253,691	177,693	166,520	169,850
6601	Postage	3,480	7,900	7,900	8,058	8,219
6702	Fingerprinting	3,895	10,475	10,475	10,685	10,898
6703	Software Support/Development	9,000	5,000	9,000	19,120	9,000
6710	Special Contractual Services	103,807	173,359	146,585	166,587	178,526
6802	Info Tech Service Charges	237,025	254,986	254,986	167,543	147,597
6803	City Garage Charges	696,170	741,487	966,172	1,261,561	1,305,845
6901	Printing and Binding	5,119	16,500	7,100	16,830	17,167
6904	Land and Building Rent	5,400	5,400	5,400	5,508	5,618
6906	Office Equip & Furn Rent	11,263	22,050	22,050	22,491	22,941
6908	Other Rent	-	-	5,315	-	-
6909	Subscriptions & Memberships	16,462	8,655	8,655	8,828	9,005
6910	Labor	-	-	800	-	-
6911	Bad Debt Expense	-	-	30	-	-
	TOTAL SERVICES	1,619,351	1,929,304	2,217,551	2,292,127	2,331,831

DEPARTMENT/DIVISION
SUPPORT SERVICES

FUND
GENERAL FUND

ORGKEY
101202

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7001	Books & Supplies	-	700	700	700	700
7002	Office Supplies	18,306	43,549	43,549	44,420	45,308
7004	Uniform/Safety Clothing	161,531	157,124	157,124	160,266	163,472
7005	Photo & Copying Supplies	966	10,475	10,475	10,685	10,898
7101	Office Equipment & Furniture	7,037	834,737	834,737	7,177	7,321
7102	Small Tools & Equipment	7,004	42,867	42,867	160,414	161,289
7205	Machinery & Equip. Maint.	2,045	13,616	13,616	13,888	14,166
7206	Vehicle Maintenance	56,661	32,425	42,425	33,074	33,735
7209	Janitorial Supplies	8	-	-	-	-
7804	Medical Supplies	538	10,198	10,198	10,402	10,610
7805	Weapons & Ammunitions	74,184	120,042	120,042	122,443	124,891
7807	Food	5,394	11,300	10,000	11,526	11,757
7810	Special Departmental Supplies	176,473	116,962	216,962	119,301	121,687
7901	Non-Capital Expenditures	105,483	267,364	95,613	95,613	95,613
	TOTAL SUPPLIES	615,630	1,661,359	1,598,308	789,909	801,447
	FIXED ASSETS					
8501	Other Betterments/Improv	-	74,376	74,376	-	-
8701	Office Furniture	-	6,274	6,274	-	-
8704	Motor Vehicles	302,255	53,157	53,157	-	-
8706	All Other Equipment	-	87,500	87,500	-	-
8801	Capital Lease	74,358	826,106	1,237,363	1,416,245	917,652
	TOTAL FIXED ASSETS	376,613	1,047,413	1,458,670	1,416,245	917,652
	DEBT SERVICE					
9002	Principal-Lease	189,231	-	-	-	-
9102	Interest-Lease	2,482	-	-	-	-
	TOTAL DEBT SERVICE	191,713	-	-	-	-
	DIVISION TOTAL	6,013,248	8,392,652	8,459,431	7,450,239	7,143,037

Police
Community Services Bureau

Program Description:

The Community Services Bureau works closely with residents and business owners to prevent crime, solve problems, and enhance the quality of life of Redlands' residents. The Community Services Bureau is comprised of several sub-units, namely:

- Traffic and Special Events Unit: One Sergeant and a traffic corporal are assigned to the Traffic and Special Events Unit. The sergeant is responsible for coordinating the efforts of the community service officers assigned to parking control that enforce parking standards throughout the city. The sergeant also manages all the Office of Traffic Safety (OTS) grants which encompass sobriety checkpoints, Click It or Ticket operations, additional traffic enforcement, and DUI saturation patrols during special events and holidays. In addition to traffic duties, the sergeant, corporal, and parking control officers organize traffic flow for all of the special events in town such as the Christmas Parade, Redlands Bicycle Classic, Run Through Redlands, Lincoln Pilgrimage Parade, high school graduation ceremonies, several triathlon/5-10 K runs, and approximately thirty additional special events that are held on weekends that require traffic control. The sergeant also supervises the Citizen Volunteer Unit, the Community Policing Unit, and the two school resource officers.
- Community Policing Unit: Two officers are assigned to the Community Policing Unit. The community policing officers (CPOs) are committed to addressing issues such as homelessness and ongoing crime problems, and they promote long-term interactions with community members and local businesses. CPOs work closely with the community and faith-based organizations to strengthen community relationships while working towards common goals of public safety and well-being. They also spearhead department youth programs and assist in special events.
- School Resource Officers: Two officers have been assigned to work as school resource officers (SROs). The SROs work with the Redlands Unified School District to improve the safety of students and staff at the selected schools and to reduce crime committed by juveniles and young adults. Moreover, the SROs establish a trusting channel of communication with students, parents, and teachers. The SROs serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. One officer is assigned to Redlands High School, while the other officer is assigned to Citrus Valley High School. Both positions are funded by the Redlands Unified School District.
- Triage, Engagement, and Support Teams (TEST): One San Bernardino County Department of Behavioral Health TEST team member is assigned to work in the Redlands Police Department to assist both community policing officers and patrol officers in providing services to residents. Triage teams specialize in crisis intervention, continuum of care, and intensive case management for individuals experiencing an urgent psychiatric health condition with up to 59 days of individualized linkage and follow-up services. The goal is to improve consumer experience by improving access to mental health services with local staff and rapid response times, allowing the consumer to possibly stay within their community by strengthening their opportunity for recovery and wellness while reducing involvement with the criminal justice system, reducing frequencies of emergency room visits and/or unnecessary hospitalization. While a valuable resource, there has been a high degree of turnover of TEST staff since its inception.

- Citizen Volunteers: The Department also has a Citizen Volunteer Unit consisting of hardworking men and women who have chosen to give back to their community. After a person completes the application process to join the Citizen Volunteer Unit, they complete a preparation academy. This intensive training gives them an understanding of the various components of the department and the expectations of the community. After their initial training, the CVs patrol the city in specially marked patrol units and serve as the "eyes and ears" of the department. They provide a lookout for illegal activities, carry a police radio, and are in constant contact with Dispatch and the officers on duty.
- Community Engagement Team (CET): CET was established in February of 2024. The team consists of one (1) Sergeant, one (1) Corporal, and four (4) police officers. The team's primary focus will be to address retail theft and transient related problems in business districts. CET builds strong relationships with local business owners and other members of the community.
- Crime Analyst: One crime analyst has been added to the Community Policing Bureau. She has completed several projects including a downtown parking enforcement map for the city, downtown crime study dashboard, and deployment scenarios for CET and other community policing teams. She continues to analyze information related to the city's business districts in order to maximize safety in those areas.

Program Objectives:

- Support the department's community policing and problem-solving efforts through active participation and input on issues.
- Conduct proactive patrols and take the appropriate enforcement action.
- Reduce the number of traffic collisions by enforcing traffic laws.
- Reduce the number of traffic collisions caused by DUI drivers by conducting DUI checkpoints.
- Work with the Redlands Unified School District to improve the safety of students and staff at the selected schools and to reduce crime committed by juveniles and young adults.
- Work with the Department of Behavioral Health to improve the consumer experience.
- Maintain a strong, viable volunteer program that assists department members in their efforts to provide a safe and sustainable community.
- Continue to foster strong relationships with local businesses and focus on the changing needs of our local business districts.

Accomplishments:

- The Traffic and Special Events Unit assisted with traffic control and in providing public safety services at several special events in town such as the Redlands Bicycle Classic, Redlands Bowl Summer Music Festival, and Run thru Redlands, commencement and graduation ceremonies, and other outdoor events.
- The Traffic Unit continued its regular enforcement duties, and the department was awarded the Office of Traffic Safety Selective Traffic Enforcement Program grant for 2022/2023 in the amount of $145,820.37. The grant provides funding to conduct ten (10) DUI checkpoints, twelve (12) DUI saturation patrols, three (3) Know Your Limit campaigns, one (1) collaborative DUI and traffic enforcement with partner agencies, eighteen (18) different traffic enforcement operations, and a traffic safety education class. Thus far, the Traffic Unit has investigated a total of eight (8) traffic fatalities during the fiscal year.
- The Community Policing Unit continues to foster positive police-community relationships by coordinating and participating in numerous community policing events and youth leadership activities and programs. Many of these community events are sponsored by the Redlands Police Community Foundation (RPCF), a non-profit organization dedicated to providing additional support to the Redlands Police Department, including the "Coptober Community Fair," the serving of community Thanksgiving meals, Blue Christmas, Heroes and Helpers, and other youth leadership events throughout the year.

Members of the Citizen Volunteer Unit donated approximately 5,000 hours in 2022-2024. Volunteers are a vital part of the department's strategy to meet the public safety needs of the community. The operational expenses of the Citizen Volunteer Unit are funded through the RPCF.

- The SROs continue to be stationed at Redlands High School and Citrus Valley High School which allows them to have ongoing police presence and positive interactions with Redlands Unified School District students and staff. During 2022/2023 the SROs developed a program called Cops N Kids N Hoops. The SROs work with local high schools and businesses to provide local youth with the opportunity to attend an NBA basketball game with members of the Redlands Police Department.
- CET has already had a noticeable impact on retail crime in the city. They have worked with local businesses to plan and implement multiple large-scale operations at our local shopping centers. CET has also established a strong working relationship with the city's Homeless Solutions Team. Officers continue to address problems associated with homelessness by taking a proactive and holistic approach to solving issues. Officers have helped some homeless obtain housing and other resources. Additionally, they have worked with several agencies to clean up approximately 35 homeless camps in the City of Redlands between 2022 and 2024. The department has also implemented and maintained a strategy that keeps city parks free from homeless encampments by offering individuals a bed in a local transitional housing facility. Funding to continue this strategy has been secured into the next year.

DEPARTMENT/DIVISION
COMMUNITY SERVICES

FUND
GENERAL FUND

ORGKEY
101204

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5401	Pension Contributions	4,995	-	-	-	-
5501	FICA/Medicare	321	-	-	-	-
5701	Health/Dental Insurance	6	-	-	-	-
5702	Workers' Comp Insurance	35,963	-	-	-	-
5703	Disability Insurance	16	-	-	-	-
5803	Clothing Allowance	15,206	-	-	-	-
	TOTAL SALARIES AND BENEFITS	56,506	-	-	-	-
	SERVICES					
6710	Special Contractual Services	21,064	42,446	42,446	43,295	44,161
6802	Info Tech Service Charges	154,066	165,741	165,741	129,465	114,053
	TOTAL SERVICES	175,130	208,187	208,187	172,760	158,214
	SUPPLIES					
7806	Promotional Supplies	3,266	6,504	6,504	6,634	6,767
	TOTAL SUPPLIES	3,266	6,504	6,504	6,634	6,767
	DIVISION TOTAL	234,902	214,691	214,691	179,394	164,981

Police
Special Services Bureau

Program Description:

The Redlands Police Department's Investigations Unit is responsible for conducting criminal investigations and unresolved field investigations. Following up on the initial efforts of patrol and community service officers, the Investigations Unit's mission is to identify and apprehend those responsible for the commission of various crimes, such as homicides, sexual assaults, robberies, burglaries, thefts, aggravated assaults, and facilitate the recovery of stolen property. The Investigations Unit is also responsible for protecting the innocent and wrongfully accused. Criminal investigations include gathering information, interviewing parties, and collecting evidence. The arrests of offenders and recovery of stolen property are accomplished through the evaluation of crime trends and patterns, the identification and location of past and probable offenders, and the utilization of modern police technology and forensic sciences. By developing and maintaining active relationships between the RPD and other law enforcement agencies, social service organizations, local citizen groups, and the District Attorney, the investigators successfully bring criminal cases to prosecution and conviction.

The Investigations Unit is comprised of the following:

- Violent Crimes: This sub-unit has primary responsibility for homicides, rapes, assaults, robberies, and other acts of violence against adults.
- Special Victims: This sub-unit has primary responsibility for crimes against children, the disabled and elderly.
- Property Crime: This sub-unit is responsible for burglaries, fraud, identity theft, vehicle theft, and other theft-related crimes.
- Internet Crime Against Children (ICAC): This sub-unit is associated with Los Angeles Police Department's ICAC Task Force and is responsible for investigating Internet crimes against children. Reports are generated through the National Center for Missing and Exploited Children (NCMEC). NCMEC receives the reports from electronic service providers and persons who report directly on their website.
- Crime Analysis: This sub-unit has primary responsibility for analyzing crime trends, series, and patterns to increase the department's ability to investigate and apprehend criminals, as well as control crime.
- Forensics Unit: This sub-unit works closely with the Investigations Unit, other members of the Special Services Bureau, and the Patrol Services Bureau handling various types of calls including sex crimes, homicides, and property crimes.
- Property and Evidence: This sub-unit assists by properly retaining and maintaining all property and evidence. They are also responsible for the transportation of items of evidence for additional processing to the San Bernardino County Sheriff's Crime Lab.

Program Objectives:

- Investigate crimes to disposition, including arrest, prosecution, and conviction.
- Develop and implement strategies to address crime trends, patterns, and series.
- Train and educate patrol officers in specialized criminal investigations and procedures.

Significant Program Changes:

- A sergeant position was reassigned from the department's Street Enforcement Team to the Investigations Unit to supervise property crime detectives and the Property and Evidence Section.
- A digital forensics analyst was added to the Forensics Unit to assist department personnel with the examination, identification, preservation, and analysis of digital evidence related to investigations.

Accomplishments:

- Detectives were called out to assist with a home invasion robbery of an 82-year-old victim. Excellent forensic work provided a lead for detectives to identify a suspect. This suspect was later located and arrested.
- Detectives followed up on a robbery in a business center parking lot where an elderly woman was dragged to the ground while trying to hold onto her purse. The suspect committed a similar robbery in San Bernardino and was arrested. Redlands detectives were able to book the suspect into county jail for Redlands robbery.
- A 14-year-old runaway juvenile found in a motel room in Redlands with an adult male later disclosed that sex acts had been committed. Detectives followed up and located video evidence that the crime had occurred. The suspect was located and arrested.
- Detectives investigated a report of historical sex crimes with a minor. The male suspect had sexually assaulted two of his half-sisters for years. Detectives collected evidence and built a case against the suspect. The suspect was later arrested by detectives.
- Detectives responded to assist Patrol at the scene of a homicide. It was determined two brothers attacked their sister's boyfriend because he had been verbally abusing their sister. During the physical altercation, a knife was used to fatally stab the victim. Through a lengthy investigation, the suspects were both arrested.
- Detectives followed up on multiple burglaries at an Amazon warehouse with over $60,000 in losses. During the investigation, three suspects were arrested and over $14,000 in merchandise was recovered.
- Detectives investigated a robbery series where six robberies occurred at fast food establishments in town. During one of the attempted robberies, a good Samaritan fought with the suspect and was able to remove an article of clothing during the altercation. A distinct article of clothing and a pellet gun were recovered by patrol officers after the altercation. The same suspect was believed to have committed similar armed robberies based on weapon, clothing, and threats to shoot employees at fast food establishments in Los Angeles, Riverside, and San Bernardino Counties (15 total). Over the course of the investigation, with great forensic work (fingerprint and DNA evidence) two persons of interests were located. Redlands detectives took over as primary due to the number of robberies committed in Redlands and submitted a case to the District Attorney's Office on the suspect. The suspect is currently in Arizona on an unrelated case.
- Detective responded to assist Patrol with a shooting that occurred in a roadway during daylight hours. Two victims were seated inside of their vehicle when the suspect pulled alongside of them and fired about 11 rounds at the victims. Both victims were struck by the gunfire and received life-threatening injuries. Detectives arrested and booked the suspect into county jail.
- Detectives conducted a 15-month-long investigation with Homeland Security Investigators into sex trafficking of underage females that spanned from California to Nevada to Texas to Colorado. Two female victims, a fourteen-year-old and a fifteen-year-old were rescued. Federal indictments were issued for three suspects who were all located and arrested.

- A business notified RPD that an employee found a digital video camera in their restroom, and patrol officers responded to take custody of the camera. The RPD Digital Forensic Examiner analyzed the recordings on the device and believed it was a hidden camera set up in the restroom to surreptitiously record customers. Detectives authored a search warrant that was served by MET, and the suspect was contacted and arrested. Under Miranda, the suspect confessed to planting the hidden camera.
- An RPD Community Service Officer notified detectives that he had identified a suspect who had been stealing from a local business multiple times a day. Detectives determined the suspect had stolen from the business thirty-two times. A majority of the thefts were felonies, and the incidents were all captured on video surveillance. Detectives showed witnesses photographic lineups and they positively identified the suspect. Patrol officers located the first suspect and arrested him. During an interview, he confessed to the thefts and gave the name of another suspect in three separate thefts at the business to detectives. The suspect was charged with twenty grand thefts. The second suspect was arrested and charged as well.
- The Internet Crimes Against Children (ICAC) sub-unit has identified and arrested two suspects with a total of over 10,000 images of Child Sexual Abuse Material (CSAM) in the course of their investigations.
- Suspects from the City of Compton burglarized two businesses in downtown Redlands, taking safes, money, and a firearm. Detectives discovered that suspects were arrested in the City of Colton on separate charges. While reviewing reports and evidence seized during that arrest, the suspects were tied to two additional burglaries in Redlands. Arrest warrants for burglary and grand theft were obtained for both suspects. One suspect has since been arrested for the warrant in Los Angeles County. The other remains at large.
- RPD officers responded to a shooting in which two victims received life-threatening injuries. Detectives later identified the suspect and obtained an arrest warrant for him. RPD SWAT served a search warrant and arrested the suspect for attempted murder. The suspect's cousin was arrested for being a felon in possession of ammunition.
- Patrol officers responded to a suspicious circumstances call at a jewelry store. The reporting party said three subjects came into the store acting suspicious. He felt they were going to rob the business, so he locked the front door. The suspects then left the location in a vehicle. A patrol corporal sent a "Be on the Look Out" alert to surrounding law enforcement agencies detailing the circumstances and the vehicle. Later that day, Fontana Police Department stopped the vehicle and arrested four suspects in custody for a robbery committed in their jurisdiction. RPD detectives interviewed the suspects, two of whom gave full confessions to being involved in the earlier incident in Redlands. Three of the suspects were charged with conspiracy and attempted robbery. One of the suspects confessed to being involved in a robbery that occurred at another jewelry store in Redlands earlier in the year. He was charged in that case as well.

Police
Special Operations Unit

Program Description:

RPD's Special Operations Unit was created to lead the department's proactive efforts to intervene in street-level felonious crime through prevention, intervention, and suppression of criminal activity. The Special Operations Unit is comprised of the following:

Multiple Enforcement Team (MET): A proactive group of officers whose responsibilities include monitoring and suppressing gang activity, addressing emerging crime patterns and series, and conducting investigations of gang-related crimes. MET suppresses gang activities and crime patterns through street contacts, intelligence gathering, and selective enforcement. MET works with San Bernardino County Probation and California Department of Corrections and Rehabilitation's Division of Adult Parole Operations and participates in countywide gang suppression activities. The team relies heavily on crime data and analysis to perform its mission. MET is also responsible for the apprehension of suspects who have committed serious crimes in the City of Redlands. MET also handles all criminal extraditions for the RPD. This requires team members to travel to different jurisdictions or states to retrieve wanted suspects who have been apprehended for crimes committed in Redlands. One MET officer is the handler for the department's explosive detection dog. MET also has one officer assigned to IRNET, the Inland Regional Narcotics Enforcement Team. IRNET is a task force responsible for major narcotics investigations throughout the Inland Empire and beyond.

Significant Program Changes:

- Due to staffing shortages, one (1) sergeant, one (1) detective and two (2) officers previously assigned to the Street Enforcement Team (SET) were reassigned to the Patrol Services Bureau. One (1) officer from SET was reassigned to the Multiple Enforcement Team. The Multiple Enforcement Team assumed SET's responsibilities for fugitive apprehension, surveillance operations, and narcotics/vice investigations.

Program Objectives:

- Use proactive efforts through prevention, intervention, and suppression to address criminal activity, crime trends, and criminal offenders.
- Continued participation in the regional drug task force, which enhances the effectiveness of efforts to lower illegal narcotic sales, use, and production in the Inland Empire.
- Continue collaborative efforts to supervise and rehabilitate probationers released into our community on Post Release Community Supervision (PRCS), probation and parole.
- Train and educate patrol officers in specialized criminal investigations and procedures.

Accomplishments:

MET:

- Made 190 proactive arrests and contacted over 100 documented gang members.
- Served over 30 search warrants.
- Seized more than 35 firearms from gang members, convicted felons, and persons in possession of narcotics.
- Apprehended suspects for the Investigations Unit for numerous crimes including attempted murder, assault with a deadly weapon and robbery, mayhem, battery causing serious bodily injury, use of a hidden camera to record someone in a private area, possession of child sexual abuse material, and grand theft.
- Assisted an outside agency in solving a cold case homicide with a successful conviction based on gathered information.
- Participated in five county-wide gang sweeps collectively resulting in over 100 more proactive arrests and seized approximately twenty additional firearms.
- Participated in more than 150 hours at more than ten different community policing events.
- The K9 Unit has been deployed on multiple occasions to assist other MET officers, the Investigative Services Bureau, the Community Services Bureau, the Patrol Services Bureau, and various outside agencies. The K9 unit performed sweeps for explosives at numerous community events and the State of the County event at the Ontario Convention Center.

IRNET:

- Investigators stopped a vehicle in Rancho Cucamonga and located 50 kilograms of cocaine. They served a search warrant at a related location and located another 100 kilograms of cocaine.
- Investigators arrested suspects for possession of over 100 pounds of methamphetamine in Riverside. They served a search warrant at a related location and found a clandestine methamphetamine lab and seized another 1,000 pounds of methamphetamine.
- During the service of a search warrant in San Diego, investigators seized $2,000,000 in drug sales proceeds.
- The team conducted a knock and talk which resulted in the seizure of 70 pounds of fentanyl pills.
- Investigators conducted a traffic stop resulting in the seizure of 33 pounds of cocaine and 10 pounds of methamphetamine.
- Investigators conducted a traffic stop resulting in the seizure of 16 pounds of cocaine and $100,000.
- The team served a search warrant resulting in the seizure of 27 pounds of cocaine, 2.5 pounds of heroin, 1 pound of fentanyl and 65 pounds of methamphetamine.

DEPARTMENT/DIVISION
SPECIAL SERVICES

FUND
GENERAL FUND

ORGKEY
101205

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	34,691	-	-	-	-
5101	Overtime Salaries	28	-	-	-	-
5203	Bonus	1,786	-	-		
5401	Pension Contributions	17,147	-	-	-	-
5501	FICA/Medicare	3,339	-	-	-	-
5701	Health/Dental Insurance	2,765	-	-	-	-
5702	Workers' Comp Insurance	74,692	-	-	-	-
5703	Disability Insurance	354	-	-	-	-
5704	Unemployment Insurance	80	-	-	-	-
5705	Life Insurance	37	-	-	-	-
5802	Eyecare Reimbursement	40	-	-	-	-
5803	Clothing Allowance	28,006	-	-	-	-
	TOTAL SALARIES AND BENEFITS	162,964	-	-	-	-
	SERVICES					
6701	Undercover Investigations	-	15,000	15,000	15,000	15,000
6703	Software Support/Development	16,734	23,999	23,999	9,296	9,296
6710	Special Contractual Services	4,924	8,438	8,438	5,023	5,123
6802	Info Tech Service Charges	319,984	344,231	344,231	91,387	80,508
	TOTAL SERVICES	341,642	391,668	391,668	120,706	109,927
	SUPPLIES					
7101	Office Equipment	-	9,000	9,000	-	-
7102	Small Tools & Equipment	6,593	3,600	3,028	-	-
7803	Chemical & Lab Supplies	2,753	3,638	3,638	3,711	3,785
7806	Promotional Supplies	843	-	-	-	-
7810	Special Departmental Supplies	6,025	-	130	8,900	9,050
7901	Non-Capital Expenditures	11,576	-	-	-	-
	TOTAL SUPPLIES	27,791	16,238	15,796	12,611	12,835
	FIXED ASSETS					
8706	All Other Equipment	44,588	-	-	11,849	-
	TOTAL FIXED ASSETS	44,588	-	-	11,849	-
	DIVISION TOTAL	576,985	407,906	407,464	145,166	122,762
	DEPARTMENT TOTAL	31,788,285	40,597,776	37,275,500	40,562,553	42,349,068

Police
Asset Forfeiture and Grants

Program Description:

The Redlands Police Department receives a share of the value of all assets seized during drug-related arrests. Expenditures of these funds are intended to supplement, not supplant, police department needs, including personnel, equipment, and vehicles. All expenditures follow guidelines as cited in the U.S. Department of Justice's "Guide to Equitable Sharing of Federally Forfeited Property for State and Local Law Enforcement Agencies."

The Redlands Police Department actively seeks a variety of grants to supplement operations.

Program Objectives:

Asset forfeiture supplements a variety of community drug and violence resistance programs.

Grants awarded and/or funded through the 2022-2024 fiscal year include:

- The State Homeland Security Grant Program (HSGP) is designed to secure and provide the nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from threats, hazards, and acts of terrorism and other catastrophic events that pose a great risk to the United States. The HSGP is one tool among a comprehensive set of federal measures administered by Cal OES to help strengthen the state against risks associated with potential terrorist attacks. The Redlands Police Department funding for this period includes funding for SWAT tactical accessories.

- The Department of Alcoholic Beverage Control (ABC) grant program offers selected local law enforcement agencies to expend their efforts in addressing alcohol-related problems through a comprehensive ABC program that will encompass a wide range of strategies. The grant funds will be used to increase the hours officers have to enforce alcohol related crimes, conduct minor decoy operations, conduct shoulder tap operations, and conduct IMPACT inspections at "on-sale" and "off-sale" licensed locations. The grant funds will be for overtime expenses necessary to conduct the enforcement.

- Office of Traffic Safety Selective Traffic Enforcement Grant focuses on traffic safety issues and enforcement that funds overtime for DUI and driver's license checkpoints; DUI saturation patrols; special enforcement operations and court stings. The OTS grant also provides for traffic enforcement-related training.

- Supplemental Law Enforcement Services Fund (SLESF) supplements one full-time community services officer, one full-time property & evidence technician, one part-time community service officer for fleet maintenance, and two part-time background investigators, as well as purchasing specialized equipment for the department.

DEPARTMENT/DIVISION
GOV'T GRANTS - POLICE

FUND
POLICE GRANT FUND

ORGKEY
200202

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5101	Overtime Salaries	28,000	30,000	60,000	-	-
5102	O.T. Reimbursable	68,276	257,216	166,741	-	-
	TOTAL SALARIES AND BENEFITS	96,276	287,216	226,741	-	-
	SERVICES					
6402	Travel Expense/Reimbursement	-	7,477	3,550	-	-
6403	Training	-	51,965	51,965	-	-
6710	Special Contractual Services	-	88,208	88,208	-	-
6909	Subscriptions & Memberships	-	3,500	3,500	-	-
	TOTAL SERVICES	46	151,149	147,222	-	-
	SUPPLIES					
7004	Uniform/Safety Clothing	27,315	-	21,723	-	-
7810	Special Departmental Supplies	350	67,848	87,520	-	-
	TOTAL SUPPLIES	27,665	67,848	109,243	-	-
	FIXED ASSETS					
8501	Other Betterments/Improv	-	36,670	36,670	-	-
8703	Computer Equipment	-	-	14,530	-	-
8706	All Other Equipment	73,406	82,563	46,594	-	-
	TOTAL FIXED ASSETS	73,406	119,233	97,794	-	-
	DEPARTMENT TOTAL	197,394	625,446	580,999	-	-

DEPARTMENT/DIVISION
ASSET FORFEITURE

FUND
ASSET FORFEITURE FUND

ORGKEY
246200

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5101	Overtime Salaries	-	35,000	35,000	35,000	35,000
5501	FICA/Medicare	-	508	508	508	508
	TOTAL SALARIES AND BENEFITS	-	35,508	35,508	35,508	35,508
	SERVICES					
6510	Other Insurance	-	882	882	882	882
6703	Software Support/Development	14,495	11,692	22,000	25,000	25,000
6704	Community Grant Award	375	-	1,077	855	855
6710	Special Contractual Services	8,098	23,780	13,472	14,000	14,500
	TOTAL SERVICES	22,968	36,354	37,431	40,737	41,237
	SUPPLIES					
7004	Uniform/Safety Clothing	3,527	24,000	6,048	6,048	6,048
7805	Weapons & Ammunitions	-	15,000	15,000	15,000	15,000
7810	Special Departmental Supplies	19,954	67,048	110,000	110,000	110,000
	TOTAL SUPPLIES	23,481	106,048	131,048	131,048	131,048
	FIXED ASSETS					
8706	All Other Equipment	7,994	14,005	14,005	-	-
	TOTAL FIXED ASSETS	7,994	14,005	14,005	-	-
	FUND TOTAL	54,443	191,915	217,993	207,293	207,793

DEPARTMENT/DIVISION
SUPPLEMENTAL LAW ENFORCEMENT

FUND
SUPPLEMENTAL LAW ENFORCEMENT FUND

ORGKEY
249200

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	30,056	-	-	-	-
5002	Salaries: Part-Time	-	117,558	-	125,558	125,558
5101	Overtime	789	-	-	-	-
5202	HolidayPay	2,412	-	-	-	-
5203	Bonus	3,500	-	-	-	-
5204	Accrual Payout	8,294	-	-	-	-
5401	Pension Contributions	7,064	-	-	-	-
5501	FICA/Medicare	3,512	-	-	-	-
5701	Health/Dental Insurance	4,247	-	-	-	-
5702	Workers' Comp Insurance	-	2,715	-	-	-
5703	Disability Insurance	372	-	-	-	-
5704	Unemployment Insurance	1,095	-	-	-	-
5705	Life Insurance	35	-	-	-	-
5803	Clothing Allowance	850	-	-	-	-
	TOTAL SALARIES AND BENEFITS	62,226	120,273	-	125,558	125,558
	SERVICES					
6703	Software Support/Development	45,566	94,132	110,000	110,000	110,000
6710	Special Contractual Services	8,020	25,000	25,000	25,000	25,000
	TOTAL SERVICES	53,586	119,132	135,000	135,000	135,000
	SUPPLIES					
7810	Special Departmental Supplies	481	-	-	-	-
7901	Non-Capital Expenditures	2,165	-	-	-	-
	TOTAL SUPPLIES	2,646	-	-	-	-
	FIXED ASSETS					
8703	Computer Equipment	6,594	-	-	-	-
8704	Motor Vehicles	58,529	75,000	-	-	-
	TOTAL FIXED ASSETS	65,123	75,000	-	-	-
	FUND TOTAL	183,582	314,405	135,000	260,558	260,558

Fire

Mission Statement:

The Redlands Fire Department envisions itself as a forward-thinking organization that sets the standard for public safety in the community. Our services will be synonymous with excellence, recognized as embodying "The Redlands Way."

Our mission is to deliver a secure, proficient, and respectful team dedicated to surpassing the expectations of both our community and our organization. This mission necessitates our members to be part of a skilled, proactive, all-encompassing fire department committed to "Preserving the Past and Protecting the Future" of those under our care. Upholding the core values of honor, loyalty, pride, and courage, we will strive towards the principles of compassion, respect, efficiency, and innovation to accomplish our mission.

Departmental Goals:

- Complete the Fire Station 262 Remodel Project to accommodate multi-gender crews and meet ADA requirements.
- Secure funding for design, engineering, and construction for the relocation of Fire Station 264.
- Secure funding for the design, engineering, and construction of Fire Stations 265 and 266.
- Provide adequate staffing levels to meet and sustain service standards for both city services and public safety.
- Develop and provide adequate funding to support a mental health / substance abuse crisis team to aid our homeless population. Additionally, invest in community outreach education programs addressing homelessness and the opioid drug epidemic.
- Emergency Management – Continue allocating funds for the development of emergency response and mitigation plans, along with providing training for city personnel to effectively respond and coordinate the activation of the Emergency Operation Center (EOC).

Fire
Administrative Services

Division Description:

Fire Administration provides general department oversight, monitors effectiveness of current programs, determines future needs of the department, and develops plans of action to achieve departmental goals. Fire Administration provides support to all Fire Department divisions, as well as four separate fire stations throughout the city. This Division consists of the Fire Chief, Deputy Fire Chief of Operations, an Administrative Battalion Chief, a Management Analyst, and two Senior Administrative Assistants.

Division Objectives:

- Maintain fiscal discipline, monitor the budget, and uphold a high level of service for Redlands residents.
- Restructure office staff functions, responsibilities, and procedures to enhance efficiency and productivity.
- Develop, administer, and manage personnel policies and procedures for department personnel.
- Oversee department contracts, agreements for programs and services, and partnerships with other fire agencies.
- Process, administer, and track mutual aid reimbursements from CalOES, the Department of U.S. Forestry, and CalFire.
- Administer and process cost recovery billing contracts for the Hazmat and Traffic Collisions cost recovery program, as well as the non-resident fee program; Track revenue for both programs.
- Manage the Household Hazardous Waste Program Contract with the San Bernardino County Fire District.
- Administer grants agreements, projects, reimbursements, and grant closeouts; actively seek grant opportunities to supplement departmental expenditures.
- Complete the purchase and installation of a metal awning for the Household Hazardous Waste site, funded through the CalRecycle grant.
- Monitor Opioid settlement funding for the Fire Department's initiatives to address the Opioid epidemic in the Redlands community.

Fire Suppression Division

Program Overview:

The Fire Suppression Division, under the leadership of the Deputy Chief, is supported by the Administrative Battalion Chief. With 57 dedicated personnel responsible for frontline operational duties, the department operates four 3-person engines, a 4-person ladder truck, a 2-person paramedic squad, and one Battalion Chief per 24-hour shift. In 2023, the Fire Suppression Division responded to approximately 12,180 individual emergencies.

Redlands Fire Suppression personnel manage the following programs:

- *Arson Program*: Implements education, investigation, and community engagement to prevent and combat arson. Through outreach, enforcement, data analysis, and partnerships, it aims to raise awareness, prosecute perpetrators, and enhance fire safety measures, fostering a safer environment for all community members.
- *California Incident Command Certification System (CICCS)*: The California Incident Command Certification System is a cooperative effort between the State Fire Marshal's Office and the Governor's Office of Emergency Services. This program standardizes training for wildland firefighting and certifies that individuals have been trained and hold a minimum level of competency (Cal-Fire, OES, County Fire Chiefs, NWCG FireScope).
- *Ladder Testing & Maintenance*: Testing, repair, and ongoing maintenance of ground ladders used by firefighters (NFPA 1932, OSHA).
- *Redlands Emergency Services Academy (RESA)*: A mutual partnership between Redlands Fire and Police Departments, Crafton Hills College, Redlands Unified School District, and COMPACT to offer new graduates of Redlands high schools the opportunity to experience first-hand the duties of police officers and firefighters (Crafton Hills Community College).
- *Rope/Technical Rescue Training*: This is a multifaceted program that deals with the use of rope to rescue civilians as well as firefighters. A rope is a versatile tool that can aid search teams in locating victims, provide egress in self-rescue, and raise/lower teams to provide rescue from precarious locations. The main areas of focus for this program are LARRO (Low Angle Rope Rescue Operational), Aerial Ladder rescue, Personal escape device (self-rescue rope), and Vertical rescue (CSFM, CAL-OSHA).
- *CONFIRE Operations Committee*: This is a multi-agency committee tasked with identifying and addressing needs and issues, reviewing new products for departments and the region, resource deployments, move-ups, resource availability, response times, response plans, computer-aided dispatch, and other logistical and communications issues.
- *CONFIRE Support Committee*: The CONFIRE Support Committee provides technical expertise and knowledge. They evaluate, vet, and coordinate with the Operations Committee on new product implementation and provide technical input to challenges or issues with communications and CAD equipment.
- *Personal Protective Equipment Program (PPE)*: The PPE program is responsible for the supply cache inventory, specifications, and warranties of purchased PPEs, and tracking of issued equipment.
- *National Fire Incident Reporting System*: The National Fire Incident Reporting System (NFIRS) is a reporting standard that fire departments use to uniformly report on the full range of their activities, from fire to Emergency Medical Services (EMS) to severe weather and natural disasters.

- *Explorer Program/ Explorer Post 261*: In conjunction with the Boy Scouts of America, this program is designed to assist those between the ages of 15 and 21 in preparing for careers in the fire service. Additionally, Explorers are utilized in many support functions within the department. Active members of Post 261 participate in group physical fitness, receive classroom and hands-on training, and are involved in community events and projects. Fire Explorers learn firefighting skills, hose lays, ladders, basic first aid and patient care, wildland firefighting, vehicle extrication, and the use of firefighting tools and equipment.
- *Fit Testing/ N95/ P100 Tuberculosis Mask Fit Program*: This is an OSHA-required program that requires all personnel who wear Respiratory Equipment to be fit-tested annually. This ensures proper fit and seal and limits exposure to toxic atmospheres. Title 8 annual fit testing of N-95 mask users is done to maintain compliance with the California Code of Regulations (OSHA 1910.134, California CCR Title 8, CCR).
- *Fleet Management*: The coordination of maintenance and repair of apparatus and equipment.
- *Hazardous Materials Program*: Manages hazardous material incidents through training, response coordination, and risk assessment. Collaborates to enhance preparedness and safeguard lives, property, and the environment from chemical threats, ensuring community safety and effective response to hazardous material-related incidents.
- *Hose Testing and Repair*: All fire hose within the department is tested annually. This program oversees over 60,000 feet of various-sized diameter hoses and ensures an adequate inventory is kept meeting the needs of our department.
- *Safe Surrender*: As set forth under the Safely Surrendered Baby Law of 2006, this program allows mothers to drop off babies under 72 hours old at a Fire Station without any question. This very important program helps deter abandoning newborns (CFCA).
- *Standard Operating Procedures (Lexipol)*: Management of this crucial program provides for the continuous updating and development of SOPs related to the operations of the department.
- *Swiftwater Rescue*: Personnel assigned to this program have all been trained to the technician level, can train others, and are responsible for maintaining equipment inventories and serviceability.
- *Health and Wellness Program*: This program is a joint management and employee association program based on the International Association of Fire Chiefs and International Association of Firefighters Wellness-Fitness Initiative (WFI) to improve the health and fitness of firefighters. Adopted in 2004, it helps reduce the risk of injury and illness and maintains a healthy and fit workforce (IAFC, IAFF).
- *Respiratory/SCBA Program*: Personnel assigned to this program ensure that all regulations, maintenance, and upgrading of fixed, mobile, and self-contained breathing systems are met. There are numerous federal, state, and local requirements and regulations that guide this program (NIOSH, NFPA, OSHA, CAL_OSHA, ANSI).
- *Pump Testing*: National Fire Protection Association Standard 1911 mandates fire apparatus pumps must be tested on an annual basis (NFPA 1911, Insurance Services Organization).

Program Objectives:

- Suppress structural, wildland, urban interface, vehicle, and other fires as necessary to ensure the health and safety of the community.
- Provide emergency medical services to the ill and injured.
- Conduct technical search, rescue, and recovery activities within the City of Redlands or as requested on a mutual aid basis.
- Respond to, contain, and oversee mitigation of hazardous materials incidents.
- Conduct in-service training in support of the knowledge, skills, and abilities required to respond in a safe and proficient manner.
- Support logistical and administrative functions as required to ensure the proper equipping, training, operations, and safety of the members of the Redlands Fire Department.

Accomplishments for Fiscal Years 2022-2024:

- Initiated the highly anticipated renovation project at Fire Station 262, signaling a significant step towards modernizing our infrastructure.
- Successfully completed the rigorous training and certification processes for the deployment of our new Tractor Drawn Aerial apparatus, MT261.
- Procured state-of-the-art NFPA-compliant 800 MHz Motorola radios, replacing outdated equipment aged between 15 to 20 years, enhancing communication reliability.
- Strategically reviewed and optimized our response plans, leveraging Computer-Aided Dispatching enhancements to streamline operations and reduce dispatcher workloads.
- Invested in our fleet's efficiency by acquiring four new light vehicles and two Type 1 fire apparatus, ensuring operational readiness and effectiveness in emergency response.
- Collaborated with the City IT Department to fortify Confire network connections across all stations and Fire Admin, significantly bolstering cybersecurity measures and optimizing internet speeds.

DEPARTMENT/DIVISION
FIRE SUPPRESSION

FUND
GENERAL FUND

ORGKEY
101250

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	5,177,078	7,215,497	5,949,172	6,231,429	6,443,962
5003	Labor Code Sec 4850	58,603	3,000	50,000	50,000	50,000
5101	Overtime Salaries	239,322	375,000	375,000	375,000	400,000
5102	O.T. Reimbursable	260,102	620,000	620,000	650,000	700,000
5103	Constant Staffing	1,290,989	1,800,000	1,800,000	1,800,000	2,000,000
5202	Holiday Pay	194,860	-	155,185	-	-
5203	Bonus	11,620	-	4,000	5,416	5,743
5204	Accrual Payout	39,193	-	96,284	-	-
5301	Banked Leave Buy Back	87,639	572,712	114,149	585,049	603,560
5401	Pension Contributions	4,438,230	5,225,034	4,927,635	5,515,826	5,976,376
5501	FICA/Medicare	114,050	115,397	136,638	123,437	127,989
5601	Deferred Compensation	289,548	168,830	279,066	170,013	174,297
5701	Health/Dental Insurance	853,910	1,086,600	935,599	1,017,298	1,035,545
5702	Workers' Comp Insurance	102,356	110,667	113,658	140,501	145,390
5703	Disability Insurance	50,560	67,194	69,297	70,781	73,182
5704	Unemployment Insurance	3,126	20,203	17,871	18,033	18,033
5705	Life Insurance	2,462	2,933	2,506	2,618	2,618
5802	Eyecare Reimbursement	2,793	675	675	1,200	1,200
5803	Clothing Allowance	43,400	52,635	52,635	46,335	46,335
5903	Other Taxable Benefits	2,236	163,287	2,134	2,700	2,700
5904	Tuition Reimbursement	-	-	13,425	-	-
	TOTAL SALARIES AND BENEFITS	13,262,077	17,599,664	15,714,929	16,805,636	17,806,930
	SERVICES					
6005	License & Permits	1,737	7,000	7,000	7,000	7,000
6007	Penalties and Interest	3	-	228	-	-
6102	Legal Services	915	10,000	10,000	10,000	10,000
6105	Medical/Physicals	1,942	4,000	4,000	11,000	11,500
6106	Other Professional Services	13,623	20,000	20,000	20,000	20,500
6304	Telephone	15,026	15,000	15,000	16,000	16,500
6401	Meeting & Prof Development	5,828	2,500	4,000	5,000	5,500
6402	Travel Expense/Reimbursement	17,606	19,500	19,500	25,000	26,500
6403	Training	1,076	6,000	6,000	8,000	9,000
6601	Postage	2,774	2,000	2,000	2,500	3,000
6702	Fingerprinting	-	1,000	1,000	500	500
6703	Software Support/Development	6,457	38,538	38,538	8,000	8,500
6710	Special Contractual Services	248,637	270,500	270,500	312,000	339,500
6802	Info Tech Service Charges	438,496	271,724	471,724	327,471	288,486
6803	City Garage Charges	676,219	717,034	958,331	1,191,859	1,236,500
6901	Printing and Binding	1,572	2,500	2,500	2,000	2,500
6902	Advertising	-	2,500	2,500	2,000	2,500
6905	Clothing and Linen Rent	16,047	15,000	17,000	23,000	24,500
6906	Office Equip & Furn Rent	4,417	4,000	4,000	4,500	5,000
6907	Comms Service & Rental	441,191	472,641	472,641	642,012	669,518
6908	Other Rentals	224	6,000	2,500	5,000	5,500
6909	Subscriptions & Memberships	3,342	6,000	6,000	7,100	7,200
6910	Labor	45,265	-	35,007	-	-
6912	Reimbursed Expenditures	500	201,875	201,875	-	-
	TOTAL SERVICES	1,942,898	2,095,312	2,571,844	2,629,942	2,699,704

DEPARTMENT/DIVISION
FIRE SUPPRESSION

FUND
GENERAL FUND

ORGKEY
101250

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7001	Books & Supplies	-	600	600	500	500
7002	Office Supplies	5,186	9,000	9,000	9,000	9,500
7003	Awards/Recognition Prgm	901	3,500	3,500	3,500	4,000
7004	Uniform/Safety Clothing	84,578	161,752	190,752	180,500	135,000
7005	Photo & Copying Supplies	-	2,500	2,500	2,000	2,500
7101	Office Equipment & Furniture	3,038	15,000	15,000	14,000	15,000
7102	Small Tools & Equipment	27,887	48,000	46,500	40,000	40,000
7201	Hardware Maint/Replace	252	7,000	7,000	6,000	7,000
7203	Office Equipment Maintenance	-	500	500	500	500
7204	Building/Grounds Maintenance	36,053	41,000	37,000	39,500	40,500
7205	Machinery & Equip. Maint.	27,252	30,170	66,949	22,000	24,700
7206	Vehicle Maintenance	1,032	-	1,100	1,800	2,000
7208	Repair/Maintenance Supplies	3,609	6,026	6,026	7,000	8,500
7209	Janitorial Supplies	21,839	18,500	20,000	20,000	22,000
7211	Computer Components	602	6,000	6,000	6,000	6,500
7213	Motor Vehicle Supplies	2,535	3,000	3,000	4,000	4,500
7804	Medical Supplies	109	3,500	2,400	4,000	4,500
7807	Food	5,572	4,500	4,500	6,000	6,500
7810	Special Departmental Supplies	121,099	323,342	364,556	128,000	117,500
7901	Non-Capital Expenditures	-	-	22,000	-	-
	TOTAL SUPPLIES	341,546	683,890	808,883	494,300	451,200
	FIXED ASSETS					
8301	Constructions in Progress	160,023	-	-	-	-
8501	Other Betterments/Improv	70,064	1,645,000	1,530,000	600,000	-
8503	Building Construction/Improv	197,875	720,977	720,977	-	-
8704	Motor Vehicles	63,715	306,285	306,285	-	1,100,000
8706	All Other Equipment	-	709,297	586,772	-	-
8801	Capital Lease	(12,720)	94,097	151,730	96,647	96,647
	TOTAL FIXED ASSETS	478,956	3,475,657	3,295,764	696,647	1,196,647
	DEBT SERVICE					
9001	Principal	493,387	3,269,436	3,068,644	102,810	108,966
9002	Principal- Lease	28,163	-	-	-	-
9101	Interest	171,929	74,032	148,159	212,041	205,885
9102	Interest-Lease	1,071	-	-	-	-
	TOTAL DEBT SERVICE	694,550	3,343,468	3,216,802	314,851	314,851
	DIVISION TOTAL	16,720,026	27,197,991	25,608,222	20,941,375	22,469,331

Fire
Community Risk Reduction Division

Program Description:

This division operates under the direction of the Fire Chief and consists of the Fire Marshal, one Deputy Fire Marshal, two Fire Prevention Inspectors, and one Administrative Assistant II. Operating under the guidelines of the California Fire Code (CFC) as adopted by the State of California and the City of Redlands, the Community Risk Reduction Division provides an all-hazards approach to life and fire safety, safeguarding the community from fire and other hazards through education, engineering, enforcement, evaluation, and analysis.

Redlands Community Risk Reduction Division manages the following programs:

- Code management and policy development relating to life and fire safety;
- Construction document reviews for all new and improved buildings and structures throughout the City;
- New construction inspection and acceptance testing of fire protection systems;
- State-mandated annual and routine fire inspections of existing multi-family apartment buildings, hotels & motels, educational facilities, commercial and industrial buildings, and facilities as well as the systems, processes, and uses within these buildings;
- Code enforcement activities involving imminent life and fire safety hazards and vegetation management;
- Public education and information; and
- Community risk reduction initiatives.

Program Objectives:

- Provide a review of development projects related to the model construction codes and standards
- Conduct and enforce the California Fire Code and related safety regulations, as adopted by the City of Redlands
- Authorize issuance of operational permits related to systems, processes, and uses as defined in the California Fire Code
- Conduct routine life and fire safety inspections
- Direct the Vegetation Management Program that protects life and property through defensible space and fire-wise strategies
- Provide logistical support for major emergencies through disaster and emergency incident management
- Oversee special events to ensure proper safety (assemblies, fireworks, etc.)
- Organize community risk reduction initiatives for the identified hazards in the City of Redlands
- Serve as fire safety subject matter experts for City Council and City Commissions.
- Represent the City of Redlands regionally and nationally through public safety professional development and industry advisory opportunities.

Significant Program Changes:

- Adopted 2023 California Fire Code with City of Redlands local amendments.
- Created guidelines and to assist projects effectively navigate the new development and Fire plan review process.
- Re-staffed Community Risk Reduction Division to levels before COVID
- Re-established the State mandated inspections for hotels, motels, apartments, and educational occupancies.

Accomplishments for Fiscal Years 2022-2024:

- Hired a new Fire Marshal, Deputy Fire Marshal and two Fire Inspector positions.
- Completed State mandated fire inspections for all hotels and motels
- Completed 2128 construction document plan reviews
- Completed 2945 new construction inspections
- Performed 525 routine fire inspections
- Conducted 1560 vegetation management inspections
- Established service agreement with California Conservation Corps to assist with the City's vegetation management projects on public parcels and easements.
- Gained access for Redlands Fire Department staff to the AlertCalifornia Wildfire Detection Camera Network as one of the first local government partners in the state.
- Presented at national conferences including National Fire Protection Association, Center for Public Safety Excellence, International Wildland Fire Association, and Public Risk Managers Association.
- Attended professional development opportunities regionally and at the National Fire Academy.

Goals for Fiscal Years 2024-2026:

- Prepare and deliver proactive community risk reduction initiatives to help reduce identified risks for the business and residential communities.
- Develop a partnership with ESRI and City of Redlands staff to build a GIS database for the Community Risk Reduction Division.
- Begin the creation of a Community Wildfire Protection Plan
- Revise the routine fire inspection program to align with industry standards based on life, property, and environmental risks assessments reflected in NFPA 1730
- Refine the upcoming Community Risk Reduction webpage to be a resource for the community members and new development projects.
- Procure an additional AlertCalifornia Wildfire Detection Camera for the Live Oak Canyon area.
- Maintain and expand Community Risk Reduction staff specialized certifications for their positions from California State Fire Marshal, International Code Council, and related recognized professional organizations. Ensure all certifications remain current with the Continuing Education requirements.

DEPARTMENT/DIVISION
COMMUNITY RISK REDUCTION

FUND
GENERAL FUND

ORGKEY
101251

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	179,581	529,150	371,860	502,925	535,435
5101	Overtime Salaries	109	-	10,000	10,000	10,000
5202	Holiday Pay	3,555	-	7,017	-	-
5203	Bonus	13,000	-	-	-	-
5204	Accrual Payout	40,653	-	-	-	-
5301	Banked Leave Buy Back	-	10,824	-	2,851	3,023
5401	Pension Contributions	51,757	155,339	110,737	155,107	157,232
5501	FICA/Medicare	16,908	37,787	29,785	37,910	40,289
5601	Deferred Compensation	860	7,829	717	9,375	9,659
5701	Health/Dental Insurance	25,002	124,797	76,634	94,484	96,056
5702	Workers' Comp Insurance	11,066	11,964	11,964	13,694	14,170
5703	Disability Insurance	528	2,687	1,647	2,250	2,406
5704	Unemployment Insurance	391	2,604	5,473	2,170	2,170
5705	Life Insurance	154	378	264	315	315
5802	Eyecare Reimbursement	-	1,350	1,350	1,500	1,500
5803	Clothing Allowance	812	1,275	2,663	6,050	6,050
5903	Other Taxable Benefits	299	13,466	1,246	1,500	1,500
	TOTAL SALARIES AND BENEFITS	344,676	899,450	631,357	840,131	879,805
	SERVICES					
6106	Other Professional Services	6,943	10,000	10,000	10,000	10,000
6304	Telephone	7,723	4,500	7,000	5,000	5,000
6401	Meeting & Prof Development	775	2,400	2,400	2,400	2,400
6402	Travel Expense/Reimbursement	382	6,000	6,000	6,000	6,000
6403	Training	3,946	15,290	15,290	19,000	20,000
6601	Postage	19	1,500	1,500	1,500	1,500
6703	Software Support/Development	6,392	10,000	7,500	8,000	8,000
6710	Special Contractual Services	40,315	129,685	114,685	60,000	60,000
6802	Info Tech Service Charges	47,405	50,997	50,997	38,078	33,545
6901	Printing and Binding	6,718	2,500	2,500	2,500	2,500
6902	Advertising	103	5,000	5,000	3,500	3,500
6907	Comms Service & Rental	61,235	63,492	63,492	66,430	69,645
6909	Subscriptions & Memberships	217	5,290	5,290	3,100	3,350
	TOTAL SERVICES	182,174	306,654	291,654	225,508	225,440
	SUPPLIES					
7001	Books & Supplies	283	5,000	5,000	5,000	5,000
7002	Office Supplies	258	3,500	3,500	4,000	4,000
7003	Awards/Recognition Prgm	-	1,500	1,500	1,500	1,500
7004	Uniform/Safety Clothing	1,087	12,000	7,500	12,000	12,000
7005	Photo & Copying Supplies	-	1,000	1,000	1,000	1,000
7101	Office Equipment & Furniture	347	1,500	3,000	2,000	2,500
7102	Small Tools & Equipment	63	13,566	16,566	5,000	5,000
7201	Hardware Maint/Replace	-	2,000	2,000	7,000	7,000
7204	Building/Grounds Maintenance	-	5,000	5,000	5,000	5,000
7205	Machinery & Equip. Maint.	-	2,200	2,200	2,000	2,000
7211	Computer Components	55	3,000	3,000	3,000	3,000
7807	Food	370	1,000	1,000	3,000	3,000
7810	Special Departmental Supplies	2,936	6,000	6,000	6,000	6,000
	TOTAL SUPPLIES	5,399	57,266	57,266	56,500	57,000

DEPARTMENT/DIVISION
COMMUNITY RISK REDUCTION

FUND
GENERAL FUND

ORGKEY
101251

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	FIXED ASSETS					
8706	All Other Equipment	-	-	15,000	-	-
	TOTAL FIXED ASSETS	-	-	15,000	-	-
	DIVISION TOTAL	532,249	1,263,370	995,277	1,122,139	1,162,245

Redlands Fire Department
Training Program

Program Description:

This division operates under the direction of the Deputy Chief and consists of 1 Shift Battalion Chief and is supported by 3 Shift Captains. This team is responsible for all aspects of developing, implementing, and documenting training strategies and exercises while meeting local, state, and federal requirements. This Division provides training and proficiency drills in various areas such as fire suppression, emergency medical care, infection control, hazardous materials response, technical rescue, water rescue operations, and wildland-urban interface fire suppression. The Training Division is also responsible for identifying individual and department level training needs to ensure we meet the challenges and necessities of the community we serve. No dedicated staff is assigned to this function.

The Training division manages the following programs:

- *California Firefighter Joint Apprenticeship Program:* An apprenticeship program which parallels the State Board of Fire Service and the National Fire Protection Association Standards (California Firefighter Joint Apprenticeship Committee – CAL-JAC).
- *Engineer/Captain Certification:* Engineer and Captain Certification programs provide an in house on-duty approach to developing personnel in the skills and experience necessary to become an Engineer and Captain.
- *Recruit Firefighter Testing Program:* Development, implementation, and delivery of entry level tests.
- *Crafton Hills College Reimbursement Program ISA:* Registration of fire department personnel, tracking and documentation of approved training hours, and participation in annual site visits by program administrator.
- *SBCTOA:* Maintain participation in the San Bernardino County Training Officers Association (SBCTOA). Ensuring that departmental training is collaborative and interoperable within our area of operation and response.

Program Objectives:

- Administer and ensure all minimum mandated training is provided for all members of the Fire Department.
- Ensure that each Company/ Individual meets an average of 20 hours training per person per month.
- Compile and maintain training records for all field operational personnel.
- Conduct regularly scheduled performance standard drills to enhance individual skills. This includes Fire Company functions and multi-company coordination for emergency application, including technical training, team training, officer training programs, and specialized equipment training.
- Schedule and conduct mandated Hazardous Materials 1st Responder training.
- Schedule and conduct mandated Wildland Fire Training.
- Submit Monthly CFFJAC (California Fire Fighter Joint Apprenticeship Committee) reports.
- Submit semester training hours, training documentation, department student rosters, and coordinate site visits with Crafton Hills Community College.
- Conduct Pre-Fire Planning and Industrial Facility Tours for personnel.
- Conduct single and multi-company training with Fire Departments throughout the region.
- Ensure succession training needs are met for all positions within the department.
- Schedule additional training as mandated by federal and state requirements.

- Coordinate recruitment and promotional manipulative examinations.
- Manage training materials at Fire Stations (i.e., training manuals, new textbooks & videos, accident/investigation reports from Firefighter injury or Fatality incidents, etc.)

Accomplishments for Fiscal Years 2022-2024:

- 19,536 Total training hours: Successfully provided department level training, meeting State and Federal requirements for a total of 19,536 training hours. Average training hours per person for 2023 was 355.
- Infection Control Training: 121 hours of training were recorded for infection control, bloodborne pathogens, and disease prevention. The Redlands Fire Department has taken an aggressive approach to ensure the safety of department personnel.
- Firefighter Rescue: Performed multi-day and multi-company drills on firefighter rescue. The drills focused on firefighter safety and survival, Rapid Intervention Crew operations, and the command and control of Mayday operations. These drills were performed at the K-Mart building as well as at Crafton Hills College.
- Confined Space Rescue Awareness: Performed departmental training on confined space rescue and reviewed key incident command positions. Confined space rescue is a high-risk operation that requires an understanding of OSHA regulations as well a variety of technical rescue skills.
- Rope Rescue: Performed rope rescue training in conjunction with implementation of new rescue equipment. Rope rescue is a high-risk operation that requires routine manipulative training.
- Wildland Firefighter Training: Performed wildland firefighting training that meets CICCS requirements. Wildland firefighting is a high-risk operation with multiple risk factors that requires dynamic training. Training was performed departmentally as well as in conjunction with Cal Fire, Crafton Hills College, and San Bernardino County Training Officers Association (SBCTOA).
- Tractor Drawn Aerial (TDA): Implemented training materials and certification process for the arrival of the TDA. Training was led by skilled department personnel who prepared all Redlands Fire Engineers for the new apparatus. Continued training will be conducted annually.
- Training Materials Development: Updated training materials for Probationary Firefighters. Materials provide fundamental training outlined by multiple resources including California State Fire Marshall (CSFM).
- Engineer and Captain Certification Program: Continued to update and manage the Engineer Candidate and Captain Candidate Certification process. The intent of the Engineer and Captain Candidate certification program is to create in house, on duty training opportunities and a succession path to assist those interested in obtaining a position of Engineer or Captain within the Redlands Fire Department.
- Promotional Testing: Redlands Fire Department was able to perform promotional testing for the positions of Fire Captain, Battalion Chief, and Deputy Chief. Several successful candidates were identified and ranked according to their performance based on industry and departmental standards. Qualified candidates were obtained through a culmination of efforts displayed by the dedicated training staff as well as by each candidate and their pursuit of improved service delivery.
- Promotional Testing: Redlands Fire was able to provide personnel to other local departments to assist with their promotional testing. We sent Battalion Chief's, Captains, and Engineers as proctors to local fire departments for Engineer, Captain, and Battalion Chief promotional tests. These opportunities of assistance provide an opportunity for networking and promote an environment of information sharing amongst local fire departments.

Training Courses Attended for Fiscal Years 2022-2024:

- Rio Hondo Regional Truck Academy (3 personnel): Attended a 2-week training course teaching forcible entry, rapid intervention crew tactics and firefighter survival, rope rescue, ventilation tactics, auto extrication, building construction, high rise fire tactics, thermal imaging camera tactics and elevator rescue.
- Swift Water Rescue training (4 personnel): Attended a 40-hour Advanced Swiftwater Rescue training course covering classroom and hands on training on technical rescue strategies and equipment involving waterways. This extensive course was done in the water in northern California and provided intensive rescue drills during lifelike scenarios.
- Fire Instructor training (8 personnel): Attended several instructor training courses in an effort to meet the CSFM requirement for personnel to become state fire instructors. This ability will also allow for a mechanism to validate departmental training by meeting CSFM curriculum during training exercises.
- Tactical Emergency Casualty Care (8 personnel): Attended a 16-hour TECC training course covering classroom and hands on training on trauma related medical care in hostile environments. This extensive course was done in San Diego and provided intensive rescue drills during lifelike active shooter scenarios.
- Peer Support Mental Health training (8 personnel): Attended several training classes to support the peer support cadre. Classes prepare members to assist department personnel when faced with mental health challenges.
- Fire Arson/ Investigator training (6 personnel): Attended several training classes outlined by CSFM for Fire Investigator certification. Classes develop Fire Investigator skillsets in order to determine the cause and origin of fires. Classes also prepare members to collaborate with RPD when dealing with arson suspects.
- Corona Auto Extrication (4 personnel): Attended a 3-day course covering hands-on practical training for vehicle extrication. The class involves various scenarios addressing scene safety, evaluation, extrication, and management. Participants acquired hands-on experience using various methods to stabilize and extricate occupants in vehicles which are on their side, upside down, or on other vehicles or barriers. Operations included using hydraulic extrication tools to cut, spread, and tear metal vehicle components.

Interagency Training for Calendar Year 2023:

- Redlands Fire participated in a multiagency wildland fire training drill held in May by the SBCTOA trainers over a 2-day period. The drill provided hands on training in the wildland urban interface and provided the opportunity for Redlands personnel to participate in command positions. As a participant in the multiagency drill, Redlands provided proctors to facilitate the training and evaluation of attending agencies.

Training Goals for Fiscal Year 2024-2026:

- Training Courses: Department members shall attend training courses that align with the overall program objectives that allow for career development, emergency response skill enhancement, and instructor development.
- Succession Planning and Training: Continue to develop members for promotional opportunities. The goal is to implement a Professional Development Guide that assists each member in plotting their career aspirations. This in turn will enable the department to maintain quality service delivery through employee preparation.
- Training Reimbursement Programs: Continue participation in training reimbursement programs such as ISA through Crafton Hills College and Cal-JAC. These programs generate training funds that reimburse the City as well as the department. These funds are aimed at continuing departmental training efforts.
- Fire Instructor training: Continue the effort to meet the CSFM requirements for personnel to become state fire instructors. By obtaining this level of training, RFD personnel will be able to issue CSFM certifications during departmental training, thereby reducing training expenses in the long term. This ability will also allow for a mechanism to validate departmental training by meeting CSFM curriculum during training exercises.
- Active Shooter Training: Continue to partner with RPD and RUSD for active shooter and tactical response training. The goal is to develop relationships and a better understanding of each organization's roles during hostile events.
- Interagency Training: Maintain involvement with local fire agencies and continue regional training ensuring interoperability and cohesive mutual aid responses.
- Training Facility Contract: Further strengthen relationships with administrators at Crafton Hills College (CHC) in an effort to pursue a contract for usage of their new training tower. CHC has been a valued partner in our fire personnel training. The goal will be to seek a mutually beneficial contract to allow our personnel to utilize their facility until the City of Redlands can provide our own training facility.
- Training Facility: Begin the research and foundational planning for a training tower and training site for the Redlands Fire Department. We currently do not have a training facility which requires us to use random sites through the city to accomplish training. A training facility would ensure that national, state, and regional training requirements are met. Currently some of this required training is unable to be accomplished, for example, Live Fire training.

DEPARTMENT/DIVISION
FIRE TRAINING

FUND
GENERAL FUND

ORGKEY
101252

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	-	5,250	5,250	5,250	5,250
6401	Meeting & Prof Development	-	8,000	7,505	8,000	8,000
6402	Travel Expense/Reimbursement	3,749	8,000	18,000	8,000	8,000
6403	Training	23,674	34,300	14,739	50,000	50,000
6703	Software Support/Development	-	2,000	2,000	2,000	2,000
6710	Special Contractual Services	6,191	18,000	2,960	18,000	18,500
6901	Printing and Binding	-	2,500	2,500	2,500	2,500
6902	Advertising	-	1,500	1,500	1,600	1,600
6909	Subscriptions & Memberships	1,497	4,125	3,875	4,000	4,000
	TOTAL SERVICES	35,111	83,675	58,329	99,350	99,850
	SUPPLIES					
7001	Books & Supplies	-	3,000	2,882	3,000	3,000
7002	Office Supplies	-	1,000	1,000	1,500	1,500
7004	Uniform/Safety Clothing	3,698	4,500	3,461	4,500	4,500
7005	Photo & Copying Supplies	-	1,000	1,000	2,000	2,000
7102	Small Tools & Equipment	2,631	6,000	6,000	6,500	6,500
7211	Computer Components	-	5,000	5,000	5,000	5,000
7807	Food	580	3,150	1,809	3,150	3,150
7810	Special Departmental Supplies	1,391	3,000	1,079	3,000	3,000
7812	Audio-Visual Materials	-	1,200	1,200	1,000	1,000
	TOTAL SUPPLIES	8,299	27,850	23,431	29,650	29,650
	DIVISION TOTAL	43,410	111,525	81,760	129,000	129,500

Fire
Emergency Preparedness

Program Description:

The Emergency Management and Preparedness Program has the task of planning and preparing all City departments, residents, and businesses for man-made and natural emergencies. The Emergency Operations division utilizes planning, training, and exercises to continually develop and sustain the City's mitigation, preparedness, response, and recovery capabilities. These capabilities minimize the loss of life and property and protect the environment from emergencies and significant disruptions. The Emergency Operations Division works with the city departments, other local municipalities, and an array of community-based organizations to ensure that the city and its residents have the resources and information they need to prepare, respond and recover from emergencies, disasters, and significant events.

Program Objectives:

- Update and maintain the City's Emergency Operations Flood and Local Hazard Mitigation Plan, Continual maintenance of the plan is required for the City to receive grant funding opportunities, as well as disaster recovery monies after an emergency, from the State of California and the Federal Government.
- Develop and coordinate with the American Red Cross, Redlands Unified School District, and the County of San Bernardino Office of Emergency Services on the mass care and sheltering needs of the city, as well as evacuation processes of the citizens within the city and their animals. The sheltering and evacuation needs will include the Access and Functional Needs community.
- Maintain and operate a viable Emergency Operations Center to ensure the readiness of the city.
- Coordinate with appropriate federal, state, and other local agencies, as well as applicable segments of private sector entities and volunteer agencies.
- Provide maintenance, updates to the system, and community outreach on the City's Emergency Notification System.
- Coordinate with local, county, and state agencies and organizations through mutual aid and mitigation agreements for disaster training.
- Standardized Emergency Management Systems (SEMS) and the National Incident Management System (NIMS).
- Develop NIMS compliance training program for all City employees.
- Develop an exercise program to include Tabletop, functional and full-scale training for all EOC responders.
- Develop and implement a community outreach program to include CERT, BERTT, Teen CERT, and citizen corps.
- Develop a communication partnership with the Redlands Emergency Communication Group to assist with mass care and shelter needs.
- Develop a partnership with the Faith-Based Community for donation management needs.

Accomplishments for Calendar Year 2023:

- Upgraded mobile communications.
- Upgraded the Alert system to new system.
- Continued with Disaster Council by brining in different agencies to show how we work together.

    - 4 Disaster Council Meetings.
- Upgraded training and incident response trailers.
- Taught 3 CERT Classes
    - 2 English Classes
    - 1st Spanish Class.
- Prepared CERT volunteers
    - Continued with training every other month.
    - Issued Medical bags for them to be ready to deploy.
- Provided Emergency Management Support to the following Incidents:
    - Worked with GIS to monitor the 4th of July reporting.
    - Continued to train the Evacuation Coordinators
    - Maintain continuity of operations.
    - Exercises with other city agencies. 3 tabletops.
- Continue to participate in events through out the city to promote:
    - New Alert system
    - Disaster preparedness
    - CERT Classes
    - 15 events total in the City.
- Managed the Emergency Management Program Grant
    - $22,159 FY2022
- Working on upgrading plans
    - Started working on the Recovery Plan

DEPARTMENT/DIVISION
EMERGENCY PREPAREDNESS

FUND
GENERAL FUND

ORGKEY
101254

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	4,464	29,617	28,797	29,259	29,845
5202	Holiday Pay	258	-	-	-	-
5203	Bonus	1,225	-	-	-	-
5204	Accrual Payout	258	-	276	-	-
5301	Banked Leave Buy Back	-	236	552	844	861
5401	Pension Contributions	7,677	7,805	8,557	9,257	8,989
5501	FICA/Medicare	1,980	1,897	2,282	2,307	2,353
5601	Deferred Compensation	301	301	420	420	420
5701	Health/Dental Insurance	4,120	8,882	6,721	6,928	7,040
5702	Workers' Comp Insurance	2,766	2,991	2,991	-	-
5704	Unemployment Insurance	28	152	152	152	152
5705	Life Insurance	22	22	22	22	22
5802	Eyecare Reimbursement	132	79	79	105	105
5903	Other Taxable Benefits	326	766	471	473	473
	TOTAL SALARIES AND BENEFITS	23,556	52,748	51,320	49,767	50,260
	SERVICES					
6106	Other Professional Services	4,900	4,000	2,500	3,500	4,000
6304	Telephone	3,298	4,000	4,000	3,500	3,500
6401	Meeting & Prof Development	786	5,000	5,000	4,000	4,000
6402	Travel Expense/Reimbursement	2,933	2,500	3,500	3,000	3,000
6403	Training	1,169	3,000	3,000	3,000	3,000
6601	Postage	1	500	500	500	500
6703	Software Support/Development	-	600	600	500	600
6708	Special Program Expenditures	248	2,500	2,500	2,500	2,500
6710	Special Contractual Services	2,500	3,000	20,000	74,950	53,000
6802	Info Tech Service Charges	11,851	12,749	12,749	7,616	6,709
6803	City Garage Charges	3,696	3,944	3,944	-	-
6901	Printing and Binding	4,698	2,500	3,000	2,500	2,500
6909	Subscriptions & Memberships	371	1,000	1,000	1,000	1,000
	TOTAL SERVICES	36,452	45,293	62,293	106,566	84,309
	SUPPLIES					
7002	Office Supplies	1,183	3,000	3,000	1,500	2,000
7004	Uniform/Safety Clothing	3,988	10,000	10,000	8,000	8,000
7005	Photo & Copying Supplies	768	2,500	2,500	2,500	2,500
7101	Office Equipment & Furniture	307	105,500	105,500	2,500	2,500
7102	Small Tools & Equipment	4,792	5,000	6,200	5,000	5,000
7203	Office Equipment Maintenance	-	2,000	2,000	2,000	2,500
7208	Repair/Maintenance Supplies	542	2,000	2,000	2,000	2,000
7209	Janitorial Supplies	13	1,500	1,500	1,000	1,200
7211	Computer Components	454	173,000	111,000	3,000	3,000
7804	Medical Supplies	5,188	25,000	23,800	15,000	15,000
7807	Food	6,590	5,000	7,700	5,000	5,000
7810	Special Departmental Supplies	10,266	10,000	10,000	10,000	10,000
7812	Audio-Visual Materials	-	3,000	300	3,000	3,000
	TOTAL SUPPLIES	34,089	347,500	285,500	60,500	61,700

DEPARTMENT/DIVISION
EMERGENCY PREPAREDNESS

FUND
GENERAL FUND

ORGKEY
101254

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	FIXED ASSETS					
8701	Office Furniture	-	150,000	150,000	-	-
8702	Office Equipment	-	200,000	200,000	-	-
	TOTAL FIXED ASSETS	-	350,000	350,000	-	-
	DIVISION TOTAL	94,097	795,541	749,113	216,833	196,269
	DEPARTMENT TOTAL	17,389,782	29,368,427	27,434,372	22,409,347	23,957,345

DEPARTMENT/DIVISION
FIRE DEPARTMENT GRANTS

FUND
GENERAL FUND

ORGKEY
200250

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	22,159	38,367	16,208	-	-
	TOTAL SALARIES AND BENEFITS	22,159	38,367	16,208	-	-
	SERVICES					
6910	Labor	-	-	4,980	-	-
6912	Reimbursed Expenditures	(500)	(201,875)	(201,875)	-	-
	TOTAL SERVICES	(500)	(201,875)	(196,895)	-	-
	SUPPLIES					
7810	Special Departmental Supplies	8,302	42,828	48,605	-	-
7901	Non-Capital Expenditures	-	256,667	256,667	-	-
	TOTAL SUPPLIES	8,302	299,495	305,272	-	-
	FIXED ASSETS					
8301	Construction In Progress	7,180	-	-	-	-
8501	Other Betterments/Improv	-	397,570	397,570	-	-
8706	All Other Equipment	5,149	481,250	476,270	-	-
	TOTAL FIXED ASSETS	12,329	878,820	873,840	-	-
	DEPARTMENT TOTAL	42,290	1,014,807	998,425	-	-

Fire
Emergency Medical Services

Program Description:

Overseen by the Deputy Chief and consists of an Emergency Medical Service Coordinator. The EMS Coordinator ensures compliance with federal, state, and county procedures and protocol as well as keeps pace with increased demands for service.

This program is responsible for ensuring the delivery of high-level advanced life support pre-hospital care by well-trained personnel, as well as meeting the education and delivery standards required by the State of California to ensure this level of service. The highly trained Paramedics functions as an extension of the emergency room doctor and with his/her regulatory control can administer the necessary medical treatment to stabilize the patient before transport to the hospital. Paramedics presently respond from all fire stations.

This program includes a QA/QI program which is required and monitored by Inland Counties Emergency Medical Agency (ICEMA). The QA/QI program is overseen by the EMS Coordinator and provides oversight to training and certification as well as protocol implementation for both EMTs and Paramedics.

The Emergency Medical Services division operates and manages the following programs:

- Emergency Medical Technician (EMT Program)

The certification of Emergency Medical Technician is considered the basic level of prehospital emergency care in the modern-day Fire/Emergency Medical Service. This level of certification is the minimum standard for all Redlands Fire Department Suppression personnel. The responsibilities and scope of practice for the EMT are outlined in Title 22, Division 9 of the California Code of Regulations, which includes the following:

- Evaluate the ill and injured
- Render basic life support, rescue, and emergency care to patients
- Obtain diagnostic signs to include, but not be limited to, temperature, blood pressure, pulse, and respiration rates, pulse oximetry, level of consciousness, and pupil status
- Perform cardiopulmonary resuscitation (CPR), including the use of mechanical adjuncts to basic cardiopulmonary resuscitation
- Administer oxygen
- Use the following adjunctive airway and breathing aids:
  - Oropharyngeal airway
  - Nasopharyngeal airway
  - Suction devices
  - Basic oxygen delivery devices for supplemental oxygen therapy including, but not limited to, humidifiers, partial rebreathers, venture masks, and manual and mechanical ventilating devices designed for prehospital use including continuous positive airway pressure

- Use various types of stretchers and spinal immobilization devices
- Provide initial prehospital emergency care of trauma, including, but not limited to:
  - Bleeding control through the application of tourniquets
  - Use of hemostatic dressings
  - Spinal immobilization
  - Seated spinal immobilization
  - Extremity splinting
  - Traction splinting
- Administer over the counter medication when approved by the medical director of the LEMSA, including, but not limited to:
  - Oral glucose or sugar solutions
  - Aspirin
- Extricate entrapped persons
- Perform field triage
- Mechanical patient restraint
- Set up for Advance Life Support (ALS) procedures, under the direction of a Paramedic
- Perform automated external defibrillation
- Assist patients with the administration of physician-prescribed devices including, but not limited to patient-operated medication pumps, sublingual nitroglycerine, and self-administered emergency medications including epinephrine devices

- Paramedic Program:

The Redlands Fire Department deploys at least one Paramedic on every emergency response vehicle, who is the primary patient caregiver on all emergency medical responses within the city. The Paramedic's scope of practice includes basic and advanced skills focused on the acute management and transportation of patients. This also includes invasive and pharmacological interventions to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies.

Under Title 22, Division 9 of the California Code of Regulations, the following are the minimum psychomotor skills of the Paramedic (including all skills within the EMT level):

- Utilize electrocardiographic devices and monitor electrocardiograms, including 12-lead electrocardiograms (ECG)
- Perform defibrillation, synchronized cardioversion, and external cardiac pacing
- Visualize the airway by use of the manual or video laryngoscope and remove the foreign body with Magill forceps
- Perform pulmonary ventilation by use of lower airway multi-lumen adjuncts, the esophageal airway, perilaryngeal airways, stomal intubation, and adult oral endotracheal intubation
- Utilize mechanical ventilation devices for continuous positive airway pressure (CPAP)/bi-level positive airway pressure (BPAP) and positive end-expiratory pressure (PEEP) in the spontaneously breathing patient
- Use airway adjuncts to assist in maintaining adequate ventilation with the use of capnography devices, intrathoracic threshold devices, and HEPA-filters
- Institute intravenous (IV) catheters, saline locks, needles, or other cannula (IV lines), in peripheral veins and monitor and administer medications through a pre-existing vascular access
- Institute interosseous (IO) needles or catheters
- Administer IV or IO glucose solutions or isotonic balanced salt solutions, including Ringer's lactate solution
- Obtain venous blood samples

- Use laboratory devices, including point of care testing, for pre-hospital screening, used to measure lab values including, but not limited to, glucose, capnometry, capnography, and carbon monoxide when appropriate authorization is obtained from State and Federal agencies, including from the Centers for Medicare and Medicaid Services according to the Clinical Laboratory Improvement Amendments (CLIA)
- Utilize Valsalva maneuver
- Perform percutaneous needle cricothyroidotomy
- Perform needle thoracotomy
- Perform nasogastric and orogastric tube insertion and suction
- Monitor thoracotomy tubes
- Monitor and adjust IV solutions containing potassium, equal to or less than 40 mEq/L
- Administer approved medications by the following routes: IV, IO, intramuscular, subcutaneous, inhalation, transcutaneous, rectal, sublingual, endotracheal, intranasal, oral, or topical
- Administer, using prepackaged products when available, the following medications:
  - 10% dextrose, adenosine, aerosolized or nebulized beta-2 specific bronchodilators, aspirin, atropine sulfate, calcium chloride, diphenhydramine hydrochloride, epinephrine, fentanyl, glucagon, ipratropium bromide, ketamine, lidocaine hydrochloride, magnesium sulfate, midazolam, naloxone hydrochloride, nitroglycerine preparations, ondansetron, tranexamic acid, and sodium bicarbonate.

RFD Paramedics are held to a higher standard in terms of minimum certifications/qualifications. In addition to the state and local mandates for recertification, RFD requires all Paramedics to maintain a valid Handtevy Pediatric certification card. Once the minimum standards are met, the Emergency Medical Services Authority will issue a valid license, at the state level. In addition to state licensure, Paramedics must also hold a valid license under the Local Emergency Medical Services Authority (LEMSA). The LEMSA for the RFD is the Inland Counties Emergency Medical Agency (ICEMA), located in San Bernardino.

- Advanced Cardiac Life Support (ACLS) Recertification Program*:*

The Inland Counties Emergency Medical Agency (ICEMA), which is the Local Emergency Medical Services Authority (LEMSA), mandates that all Paramedics within its region maintain a valid Advanced Cardiac Life Support (ACLS) certification. The American Heart Association is the organization that prints the curriculum and conducts the research and development to ensure Paramedics are providing the most up-to-date care about cardiac events. An ACLS certification is valid for two years. ACLS certification requires:

- Basic life support skills, including effective chest compressions, use of a bag-mask device, and use of an AED
- Recognition and early management of respiratory and cardiac arrest
- Recognition and early management of peri-arrest conditions such as symptomatic bradycardia
- Airway management
- Related pharmacology
- Management of ACS and stroke
- Effective communication as a member and leader of a resuscitation team.

RFD currently has seven (7) certified ACLS instructors to provide this mandated training. This training requires the use of skills mannequins, airway training tools, EKG rhythm generators, and current edition instructor manuals with DVD instruction. RFD currently offers a minimum of six (6) recertification classes every two years, to cover all current RFD Paramedics.

- Handtevy Pediatric Recertification Program:

The Handtevy Pediatric certification is a course created by Dr. Antevy. Although possession of this certification is not a state or local mandate, to maintain Paramedic licensure, the Redlands Fire Department requires all Paramedics to maintain this certification as a commitment to excellence. The RFD recognizes that pediatric medical emergencies present different and complex challenges in the management of prehospital care. handtevy certification requires:

- High-quality Child CPR AED and Infant CPR
- Recognition of patients who do and do not require immediate intervention
- Recognition of cardiopulmonary arrest early and application of CPR within 10 seconds
- Apply team dynamics
- Differentiation between respiratory distress and failure
- Early interventions for respiratory distress and failure
- Differentiation between compensated and decompensated (hypotensive) shock
- Early interventions for the treatment of shock
- Differentiation between unstable and stable patients with arrhythmias
- Clinical characteristics of instability in patients with arrhythmias
- Post–cardiac arrest management

This certification is valid for two years. RFD currently has seven (7) certified Handtevy instructors to provide this training. This training requires the use of pediatric/child skills mannequins, pediatric/child airway training tools, EKG rhythm generators, and current edition instructor manuals with DVD instruction. RFD currently offers a minimum of six (6) recertification classes every two years, to cover all current RFD Paramedics.

- Event Medic: Provides public safety and event medics to large events within the city. The medics provide Advanced Life Support EMS care to citizens and participants at events including the Redlands Bicycle Classic, Hangar 24 Air Show, Believe Walk, and A Run through Redlands (ICEMA).

- Cardiopulmonary Resuscitation-Internal Program: Each employee is required to maintain CPR certification, allowing CPR training to be taught in-house (AHA).

- Infectious Control: Responsible for the administration of the Infection Prevention and Control Program, which includes the identification, investigation, reporting, prevention, and control of nosocomial infections for personnel. Responsible for coordinating in-service programs related to infection prevention and control. The program is mandated by the Ryan White Act (CFR, Cal-OSHA, CDC, OSHA 1910, 130).

- Emergency Medical Services Quality Improvement Program: The quality improvement program maintains the regulatory requirement of quality assurance/ improvement for all personnel who perform emergency medical care to the sick and injured. The program is closely monitored as required by the Inland Counties Emergency Medical Services Agency, State Emergency Medical Authority, and California Code of Regulations, Title 22 (EMSA, ICEMA).

- ePCR: Management of the continued education of updates of the ICEMA mandated Electronic Patient Care Record System (ICEMA) RFD personnel are heavily involved in the ePCR working group and assist in updates, maintenance, and training of the program.

- Vaccination Administration Program: The Redlands Fire Department recently received local optional scope vaccination program approval through ICEMA to support EMT and EMT-P COVID-19 Intramuscular vaccination efforts in collaboration with the Redlands Community Hospital.

Program Objectives:

- Promote the highest standards of rapid response, patient evaluation, and emergency care possible.
- Provide ongoing training, recertification, and paramedic licensure oversight to ensure uninterrupted program delivery.
- Function as liaison for the City with County and State health care agencies.
- Provide strategic and tactical judgments regarding Citywide EMS resource coordination and delivery.
- Monitor and coordinate Safety Employee Bloodborne Pathogen/Exposure/Infection Control program. Operations Fire Captain Rob Sandberg and Engineer Brad Byers serve as Infection Control Officers as Ancillary Duties to assist the EMS Coordinator.
- Continue to conduct, monitor, and evaluate emergency medical technician training and operations as set forth by policy, procedure, and mandated protocol.
- Provide staff recommendations concerning EMS and related incident management functions.
- Coordinate City EMS functions with Department Medical Director.
- Evaluate, monitor, and coordinate the Fire Department Paramedic program.
- Complete T/B mask fitting for personnel per OSHA regulations.
- Maintain OSHA vaccination records and provide access to obtain titers and vaccinations as needed or requested.
- Continue to monitor and evaluate Citywide Automatic External Defibrillator Program.
- Administer, monitor, and oversee Paramedic Quality Improvement Program.
- Coordinate specific medical training with local ambulance providers.
- Continue to provide advanced life support to the community in the most economical way feasible.
- Continue to provide input at the County level with regional changes affecting EMS.
- Continue to advance medical equipment to maintain optimal functionality to provide the best and most efficient care to our communities.
- Continue to monitor the UCapIt vending machines at all fire stations for restocking purposes to improve inventory tracking and decrease unnecessary budgetary replacement costs.
- Continue to monitor the PS Trax controlled substance tracking software to improve the system in line with DEA requirements.
- Continue to advance training equipment and programs to align with current AHA and resuscitation academy recommendations for feedback and simulation devices to simulate real-life training scenarios.
- Continue to align with the RUSD to provide Stop the Bleed Training to all RUSD staff and students (post-COVID).

Significant Program Changes:

- The EMS Coordinator has conducted post-incident quality assurance review and training for paramedic and emergency medical technician personnel. The QA/QI program has identified residents who are frequent users of our emergency medical services and now assists them in accessing resources specific to their needs and condition. This lowers the demand for emergency services and keeps resources available for more pressing emergencies. Implementation of electronic patient care record-keeping systems in coordination with Inland Counties Emergency Medical Agency is continuing. Through CONFIRE, the Fire Department is now a party to an agreement with the Inland Counties Emergency Medical Agency and San Bernardino County Information Services Department that allows for more efficient centralization of response records.
- In-house paramedics have been certified to instruct both Advanced Cardiac Life Support and Pediatric Life Support to Paramedics, saving the City money.
- The Event Medic program has expanded to include Fireline Paramedics and EMTs who serve our community as well as other communities when called upon in time of disaster or fire.
- Continue to improve the City's infectious disease control plan to include specific procedures in the event of an outbreak in our city.

Accomplishments for Fiscal Years 2022-2024:

- Continued implementation of robust QI/QA program monitoring all cardiac arrests (to include CARES registry/Utstein parameters), strokes, STEMIs, TXA administrations, Narcan administrations, advanced procedures/medications, AMAs, controlled substance administrations, aspirin not administered in cardiac cases, epinephrine administrations, intubations, and capnography utilizations, pediatric incidents, trauma incidents, submersion incidents, incidents with low (less than 100%) validity.
- Advancement of the High-performance CPR program with the addition of the ZOLL impedance threshold device.
- Monitoring and re-training of Handtevy program. Trained seven (7) personnel in Handtevy Instructor course for updated pediatric advanced training for the department.
- Re-education of PS Trax software for controlled substance tracking.
- Movement of backup (line-medic) gear for inventory and budget tracking.
- Update Exposure Control Plan and Exposure Packets.
- Update Infectious Disease Plan and Protocols.
- Assist in the continuation of SB County COVID-19 Incident Management Team for protocol development, agency liaison monitoring, COVID-19 swabbing, and vaccinations.
- Updated ACLS instructor training.
- Updated AHA and Handtevy training material and equipment.
- Continued implementation of EMS training program with outside, peer, and EMS Coordinator instruction.
- Continued implementation of Firefighter Rehab program overseen by EMS Coordinator – procurement of rehab equipment, nutrition, and hydration.
- Development of paramedic equipment replacement program (for outdated, damaged equipment)
- Continued monitoring of waste disposal program.
- Development of community COVID-19 vaccine program alongside Redlands Community Hospital, Redlands Police Department, Redlands Unified School District, University of Redlands, and ESRI.

- Assist in the implementation of the Emergency Community Nurse System at the dispatch center.
- Development and implementation of the Naloxone Leave Behind Program.
- Participation in the statewide Pediatric Emergency Care Coordination Program.
- Implementation and submission for AHA: Mission Lifeline Recognition.
- Development and implementation of new hire and probational program.
- Submission of personnel recognition through Handtevy Challenge Coins and EMSA EMS Awards.

DEPARTMENT/DIVISION
EMERGENCY MEDICAL SERVICES

FUND
EMERGENCY MEDICAL SERVICES FUND

ORGKEY
205250

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	2,026,232	2,974,113	2,049,660	2,451,409	2,572,869
5003	Labor Code Sec 4850	15,895	100,000	25,000	25,000	30,000
5101	Overtime Salaries	123,705	180,000	180,000	180,000	180,000
5102	O.T. Reimbursable	108,394	185,000	100,000	115,000	120,000
5103	Constant Staffing	740,118	700,000	750,000	750,000	800,000
5202	Holiday Pay	66,931	-	62,680	-	-
5203	Bonus	3,500	-	-	-	-
5204	Accrual Payout	8,305	-	12,589	-	-
5301	Banked Leave Buy Back	10,819	162,424	4,064	145,788	187,307
5401	Pension Contributions	392,130	644,161	388,701	458,752	476,941
5501	FICA/Medicare	52,061	48,041	51,912	46,849	49,386
5601	Deferred Compensation	82,421	76,969	31,725	71,077	73,450
5701	Health/Dental Insurance	268,035	563,906	329,509	472,622	475,570
5702	Workers' Comp Insurance	351,912	380,485	380,485	256,568	265,494
5703	Disability Insurance	24,445	29,108	25,793	27,334	29,096
5704	Unemployment Insurance	1,844	10,850	9,114	9,548	9,548
5705	Life Insurance	1,250	1,575	1,144	1,386	1,386
5802	Eyecare Reimbursement	-	225	225	300	300
5803	Clothing Allowance	19,800	26,400	26,400	24,200	24,200
5903	Other Taxable Benefits	3,390	59,276	5,149	4,950	4,950
5904	Tuition Reimbursement	-	-	735	-	
	TOTAL SALARIES AND BENEFITS	4,301,186	6,142,533	4,434,885	5,040,783	5,300,497
	SERVICES					
6005	License & Permits	6,862	6,500	6,500	6,500	6,500
6105	Medical/Physicals	1,699	2,500	2,500	2,000	2,500
6106	Other Professional Services	19,218	28,000	28,000	28,000	28,000
6401	Meeting & Prof Development	2,283	5,800	5,800	5,800	5,800
6402	Travel Expense/Reimbursement	3,485	6,500	6,500	6,500	6,500
6403	Training	295	2,400	5,400	3,000	3,500
6601	Postage	72	800	800	600	800
6703	Software Support/Development	9,544	17,800	17,800	16,400	17,800
6710	Special Contractual Services	-	5,000	5,000	4,000	5,000
6802	Info Tech Service Charges	224,947	241,993	241,993	167,543	147,597
6803	City Garage Charges	73,165	78,093	92,347	110,135	114,736
6804	General Govt Service Charge	226,466	237,790	237,790	619,635	641,322
6901	Printing and Binding	54	3,500	3,500	3,000	3,500
6902	Advertising	-	2,000	2,000	2,000	2,000
6907	Comms Service & Rental	269,436	279,365	279,365	305,578	320,367
6909	Subscriptions & Memberships	8,448	10,420	10,420	9,920	10,420
	TOTAL SERVICES	845,974	928,461	945,715	1,290,611	1,316,342

DEPARTMENT/DIVISION
EMERGENCY MEDICAL SERVICES

FUND
EMERGENCY MEDICAL SERVICES FUND

ORGKEY
205250

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7001	Books & Supplies	596	1,000	1,000	800	1,000
7002	Office Supplies	160	1,500	1,500	1,200	1,500
7003	Awards/Recognition Prgm	1,510	2,000	2,000	2,000	2,000
7004	Uniform/Safety Clothing	3,205	19,406	19,406	19,000	19,000
7101	Office Equipment/Furniture	269	3,500	3,500	3,000	3,500
7102	Small Tools & Equipment	426	8,500	8,500	8,000	8,500
7205	Machinery & Equip. Maint.	29,355	31,800	31,800	31,800	31,800
7208	Repair/Maintenance Supplies	-	1,500	1,500	1,000	1,500
7209	Janitorial Supplies	-	1,000	1,000	1,000	1,000
7211	Computer Components	-	4,500	4,500	4,000	4,500
7213	Motor Vehicle Supplies	-	1,500	1,500	1,000	1,500
7804	Medical Supplies	89,638	101,200	101,200	101,200	101,200
7807	Food	2,070	1,500	1,500	1,500	1,500
7810	Special Departmental Supplies	10,567	20,000	17,000	25,000	30,000
	TOTAL SUPPLIES	137,796	198,906	195,906	200,500	208,500
	FUND TOTAL	5,284,956	7,269,900	5,576,506	6,531,894	6,825,339

Fire
Household Hazardous Waste

Program Description:

The Household Hazardous Waste Program provides for the proper disposal of hazardous materials that might otherwise end up in landfills or wastewater treatment facilities. The program provides personnel with the proper training and equipment to properly evaluate, accept, document, and recycle household hazardous waste. The Household Hazardous Waste Program exemplifies the City of Redlands' environmentally friendly approach by collecting and recycling hazardous substances and electronic equipment. The San Bernardino County Fire Protection District now oversees and administers the Household Hazardous Waste Program and the maintenance of the facility. This very successful program was used by approximately 3874 participants in 2023.

The San Bernardino County Fire Protection District operates and manages the following programs:

- *E-Waste Recycling:* This program runs in conjunction with the Household Hazardous Waste Program and is operated by the SBCFPD.
- *Household Hazardous Waste Disposal Program:* Redlands was the first city within San Bernardino County to begin offering this service and has been operating for twenty-one years in conjunction with San Bernardino County. Funds collected through this program pay for disposal, training, and operational needs within the department as it relates to hazardous materials (SARA, OSHA, RCRCA, TSCA, DOT, California Health and Safety Code). As of March 2020, the City ceded the program to SBCFPD by way of an amendment to the original contract set to expire June 30, 2022. SBCFPD now operates the Redlands HHW location on behalf of the City.

Program Objectives:

- Continue operation and maintenance of the Household Hazardous Waste Collection site each Saturday, from 9:00 a.m. to 2:00 p.m., for the citizens of Redlands
- Continue the safe collection, categorization, lab packaging, and storage of household hazardous waste collection for proper disposal
- Provide training and equipment to operate an Emergency Hazardous Material Response Team
- Provide all department personnel with State mandated annual refresher training for Hazardous Materials First Responders in compliance with CFR 1910
- Continue to collaborate with San Bernardino County Household Hazardous Waste to provide outreach and public education regarding the proper disposal of hazardous materials used in the home
- Seek State and/or Federal grants to help fund programs
- Continue site inventory control and monitoring
- Coordination of inter-agency waste disposal programs
- Maintain State and County mandated certification and program elements

Accomplishments for Calendar Year 2023:

- Approximately 3,874 countywide residents used the program in 2023 including 3,128 Redlands residents.
- Collection and proper disposal of 213,455 (pounds) of Household Hazardous Waste including used motor oil and oil products.
- Collected 59,468.56 pounds of electronic waste.
- Collection and disposal of:
  - 42,050.64 lbs. of Latex Paint
  - 19,424.41 lbs. of Oil Base Paints
  - 11,313.12 lbs. of Flammable Liquids/ Solids
  - 2,561.46 lbs. of Bulked Flammable Liquids
  - 2,988.37 lbs. of Poison
  - 1,280.73 lbs. of Corrosive Acids
  - 213.46 lbs. of Corrosive bases
  - 640.37 lbs. of Oxidizers
  - 2,348.01 lbs. of Aerosols
  - 1,280.73 lbs. of Home Generated Sharps
  - 4,482.56 lbs. of Antifreeze
  - 5,549.83 lbs. of Lead/ Acid batteries
  - 4,439.86 lbs. of Household Batteries
  - 1,494.19 lbs. of NiCad batteries
  - 16,862.95 lbs. of Motor Oil/ Oil products
  - 768.44 lbs. of Oil Filters
  - 22,839.69 lbs. of Cathode Ray Tubes (CRT)
  - 59,468.56 lbs. of Electronic Waste
  - 1,280.73 lbs. of Fluorescent Tubes
  - 853.82 Compressed Gas Cylinders
  - 1,707.64 lbs. of Cooking Oil
  - 1,921.10 lbs. of Pharmaceuticals
  - 4,482.56 lbs. of Waste Exchanged Materials
  - 3,201.83 lbs. of other hazardous materials

DEPARTMENT/DIVISION
HOUSEHOLD HAZARDOUS WASTE

FUND
HOUSEHOLD HAZARDOUS WASTE FUND

ORGKEY
206250

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5702	Workers' Comp Insurance	-	1,439	-	-	-
	TOTAL SALARIES AND BENEFITS	-	1,439	-	-	-
	SERVICES					
6106	Other Professional Services	161	-	-	-	-
6710	Special Contractual Services	133,870	139,000	139,000	143,059	148,424
6804	General Govt Service Charge	6,755	7,093	7,093	9,016	9,332
	TOTAL SERVICES	140,786	146,093	146,093	152,075	157,756
	SUPPLIES					
7102	Small Tools & Equipment	-	500	500	500	500
	TOTAL SUPPLIES	-	500	500	500	500
	FUND TOTAL	140,786	148,032	146,593	152,575	158,256

A. K. Smiley Public Library

Mission Statement:

The mission of the A. K. Smiley Public Library is to inspire lifelong learning by providing free and open access to information, thereby enhancing the community of Redlands. We accomplish this mission by providing access to:

- Current and classic books, periodicals, and audiovisual material for circulation to adults, teens, and children
- E-books, audiobooks, films, and electronic reference databases
- A diverse range of informational, educational and entertainment programming including in our Assembly Room and Contemporary Club facility
- Free usage of computers and high-speed Internet
- The Lincoln Memorial Shrine, a museum/library dedicated to Abraham Lincoln and the American Civil War
- The Museum of Redlands, which in the spring of 2025 will open as a museum dedicated to preserving the history and culture of our community
- The Adult Literacy Program, which assists those who seek to improve their reading, writing and conversational skills
- Smiley Heritage Tours, which provides cultural bus tours of Redlands to all fourth graders in the Redlands Unified School District area

Current Projects:

- Collaborating with FCS on installation of a new elevator and fire suppression door in the library's lower level (CSP priority C)
- Collaborating with the Redlands Historical Museum Association to open the Museum of Redlands in the spring of 2025, including exhibit creation (City Strategic Plan CSP priority A and C)
- Collaborating with the First Baptist Church to develop a new partnership to hold adult literacy meetings and events at their facility (CSP priority A and C)
- Expanding our programming, building on the success of such events as Smiley LIVE! Library Days, Family Day and our Dia de los Muertos celebration (CSP priority A and C)

Major Completed Projects:

- Expansion of the summer reading program from one (1) day a week to two (2) days a week for eight (8) weeks (CSP priority A and C)
- Installation of a new boiler which provides more ecologically efficient heating (CSP priority D)
- Formulation and adoption of the five-year library strategic plan by the Library Board of Trustees (CSP priority A and C)

DEPARTMENT/DIVISION
LIBRARY ADMINISTRATION

FUND
GENERAL FUND

ORGKEY
101190

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	1,456,379	1,856,466	1,624,639	1,803,657	1,875,843
5002	Salaries: Part-Time	196,845	277,389	225,161	257,000	257,000
5101	Overtime Salaries	-	-	49	-	-
5202	Holiday Pay	15,043	-	22,220	-	-
5204	Accrual Payout	30,917	-	3,948	-	-
5301	Banked Leave Buy Back	15,189	40,017	39,737	39,055	49,592
5401	Pension Contributions	434,566	454,345	485,172	556,175	550,765
5501	FICA/Medicare	132,184	133,515	142,499	158,042	163,964
5601	Deferred Compensation	17,195	14,355	16,619	44,496	31,386
5701	Health/Dental Insurance	253,275	407,085	327,470	384,066	390,305
5702	Workers' Comp Insurance	76,076	82,252	82,252	91,960	95,160
5703	Disability Insurance	6,129	6,360	7,844	10,330	10,786
5704	Unemployment Insurance	3,112	15,190	27,759	16,926	16,926
5705	Life Insurance	1,359	1,260	1,418	1,512	1,512
5801	Vehicle Allowance	4,800	4,800	7,000	4,800	4,800
5802	Eyecare Reimbursement	2,400	4,500	4,500	7,200	7,200
5803	Clothing Allowance	3,150	3,300	4,200	4,800	4,800
5804	Uniform Rental	238	-	251	-	-
5903	Other Taxable Benefits	2,390	35,947	3,274	3,600	3,600
5905	Employee Wellness Program	756	-	390	-	-
	TOTAL SALARIES AND BENEFITS	2,725,504	3,336,781	3,026,402	3,383,619	3,463,639
	SERVICES					
6102	Legal Services	37,770	-	-	-	-
6106	Other Professional Services	377	101	4,570	100	102
6304	Telephone	2,264	1,743	1,743	2,330	2,377
6401	Meeting & Prof Development	166	-	209	375	383
6403	Training	2,519	-	271	500	510
6601	Postage	3,549	3,571	3,571	4,000	4,080
6703	Software Support/Development	-	-	299	-	-
6802	Info Tech Service Charges	325,909	25,909	25,909	5,262	4,636
6803	City Garage Charges	-	-	1,811	3,473	3,618
6901	Printing and Binding	1,569	1,643	1,643	1,725	1,760
6906	Office Equip & Furn Rent	8,160	8,544	8,544	8,971	9,150
6911	Bad Debt Expense	5	-	-	-	-
6912	Reimbursed Expenditure	-	222,518	222,518	-	-
	TOTAL SERVICES	382,287	264,030	271,088	26,736	26,615
	SUPPLIES					
7002	Office Supplies	6,338	6,547	6,547	6,874	7,011
7004	Uniform/safety Clothing	35	-	-	-	-
7101	Office Equipment & Furniture	-	-	-	40,000	-
7102	Small Tools & Equipment	355	381	381	400	408
7206	Vehicle Maintenance	-	-	-	1,000	1,020
7208	Repair/Maintenance Supplies	2,713	3,071	3,071	3,225	3,290

DEPARTMENT/DIVISION
LIBRARY ADMINISTRATION

FUND
GENERAL FUND

ORGKEY
101190

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES (CONT)					
7210	Building Supplies	1,790	2,415	2,415	1,890	1,928
7211	Computer Components	-	-	-	18,000	-
7301	Gasoline	-	-	-	1,500	1,530
7810	Special Departmental Supplies	614	(0)	-	646	659
7811	Books	-	-	-	5,000	5,100
7812	Audio-Visual Materials	-	-	-	1,000	1,020
7901	Non-Capital Expemditures	4,690	350,000	275,000	105,000	-
	TOTAL SUPPLIES	16,535	362,414	287,414	184,535	21,966
	FIXED ASSETS					
8501	Other Betterments/Improv	-	105,000	-	-	-
8503	Building Construction/Improv	-	421,226	-	-	-
8801	Capital Lease	-	-	-	13,800	13,800
	TOTAL FIXED ASSETS	-	526,226	-	13,800	13,800
	DIVISION TOTAL	3,124,326	4,489,450	3,584,904	3,608,690	3,526,020

DEPARTMENT/DIVISION
LINCOLN SHRINE

FUND
GENERAL FUND

ORGKEY
101191

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6601	Postage	239	182	250	255	260
	TOTAL SERVICES	239	182	250	255	260
	SUPPLIES					
7811	Books	525	1,075	375	1,075	1,097
	TOTAL SUPPLIES	525	1,075	375	1,075	1,097
	DIVISION TOTAL	764	1,257	625	1,330	1,357
	DEPARTMENT TOTAL	3,125,090	4,490,707	3,585,529	3,610,020	3,527,376

DEPARTMENT/DIVISION
LIBRARY GRANTS

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200190

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6912	Reimbursed Expenditures	-	(222,518)	(222,518)	-	-
	TOTAL SERVICES	-	(222,518)	(222,518)	-	-
	FIXED ASSETS					
8503	Building Const/Improv	-	667,553	667,553	-	-
	TOTAL FIXED ASSETS	-	667,553	667,553	-	-
	DIVISION TOTAL	-	445,035	445,035	-	-

Development Services Department

Mission Statement:

The Development Services Department provides quality service to customers through professionalism, integrity, and the efficient use of resources. The Department responds to the changing needs of the community by promoting and implementing policies, goals, procedures, and actions that address community issues related to the physical environment and to strengthen and diversify the economic base of the City. The Department endeavors to enhance and protect the urban and natural environment of the City of Redlands, ensuring that the City remains an ideal place to live and work.

The Development Services Department is responsible for the administration and oversight of the following divisions and functions:

- Building and Safety Division: Building inspections, plan review, and building permit processing
- Community Development Block Grant (CDBG) Program: Capital improvement project and public service agency sub-recipient awards administration
- Economic Development Division: Business attraction and retention, business assistance, workforce development, and tourism promotion
- Engineering: Review and inspection of development proposals for compliance with State and City codes, standards, and other governmental requirements relating to land subdivisions, grading, drainage, and improvements within the City rights-of-way
- Planning Division: Land development application review, general plan, specific plan and development code maintenance and updates, long range planning, and historic preservation

Departmental Goals:

- Provide for the short- and long-term physical development within the City consistent with the policies and goals established in the General Plan
- Provide professional, accurate, timely, and courteous service to the public
- Provide opportunities that will improve and preserve housing for all income levels
- Provide for managed development that will preserve, enhance, and maintain the special quality of life valued by this community
- Allow for development within the City of Redlands which occurs in a way that promotes the optimum social and economic well-being of the entire community
- Provide a high standard of technical expertise by department staff through regular training and awareness of new legislation, innovative construction techniques, and architectural/planning design techniques
- Provide a continuing review, update and implementation of the City's General Plan, Specific Plans and zoning ordinances in response to the changing needs of the community
- Monitor historic resources of the community and encourage their preservation

Performance Measures:

- All telephone calls received before noon to be returned the same day
- 90% of Plan Checks processed in 3 weeks for first review
- 90% of "LEED" Plan Checks processed in 4 weeks for second review
- 100% of Inspections completed next business day if requested by 4:00 pm of the previous day

Development Services Department
Economic Development Division

Program Description:

The Economic Development Division administers a variety of economic development programs and services that support businesses and residents in the City of Redlands. Division staff are involved in business attraction and retention activities, City/Chamber and regional collaborative efforts, business networking, marketing, workforce development, tourism, and project support.

Program Objectives:

- Implement the City Council Strategic Plan Economic Development initiatives
- Target and recruit new business investment in health, technology, and other key sectors
- Continue business outreach activities
- Establish and administer business retention and attraction programs
- Continue implementing an effective marketing campaign
- Maintain City presence at targeted trade shows
- Facilitate/assist developer with the redevelopment of the Redlands Mall
- Support business growth and expansion efforts and expedite the development process
- Encourage point-of-sale locations in Redlands
- Engage and collaborate, as appropriate, with regional and county economic development partners
- Execute approved initiatives to improve and enhance the downtown area
- Continue collaborative partnerships with Chamber of Commerce and other business stakeholders
- Engage business stakeholders for potential collaboration on tech incubator program
- Continue to grow partnerships and develop collaborative programs/projects with community tourism stakeholders
- Continue to enhance resource and business information pages on City's website

Significant Program Changes for Fiscal Year 2023-24:

- Increase digital ads on mobile devices, highlighting the City's shopping and downtown activities
- Hosted a regional industrial real estate broker's forum in partnership with San Bernardino County Economic Development Agency and regional industrial brokers association, anticipating over 50 leading industrial brokers and developers to meet and discuss regional industrial efforts and market conditions
- Host in person small business workshops and seminars with local resource agencies

Significant Program Changes for Fiscal Year 2024-25:

- Enhance advertising mix to promote and highlight the City's shopping and downtown activities
- Improve digital marketing campaign on social media platforms highlighting the City's shopping and downtown activities
- Host regional industrial real estate broker's forum in partnership with San Bernardino County Economic Development Agency and regional industrial brokers association, anticipating over 50 leading industrial brokers and developers to meet and discuss regional industrial efforts and market conditions

Accomplishments for Fiscal Year 2023-24:

- Continued the City's effort with the Redlands Chamber of Commerce to maintain the *Shop It Forward* marketing campaign to encourage people to shop in Redlands often and begin Christmas Shopping early
- 3.6% unemployment rate in 2023, compared to the County-wide average of 4.7% in the same year.
- Supported and responded to 4 California State Go-Biz business site search efforts
- Worked with the County of San Bernardino to support business attraction efforts by responding to site search inquiries
- Promoted Shop Small Saturday campaign, supporting shopping in Redlands the Saturday after Thanksgiving, give aways included over 300 custom printed reusable shopping bags to shoppers.

DEPARTMENT/DIVISION
ECONOMIC DEVELOPMENT

FUND
GENERAL FUND

ORGKEY
101161

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	238,035	252,853	228,599	222,062	235,153
5101	Overtime Salaries	27	-	-	-	-
5202	Holiday Pay	995	-	718	-	-
5203	Bonus	6,941	-	1,000	1,162	1,185
5204	Accrual Payout	2,225	-	26,363	-	-
5301	Banked Leave Buy Back	3,547	11,441	4,431	7,053	9,764
5401	Pension Contributions	67,488	74,469	53,542	69,301	69,043
5501	FICA/Medicare	17,761	18,008	15,249	16,215	17,255
5601	Deferred Compensation	5,252	5,576	2,739	4,464	4,511
5701	Health/Dental Insurance	19,761	34,812	20,311	42,089	42,803
5702	Workers' Comp Insurance	13,832	14,955	14,955	13,694	14,170
5703	Disability Insurance	2	94	81	115	123
5704	Unemployment Insurance	(1,031)	868	666	868	868
5705	Life Insurance	126	126	97	126	126
5801	Vehicle Allowance	-	300	2,188	1,500	1,500
5802	Eyecare Reimbursement	225	450	450	600	600
5803	Clothing Allowance	60	60	60	60	60
5903	Other Taxable Benefits	411	10,554	449	450	450
5905	Employee Wellness Program	16	-	-	-	-
	TOTAL SALARIES AND BENEFITS	375,671	424,567	371,898	379,759	397,611
	SERVICES					
6304	Telephone	-	400	400	408	417
6401	Meeting & Prof Development	4,656	4,511	3,938	4,019	4,115
6402	Travel Expense/Reimbursement	5,347	4,683	4,250	4,335	4,425
6601	Postage	66	28	125	128	131
6703	Software Support/Development	-	2,000	2,000	2,040	2,081
6710	Special Contractual Services	130,874	97,433	95,029	23,877	24,355
6802	Info Tech Service Charges	59,256	63,746	63,746	15,231	13,418
6901	Printing and Binding	120	4,738	4,338	4,500	4,500
6902	Advertising	17,451	20,337	20,337	20,744	21,159
6909	Subscriptions & Memberships	6,520	4,892	4,892	5,120	5,275
	TOTAL SERVICES	224,290	202,768	199,054	80,402	79,876
	SUPPLIES					
7002	Office Supplies	363	992	992	1,052	1,083
7101	Office Equipment & Furniture	196	-	236	250	257
7211	Computer Components	-	-	3,704	3,926	4,044
7806	Promotional Supplies	-	-	3,451	5,521	3,592
7807	Food	16	-	71	76	78
7810	Special Departmental Supplies	1,508	1,654	2,905	3,079	3,172
	TOTAL SUPPLIES	2,082	2,646	11,360	13,904	12,227
	FIXED ASSETS					
8703	Computer Equipment	-	5,000	-	-	-
	TOTAL FIXED ASSETS	-	5,000	-	-	-
	DIVISION TOTAL	602,044	634,981	582,312	474,065	489,713

Development Services Department
Building and Safety Division

Program Description:

This program provides for the administration of California codes and City ordinances to safeguard life, health, property, and public welfare by regulating the design, construction, accessibility, quality of materials, flood protection, use, occupancy, location, and maintenance of all building and structures within the community of Redlands. This includes plan review of proposed buildings and structures, on-site inspections to assure compliance, complaint investigation and enforcement, disaster emergency response, maintenance, storage and retrieval of building records, and coordination with other government agencies.

Program Objectives:

- Maintain and promote excellent customer service standards at the One Stop Permit Center and in the field.
- Perform requested onsite building inspections in a timely and courteous manner.
- Perform final occupancy inspections on building projects, as required, to ensure compliance with conditions of approval and development code standards.
- Perform effective and efficient plan review within acceptable timeframes for compliance with the California Code of Regulations Title 24 parts 1 through 12, Federal Emergency Management Agency (FEMA) regulations, California Senate and Assembly bills, and locally adopted municipal codes.
- Provide staff support to the Development Review Committee, Minor Exception Permit Committee, Historic and Scenic Preservation Commission, Disaster Council, Fire Department, Code Enforcement, Municipal Utilities and Engineering Department, and local chapters of the International Code Council.
- Review and implement Assembly Bill 717 and Senate Bill 1608, to meet the continuing education and accessibility requirements that applies to the Building Division.
- Continue to upgrade department storage methods of building plans to comply with state laws by digitizing plans.
- Evaluate and investigate existing structures within the City for compliance with various municipal codes and state regulations.
- Prepare for disaster response by training and certification in emergency services.
- Maintain and improve accessibility throughout the City by employing a Certified Access Specialist (CASp).
- Update the Municipal Code for the new Flood Insurance Rate Maps for an anticipated FEMA effective time frame of Summer 2025.
- Update the Municipal Code with the adoption of the 2025 California Building Code updates effective January 1, 2026.

Significant Program Changes for Fiscal Year 2024-25:

- Continue with the digital scanning of all paper records for properties within the City. This will reduce the printing costs of the department, reduce PRA department record response times, and allow public access to records for viewing by using a Laserfiche web link on the City website at all hours of the day.
- Make available to the public the option to submit plans electronically for electronic plan review through Project Dox.

Significant Program Changes for Fiscal Year 2025-26:

- Continue with the digital scanning of all paper records for properties within the City. This will reduce the printing costs of the department, reduce PRA department record response times, and allow public access to records for viewing by using a Laserfiche web link on the City website at all hours of the day.
- Develop a program to perform virtual inspections for residential water heater change outs, residential HVAC change outs, residential electrical panels, and residential reroofs.

Accomplishments for Fiscal Year 2023-24:

- Issued over 2,632 permits for building, electrical, mechanical, plumbing, or combinations thereof ensuring compliance with current city-adopted building and municipal codes.
- Performed 1,444 plan reviews for construction permit submittals, with a 9 day average delivery to applicants.
- Performed 18,679 construction permit inspections by next business day after inspection request, improving community/department relations.
- Provided staff support for the improvement of City Works computer permitting software program.
- Provided community building activity reports to the county, state, and federal levels of government.
- Enforced the 2022 editions of the California Building Standards Codes, resulting in improved citywide construction safety and improved energy efficiency reducing CO2 emissions by 152,858 metric tons per year compared to the 2019 Energy Code, the equivalent of taking 32,051 gas cars of the road each year.
- Enforced the City's Local Agency Management Plan (LAMP) to review plans and field inspect the installation and abandonment of Onsite Wastewater Treatment Systems for properties within the City's jurisdiction.

DEPARTMENT/DIVISION
BUILDING & SAFETY

FUND
GENERAL FUND

ORGKEY
101162

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	662,248	642,107	764,932	920,490	962,584
5101	Overtime Salaries	68	1,500	-	-	-
5202	Holiday Pay	13,195	-	10,371	-	-
5203	Bonus	31,274	-	600	697	711
5204	Accrual Payout	5,241	-	4,097	-	-
5301	Banked Leave Buy Back	613	10,257	709	6,516	6,739
5401	Pension Contributions	196,144	188,811	229,232	260,277	259,589
5501	FICA/Medicare	53,022	46,842	59,264	63,609	66,679
5601	Deferred Compensation	4,809	1,940	8,238	8,786	8,921
5701	Health/Dental Insurance	66,146	145,592	134,859	162,594	165,291
5702	Workers' Comp Insurance	21,709	23,472	23,472	21,910	22,672
5703	Disability Insurance	4,461	4,993	5,353	5,590	5,884
5704	Unemployment Insurance	820	3,472	5,272	3,906	3,906
5705	Life Insurance	536	504	561	567	567
5801	Vehicle Allowance	-	180	1,313	900	900
5802	Eyecare Reimbursement	900	1,800	1,800	2,700	2,700
5803	Clothing Allowance	1,500	1,950	1,950	1,950	1,950
5903	Other Taxable Benefits	2,115	19,406	1,750	1,755	1,755
5905	Employee Wellness Program	9	-	-	-	-
	TOTAL SALARIES AND BENEFITS	1,064,809	1,092,827	1,253,773	1,462,247	1,510,848
	SERVICES					
6004	Bank/Collection Agent Fees	-	-	120	-	-
6106	Other Professional Services	93,510	120,000	120,000	120,000	120,000
6304	Telephone	5,019	3,308	3,308	3,374	3,442
6401	Meeting & Prof Development	4,046	9,104	9,104	5,800	8,800
6402	Travel Expense/Reimbursement	-	2,867	2,867	2,500	2,550
6403	Training	-	-	95	101	103
6601	Postage	7	20	20	20	21
6703	Software Support/Development	119,782	505,813	125,000	128,042	95,457
6705	Filming and Microfilming	260	5,000	-	-	-
6710	Special Contractual Services	4,990	-	4,990	5,000	5,000
6802	Info Tech Service Charges	71,107	76,496	76,496	68,540	60,381
6803	City Garage Charges	16,259	17,354	19,013	31,751	33,077
6901	Printing and Binding	1,475	2,119	2,119	2,246	2,292
6902	Advertising	582	-	-	-	-
6906	Office Equip & Furn Rent	5,012	3,308	3,308	3,375	3,476
6909	Subscriptions & Memberships	2,398	3,662	3,662	5,171	5,372
6911	Bad Debt Expense	-	-	12	-	-
	TOTAL SERVICES	324,446	749,051	370,114	375,920	339,971
	SUPPLIES					
7001	Books & Supplies	4,973	1,365	1,365	1,300	1,326
7002	Office Supplies	3,636	3,308	3,308	3,506	3,612
7101	Office Equipment & Furniture	2,448	6,500	6,500	6,890	7,097
7201	Hardware Maint/Replace	771	-	-	-	-
7206	Vehicle Maintenance	631	-	208	650	670
7211	Computer Components	-	-	14,017	3,500	3,500
7810	Special Departmental Supplies	1,731	2,206	146	3,000	3,060
	TOTAL SUPPLIES	14,191	13,379	25,544	18,846	19,264

DEPARTMENT/DIVISION
BUILDING & SAFETY

FUND
GENERAL FUND

ORGKEY
101162

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	FIXED ASSETS					
8703	Computer Equipment	-	25,000	-	-	-
8801	Capital Lease	5,897	5,922	18,757	15,275	25,369
	TOTAL FIXED ASSETS	5,897	30,922	18,757	15,275	25,369
	DIVISION TOTAL	1,409,343	1,886,179	1,668,188	1,872,289	1,895,452

Development Services Department
Land Use Engineering

Program Description:

Land Use Engineering is a division within the Development Services Department. This division is intended to work hand-in-hand with developers and staff in the Planning Division to achieve excellence in design and construction of development projects in the City.

Program Objectives:

- Manage One Stop Permit Center for public records and information related to properties and development. The One-Stop Permit Center is designed to guide developers through multi-Departmental requirements, the Redlands Municipal Code, Measure U, and State regulations.
- Review of improvement plans, maps, and building permits.
- Process encroachment permits and street closures.
- Issue grading permits, truck route permits and wide load permits.
- Perform National Pollutant Discharge Elimination System (NPDES) investigations and plan reviews.
- Coordinate with Planning Division and other City Departments for entitlements, including conditional use permits, Planning Commission Review and Approval, lot line adjustments, and other land use activities.
- Work with Planning Division on initial planning phases needed for development of the University Village plan.
- Coordinate with Facilities and Community Services and outside consultants for annexations into Community Facilities District 2004-1.
- Prepare annual reports for Street Lighting District No. 1 and Landscape Maintenance District No. 1.
- Assess Development Impact Fees on development and redevelopment projects that are then used by other departments to mitigate the impact of those projects on the infrastructure of the City.
- Provide customer assistance regarding city policies and procedures related to land development issues, grading, street improvements, and utility connections.
- Perform plan reviews for building, grading, streets design, erosion control, water quality management, sewer, water, irrigation, street tree, storm drainage, storm water pollution prevention, street light, hydrology, lot line adjustment, parcel map, and tract maps.
- Process applications for sewer and water service in the Mentone area as mandated by Measure ”U”.
- Create and maintain an organizational ethos amongst all OSPC staff that customer service is of the utmost importance. Respond to telephone, e-mail, and public counter inquiries for customer assistance at the One Stop Permit Center.
- Provide engineering related assistance to other City departments, such as the City Manager, City Attorney, Municipal Utilities & Engineering Department, and Code Enforcement Division.

Significant Program Changes for Fiscal Year 2023-24:

- Continued participation in the implementation of an Electronic Plan Review process across all divisions of the One Stop Permit Center with the objective of creating an integrated, and simplified, method for intake, review, and return of all types of development plans submitted to the City for review.
- Assist Planning Division with the Transit Village Specific Plan adoption.
- Assist developers with implementation of SB 9 lot splits for creation of additional housing opportunities
- Begin planning for improved customer service methodologies related to the relocation of City Hall.

Significant Program Changes for Fiscal Year 2024-25:

- Continue planning for improved customer service methodologies related to the relocation of City Hall.
- Assist University of Redlands with progress on their University Village development plans

Accomplishments for Fiscal Year 2023-24:

- Issued over 1000 encroachment permits for work within the public right-of-way.
- Prepared conditions of approval for all entitlement cases presented to the Planning Commission.
- Performed more than 200 engineering plan reviews.
- Assessed development impact fees in excess of $800K on new development projects.

DEPARTMENT/DIVISION
LAND USE ENGINEERING

FUND
GENERAL FUND

ORGKEY
101163

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	258,933	349,522	312,316	338,216	352,501
5002	Salaries: Part-Time	-	14,683	-	-	-
5202	Holiday Pay	2,859	-	2,603	-	-
5203	Bonus	9,625	-	-	-	-
5204	Accrual Payout	16,071	-	1,543	-	-
5301	Banked Leave Buy Back	6,618	8,605	14,196	5,260	5,285
5401	Pension Contributions	77,860	83,852	93,344	105,489	104,693
5501	FICA/Medicare	20,985	21,586	25,246	26,337	27,432
5601	Deferred Compensation	8,343	2,932	4,548	8,588	8,443
5701	Health/Dental Insurance	28,235	47,710	38,272	43,624	44,322
5702	Workers' Comp Insurance	-	-	-	8,216	8,502
5703	Disability Insurance	668	1,047	933	1,246	1,307
5704	Unemployment Insurance	1,463	1,497	3,547	1,541	1,541
5705	Life Insurance	178	167	214	224	224
5802	Eyecare Reimbursement	225	596	596	1,065	1,065
5803	Clothing Allowance	-	390	480	540	540
5804	Uniform Rental	-	75	75	-	-
5903	Other Taxable Benefits	-	4,299	270	263	263
	TOTAL SALARIES AND BENEFITS	432,064	536,962	498,183	540,609	556,118
	SERVICES					
6005	License & Permits	20,000	318,000	303,461	183,804	209,537
6106	Other Professional Services	20,131	119,984	122,484	168,000	118,060
6401	Meeting & Prof Development	-	1,575	1,575	1,650	2,400
6402	Travel Expense/Reimbursement	54	525	150	500	500
6403	Training	192	10,500	7,139	5,000	5,000
6703	Software Support/Development	-	8,000	-	-	-
6802	Info Tech Service Charges	-	-	-	60,925	53,672
6901	Printing and Binding	104	375	375	375	375
6902	Advertising	-	6,300	6,300	10,000	10,000
6906	Office Equip & Furn Rent	-	1,575	1,575	1,500	1,500
6909	Subscriptions & Memberships	-	830	830	5,000	5,000
	TOTAL SERVICES	40,481	467,664	443,889	436,754	406,044
	SUPPLIES					
7001	Books & Supplies	-	1,050	2,000	2,000	2,040
7002	Office Supplies	1,463	1,050	1,000	1,250	1,275
7101	Office Equipment & Furniture	-	6,825	-	-	-
7211	Computer Components	-	-	5,000	1,500	1,500
7810	Special Departmental Supplies	812	1,050	750	1,250	1,275
	TOTAL SUPPLIES	2,275	9,975	8,750	6,000	6,090
	FIXED ASSETS					
8703	Computer Equipment	-	25,000	-	-	-
	TOTAL FIXED ASSETS	-	25,000	-	-	-
	DIVISION TOTAL	474,820	1,039,601	950,822	983,363	968,252

Development Services Department
Planning Division

Program Description:

The Planning Division plays a critical role in achieving the City's goals and objectives in terms of physical development and growth management. Three general categories of Planning activities include: Current Planning (development review); Long-Range Planning; and Historic Preservation. Current Planning functions include: processing of land development applications; responding to land use inquiries from residents, business owners, and development professionals; project management for special projects; administering contracts with consultants hired to perform environmental and planning services; and annexation requests. Long-Range Planning functions include: maintenance and updates of the General Plan, Housing Element, various Specific Plans, and the zoning code (RMC Title 18); inter-agency coordination and strategic planning; and grant administration for State planning grants. Planning administers the City's historic preservation program including related permits and policy documents. Planning Division staff also regularly provide technical and professional support to the City Council, Planning Commission, Historic & Scenic Preservation Commission, Preliminary/Development Review Committee, and the Minor Exception Permit Committee.

Program Objectives:

- Respond to telephone, e-mail, and public counter inquiries for customer assistance at the One-Stop Permit Center and the Planning Division office.
- Support business assistance and economic development activities including review of Business License applications, special event applications, commercial property searches, zoning research, etc.
- Accept, process, and prepare staff reports for land use applications and permits as necessary to satisfy legally-required procedures to enable a formal decision.
- Provide staff support to the Planning Commission and the Historic & Scenic Preservation Commission, in the form of agendas, legal advertising and notices, staff reports, presentations, and recording meeting minutes.
- Provide staff support to the Minor Exception Committee, in the form of agendas, legal advertising and notices, project reviews, and meeting minutes.
- Provide staff support to the Preliminary/Development Review Committee, in the form of agendas, project review, and conducting meetings.
- Process General Plan amendments, Zoning Map and Zoning Code amendments, and Specific Plan amendments.
- Prepare and submit an annual Housing Element Progress Report and General Plan Progress Report as mandated by the State of California.
- Maintain and expand the Historic Preservation program, including advising property owners, issuing permits, maintaining restoration/rehabilitation agreements (Mills Act Contracts) with private property owners, and adoption of an updated Historic Architectural Design Guidelines.
- Process annexation applications for surrounding unincorporated areas to accommodate proposed development projects.
- Review final grading, building, and landscaping plans prior to issuance of building permits to ensure compliance with code requirements and any applicable conditions of approval.
- Perform final occupancy inspections on building projects as required to ensure compliance with conditions of approval and municipal code standards.
- Provide Planning-related assistance to other City departments, such as the City Manager, City Attorney, Municipal Utilities & Engineering Department, and Code Enforcement Division.

- Continue to evaluate Planning procedures for efficiency and effectiveness, and implement improvements or changes to department procedures and zoning code regulations.
- Seek and apply for State or regional grant funding in support of Planning work programs and activities.
- Coordinate Planning activities with other agencies, such as the County of San Bernardino, the San Bernardino County Transportation Authority (SBCTA), Southern California Association of Governments (SCAG), Caltrans, and Omnitrans.

Significant Program Changes for Fiscal Years 2024-25 and 2025-26:

- Implement the adopted 2022-2029 Housing Element, including related tasks and programs such as rezoning actions for specified parcels.
- Implement the new Inclusionary Housing Ordinance, including related administrative tasks such as create necessary application forms.
- Complete the Zone Map Update project.
- Complete work on various Zoning Code (RMC Title 18) text amendments and adopt related ordinances in compliance with the 2022-2029 Housing Element.

Accomplishments for Fiscal Years 2022-23 and 2023-24:

- More than 200 Planning applications of various types accepted and processed.
- Adopted the 6th Cycle 2021-2029 Housing Element Update.
- More than 200 staff reports written for the City Council, Planning Commission, and Historic & Scenic Preservation Commission.
- Preparation and noticing responsibilities for approximately 100 meeting agendas consisting of Planning Commission agendas, Historic & Scenic Preservation Commission agendas, Development Review Committee agendas, and Minor Exception Permit Committee agendas.
- Approval of numerous residential housing projects consisting of tract map subdivisions, specific plans, and multifamily developments (including affordable housing projects).
- Developer completed construction of the Heritage Specific Plan (SP No. 62) with 207 homes on the south side of Citrus Valley High School.
- Developer began construction of the Bergamot Specific Plan (SP No. 64) with 434 new single-family homes plus 12-acre public park located to the north and west of Citrus Valley High School.
- Several applications currently under review for new housing projects throughout the city (including several with Affordable Housing Density Bonus Agreements).
- Applications approved or under review for new hotels near downtown Redlands.
- Several applications currently under review for new retail, commercial, and industrial developments throughout the city.
- Prepared required annual progress reports for the 2035 General Plan as well as the Housing Element.
- Provided administrative oversight, including contract administration, for Surface Mining and Reclamation Act (SMARA) compliance for six quarries and two reclamation plants operated by CEMEX Materials and Robertson's Ready Mix in the Santa Ana River Wash.
- Participated in inter-agency coordination for regional Planning efforts, including San Bernardino County Regional GHG Reduction Plan prepared by San Bernardino Council of Governments (SBCOG) and continuing work on the countywide Vehicle Miles Travelled (VMT) study and mitigation measures prepared by SBCTA.

DEPARTMENT/DIVISION
PLANNING

FUND
GENERAL FUND

ORGKEY
101164

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	655,806	1,060,659	844,308	1,080,736	1,127,247
5002	Salaries: Part-Time	7,905	15,750	13,139	16,000	16,000
5101	Overtime Salaries	87	1,103	167	-	-
5202	Holiday Pay	8,072	-	6,774	-	-
5203	Bonus	30,448	-	2,400	2,788	2,844
5204	Accrual Payout	23,451	-	18,169	-	-
5301	Banked Leave Buy Back	6,578	40,036	7,918	19,831	22,700
5401	Pension Contributions	193,992	306,885	252,755	311,469	310,756
5501	FICA/Medicare	51,777	76,172	64,652	75,907	79,503
5601	Deferred Compensation	9,427	14,198	15,760	18,242	18,448
5701	Health/Dental Insurance	64,515	154,387	97,358	125,370	127,435
5702	Workers' Comp Insurance	28,784	31,121	31,121	21,872	22,633
5703	Disability Insurance	935	1,857	1,343	1,799	1,925
5704	Unemployment Insurance	912	4,340	4,413	4,340	4,340
5705	Life Insurance	410	567	502	567	567
5801	Vehicle Allowance	-	720	5,250	3,600	3,600
5802	Eyecare Reimbursement	544	2,025	2,025	2,700	2,700
5803	Clothing Allowance	390	690	690	690	690
5903	Other Taxable Benefits	1,876	38,929	2,646	3,045	3,045
5905	Employee Wellness Program	99	-	-	-	-
	TOTAL SALARIES AND BENEFITS	1,086,007	1,749,439	1,371,390	1,688,956	1,744,433
	SERVICES					
6005	License & Permits	3,926	-	69	150	150
6106	Other Professional Services	256,290	1,108,694	1,097,998	333,000	354,800
6107	Reimb Professional Services	588,289	433,347	433,347	435,000	435,000
6304	Telephone	912	1,985	16,916	2,024	2,065
6401	Meeting & Prof Development	1,707	10,660	10,660	10,873	11,091
6402	Travel Expense/Reimbursement	(324)	4,719	2,495	4,813	4,910
6403	Training	-	-	539	550	550
6601	Postage	2,846	3,000	3,000	3,500	3,570
6703	Software Support/Development	1,137	25,176	25,176	25,931	26,450
6705	Filming and Microfilming	-	12,680	10,000	10,000	10,000
6710	Special Contractual Services	137	-	59	-	150
6802	Info Tech Service Charges	106,661	114,744	114,744	68,540	60,381
6803	City Garage Charges	740	789	4,074	4,961	5,168
6901	Printing and Binding	910	2,191	2,191	2,200	2,244
6902	Advertising	19,433	11,025	11,025	11,246	11,471
6906	Office Equip & Furn Rent	3,590	3,308	3,308	3,000	3,000
6909	Subscriptions & Memberships	3,704	5,643	5,643	5,625	5,800
	TOTAL SERVICES	989,959	1,737,959	1,741,244	921,414	936,800

DEPARTMENT/DIVISION
PLANNING

FUND
GENERAL FUND

ORGKEY
101164

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7001	Books & Supplies	205	1,103	1,103	1,136	1,170
7002	Office Supplies	3,224	3,422	3,422	3,525	3,630
7101	Office Equipment & Furniture	306	1,103	1,332	1,136	1,170
7203	Office Equipment Maintenance	-	419	-	432	444
7206	Vehicle Maintenance	450	-	190	-	-
7211	Computer Components	-	1,654	30,983	1,703	1,754
7807	Food	914	500	500	515	530
7810	Special Departmental Supplies	2,509	500	500	515	530
	TOTAL SUPPLIES	7,608	8,701	38,030	8,962	9,231
	FIXED ASSETS					
8703	Computer Equipment	-	30,000	-	-	-
8801	Capital Lease	5,178	5,200	5,871	6,028	16,887
	TOTAL FIXED ASSETS	5,178	35,200	5,871	6,028	16,887
	DIVISION TOTAL	2,088,751	3,531,298	3,156,535	2,625,360	2,707,351
	DEPARTMENT TOTAL	4,574,959	7,092,059	6,357,857	5,955,078	6,060,768

Development Services Department
Grants Program

Program Description:

The Grants Program within the Development Services Department consists of the administration of the City's Community Development Block Grant (CDBG) program as well as researching, applying, securing, and administering other county, state, or federal grant opportunities that benefit advance planning and community development needs.

As a Participating Jurisdiction (PJ) in the County of San Bernardino's Urban County Program, the City receives an annual award from the U.S. Department of Housing and Urban Development (HUD). The County of San Bernardino administers the award on behalf of the City and retains 20% of the annual award for administrative expenses.

CDBG Program Objectives:

- Development of a viable urban community by providing decent housing, suitable living environment, and expanded economic opportunity for City residents, particularly those earning low and moderate incomes.
- Aid in the prevention or elimination of slums or blight.
- Aid in activities designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.

Other Grants Program Objectives:

- To secure funding opportunities that encourage and support advanced planning activities that help plan for future growth and development.

Significant Program Changes for Fiscal Year 2023-24:

- Fund six public service agency programs that benefit low- to moderate-income residents with CDBG funds.
- Fund the Joslyn Senior Center Rehabilitation Project Phase II to include additional site and ADA improvements.
- Secure funding for additional energy efficiency improvements to the Joslyn Senior Center.

Significant Program Changes for Fiscal Year 2024-2025:

- Identify and fund new rehabilitation projects with CDBG funds that benefit low to moderate income residents with CDBG funds.
- Implement new public service programs that benefit low to moderate income residents with CDBG funds.
- Fund the Redlands Senior Center Improvements Project with CDBG funds.

Accomplishments for Fiscal Year 2022-2024:

- Completed the first phase of the Joslyn Senior Center Rehabilitation Project.
- Completed the Senior Outdoor Dining Project funding by CDBG-CV funds.
- Provided contract administration for the Joslyn Senior Center Rehabilitation Project Phase I.
- Provided contract administration for the Senior Outdoor Dining project.
- Provided contract administration to five CDBG funded public services programs that benefited low to moderate income residents.
- Provided contract administration for the state funded Local Early Action Program (LEAP)- a $300,000 grant that is funding the update to the City's Housing Element.
- Provided contract administration for the state funded Planning Grants Program (PGP-SB2)- a $310,000 grant that is funding the environmental analysis for the Transit Villages Specific Plan project.

DEPARTMENT/DIVISION
PLANNING GRANTS

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200164

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	248	18,248	140,353	-	-
5401	Pension Contributions	74	4,593	4,883	-	-
5501	FICA/Medicare	17	1,401	1,476	-	-
5701	Health/Dental Insurance	43	2,652	2,817	-	-
5703	Disability Insurance	-	48	48	-	-
5704	Unemployment Insurance	-	75	80	-	-
5705	Life Insurance	0	10	11	-	-
	TOTAL SALARIES AND BENEFITS	382	27,026	149,668	-	-
	SERVICES					
6005	License & Permits	-	4,492	4,492	-	-
6106	Other Professional Services	104,032	67,521	4,879	-	-
6710	Special Contractual Services	56,744	115,453	55,459	-	-
6901	Printing and Binding	-	400	400	-	-
	TOTAL SERVICES	160,776	187,866	65,230	-	-
	FIXED ASSETS					
8301	Construction in Progress	746,161	-	-	-	-
8501	Other Betterments/Improv	312,369	-	-	-	-
8503	Building Const/Improv	-	583,461	300,356	-	-
	TOTAL FIXED ASSETS	1,058,530	583,461	300,356	-	-
	DEPARTMENT TOTAL	1,219,689	798,353	515,254	-	-

Development Services Department
Inclusionary Housing Program

Program Description:

The Inclusionary Housing Program was adopted by the City Council on December 19, 2023, and is an integral part of the City's implementation programs contained in the 2021-2029 Housing Element. The Inclusionary Housing Program requires that a percentage of housing units in new residential developments be provided at an affordable cost to lower- and moderate-income households, or an in-lie fee be paid, in all new residential developments with ten (10) or more residential units.

The in-lieu fees collected under this program must be utilized for the provision of housing affordable to Very Low-income, Low-income, and Moderate-income households in the City, and administration and compliance monitoring of the Inclusionary Housing Program.

Inclusionary Housing Program Objectives:

- Promote the development of affordable housing throughout the City.
- Increase the supply of housing affordable to Very Low-, Low- and Moderate-income families through the assistance and cooperation of private residential developers.

Significant Program Changes for Fiscal Year 2024-2025:

- This is a new program and budget for this fiscal year.

DEPARTMENT/DIVISION

INCLUSIONARY HOUSING OPERATIONS

FUND

INCLUSIONARY HOUSING FUND

ORGKEY

255900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time				75,000	75,000
	TOTAL SALARIES AND BENEFITS				75,000	75,000
	SERVICES					
6102	Legal Services				35,000	35,000
	TOTAL SERVICES				35,000	35,000
	DIVISION TOTAL				110,000	110,000

DEPARTMENT/DIVISION

INCLUSIONARY HOUSING PROJECTS/GRANTS

FUND	**ORGKEY**
INCLUSIONARY HOUSING FUND	255910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services				35,000	35,000
	TOTAL SERVICES				35,000	35,000
	DIVISION TOTAL				35,000	35,000
	FUND TOTAL				145,000	145,000

Facilities and Community Services

Program Description:

The mission of the Facilities and Community Services Department is to promote and develop policies and practices that minimize impact to the environment, improve the response experience to reports and service requests, provide quality service to City residents, businesses, and visitors, and improve the quality of life for present and future generations.

Program Objectives:

The Facilities and Community Services Department is comprised of the following divisions and functions:

- Administration: Providing customer service and support to residents, businesses, and visitors of the city for requests for service and information.
- Animal Services: Overseeing animal welfare and services.
- Building Maintenance Division: Maintaining city facilities.
- Citrus Groves & Preservation Division: Focusing on the preservation and management of the city's citrus groves.
- Code Enforcement Division: Ensuring compliance with state and local laws and codes.
- Downtown Division: Managing the City's Certified Farmers Markets and other downtown events, promoting tourism, and serving the downtown business community.
- Equipment Maintenance Division: Maintaining the city fleet, operating the natural gas fuel station, and maintenance of the Corporate Yard.
- Hillside Memorial Park: Management and operation of the city-owned cemetery.
- Homeless Resource Coordination: Facilitating resources for the homeless community.
- Parks Division: Maintaining parks, Landscape Maintenance Districts, and Community Facility Districts.
- Recreation & Senior Services Divisions: Managing Community and Senior Centers and their programs.
- Redlands Municipal Airport: Management and operation of the city-owned airport.
- Street Tree Division: Providing in-house tree trimming and emergency tree services.
- Solid Waste Division: Collection of residential and commercial green waste, refuse, recyclables, operating the California Street Landfill, and development and implementation of the city's recycling programs.

DEPARTMENT/DIVISION
FACILITIES AND COMMUNITY SERVICES ADMINISTRATION

FUND
GENERAL FUND

ORGKEY
101300

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	160,490	276,352	192,021	536,473	564,361
5101	Overtime Salaries	1,481	1,000	1,542	1,500	1,500
5202	Holiday Pay	2,199	-	1,266	-	-
5203	Bonus	7,210	-	-	3,416	3,564
5204	Accrual Payout	2,376	-	2,050	-	-
5301	Banked Leave Buy Back	1,894	7,636	12,964	30,611	32,164
5401	Pension Contributions	47,004	139,254	57,574	157,554	157,731
5501	FICA/Medicare	13,121	20,068	15,748	36,440	38,373
5601	Deferred Compensation	1,370	2,798	2,501	10,703	11,015
5701	Health/Dental Insurance	20,543	63,830	29,407	92,295	92,308
5702	Workers' Comp Insurance	13,225	14,299	14,299	18,543	19,188
5703	Disability Insurance	497	669	524	1,207	1,276
5704	Unemployment Insurance	180	1,437	1,720	2,322	2,322
5705	Life Insurance	132	209	138	337	337
5801	Vehicle Allowance	-	-	1,212	5,016	5,016
5802	Eyecare Reimbursement	535	745	1,330	1,605	1,605
5803	Clothing Allowance	348	324	1,619	831	831
5903	Other Taxable Benefits	345	(49,682)	658	1,002	1,002
5904	Tuition Reimbursement	-	-	4,092	-	-
	TOTAL SALARIES AND BENEFITS	272,949	478,939	340,665	899,855	932,593
	SERVICES					
6005	License and Permits	2,230	-	7,000	-	-
6006	Taxes	223	-	-	-	-
6007	Penalties and Interest	29	-	-	-	-
6106	Other Professional Services	13,833	9,715	17,270	17,500	18,375
6301	Water Wastewater Refuse	-	-	306	306	321
6304	Telephone	9,130	6,615	7,601	7,800	8,190
6401	Meeting & Prof Development	1,372	900	179	1,400	1,600
6402	Travel Expense/Reimbursement	-	1,300	1,300	1,600	1,680
6403	Training	1,572	-	2,800	3,200	3,400
6601	Postage	1,700	1,865	1,865	1,900	1,995
6703	Software Support/Development	981	420	420	840	840
6708	Special Program Expenditures	58,861	950	212,398	50,000	50,000
6710	Special Contractual Services	96,604	286,610	210,760	150,000	150,000
6802	Info Tech Service Charges	35,554	113,247	38,248	83,772	73,799
6803	City Garage Charges	7,391	789	43,458	63,502	66,154
6901	Printing and Binding	6,519	1,220	6,463	6,463	6,463
6902	Advertising	1,330	-	-	-	-
6904	Land and Building Rent	-	-	4,200	-	-
6906	Office Equip & Furn Rent	4,310	4,278	4,278	4,310	4,310
6909	Subscriptions & Memberships	5,766	2,200	4,510	7,516	7,516
6910	Labor	1,288	-	135	-	-
	TOTAL SERVICES	248,695	430,109	563,191	400,109	394,643

DEPARTMENT/DIVISION
FACILITIES AND COMMUNITY SERVICES ADMINISTRATION

FUND
GENERAL FUND

ORGKEY
101300

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	17,976	6,300	20,000	15,000	15,750
7004	Uniform/Safety Clothing	1,644	400	400	800	840
7101	Office Equipment & Furniture	-	1,500	12,144	10,000	10,500
7206	Vehicle Maintenance	1,447	917	1,244	1,447	1,447
7208	Repair/Maintenance Supplies	911	-	220	220	220
7209	Janitorial Supplies	857	-	-	857	857
7211	Computer Components	4,212	-	10,150	10,150	10,150
7807	Food	1,505	-	6,500	6,500	6,825
7810	Special Departmental Supplies	1,558	1,050	1,050	1,050	1,050
7901	Non-Capital Expenditures	511,447	700,000	521,348	1,000,000	1,000,000
	TOTAL SUPPLIES	541,557	710,167	573,056	1,046,024	1,047,639
	FIXED ASSETS					
8001	Land Acquisitions	-	1,687,000	850,000	650,000	-
8602	Other Land Improvements	-	200,000	200,000	-	-
8706	All Other Equipment	-	-	-	-	50,000
8801	Capital Lease	23,180	14,370	48,070	44,944	44,944
	TOTAL FIXED ASSETS	23,180	1,901,370	1,098,070	694,944	94,944
	DIVISION TOTAL	1,086,381	3,520,585	2,574,982	3,040,932	2,469,819

Facilities and Community Services
Building Maintenance Division

Program Description:

The Building Maintenance Division performs both routine maintenance and emergency service for all City-owned facilities. This division provides maintenance services to all City facilities totaling approximately 583,000 square feet and includes the Citrus Center, Civic Center, three parking structures, A.K. Smiley Library, Lincoln Shrine, Contemporary Club, four Fire stations, Police Annex, Joslyn Senior Center, Community and Senior Center, Corporate Yard, Redlands Airport, Landfill, Hillside Memorial Park and 1625 Redlands Blvd.

This Division is utilized for a wide range of building maintenance functions including carpentry, plumbing, electrical, HVAC, painting, furniture assembly and relocation, general cleaning services, and special projects including office construction, remodeling, janitorial issues, and environmental testing.

City staff prepares scope of services, solicits bids, and administers contracts for various vendors to provide ongoing and specialized maintenance services. Among the contracted services are janitorial, pest control, HVAC maintenance, elevator servicing, and security alarm systems.

Program Objectives:

- Provide quality service when responding to calls from various departments regarding maintenance and repair of City-owned facilities.
- Reduce response time for maintenance and service calls.
- Work synergistically with other divisions for various department and city-wide projects.
- Manage CIP and other facility related projects.

Accomplishments for Fiscal Year 2022-24:

- Managed the renovation of the Joslyn Senior Center.
- Managed the renovation of the Redlands Bowl (electrical and sound project, stucco rehabilitation, and bench replacement).
- Managed the Prospect Park Lighting Upgrade Project.
- Managed the roof replacement at 300 E State St.
- Managed the Boiler replacement project at the Smiley Library.
- Managed renovations at the Community Center recreation space.
- Received 508 work orders and completed 419 of them.
- Managed Animal Services Remodel.
- Managed Ford Park Pond Aeration Project.

Goals for Fiscal Year 2024-26:

- Implement new work ticket tracking system.
- Complete full facility assessment, programmed maintenance plan, and CIP for City buildings and facilities.
- Repair and replace roofs as indicated in assessment based on priority.

DEPARTMENT/DIVISION
BUILDING MAINTENANCE

FUND
GENERAL FUND

ORGKEY
101301

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	155,939	289,453	161,958	558,295	580,455
5101	Overtime Salaries	33,886	27,563	27,563	28,390	29,242
5202	Holiday Pay	5,655	-	15,841	-	-
5203	Bonus	8,925	-	-	411	440
5204	Accrual Payout	1,614	-	518	-	-
5301	Banked Leave Buy Back	2,636	3,107	5,184	9,856	14,156
5401	Pension Contributions	45,883	52,725	52,326	170,062	168,440
5501	FICA/Medicare	16,444	13,543	16,355	41,928	43,873
5601	Deferred Compensation	473	473	660	4,599	4,796
5701	Health/Dental Insurance	18,875	47,485	39,618	152,785	153,347
5702	Workers' Comp Insurance	18,645	20,159	20,159	21,230	21,968
5703	Disability Insurance	1,387	1,310	1,370	3,987	4,143
5704	Unemployment Insurance	211	1,107	1,796	3,147	3,147
5705	Life Insurance	155	161	158	457	457
5801	Vehicle Allowance	-	-	-	600	600
5802	Eyecare Reimbursement	-	574	574	2,175	2,175
5803	Clothing Allowance	450	600	600	1,830	1,830
5804	Uniform Rental	124	250	250	-	-
5903	Other Taxable Benefits	806	8,399	1,261	2,813	2,813
	TOTAL SALARIES AND BENEFITS	312,109	466,909	346,191	1,002,565	1,031,882
	SERVICES					
6005	License and Permits	900	-	225	-	-
6007	Penalties and Interest	59	-	3,370	-	-
6301	Water, Sewer, Disposal	25,379	45,813	45,813	150,870	158,026
6304	Telephone	19,397	16,537	16,537	17,033	17,544
6307	Electricity & Gas	1,000,981	895,015	903,125	992,915	1,012,773
6309	Heating/AC Service Contract	102,574	90,328	-	-	-
6403	Training	1,243	1,654	800	1,687	1,721
6601	Postage	25	-	-	-	-
6710	Special Contractual Services	300,344	198,570	99,819	116,600	120,098
6712	Landfill Tipping Charges	1,055	1,050	1,050	1,071	1,092
6802	Info Tech Service Charges	35,554	68,247	38,248	30,462	26,836
6803	City Garage Charges	14,781	15,776	27,161	42,665	44,447
6901	Printing and Binding	275	-	42	-	-
6902	Advertising	1,962	2,000	2,000	2,060	2,122
6903	Janitorial Services	329,475	752,842	450,000	533,500	548,805
6908	Other Rentals	5,664	6,673	15,155	15,000	15,000
6910	Labor	158,014	26,426	200,177	206,000	222,480
	TOTAL SERVICES	1,997,682	2,120,931	1,803,522	2,109,863	2,170,944

DEPARTMENT/DIVISION
BUILDING MAINTENANCE

FUND
GENERAL FUND

ORGKEY
101301

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	5,380	1,103	2,465	2,514	2,565
7004	Uniform/Safety Clothing	6,484	5,453	5,847	6,022	6,203
7101	Office Equipment & Furniture	-	1,575	1,575	1,600	1,700
7102	Small Tools & Equipment	7,302	1,654	7,385	3,500	4,000
7201	Hardware Maint/Replace	1,261	-	-	-	-
7204	Building/Grounds Maintenance	18,863	66,020	1,234	25,000	25,500
7205	Machinery & Equip. Maint.	11,023	12,833	-	-	-
7206	Vehicle Maintenance	1,079	420	715	-	-
7208	Repair/Maintenance Supplies	136,794	48,606	375,000	309,000	318,270
7209	Janitorial Supplies	34,068	33,000	10,000	10,300	10,609
7210	Building Supplies	43,450	24,982	24,982	25,731	26,503
7211	Computer Components	1,591	1,103	1,103	-	-
7807	Food	418	-	750	750	750
7810	Special Departmental Supplies	21,536	44,400	113,506	116,911	120,418
7901	Non-Capital Expenditures	159,823	105,000	-	-	-
	TOTAL SUPPLIES	449,071	346,148	544,561	501,329	516,518
	FIXED ASSETS					
8501	Other Betterments/Improv	77,333	549,970	200,000	-	-
8704	Motor Vehicles	36,761	-	-	-	-
8706	All Other Equipment	70,995	-	-	-	-
8801	Capital Lease	12,957	43,926	56,682	53,462	53,462
	TOTAL FIXED ASSETS	198,047	593,897	256,682	53,462	53,462
	DEBT SERVICE					
9002	Principal-Lease	11,346	-	-	-	-
9102	Interest-Lease	420	-	-	-	-
	TOTAL DEBT SERVICE	11,766	-	-	-	-
	DIVISION TOTAL	2,968,675	3,527,885	2,950,957	3,667,218	3,772,806

Facilities and Community Services
Streets & Electrical Division

Program Description:

The Street Division provides for the general maintenance and repair of 314 miles of streets and 90 miles of storm drains within the City. Crews respond to approximately 1,000 annual calls for routine street maintenance services.

The division also provides routine street cleaning and sweeping services on public roadways within the city. Cleaning actions include mechanical sweeping, debris removal, storm cleanup, and other related services. Streets are swept on a bi-monthly basis totaling 510 curb-miles swept during each sweeping rotation, equating to 1,020 curb-miles cleaned per month.

The division is also charged with providing the maintenance and repair of 72 city-owned traffic signals and approximately 5,000 city-owned streetlights.

Program Objectives:

- Patch and repair asphalt surfaces, including potholes, utility trenches, and cracks.
- Repair and ramping of sidewalks damaged by tree roots.
- General maintenance and repair to the storm drain system, including clearing of vegetation, repairs to open and rock channels, debris removal, clearing of blockages, and general inspections.
- Operation of a weed abatement program to include shoulder grading and mowing, spraying, and removal to comply with Fire Department abatement requirements.
- Provide support to public safety departments for barricades, signs, and human resources in response to emergencies.
- Install, replace, repair, and maintain all traffic signage within the public right-of-way.
- Install, restore, and maintain all roadway markings and striping, including painted curbs, street legends, crosswalks, centerline and lane-line stripes, and parking lot lines.
- The division's field service coordinator is responsible for oversight of the City's contracted street sweeping and traffic signal infrastructure.
- Service, repair, and maintain streetlights.

Accomplishments for Fiscal Year 2022-2024:

- Maintained over 300 miles of streets, including potholing and skin patching, and sidewalk ramping, using 130 tons of asphalt in 457 locations.
- Swept 12,000 curb miles throughout the City
- Removed and replaced approximately 10,022 square feet of sidewalk at 43 locations.
- Completed approximately 7,800 underground service alert tickets.
- Serviced and/or repaired 1,560 streetlights.
- Completed annual cleaning of all storm drain inlets and channels.
- Fabricated, replaced, or serviced 870 street signs.
- Replaced 33 streetlights/traffic signals knocked down in traffic accidents.
- Provided 301 labor hours eradicating illegal dumps.

Projects Completed:

- Worked with SBCTA on light rail traffic signal integration.
- Replaced 4 power pedestals knocked down in traffic accidents.
- Cleared canyon roads during heavy winter rain events.
- Trenched for new conduits at Redlands Bowl.
- Graded road for temporary fire station at Prospect Park.
- Worked alongside Parks and Building Maintenance staff to complete various downtown projects including Christmas holiday decorations and lighting and community service day.

DEPARTMENT/DIVISION
ELECTRICAL

FUND
GENERAL FUND

ORGKEY
101302

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	54,461	62,751	60,650	90,724	95,003
5101	Overtime Salaries	193	4,000	1,000	4,000	4,000
5202	Holiday Pay	599	-	1,128	-	-
5203	Bonus	3,535	-	-	-	-
5204	Accrual Payout	10	-	11	-	-
5301	Banked Leave Buy Back	25	1,314	180	3,589	3,911
5401	Pension Contributions	15,697	17,840	18,003	28,297	28,216
5501	FICA/Medicare	4,170	4,809	4,724	7,244	7,596
5601	Deferred Compensation	9	-	12	300	300
5701	Health/Dental Insurance	10,490	19,829	22,673	32,621	32,621
5702	Workers' Comp Insurance	5,533	5,982	5,982	2,379	2,834
5703	Disability Insurance	461	644	559	737	779
5704	Unemployment Insurance	81	434	849	543	543
5705	Life Insurance	63	63	64	79	79
5802	Eyecare Reimbursement	225	225	225	375	375
5803	Clothing Allowance	150	300	300	338	338
5804	Uniform Rental	124	125	126	-	-
5903	Other Taxable Benefits	2	4,598	2	38	38
	TOTAL SALARIES AND BENEFITS	95,826	122,914	116,488	171,264	176,633
	SERVICES					
6008	State Mandated Fees	1,732	3,500	1,678	3,500	3,500
6105	Medical/Physicals	-	500	-	-	-
6304	Telephone	1,479	2,700	1,824	2,500	2,500
6307	Electricity & Gas	389	716	7,402	8,000	8,000
6311	Elec Service-CA Traffic Sgl	10,655	16,537	20,550	24,000	24,000
6312	Elec Service-City Traffic Sgl	64,586	46,305	63,471	70,000	70,000
6314	Elec Service-SCE Street Light	942	11,025	2,500	3,000	3,000
6315	Electric Service-Street Light	625,097	407,925	579,672	600,000	600,000
6316	Elec Service-State Str Light	24,306	25,357	48,857	40,000	40,000
6402	Travel Expense/Reimbursement	-	250	-	250	250
6403	Training	-	1,200	700	1,300	1,300
6710	Special Contractual Services	509,101	597,930	425,000	640,000	625,000
6802	Info Tech Service Charges	23,702	-	25,499	15,231	13,418
6803	City Garage Charges	14,781	-	23,540	65,486	68,221
6902	Advertising	-	500	-	500	500
6904	Land and Building Rent	8,715	11,000	11,000	11,550	12,128
	TOTAL SERVICES	1,285,485	1,125,445	1,211,693	1,485,317	1,471,817

DEPARTMENT/DIVISION
ELECTRICAL

FUND
GENERAL FUND

ORGKEY
101302

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	1,778	500	200	500	500
7003	Awards/Recognition Prgm	-	500	-	500	500
7004	Uniform/Safety Clothing	577	600	500	600	600
7102	Small Tools & Equipment	655	2,000	2,000	2,000	2,000
7205	Machinery & Equip. Maint.	12,257	12,000	15,000	15,000	15,000
7208	Repair/Maintenance Supplies	127,528	163,101	193,000	171,150	180,000
7209	Janitorial Supplies	-	50	-	50	50
7210	Building Supplies	-	500	355	500	500
7211	Computer Components	1,199	1,000	-	1,000	1,000
7804	Medical Supplies	-	100	-	100	100
7807	Food	-	250	125	250	250
7810	Special Departmental Supplies	5,026	9,000	8,719	10,000	11,000
7901	Non-Capital Expenditures	1,123,023	-	-	-	-
	TOTAL SUPPLIES	1,272,043	189,601	219,899	201,650	211,500
	FIXED ASSETS					
8706	All Other Equipment	87,097	148,355	38,355	325,000	-
8801	Capital Lease	(8,427)	-	-	-	-
	TOTAL FIXED ASSETS	78,670	148,355	38,355	325,000	-
	DEBT SERVICE					
9001	Principal	18,438	17,007	19,991	21,684	-
9002	Principal-Lease	8,071	-	-	-	-
9101	Interest	5,062	6,494	3,509	1,816	-
9102	Interest-Lease	356	-	-	-	-
	TOTAL DEBT SERVICE	31,927	23,501	23,500	23,500	-
	DIVISION TOTAL	2,763,951	1,609,816	1,609,935	2,206,731	1,859,950

DEPARTMENT/DIVISION
STREETS

FUND
GENERAL FUND

ORGKEY
101304

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	655,578	979,190	769,737	852,548	888,186
5101	Overtime Salaries	31,380	35,000	30,792	35,000	35,000
5201	Stand By	8,552	20,800	10,000	15,000	15,000
5202	Holiday Pay	8,891	-	12,754	-	-
5203	Bonus	45,535	-	-	-	-
5204	Accrual Payout	840	-	944	-	-
5301	Banked Leave Buy Back	15,068	18,878	25,281	22,247	24,496
5401	Pension Contributions	193,813	283,429	235,001	264,298	259,743
5501	FICA/Medicare	57,351	71,311	66,406	66,622	68,873
5601	Deferred Compensation	869	1,032	1,212	1,248	1,248
5701	Health/Dental Insurance	125,277	294,436	163,799	168,066	168,066
5702	Workers' Comp Insurance	192,543	208,177	208,177	95,393	98,712
5703	Disability Insurance	5,618	8,956	6,996	8,257	8,535
5704	Unemployment Insurance	1,055	6,857	11,474	5,768	5,768
5705	Life Insurance	754	995	826	837	837
5802	Eyecare Reimbursement	923	3,555	3,555	3,987	3,987
5803	Clothing Allowance	2,991	4,380	4,380	3,788	3,788
5804	Uniform Rental	1,202	1,825	1,825	-	-
5903	Other Taxable Benefits	1,585	11,307	2,508	2,856	2,856
	TOTAL SALARIES AND BENEFITS	1,349,823	1,950,128	1,555,667	1,545,915	1,585,095
	SERVICES					
6005	License & Permits	1,379	2,000	11,200	200,000	206,000
6007	Penalties and Interest	401	-	144	300	309
6105	Medical/Physicals	1,229	5,200	1,300	2,000	2,060
6301	Water, Sewer, Disposal	4,301	6,600	3,674	4,500	4,635
6304	Telephone	5,555	11,550	5,594	6,500	6,695
6307	Electricity and Gas	7,205	-	11,845	12,500	12,875
6401	Meeting & Prof Development	-	2,500	-	2,500	2,575
6402	Travel Expense/Reimbursement	-	3,800	-	3,800	3,914
6403	Training	6,156	19,000	2,600	10,000	10,300
6601	Postage	-	100	-	100	103
6703	Software Support/Development	-	11,025	-	-	-
6710	Special Contractual Services	534,843	901,048	900,000	990,000	910,000
6712	Landfill Tipping Charges	22,714	8,200	80,000	85,000	87,550
6802	Info Tech Service Charges	142,215	-	152,992	91,387	80,508
6803	City Garage Charges	220,233	-	404,246	597,778	614,328
6901	Printing and Binding	-	100	-	100	103
6902	Advertising	-	1,000	-	1,000	1,030
6908	Other Rentals	17,307	20,717	18,000	25,000	25,750
6909	Subscriptions & Memberships	-	1,000	-	1,000	1,030
6910	Labor	4,004	36,597	60,000	60,000	61,800
6911	Bad Debt Expense	3,996	-	-	-	-
	TOTAL SERVICES	971,537	1,030,437	1,651,595	2,093,465	2,031,565

DEPARTMENT/DIVISION
STREETS

FUND
GENERAL FUND

ORGKEY
101304

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	1,587	2,700	2,700	3,000	3,090
7003	Awards/Recognition Prgm	-	3,000	1,000	3,000	3,090
7004	Uniform/Safety Clothing	22,746	15,000	34,770	35,000	36,050
7101	Office Equipment & Furniture	-	500	-	500	515
7102	Small Tools & Equipment	41,240	12,000	12,688	15,000	15,450
7204	Building/Grounds Maintenance	179	1,500	-	15,000	15,450
7206	Vehicle Maintenance	5,589	3,000	3,000	3,000	3,090
7208	Repair/Maintenance Supplies	234,348	205,489	190,000	215,000	221,450
7209	Janitorial Supplies	2,603	1,500	1,700	2,000	2,060
7210	Building Supplies	133	-	-	-	-
7804	Medical Supplies	-	300	50	300	309
7807	Food	2,481	1,000	750	1,000	1,030
7810	Special Departmental Supplies	4,670	27,000	27,000	30,000	30,900
	TOTAL SUPPLIES	315,576	272,989	273,658	322,800	332,484
	FIXED ASSETS					
8501	Other Betterments/Improv	8,265	-	-	-	-
8602	Other Land Improvements	93,163	-	-	-	-
8704	Motor Vehicles	71,992	657,806	657,806	295,000	170,000
8706	All Other Equipment	-	75,000	20,468	-	65,000
8801	Capital Lease	30,098	338,538	68,524	72,124	72,124
	TOTAL FIXED ASSETS	203,517	1,071,344	746,798	367,124	307,124
	DEBT SERVICE					
9001	Principal	79,736	83,914	82,286	29,870	30,835
9002	Principal-Lease	23,913	-	-	-	-
9101	Interest	7,830	9,038	5,279	2,241	1,165
9102	Interest-Lease	364	-	-	-	-
	TOTAL DEBT SERVICE	111,843	92,952	87,565	32,111	32,000
	DIVISION TOTAL	2,952,296	4,417,850	4,315,283	4,361,415	4,288,268

Facilities and Community Services
Parks Division

Program Description:

The Parks Division is responsible for the maintenance and upkeep of approximately 800 acres consisting of 26 established parks, over 60 water well and reservoir sites, parking lots, 14.5 acres of median strips and traffic islands throughout the City, the downtown area, and the improved I-10 Gateway. The division is comprised of 20 full-time employees who provide maintenance to the City's Park and open space system. The division also has a dedicated staff member to handle graffiti abatement within the city. City parks and medians also include over 6,530 trees, which are included within the tree care program and monitored by division staff. All members of the Parks Division are trained to assist the Tree Division with routine tree removals, trimming, and emergency tree care when needed. These actions are not only performed on trees within the parks system, but also to the approximately 43,500 trees within City easement as well as trees located on various City facilities and parcels. Parks Division staff also help facilitate special events along with maintaining all of the downtown areas within the City's purview. The division also assists in the cleanup of homeless encampments and illegal dumps throughout the city.

Program Objectives:

- Provide clean, safe, and attractive open space and parkland areas.
- Maintain irrigation systems and facility plumbing systems in all areas of responsibility.
- Maintain playgrounds and other facilities in a safe, clean manner.
- Maintain historic downtown Redlands.
- Maintain City medians.
- Support the tree crew with any tree related emergency mitigation within the city parks system.
- Support the tree crew with any tree related emergency mitigation within the City's easement areas throughout the city.
- Support the tree crew with the weekly palm frond abatement throughout the city.
- Oversee, coordinate, and assist with various park volunteer efforts and other programs.
- Support the annual Day of Service volunteer event.
- Work cooperatively with various sports groups and special interest organizations.
- Work cooperatively with fellow divisions and departments with various projects and emergency work.

Accomplishments for Fiscal Year 2022-24:

- Parks staff successfully completed the design and installation of over a mile of irrigation for the RSCC Helping Hands Volunteer Workday.
- Coordinated the replacement of vandalized shade sails in seven parks.
- Coordinated the construction and completion of the Israel Beal ballfield.
- Installation of a new shade sail at the Skate Park.
- Parks staff coordinated with volunteers to complete the median planting of Brookside Avenue between Kendall Avenue and Center Street.
- Coordinated and installed improvements to the Ford Park ponds to stabilize the eroding banks by placement of boulders and cobble stone.
- Closed out a total of 685 graffiti abatement work orders.

DEPARTMENT/DIVISION
PARKS

FUND
GENERAL FUND

ORGKEY
101303

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	593,572	956,910	736,975	1,069,292	1,114,240
5101	Overtime Salaries	91,923	73,500	144,577	120,000	124,800
5201	Stand By	5,763	-	6,000	7,000	8,000
5202	Holiday Pay	15,071	-	14,850	-	-
5203	Bonus	47,030	-	-	-	-
5204	Accrual Payout	8,100	-	888	-	-
5301	Banked Leave Buy Back	4,644	8,001	16,205	20,765	22,057
5401	Pension Contributions	179,407	197,136	224,285	333,387	330,808
5501	FICA/Medicare	57,552	49,132	70,262	83,754	87,291
5601	Deferred Compensation	757	757	1,056	1,200	1,200
5701	Health/Dental Insurance	151,536	287,750	181,814	243,513	243,513
5702	Workers' Comp Insurance	52,810	57,098	57,098	43,820	45,344
5703	Disability Insurance	5,842	6,175	7,649	10,731	11,204
5704	Unemployment Insurance	1,275	5,590	15,235	7,986	7,986
5705	Life Insurance	823	811	922	1,159	1,159
5802	Eyecare Reimbursement	1,296	2,898	2,898	5,520	5,520
5803	Clothing Allowance	3,015	3,600	4,298	5,325	5,325
5804	Uniform Rental	1,382	13,230	13,230	-	-
5903	Other Taxable Benefits	132	(2,543)	132	450	450
	TOTAL SALARIES AND BENEFITS	1,221,928	1,660,045	1,498,374	1,953,902	2,008,897
	SERVICES					
6005	License & Permits	30	4,500	6,594	-	-
6007	Penalties and Interest	113	-	318	-	-
6102	Legal Services	-	-	675	-	-
6105	Medical/Physicals	352	-	-	-	-
6301	Water, Sewer, Disposal	86,858	70,000	198,324	405,695	420,887
6304	Telephone	7,435	5,900	7,164	7,379	7,600
6307	Electricity & Gas	93,646	77,175	90,552	93,269	96,067
6401	Meeting & Prof Development	43	525	-	-	-
6402	Travel Expense/Reimbursement	-	2,100	-	-	-
6403	Training	3,876	5,250	3,757	3,870	3,986
6710	Special Contractual Services	930,342	1,314,652	991,960	1,189,000	1,263,127
6712	Landfill Tipping Charges	34,640	36,000	24,756	25,499	26,264
6802	Info Tech Service Charges	154,066	175,741	165,741	152,312	134,180
6803	City Garage Charges	129,331	138,043	277,495	518,400	531,634
6902	Advertising	650	840	-	400	400
6903	Janitorial Services	-	16,800	16,800	17,200	17,500
6908	Other Rentals	16,479	-	2,670	2,751	2,833
6909	Subscriptions & Memberships	3,588	-	-	-	-
6910	Labor	107,716	1,953	57,156	133,064	143,600
6911	Bad Debt Expense	-	1,260	-	-	-
	TOTAL SERVICES	1,569,165	1,850,738	1,843,962	2,548,838	2,648,078

DEPARTMENT/DIVISION
PARKS

FUND
GENERAL FUND

ORGKEY
101303

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	3,520	1,400	3,675	4,000	4,000
7004	Uniform/Safety Clothing	30,486	14,000	43,224	44,521	45,856
7102	Small Tools & Equipment	13,340	16,000	38,928	40,096	41,299
7204	Building/Grounds Maintenance	241,830	79,968	94,776	97,619	100,548
7205	Machinery & Equip. Maint.	904	3,200	-	-	-
7206	Vehicle Maintenance	8,224	4,000	5,112	5,265	5,423
7208	Repair/Maintenance Supplies	213,103	132,678	218,052	224,594	231,331
7209	Janitorial Supplies	35,951	10,008	36,492	37,587	38,714
7210	Building Supplies	10,275	6,600	-	-	-
7804	Medical Supplies	-	330	-	-	-
7807	Food	596	1,300	680	750	750
7810	Special Departmental Supplies	123,102	33,000	122,460	-	-
7901	Non-Capital Expenditures	178,313	301,129	256,297	-	-
	TOTAL SUPPLIES	859,643	603,613	819,695	454,432	467,922
	FIXED ASSETS					
8301	Construction In Progress	1,508,995	-	-	-	-
8501	Other Betterments/Improv	131,819	4,343,087	2,735,779	1,707,635	-
8503	Building Const/Improv	-	-	-	400,000	170,000
8704	Motor Vehicles	124,392	-	-	-	-
8706	All Other Equipment	90,347	-	-	90,000	90,000
8801	Capital Lease	60,610	255,255	202,689	187,700	187,700
	TOTAL FIXED ASSETS	1,916,163	4,598,342	2,938,468	2,385,335	447,700
	DEBT SERVICE					
9002	Principal-Lease	8,474	-	-	-	-
9102	Interest-Lease	197	-	-	-	-
	TOTAL DEBT SERVICE	8,671	-	-	-	-
	DIVISION TOTAL	5,575,571	8,712,738	7,100,499	7,342,506	5,572,597

Facilities and Community Services
Trees

Program Description:

The City's urban forest is a recognized asset and landmark of the City of Redlands, valued at approximately $151,929,920.00. The Facilities and Community Services Street Tree Division staff oversee the maintenance of approximately 55,923 tree sites located within the City's right-of-way, City-owned facilities, parking lots, trails, and parks. Of these sites, approximately 43,422 are home to living trees. This count includes approximately 6,350 trees within the City's park system, and the remaining 37,590 trees in parkway areas, easement areas, and City-owned properties. Palm trees continue to be the single most prominent genus of trees within the City's inventory, which numbers approximately 8,950. A close second is the Crape Myrtle tree which numbers approximately 7,051. Both of these tree species are iconic Redlands trees. In partnership with the Redlands Street Tree Committee, the Street Tree Division is dedicated to the continued enhancement, maintenance, and care of this living asset.

Program Objectives:

- Provide trimming (based on safety, tree health, and aesthetics) and maintenance of City trees with a primary focus on individual specimens within the city right-of-way.
- Provide safe and efficient removals of dead, diseased, and hazardous trees, either on a pre-approved or emergency basis.
- Provide an active response to mitigate and resolve emergency tree concerns.
- Work cooperatively with various volunteer groups, special interest organizations, and city departments to promote urban forest health and preservation.
- Provide continual updates to maintain accurate records and reports.

Significant Program Changes and Process Improvements:

This year, the City's contractual support was generously funded as a result of Measure T funds which stocked the account with almost fifteen times the funding from past budget years. This drastically increased the quantities of trees trimmed, dead trees removed, new trees planted and provided mitigation for storm related hazards related to trees.

Accomplishments for Fiscal Year 2022-24:

- Approximately 540 trees were removed.
- Approximately 11,300 trees were trimmed.
- Dead tree population down to .011% of the total tree inventory
- Approximately 230 trees were planted.

DEPARTMENT/DIVISION
TREES

FUND
GENERAL FUND

ORGKEY
101305

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	218,322	254,075	245,530	317,011	324,283
5101	Overtime Salaries	30,871	15,000	25,000	25,000	25,000
5202	Holiday Pay	5,583	-	6,083	-	-
5203	Bonus	14,695	-	-	-	-
5204	Accrual Payout	44	-	66	-	-
5301	Banked Leave Buy Back	3,311	3,655	2,574	5,185	6,433
5401	Pension Contributions	63,419	73,128	73,519	98,583	96,016
5501	FICA/Medicare	19,755	18,310	21,946	24,643	25,290
5601	Deferred Compensation	17	17	24	468	468
5701	Health/Dental Insurance	44,098	98,665	63,699	79,322	79,322
5702	Workers' Comp Insurance	11,066	11,964	11,964	10,955	11,336
5703	Disability Insurance	2,219	2,597	2,659	3,017	3,083
5704	Unemployment Insurance	338	1,831	2,701	2,035	2,035
5705	Life Insurance	263	266	264	295	295
5802	Eyecare Reimbursement	-	950	950	1,407	1,407
5803	Clothing Allowance	660	1,260	1,260	1,290	1,290
5804	Uniform Rental	496	525	525	-	-
5903	Other Taxable Benefits	42	1,944	62	539	539
	TOTAL SALARIES AND BENEFITS	415,199	484,187	458,826	569,750	576,797
	SERVICES					
6105	Medical/Physicals	329	552	552	552	552
6401	Meeting & Prof Development	-	5,000	5,000	5,000	5,000
6402	Travel Expense/Reimbursement	650	1,000	1,000	1,000	1,000
6403	Training	884	3,150	3,150	3,150	3,150
6710	Special Contractual Services	1,195,412	1,200,000	1,200,000	1,200,000	1,200,000
6712	Landfill Tipping Charges	1,707	10,000	10,000	10,300	10,609
6802	Info Tech Service Charges	47,405	50,997	50,997	25,200	22,200
6803	City Garage Charges	72,426	77,304	114,076	254,004	264,617
6901	Printing and Binding	-	1,058	506	-	-
6909	Subscriptions & Memberships	505	-	-	-	-
6910	Labor	-	-	343	-	-
	TOTAL SERVICES	1,319,318	1,349,061	1,385,624	1,499,206	1,507,128
	SUPPLIES					
7002	Office Supplies	325	500	-	-	-
7004	Uniform/Safety Clothing	-	1,000	-	-	-
7208	Repair/Maintenance Supplies	750	12,000	10,557	12,000	12,000
7210	Building Supplies	2,900	-	-	-	-
	TOTAL SUPPLIES	3,974	13,500	10,557	12,000	12,000
	FIXED ASSETS					
8704	Motor Vehicles	106,676	-	-	-	-
8801	Capital Lease	-	53,924	-	-	-
	TOTAL FIXED ASSETS	106,676	53,924	-	-	-
	DIVISION TOTAL	1,845,168	1,900,672	1,855,007	2,080,956	2,095,925

Facilities and Community Services
Code Enforcement Division

Program Description:

The Code Enforcement Division is responsible for improving the quality of life, protecting property values, and ensuring the health and safety of our community by fair and consistent enforcement of the Redlands Municipal Code. Such enforcement activities include, but are not limited to, enforcement of codes related to property maintenance, graffiti, inoperative vehicles, unsafe conditions, unsafe buildings, unpermitted (unsafe) construction, and the eradication of neighborhood blight. This division consists of one full-time senior code officer, three full-time code officers, and one full-time administrative technician. The Code Enforcement Division provides a balance of providing customer service to residents concerned with municipal code violations while working to educate and gain voluntary compliance increasing the quality of life and serving the entire community.

Program Objectives:

- Provide excellent customer service to the residents and businesses of the City of Redlands;
- Increase the quality of life in the City of Redlands by improving the visual appearance of our neighborhoods through the fair and consistent enforcement of the property maintenance ordinance;
- Respond to citizen concerns pertaining to Municipal Code violations;
- Educate property owners and responsible parties of code requirements and work with stakeholders to resolve issues raised by residents and businesses through voluntary compliance;
- When voluntary compliance is not gained through education, enforcement action is initiated to gain compliance to provide the appropriate customer service to the overall community.

Significant Program Changes and Process Improvements, Focus Area E-Safety and Community Services:

Significant program changes and process improvements for FY 2022-2024 include updating the City's landscape requirements and establishment of a new ordinance to address water conservation efforts, efficient irrigation design, and proper maintenance for both residential and commercial properties. Guidelines and education within this new policy will improve property maintenance and aesthetics while protecting property values and deterring neighborhood blight.

Furthermore, the Code Division continues to assist in activities involving homeless encampments. An increase in homeless activities within the City has a corresponding relation to the unauthorized occupation of vacant and abandoned properties. As a result of this activity, the code enforcement division worked in partnership with stakeholders, property owners and other city departments by providing education, and direction on abatement and the securing of property. Approximately 15 properties were cleaned and secured by the property owners with assistance and direction provided by the City.

Accomplishments for Fiscal Years 2022-24:

- Opened 1,459 cases
- Closed 1,523 cases
- 1,824 Requests for service
- 2,564 Code Inspections

The Code Enforcement Division participates in a monthly meeting with the City's Police Department, Building and Safety Department, and Fire Department to discuss current public safety issues, code cases, and municipal code violations. This partnership assists in improving interdepartmental communications, the successful closing of cases, and providing health and safety to the community.

DEPARTMENT/DIVISION
CODE ENFORCEMENT

FUND
GENERAL FUND

ORGKEY
101306

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	289,079	395,728	334,959	328,906	345,311
5101	Overtime Salaries	10,990	5,513	16,500	17,325	18,191
5202	Holiday Pay	7,824	-	7,852	-	-
5203	Bonus	18,700	-	-	-	-
5204	Accrual Payout	-	-	516	-	-
5301	Banked Leave Buy Back	-	1,351	-	3,196	4,213
5401	Pension Contributions	72,817	88,608	82,514	98,008	97,989
5501	FICA/Medicare	24,428	21,730	26,031	24,297	25,576
5601	Deferred Compensation	288	397	589	300	300
5701	Health/Dental Insurance	50,301	70,285	64,901	77,337	77,742
5702	Workers' Comp Insurance	8,299	8,973	8,973	16,432	17,004
5703	Disability Insurance	2,602	2,975	2,909	3,111	3,289
5704	Unemployment Insurance	447	1,988	2,922	1,888	1,888
5705	Life Insurance	314	289	308	274	274
5802	Eyecare Reimbursement	225	1,031	1,031	1,305	1,305
5803	Clothing Allowance	990	1,341	1,475	1,230	1,230
5804	Uniform Rental	386	559	559	-	-
5903	Other Taxable Benefits	850	2,972	2,355	1,118	1,118
	TOTAL SALARIES AND BENEFITS	488,541	603,740	554,394	574,727	595,430
	SERVICES					
6102	Legal Services	-	3,859	25,538	30,000	30,000
6106	Other Professional Services	2,226	1,103	1,103	5,000	5,500
6304	Telephone	6,062	2,756	5,018	5,269	5,532
6401	Meeting & Prof Development	-	-	570	500	500
6402	Travel Expense/Reimbursement	1,387	-	-	1,000	1,200
6403	Training	2,014	1,654	1,654	1,737	1,824
6601	Postage	3,557	2,756	2,756	2,894	3,038
6703	Software Support/Development	-	17,433	1,200	1,260	1,323
6710	Special Contractual Services	9,694	33,075	33,075	114,729	200,465
6712	Landfill Tipping Charges	2,396	1,103	1,103	1,158	1,216
6802	Info Tech Service Charges	35,554	38,248	38,248	45,694	40,254
6803	City Garage Charges	7,390	7,888	13,581	15,875	16,539
6804	General Govt Service Charge	-	27,778	-	-	-
6901	Printing and Binding	-	2,426	2,426	2,547	2,675
6902	Advertising	290	331	-	-	-
6909	Subscriptions & Memberships	5,899	1,103	6,514	6,840	7,182
6910	Labor	500	-	-	-	-
	TOTAL SERVICES	76,969	141,511	132,786	234,502	317,248
	SUPPLIES					
7002	Office Supplies	583	2,205	2,205	2,315	2,431
7004	Uniform/Safety Clothing	837	2,205	2,205	2,315	2,431
7101	Office Equipment & Furniture	887	-	-	-	-
7807	Food	26	110	150	158	165
7810	Special Departmental Supplies	5,961	1,103	1,103	1,158	1,216
	TOTAL SUPPLIES	8,294	5,623	5,663	5,946	6,243
	DIVISION TOTAL	573,805	750,874	692,843	815,175	918,922

Facilities and Community Services
Recreation and Senior Services

Program Description:

The City of Redlands Recreation and Senior Services Division is a customer-driven service that is responsive to the needs of the public. Recreation and Senior programs promote wellness and human development through leisure pursuits. The Division operates the Redlands Community Center, Senior Center, and Joslyn Senior Center which are open to the community for a variety of educational and leisure activities. The centers feature a gymnasium, computer labs, classrooms, reading lounges, multi-purpose rooms, and kitchen facilities. In addition to manning the centers, the Division also facilitates the rentals of indoor and outdoor recreation sites as well as the Morning Market within the downtown area.

The senior services programs focus on community support and partnerships, nutrition and healthy eating, and active living. The Senior Information and Referral Services Offices are located in the Community Center at 111 W. Lugonia Avenue, offering assistance to seniors seeking housing, medical, and financial information. Numerous programs are offered, including the Meals on Wheels program and the Family Service Association Nutrition Program, ensuring the availability of hot meals to seniors for a reasonable price.

Program Objectives:

- Strengthen community image and sense of place.
- Provide and support recreation and leisure services offered throughout the community.
- Promote health and wellness.
- Foster human development
- Increase cultural unity.
- Provide programs and activities to stimulate and strengthen senior lives, including health and fitness, education and instruction, referral and support, and social activities and events.

Significant Improvements Related to Operations:

The Redlands Community Center and Senior Center, along with the Joslyn Senior Center, have recently undergone transformative enhancements to better serve the needs of their patrons.

- Renovation of gym lobby.
- Renovation of Joslyn Senior Center, Kitchen and bathroom facilities, new flooring and paint, and ADA upgrades
- Completion of outdoor courtyard and newly contrasted pickleball courts.

Strategic Plan Goals - Expand Recreational Programing

In response to the community's demand for diverse recreational activities, the Facilities and Community Services Department has made significant strides in expanding programming offerings. Notably, the introduction of Pee Wee sports has been a resounding success. Designed to engage children ages 5-12, Pee Wee sports provide a fun and inclusive environment for young athletes to learn fundamental skills and foster a love for sports. The program encompasses a variety of sports, including soccer, basketball, tee-ball, and more, catering to the interests and developmental needs of participants. By partnering with local organizations and utilizing Measure T funding, we've been able to offer accessible and high-quality Pee Wee sports leagues, contributing to the overall well-being and active lifestyle of our youth.

Additionally, the reintroduction of adult sports, including adult volleyball, has been met with enthusiasm from the community. Collaborating with Renegade Volleyball, one of our trusted contractors, we've successfully revived adult volleyball leagues, providing opportunities for adults of all skill levels to stay active, socialize, and enjoy the benefits of team sports. These initiatives, supported by Measure T funding, demonstrate our commitment to expanding recreational programming for residents of all ages and abilities.

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES

FUND
GENERAL FUND

ORGKEY
101309

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	406,326	592,243	504,891	710,016	750,261
5002	Salaries: Part-Time	42,640	81,008	53,836	35,580	35,580
5101	Overtime Salaries	8,698	12,100	11,304	11,643	11,992
5202	Holiday Pay	8,421	-	8,467	-	-
5203	Bonus	35,140	-	-	-	-
5204	Accrual Payout	1,017	-	4,768	-	-
5301	Banked Leave Buy Back	3,328	4,120	4,477	6,821	10,813
5401	Pension Contributions	119,309	133,381	146,393	217,229	217,579
5501	FICA/Medicare	37,925	39,319	43,032	56,610	59,678
5601	Deferred Compensation	105	1,005	214	3,724	3,864
5701	Health/Dental Insurance	95,327	202,435	126,150	194,635	195,647
5702	Workers' Comp Insurance	35,993	38,916	38,916	32,112	33,229
5703	Disability Insurance	3,110	3,772	3,798	6,010	6,370
5704	Unemployment Insurance	1,173	6,093	13,275	6,293	6,293
5705	Life Insurance	576	570	630	788	788
5802	Eyecare Reimbursement	842	2,034	2,034	3,750	3,750
5803	Clothing Allowance	2,100	2,400	2,400	3,300	3,300
5903	Other Taxable Benefits	150	4,280	1,222	2,625	2,625
	TOTAL SALARIES AND BENEFITS	802,181	1,123,676	965,807	1,291,136	1,341,769
	SERVICES					
6004	Bank/Collection Agent Fees	17,474	7,717	7,717	7,871	8,029
6005	License & Permits	682	2,205	2,205	2,249	2,294
6101	Architect & Engineer	-	10,198	10,198	10,402	10,610
6105	Medical/Physicals	73	232	232	236.64	241
6106	Other Professional Services	59,919	245,280	110,000	250,186	255,189
6304	Telephone	4,354	8,514	8,514	8,684	8,858
6307	Electricity & Gas	22,838	14,984	14,984	15,284	15,589
6401	Meeting & Prof Development	5,140	4,410	3,730	4,498	4,588
6402	Travel Expense/Reimbursement	11,236	2,205	405	2,249	2,294
6403	Training	922	2,205	290	2,249	2,294
6601	Postage	17,002	1,103	24,000	1,125	1,147
6703	Software Support/Development	4,887	14,289	14,289	14,575	14,866
6708	Special Program Expenditures	46,454	63,337	63,337	64,604	65,896
6710	Special Contractual Services	314,578	386,841	326,000	349,578	357,469
6712	Landfill tipping charges	334	5,513	5,513	5,623	5,735
6802	Info Tech Service Charges	148,141	179,366	159,366	99,003	87,217
6803	City Garage Charges	13,473	39,441	13,581	16,867	17,572
6901	Printing and Binding	4,443	1,103	1,103	1,125	1,147
6902	Advertising	39,981	52,205	52,205	53,249	54,314
6906	Office Equip & Furn Rent	7,311	16,025	16,025	16,346	16,672
6908	Other Rentals	-	3,308	5,000	3,374	3,441
6909	Subscriptions & Memberships	1,970	2,205	2,632	2,249	2,294
6910	Labor	9,942	12,000	12,000	12,240	12,485
6912	Reimbursed Expenditures	5,873	-	-	-	-
	TOTAL SERVICES	737,027	1,074,684	853,326	943,864	950,243

DEPARTMENT/DIVISION
RECREATION AND SENIOR SERVICES

FUND
GENERAL FUND

ORGKEY
101309

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	9,617	5,513	5,513	5,623	5,735
7004	Uniform/Safety Clothing	1,591	5,513	5,513	5,623	5,735
7101	Office Equipment & Furniture	7,802	14,891	14,891	15,189	15,493
7102	Small Tools & Equipment	980	551	48	562	574
7203	Office Equipment Maintenance	-	2,756	-	2,811	2,867
7204	Building/Grounds Maintenance	7,778	-	4,950	-	-
7205	Machinery & Equip. Maint.	11,150	66,961	36,961	68,300	69,666
7208	Repair/Maintenance Supplies	13,826	15,890	11,262	16,208	16,532
7209	Janitorial Supplies	91	4,410	4,410	4,498	4,588
7210	Building Supplies	1,864	1,103	474	1,125	1,147
7302	Compressed Natural Gas (LCNG)	-	3,067	-	3,128	3,191
7804	Medical Supplies	210	1,103	-	1,125	1,147
7807	Food	14,899	21,922	21,922	22,360	22,808
7810	Special Departmental Supplies	33,932	57,075	57,075	58,217	59,381
7901	Non-Capital Expenditures	128,257	28,665	28,665	29,238	29,823
	TOTAL SUPPLIES	231,998	229,418	191,684	234,007	238,687
	FIXED ASSETS					
8301	Construction In progress	66,172	-	-	-	-
8501	Other Betterments/Improv	77,967	913,761	204,000	-	-
8503	Building Construction/Improv	-	15,495	-	-	-
8706	All Other Equipment	31,692	-	-	-	-
8801	Capital Lease	-	12,074	32,898	21,529	21,529
	TOTAL FIXED ASSETS	175,830	941,330	236,898	21,529	21,529
	DIVISION TOTAL	1,947,036	3,369,108	2,247,715	2,490,537	2,552,229

Facilities and Community Services
City Hall 300 E. State Street

Program Description:

The city acquired the new facility at 300 E. State Street on October 1, 2021, for the purpose of a future City Hall location. The building was built in 1981 and includes approximately 80,000 square feet comprised of six floors. The new facility is located at 300 E. State Street in the heart of the City's historic downtown area. The building is an iconic feature of the typical international style or corporate architecture and is the tallest building in the city. The facility will house the administrative offices and public facilities such as the Council Chambers and various customer service departments.

Program Objectives:

- To locate all administrative public services within one facility for customer service accessibility and engagement with the residents and business community.
- Accommodate growth and expansion of city facilities and services necessary for future stability.

Accomplishments for FY 2022-24:

- The space planning and necessary retrofitting design is underway with an anticipated move in date of 2026 for city departments.
- The City Manager's and City Council offices have been occupied on the 6th floor and were completed by the end of the year 2023.

Strategic Plan

Conversion of this facility into a future City Hall supports the Strategic Plan Priority D – Sustainability Strategic Objective 3 – Infrastructure.

DEPARTMENT/DIVISION
CITY HALL - STATE STREET

FUND
GENERAL FUND

ORGKEY
101310

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	94,432	92,359	146,685	103,268	108,688
5002	Salaries: Part-Time	61,095	45,677	69,809	86,986	88,725
5101	Overtime Salaries	2,289	1,500	4,419	4,640	4,872
5202	Holiday Pay	770	-	1,398	-	-
5203	Bonus	2,425	-	-	205	220
5204	Accrual Payout	3,071	-	2,358	-	-
5301	Banked Leave Buy Back	3,910	4,823	17,375	5,171	5,129
5401	Pension Contributions	45,849	27,245	64,641	30,445	30,503
5501	FICA/Medicare	12,203	9,805	17,971	14,297	14,787
5601	Deferred Compensation	981	968	2,553	767	796
5701	Health/Dental Insurance	19,861	12,347	33,719	4,676	4,676
5702	Workers' Comp Insurance	-	-	-	2,739	2,834
5703	Disability Insurance	148	126	452	603	643
5704	Unemployment Insurance	519	781	4,613	1,476	1,476
5705	Life Insurance	56	50	110	88	88
5801	Vehicle Allowance	-	-	2,020	300	300
5802	Eyecare Reimbursement	-	180	180	420	420
5803	Clothing Allowance	-	60	60	330	330
5804	Uniform Rental	3	25	25	-	-
5903	Other Taxable Benefits	39	3,557	205	45	45
	TOTAL SALARIES AND BENEFITS	247,652	199,503	368,593	256,456	264,532
	SERVICES					
6005	License & Permits	3,764	1,071	1,071	1,125	1,181
6006	Taxes	-	940	940	940	940
6007	Penalities and Interest	225	-	38	-	-
6106	Other Professional Services	208	30,000	-	-	-
6301	Water Wastewater Refuse	17,319	22,533	22,533	23,660	24,843
6304	Telephone	9,541	9,790	9,790	10,280	10,793
6307	Electricity & Gas	43,933	50,420	35,524	37,300	39,165
6308	Elec Service-Facility Ops	313,173	221,470	311,088	326,642	342,974
6309	Heating/AC Service Contract	380	51,205	-	-	-
6401	Meeting & Prof Development	-	150	-	-	-
6601	Postage	1,709	276	101	106	111
6703	Software Support/Development	-	14,699	23,624	24,805	26,045
6708	Special Program Expenditures	-	-	2,576	2,705	2,840
6710	Special Contractual Services	409,396	219,034	178,162	181,150	184,287
6901	Printing and Binding	276	-	-	-	-
6902	Advertising	-	-	659	700	700
6903	Janitorial Services	143,420	132,810	132,810	139,451	146,423
6906	Office Equip & Furn Rent	3,268	440	-	-	-
6907	Comms Service & Rental	1,301	-	1,857	1,949	2,047
6908	Other Rentals	-	1,500	-	-	-
6910	Labor	90,970	2,915	102,943	108,091	113,495
6911	Bad Debt Expense	5,900	-	-	-	-
6912	Reimbursed Expenditures	712	-	1,722	-	-
	TOTAL SERVICES	1,045,496	759,253	825,438	858,902	895,845

DEPARTMENT/DIVISION
CITY HALL - STATE STREET

FUND
GENERAL FUND

ORGKEY
101310

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	3,628	1,000	1,000	1,050	1,103
7004	Uniform/Safety Clothing	4,820	-	783	822	863
7101	Office Equipment & Furniture	4,676	-	18,470	-	-
7102	Small Tools & Equipment	561	-	-	-	-
7204	Building/Grounds Maintenance	8,974	-	-	-	-
7208	Repair/Maintenance Supplies	22,381	12,032	110,308	115,824	121,615
7209	Janitorial Supplies	14,736	19,408	5,505	5,781	6,070
7210	Building Supplies	1,939	-	-	-	-
7211	Computer Components	3,286	-	-	-	-
7810	Special Departmental Supplies	21,984	-	9,419	9,890	10,385
7901	Non-Capital Expenditures	85,550	9,166	16,811	17,652	18,534
	TOTAL SUPPLIES	172,534	41,606	162,297	151,018	158,569
	FIXED ASSETS					
8301	Constructions In Progress	83,710	-	-	-	-
8501	Other Betterments/Improv	49,495	-	-	-	-
8703	Computer Equipment	-	16,256	6,965	-	-
	TOTAL FIXED ASSETS	133,205	16,256	6,965	-	-
	DIVISION TOTAL	1,598,887	1,016,618	1,363,293	1,266,377	1,318,946

Facilities and Community Services
Animal Services

Program Description:

The Animal Services Division provides a variety of services to meet the needs of the community and ensure the welfare of animals. The division enforces state and federal animal laws and city municipal codes. The animal control officers are responsible for handling stray animals on city streets, animal disturbance calls, reports of injured or aggressive animals, and animals receiving fatal injuries. The Animal Service Division also quarantines animals after reported animal bites, investigates reports of animal abuse, and temporarily provides shelter to neglected livestock and injured wildlife.

Program Objectives:

- Provide humane care for the animals in our facility.
- Promote the adoption of all animals housed in the shelter.
- Increase the number of animals treated in the spay and neuter program.
- Provide excellent customer service to the community.
- Promote community partnerships to enhance animal welfare.
- Educate and provide resources to the community for responsible pet ownership by providing them with information about living with wildlife, keeping pets up to date on vaccines and licenses as well as general education.
- Improve efficiency through increased information in the field by moving towards paperless systems.

Accomplishments for Fiscal Years 2022-2024:

- Completed the remodel of the cattery to provide adequate space, updated kennels with privacy areas, and improved cleanability.
- Participated in more than a dozen community events promoting the Animal Services Division and highlighting adoptable animals currently in the shelter.
- Worked with Best Friends Animal Society to provide additional staff training, develop updated policies and procedures for shelter operations, and coordinate with additional rescue groups to find positive outcomes for shelter animals.
- Developed master plan for expansion and renovation of the facility to meet the current and future needs of the community.
- Increased participation in our volunteer program, providing much needed interaction and activity time for shelter animals.
- Added additional shelter staff to ensure operation is adequately staffed to provide required services 365 days per year.
- Upgraded computer software system to provide mobile field access via phones and tablets.

Goals for Fiscal Year 2024-2026:

- Identify funding for the construction of the facility expansion. Complete the design phase and prepare for construction phase.
- Explore various partnerships both public and private to expand services and adoption opportunities.
- Complete renovation of the isolation room to provide adequate space and separation of animals under care.

DEPARTMENT/DIVISION
ANIMAL SERVICES

FUND
GENERAL FUND

ORGKEY
101311

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	258,157	366,838	366,432	537,116	570,982
5002	Salaries: Part-Time	2,053	16,580	-	-	-
5101	Overtime Salaries	14,869	49,613	20,000	25,000	25,000
5202	Holiday Pay	16,575	-	12,429	-	-
5203	Bonus	26,500	-	-	-	-
5204	Accrual Payout	3,494	-	1,562	-	-
5301	Banked Leave Buy Back	953	3,633	1,195	4,560	6,613
5401	Pension Contributions	75,912	64,243	100,210	166,797	168,846
5501	FICA/Medicare	25,207	17,983	28,946	41,977	44,714
5601	Deferred Compensation	-	3,440	2,420	12,204	12,344
5701	Health/Dental Insurance	35,301	72,672	58,500	105,882	106,445
5702	Workers' Comp Insurance	22,131	23,928	23,928	27,952	28,924
5703	Disability Insurance	2,755	2,366	3,425	5,300	5,633
5704	Unemployment Insurance	882	2,170	6,669	4,123	4,123
5705	Life Insurance	359	252	446	599	599
5802	Eyecare Reimbursement	70	900	900	2,850	2,850
5803	Clothing Allowance	5,575	6,800	6,800	9,300	9,300
5903	Other Taxable Benefits	56	6,770	-	75	75
5904	Tuition Reimbursement	-	-	2,554	-	-
	TOTAL SALARIES AND BENEFITS	490,848	638,188	636,416	943,735	986,448
	SERVICES					
6005	License & Permits	-	25	-	-	-
6103	Veterinary Services	101,061	225,000	140,000	147,000	154,350
6106	Other Professional Services	42,475	-	15,000	25,000	25,000
6304	Telephone	3,736	-	3,736	4,000	4,200
6403	Training	1,660	1,575	3,000	7,000	8,000
6710	Special Contractual Services	60,616	28,000	85,000	20,000	20,000
6712	Landfill Tipping Charges	489	-	489	500	600
6802	Info Tech Service Charges	94,810	101,994	101,944	68,540	60,381
6803	City Garage Charges	36,952	39,441	27,161	31,751	33,077
6906	Office Equip & Furn Rent	1,144	288	1,144	1,201	1,261
6901	Printing and Binding	1,992	2,680	2,680	2,814	2,955
6909	Subscriptions & Memberships	-	-	75	79	83
6910	Labor	24,327	-	2,095	-	-
	TOTAL SERVICES	369,261	399,004	382,324	307,885	309,907
	SUPPLIES					
7002	Office Supplies	3,850	1,323	2,917	3,063	3,216
7004	Uniform/Safety Clothing	4,939	2,567	7,420	7,791	8,180
7102	Small Tools & Equipment	372	-	1,000	1,000	1,200
7206	Vehicle Maintenance	462	459	459	482	506
7208	Repair/Mintenance Supplies	8,007	5,165	5,165	5,423	5,694
7209	Janitorial Supplies	1,974	-	-	-	-
7803	Chemical & Lab Supplies	-	6,119	-	-	-
7804	Medical Supplies	5,864	16,538	12,000	12,600	13,230
7805	Weapons & Ammunitions	364	1,323	1,323	1,389	1,459
7807	Food	540	3,638	3,638	3,820	4,011
7810	Special Departmental Supplies	32,579	40,085	40,000	42,000	44,100
	TOTAL SUPPLIES	58,953	77,217	73,921	77,567	81,596

DEPARTMENT/DIVISION
ANIMAL SERVICES

FUND
GENERAL FUND

ORGKEY
101311

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	FIXED ASSETS					
8501	Other Betterments/Improv	-	28,900	138,900	-	-
8801	Capital Lease	5,399	6,590	49,821	26,608	26,608
	TOTAL FIXED ASSETS	5,399	35,489	188,721	26,608	26,608
	DIVISION TOTAL	924,460	1,149,897	1,281,383	1,355,795	1,404,558
	DEPARTMENT TOTAL	22,236,230	29,976,043	25,991,897	28,627,642	26,254,020

DEPARTMENT/DIVISION
FCS GRANTS

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200300

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	-	-	750	-	-
	TOTAL SALARIES AND BENEFITS	-	-	750	-	-
	SERVICES					
6708	Special Program Expenditures	-	-	4,740	-	-
6902	Advertising	-	-	200	-	-
	TOTAL SERVICES	-	-	4,940	-	-
	SUPPLIES					
7807	Food	3,285	1,893	9,671	-	-
7810	Special Departmental Supplies	410	-	550	-	-
	TOTAL SUPPLIES	3,695	1,893	10,221	-	-
	DIVISION TOTAL	3,695	1,893	15,911	-	-

DEPARTMENT/DIVISION

RECREATION AND SENIOR SERVICES GRANTS

FUND

GOVERNMENTAL GRANT FUND

ORGKEY

200309

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	17,250	-	-	-	-
5101	Overtime Salaries	179	-	-	-	-
5202	Holiday Pay	28	-	-	-	-
5401	Pension Contributions	5,057	-	-	-	-
5501	FICA/Medicare	1,343	-	-	-	-
5701	Health/Dental Insurance	4,230	-	-	-	-
5703	Disability Insurance	180	-	-	-	-
5705	Life Insurance	27	-	-	-	-
5803	Clothing Allowance	300	-	-	-	-
	TOTAL SALARIES AND BENEFITS	28,595	-	-	-	-
	SERVICES					
6304	Telephone	204	-	-	-	-
6912	Reimbursed Expenditures	(5,873)	-	-	-	-
	TOTAL SERVICES	(5,670)	-	-	-	-
	SUPPLIES					
7206	Vehicle Maintenance	568	-	-	-	-
	TOTAL SUPPLIES	568	-	-	-	-
	DIVISION TOTAL	23,494	-	-	-	-
	DEPARTMENT TOTAL	27,189	1,893	15,911	-	-

Facilities and Community Services
Downtown Redlands

Program Description:

The Downtown Redlands Division is dedicated to ensuring the downtown is the cornerstone of the community; offering an enhanced experience of shopping and dining and at the same time making it a true destination. The division concentrates efforts on the promotion of events, enhanced maintenance efforts, and customer service outreach for the downtown businesses. Promotional events include our Certified Farmers Market, Downtown Art Walk, Christmas tree lighting, annual Holiday Décor, and Entertainment Program, along with other various popular downtown events.

Program Objectives:

- Preserve the integrity of historic downtown and cultivate prosperity for the local businesses
- Help stimulate downtown's economic vitality
- Provide information to and address service requests from the local business community and patrons
- Enrich the downtown area with activities that are conducive to family participation
- Enrich the downtown area with enhanced streetscape, furnishings, and decorations

Priority Focus Areas:

- In support of the City's Strategic Plan Focus Area B – Economic Development, during the Fiscal Year 2022-2024, the Downtown Division provided support to the local downtown businesses including managing the weekly Certified Farmers Market and Morning Market Event to provide essential produce and goods to the community as well as annual celebrations such as the Tree Lighting Event and holiday decorations. In addition, the city supports several non-profit events within the downtown for economic prosperity such as various Art events, Bicycle Classic event, New's Year's Eve, Fire Department Carshow, Believe Walk, and Christmas Parade.

  On-giong maintenance is further performed to ensure downtown is aesthically inviting and maintains its historic and unique character by performing replacement of the umbrellas within the Orange Street Alley, audio system within the downtown center, tree lights for enhanced aesthetic in the evening hours and various on-gioin upkeep of existing infrastructure.

DEPARTMENT/DIVISION
DOWNTOWN REDLANDS BUSINESS AREA

FUND
DOWNTOWN REDLANDS BUSINESS AREA FUND

ORGKEY
236300

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6004	Bank/Collection Agent Fees	480	551	551	562	573
6005	License & Permits	3,490	-	6,000	6,120	6,242
6106	Other Professional Services	950	-	5,080	5,182	5,285
6301	Water Wastewater Refuse	2,972	8,820	5,000	5,100	5,202
6304	Telephone	0	1,223	-	-	-
6307	Electricity & Gas	1,937	2,205	1,442	1,471	1,501
6703	Software Support/Development	-	1,653	-	-	-
6708	Special Program Expenditures	8,053	2,347	987	1,007	1,027
6710	Special Contractual Services	59,891	89,400	60,000	55,000	56,100
6802	Info Tech Service Charges	-	9,111	9,111	9,293	9,479
6803	City Garage Charges	740	789	4,074	4,961	5,168
6804	General Govt Service Charge	42,450	44,573	44,573	15,788	16,341
6902	Advertising	-	-	2,500	5,000	5,100
6908	Other Rentals	13,939	-	-	-	-
6909	Subscriptions & Memberships	1,500	-	-	-	-
	TOTAL SERVICES	136,402	160,672	139,318	109,484	112,019
	SUPPLIES					
7002	Office Supplies	2,571	-	794	810	826
7208	Repair/Maintenance Supplies	-	-	2,600	-	-
7807	Food	701	4,590	-	-	-
7810	Special Departmental Supplies	4,874	-	2,130	15,000	15,300
	TOTAL SUPPLIES	8,146	4,590	5,524	15,810	16,126
	FUND TOTAL	144,548	165,262	144,842	125,294	128,145

Land Maintenance and Street Lighting Districts

Program Description:

The City established Landscape District No. 1 and Street Lighting District No. 1 in accordance with the "Landscaping and Lighting Act of 1972."

The San Bernardino County Assessor's Office collects annual assessments from affected district property owners to provide for the district's management, administration, maintenance, and operational expenses. Maintenance costs associated with Landscape District No. 1 include water and labor costs, materials, equipment to maintain or replace trees, bushes, groundcover, and turf, and repairs for irrigation lines and irrigation control systems. Maintenance costs associated with the Street Lighting District include the cost of power to illuminate the streetlights and the labor, materials, and equipment to replace burnt-out or broken street light infrastructure within these districts.

The revenues collected through the assessments in both districts have not been adequate to cover the cost of providing high levels of maintenance. As a result, General Fund revenues have been used to subsidize the cost of providing these services. The intent of a maintenance district is to provide adequate funding to support all necessary maintenance services within its boundaries. Services provided will be minimized to a level supported by the annual assessments to reduce the burden on the General Fund. Additionally, Landscape Maintenance District reductions will include reduced irrigation periods, cutbacks to the frequency of the landscape maintenance activities, and minor repair work. Landscaping and irrigation will be systematically removed and replaced with drought-tolerant plant material and drip irrigation that will require fewer maintenance hours. Furthermore, staff review, and inspections and general City administrative overhead will not be included in the cost of service for these Districts.

Program Objectives:

- Comply with the requirements of the "Landscaping and Lighting Act of 1972".
- Implement adjustments to services to ensure there is adequate cost recovery.
- Provide satisfactory landscape maintenance to meet the City's desire for well-maintained attractive, and aesthetically landscaped areas.
- Provide appropriate street light maintenance to provide well lighted and safe pedestrian and vehicular travel ways.

Significant Program Changes and Process Improvements:

- LED Retrofit project was completed on all tall street light poles throughout the city.

Community Facility Districts

Program Description:

The City established Community Facility District No. 2004-1 in July of 2004 under the "Mello-Roos Community Facilities Act of 1982."

In 1978, Proposition 13 was enacted by Californians, which limited the ability of many public agencies to finance new projects. In 1982, Senator Henry Mello and Assemblyman Mike Roos affected the passage of the "Mello-Roos Community Facilities Act of 1982" (the Act) authorizing local governments and developers to create Community Facilities Districts (CFDs) for the purpose of selling tax-exempt bonds to fund public improvements. The Act allows any county, city, special district, school district, or joint powers of authority to establish a CFD, which provides for the financing of public services and facilities. The Act allows communities to raise funds for improvements to infrastructure (streets, sewers, and storm drain) even though Proposition 13 limits their ability to tax property. The revenues collected through the assessments are used to support the maintenance of parks, parkways, and open spaces as well as flood and storm protection services, including, but not limited to, the operation and maintenance of storm drainage systems and on-site retention basins. The city currently facilitates the maintenance of 21 CFD areas.

Program Objectives:

- Comply with the requirements of the "Mello-Roos Community Facilities Act of 1982".
- Provide satisfactory maintenance to CFD common areas, park areas, open spaces, and retention basins.
- Provide landscape maintenance to meet the City's desire for well-maintained, attractive, and aesthetically landscaped areas to improve community quality of life.

DEPARTMENT/DIVISION
STREET LIGHTING DISTRICT #1

FUND
STREET LIGHTING DISTRICT #1 FUND

ORGKEY
260300

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	10,366	12,394	12,713	5,377	5,565
5101	Overtime Salaries	-	-	5	-	-
5202	Holiday Pay	71	-	152	-	-
5203	Bonus	280	-	-	-	-
5204	Accrual Payout	310	-	249	-	-
5301	Banked Leave Buy Back	130	414	1,614	265	261
5401	Pension Contributions	3,056	2,305	3,864	1,677	1,653
5501	FICA/Medicare	773	496	1,067	433	447
5601	Deferred Compensation	139	113	255	36	36
5701	Health/Dental Insurance	1,054	1,909	1,599	720	729
5702	Workers' Comp Insurance	-	-	-	-	-
5703	Disability Insurance	9	11	22	17	19
5704	Unemployment Insurance	8	26	123	26	26
5705	Life Insurance	6	4	8	4	4
5801	Vehicle Allowance	-	14	202	-	-
5802	Eyecare Reimbursement	-	6	6	18	18
5803	Clothing Allowance	6	3	6	9	9
5903	Other Taxable Benefits	26	606	24	5	5
	TOTAL SALARIES AND BENEFITS	16,234	18,301	21,909	8,587	8,772
	SERVICES					
6315	Electric Service-Street Light	-	4,000	-	23,000	23,690
6804	General Govt Service Charge	1,346	1,413	1,413	3,470	3,591
	TOTAL SERVICES	1,346	5,413	1,413	26,470	27,281
	FUND TOTAL	17,580	23,714	23,322	35,057	36,053

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DISTRICT 2004-1

FUND
CFD 2004-1 ASSESSMENTS FUND

ORGKEY
261300

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	59,496	57,338	70,572	34,200	35,135
5202	Holiday Pay	445	-	67	-	-
5203	Bonus	1,855	-	-	41	44
5204	Accrual Payout	937	-	899	-	-
5301	Banked Leave Buy Back	1,061	1,921	6,877	2,138	2,540
5401	Pension Contributions	17,540	16,528	21,247	10,655	10,424
5501	FICA/Medicare	4,691	3,516	5,907	2,728	2,825
5601	Deferred Compensation	849	536	1,233	463	466
5701	Health/Dental Insurance	8,462	9,650	11,867	5,981	5,999
5703	Disability Insurance	3	-	24	67	69
5704	Unemployment Insurance	50	191	329	139	139
5705	Life Insurance	35	28	38	20	20
5801	Vehicle Allowance	-	99	404	60	60
5802	Eyecare Reimbursement	-	-	-	96	96
5803	Clothing Allowance	15	-	15	38	38
5804	Uniform Rental	13	-	-	-	-
5903	Other Taxable Benefits	81	1,522	102	93	93
	TOTAL SALARIES AND BENEFITS	95,531	91,329	119,581	56,719	57,948
	SERVICES					
6102	Legal Services	3,824	5,000	5,000	5,000	5,000
6106	Other Professional Services	-	54,000	3,500	-	-
6301	Water Wastewater Refuse	153,313	75,000	204,416	210,548	216,865
6307	Electricity & Gas	1,576	1,500	1,500	1,545	1,591
6308	Elec Service-Facility Ops	-	50	-	-	-
6710	Special Contractual Services	228,964	231,072	248,113	269,484	270,070
6804	General Govt Service Charge	7,927	8,323	8,323	26,401	27,325
6902	Advertising	4,049	-	-	-	-
	TOTAL SERVICES	399,654	374,945	470,851	512,978	520,851
	SUPPLIES					
7208	Repair/Maintenance Supplies	-	27,266	46,482	45,000	46,350
7901	Non-Capital Expenditures	-	15,000	-	-	-
	TOTAL SUPPLIES	-	42,266	46,482	45,000	46,350
	FUND TOTAL	495,185	508,540	636,915	614,697	625,149

DEPARTMENT/DIVISION
LANDSCAPE MAINTENANCE DISTRICT

FUND
LANDSCAPE MAINTENANCE DISTRICT FUND

ORGKEY
263300

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	3,585	3,806	5,113	5,377	5,565
5202	Holiday Pay	16	-	40	-	-
5203	Bonus	105	-	-	-	-
5204	Accrual Payout	29	-	32	-	-
5301	Banked Leave Buy Back	78	111	910	265	261
5401	Pension Contributions	1,065	1,115	1,549	1,677	1,653
5501	FICA/Medicare	290	268	473	433	447
5601	Deferred Compensation	26	26	36	36	36
5701	Health/Dental Insurance	47	577	514	720	729
5703	Disability Insurance	2	-	14	17	19
5704	Unemployment Insurance	3	13	67	26	26
5705	Life Insurance	2	2	4	4	4
5802	Eyecare Reimbursement	-	7	7	18	18
5803	Clothing Allowance	3	-	-	9	9
5903	Other Taxable Benefits	11	62	5	5	5
	TOTAL SALARIES AND BENEFITS	5,263	5,987	8,764	8,587	8,772
	SERVICES					
6301	Water Wastewater Refuse	23,713	25,000	22,824	25,000	25,000
6307	Electricity & Gas	432	1,800	276	400	400
6710	Special Contractual Services	4,600	10,000	10,000	10,000	10,000
6804	General Govt Service Charge	3,032	3,184	3,184	5,954	6,162
6902	Advertising	-	497	-	497	497
	TOTAL SERVICES	31,776	40,481	36,284	41,851	42,059
	SUPPLIES					
7204	Building/Grounds Maintenance	-	5,000	-	5,000	5,000
	TOTAL SUPPLIES	-	5,000	-	5,000	5,000
	FUND TOTAL	37,039	51,468	45,048	55,438	55,831

Facilities and Community Services
Solid Waste

Program Description:

The Solid Waste Division operates automated refuse, recycling, and green waste collection for approximately 20,300 single-family residential units. Commercial bin service is provided one to six days per week to 989 customers, and commercial recycling service is provided to about 614 businesses. New commercial organic waste recycling is provided to 35 customers. Businesses have recently received notification of compliance for AB 1826 (Mandatory Commercial Recycling). Approximately 51,939 tons of refuse were collected in 2023; an additional 279 tons of bulky items were collected from residential customers. Recycling material collected in 2023 is as follows: 13,751 tons of green/wood waste material, 9,143 tons of commingled recyclables, 134 tons of metal, 46 tons of mattresses, 74 tons of food waste, and 22 tons of tires. Roll-off bin service is provided using 171 roll-off bins, which customers rent weekly. An un-staffed recycling drop-off center is provided at the City Yard for residents and businesses that don't otherwise have an opportunity to recycle. As a community service, the Solid Waste Division provides cleanup of illegal dumping, educational activities with schools, and other solid waste education, including recycling and waste reduction for Redlands residents and businesses.

Program Objectives:

- Comply with all local, state, and federal regulatory requirements such as AB939, AB341, AB1826, SB1383, SCAQMD 1150.1 Clean Air Acts, and landfill operating requirements.
- Provide cost-effective, high-quality service to all solid waste customers.
- Operate the City's landfill in an efficient and fiscally responsible manner to ensure regulatory compliance.
- Ensure landfill regulatory requirements and compliance are met or exceeded.
- Ensure continued compliance with increasing State diversion/recycling requirements.

Significant Projects and Improvements:

- The California Street Landfill began construction of the installation of thirteen (13) vertical gas extraction wells on Phases 2 and 3. The project was completed on March 2, 2024.
- Staff has begun providing customer outreach about SB1383. These new regulations require the recycling of organic/food waste material by businesses and residents.
- To address mandatory recycling requirements of AB341, SB1383, and AB1826, the City's Solid Waste Division is continuing the recycling outreach programs and has developed an organics collection route to provide service to approximately 37 commercial customers. Beginning April 1, 2024, the Solid Waste Division will begin servicing curbside organic waste material for city residents.
- The Solid Waste Division continues to offer a Bulky Item Collection program to residential customers. The program allows customers to request a collection of bulky items retrieved from their curbside.
- The Solid Waste Division continues participating in a no-cost mattress recycling program offered through the State of California. This program allows staff to recycle mattresses collected through the City's bulky item program. This program enables Landfill staff to extract mattresses from the waste stream and recycle them. Staff is also working with CalRecycle on the possibility of implementing a used carpet recycling program.

- On February 21, 2024, the California Street Landfill received a draft permit from the South Coast Air Quality Management District (SCAQMD) for a permit to construct one Enclosed Flare to accommodate the future needs and growth of the City
- Two new front-end loading collection trucks were delivered to the Solid Waste Division in November of 2023.
- Implementation of Senate Bill 1383 (SB 1383) residential curbside organics collection. Implementation included “Talking Trash” educational videos, updates to the City website, and free kitchen pails to residential and multi-family households.
- Staff worked collaboratively to determine commercial businesses that were out of compliance with AB 341 (Mandatory Commercial Recycling) and brought over 250 commercial businesses into compliance.
- Implementation of a new Recycling program to help staff determine compliance for Mandatory Commercial Recycling (AB 341), Mandatory Commercial Organics Recycling (AB 1826), and Short-Lived Climate Pollutant Reduction Strategy (SB 1383).

Capital Purchases Greater Than $50,000:

- The Solid Waste Division purchased and received two collection trucks in September of 2023. The division is expecting six additional collection trucks to be delivered in the summer of 2024 as part of the ongoing fleet replacement program
- The construction and installation of thirteen (13) gas extraction wells on phase 2 and 3 of the California Street Landfill
- The Construction Quality Assurance (CQA) oversight of the Phase 2 and 3 Gas extraction project

Priority Focus Area Accomplishments for Fiscal Year 2023-24:

- Solid Waste collected approximately 51,939 tons of refuse, 9,143 tons of recyclables, 13,751 tons of green waste, and 74 tons of organic waste
- CalRecycle certified that the City of Redlands is meeting the requirements of AB939, AB1826, AB341, and SB1383 and has adequately implemented a diversion program
- Staff began outreach meetings and public speaking engagements to inform residents and business owners of the new assembly bills and recycling requirements of AB1826, AB341, and SB1383
- The California Street Landfill Phase 2 and 3 gas extraction well project was completed on March 2, 2024.

DEPARTMENT/DIVISION
SOLID WASTE-OPERATIONS

FUND
SOLID WASTE FUND

ORGKEY
511900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	2,640,261	3,601,975	3,185,438	3,478,842	3,618,820
5002	Salaries: Part-Time	-	19,672	-	-	-
5101	Overtime Salaries	413,272	367,765	367,765	380,000	400,000
5201	Stand By	1,108	-	1,800	-	-
5202	Holiday Pay	110,905	-	120,622	-	-
5203	Bonus	161,227	-	300	1,965	2,067
5204	Accrual Payout	40,438	-	23,682	-	-
5301	Banked Leave Buy Back	30,416	65,988	30,551	55,226	64,948
5401	Pension Contributions	492,145	920,076	921,791	974,191	965,709
5501	FICA/Medicare	252,264	220,544	273,320	241,692	252,082
5601	Deferred Compensation	13,635	9,677	23,129	8,771	9,059
5701	Health/Dental Insurance	536,819	1,001,621	707,072	880,983	883,751
5702	Workers' Comp Insurance	181,466	196,200	196,200	394,305	408,023
5703	Disability Insurance	23,032	25,983	26,224	30,763	32,101
5704	Unemployment Insurance	4,527	20,684	30,052	21,874	21,874
5705	Life Insurance	2,846	2,940	3,062	3,175	3,175
5801	Vehicle Allowance	300	-	12,995	2,880	2,880
5802	Eyecare Reimbursement	2,981	10,499	10,499	15,120	15,120
5803	Clothing Allowance	9,175	12,885	12,885	14,190	14,190
5804	Uniform Rental	3,917	5,369	5,369	-	-
5901	Compensated Absences Expense	13,013	-	-	-	-
5903	Other Taxable Benefits	2,047	95,520	3,180	885	885
	TOTAL SALARIES AND BENEFITS	4,935,792	6,577,398	5,955,936	6,504,862	6,694,684
	SERVICES					
6005	License & Permits	65,629	103,031	103,031	108,182	113,591
6006	Taxes	481	4,988	4,988	5,237	5,498
6007	Penalties and Interest	1,131	551	600	630	661
6008	State Mandated Fees	71,254	74,970	77,000	80,850	84,892
6105	Medical/Physicals	3,859	3,297	3,297	3,461	3,634
6106	Other Professional Services	702,712	895,432	765,550	716,642	731,491
6301	Water Wastewater Refuse	5,299	6,615	17,586	18,465	19,388
6303	City Disposal	188,384	115,420	200,000	-	-
6304	Telephone	4,784	2,425	5,000	5,250	5,512
6307	Electricity & Gas	9,414	6,693	12,000	13,000	14,000
6402	Travel Expense/Reimbursement	-	1,985	-	1,000	1,050
6403	Training	9,912	16,800	8,000	10,000	10,500
6505	Retiree Health Insurance	719,889	420,000	719,889	720,000	720,000
6703	Software Support/Development	-	-	500	500	525
6710	Special Contractual Services	1,582,339	2,464,255	1,800,000	1,872,790	1,952,523
6712	Landfill Tipping Charges	91,913	150,362	76,000	80,000	84,000
6713	Landfill Closure/PC Expense	876,490	300,000	300,000	300,000	300,000
6801	City Attorney Legal Service	28,510	34,735	30,052	29,073	29,351
6802	Info Tech Service Charges	622,191	729,338	669,338	373,164	328,740
6803	City Garage Charges	4,228,032	4,501,774	4,560,642	3,701,774	3,886,864

DEPARTMENT/DIVISION
SOLID WASTE-OPERATIONS

FUND
SOLID WASTE FUND

ORGKEY
511900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES (CONT.)					
6804	General Govt Service Charge	734,451	771,173	771,173	748,326	774,517
6805	Billing Services	612,500	750,000	750,000	500,000	500,000
6901	Printing and Binding	4,372	1,100	800	800	800
6902	Advertising	-	4,650	2,800	2,500	2,625
6903	Janitorial Services	2,540	9,983	10,000	10,500	11,025
6904	Land and Building Rent	5,302	5,618	5,621	5,700	5,985
6908	Other Rentals	-	124,040	34,000	50,000	52,500
6909	Subscriptions & Memberships	845	1,041	1,100	1,100	1,155
6910	Labor	-	-	5,190	-	-
6911	Bad Debt Expense	152,271	-	-	-	-
6914	Depreciation Expense	1,124,784	-	-	-	-
6916	Lease Amortization	5,850	-	-	-	-
	TOTAL SERVICES	11,855,137	11,500,277	10,934,157	9,358,944	9,640,827
	SUPPLIES					
7002	Office Supplies	4,292	3,511	1,900	2,000	2,000
7004	Uniform/Safety Clothing	61,683	45,564	45,564	50,000	51,000
7101	Office Equipment & Furniture	6,424	4,630	700	735	771
7102	Small Tools & Equipment	9,434	10,046	6,800	7,000	7,350
7201	Hardware Maint/Replace	-	551	-	-	-
7205	Machinery & Equip. Maint.	4,157	15,233	13,900	14,000	14,700
7206	Vehicle Maintenance	2,931	1,766	1,600	1,680	1,764
7208	Repair/Maintenance Supplies	56,149	32,011	28,500	29,000	30,450
7209	Janitorial Supplies	15,781	7,497	7,000	7,000	7,350
7210	Building Supplies	236	3,638	900	1,500	1,575
7211	Computer Components	766	-	6,600	4,000	4,200
7213	Motor Vehicle Supplies	1,382	-	-	-	-
7807	Food	1,932	1,361	1,272	1,200	1,260
7810	Special Departmental Supplies	675,597	670,153	697,000	670,000	700,000
	TOTAL SUPPLIES	840,763	795,961	811,736	788,115	822,420
	FIXED ASSETS					
8706	All Other Equipment	31,556	-	-	-	-
8801	Capital Lease	21,269	479,779	28,714	28,714	28,714
8999	Capital Expenditure Offset	(31,556)	-	-	-	-
	TOTAL FIXED ASSETS	21,269	479,779	28,714	28,714	28,714
	DEBT SERVICE					
9105	Interest-Lease	235	-	-	-	-
	TOTAL DEBT SERVICE	235	-	-	-	-
	DIVISION TOTAL	17,653,196	19,353,415	17,730,543	16,680,635	17,186,645

DEPARTMENT/DIVISION
SOLID WASTE-PROJECTS AND GRANTS

FUND
SOLID WASTE

ORGKEY
511910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	-	-	11,000	-	-
	TOTAL SALARIES AND BENEFITS	-	-	11,000	-	-
	SERVICES					
6703	Software Support/Development	-	-	19,312	-	-
6710	Special Contractual Services	-	40,748	40,748	-	-
6901	Printing and Binding	1,509	-	-	-	-
6902	Advertising	657	-	7,000	-	-
	TOTAL SERVICES	2,166	40,748	67,060	-	-
	SUPPLIES					
7206	Vehicle Maintenance	-	49,880	49,880	-	-
7806	Promotional Supplies	-	-	3,000	-	-
7810	Special Departmental Supplies	9,419	40,048	94,048	-	-
7901	Non-Capital Expenditures	-	816	816	-	-
	TOTAL SUPPLIES	9,419	90,744	147,744	-	-
	FIXED ASSETS					
8301	Construction In Progress	7,380	-	-	-	-
8501	Other Betterments/Improv	-	1,399,485	1,499,264	-	-
8704	Motor Vehicles	33,902	3,511,873	3,511,873	1,500,000	1,500,000
8706	All Other Equipment	-	70,000	-	-	-
8999	Capital Expense Offset	(41,282)	-	-	-	-
	TOTAL FIXED ASSETS	-	4,981,357	5,011,137	1,500,000	1,500,000
	DEBT SERVICE					
9001	Principal	-	111,656	362,389	306,342	323,257
9101	Interest	11,145	7,810	7,817	63,789	46,896
	TOTAL DEBT SERVICE	11,145	119,466	370,206	370,131	370,153
	DIVISION TOTAL	22,730	5,232,315	5,607,147	1,870,131	1,870,153

DEPARTMENT/DIVISION
SOLID WASTE-DEBT SERVICE

FUND
SOLID WASTE

ORGKEY
511930

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6001	Fiscal Agent Fees	2,214	2,225	-	-	-
6004	Bank/Collection Agent Fees	13,747	12,913	12,913	12,913	12,913
	TOTAL SERVICES	15,960	15,138	12,913	12,913	12,913
	DEBT SERVICE					
9001	Principal	-	1,946,507	1,946,507	295,459	304,691
9101	Interest	63,304	140,395	140,395	117,353	107,856
	TOTAL DEBT SERVICE	63,304	2,086,902	2,086,902	412,812	412,547
	DIVISION TOTAL	79,264	2,102,040	2,099,815	425,725	425,460
	FUND TOTAL	17,755,190	26,687,770	25,437,505	18,976,491	19,482,257

DEPARTMENT/DIVISION

SOLID WASTE CAPITAL IMPROVEMENT FUND

FUND						**ORGKEY**
SOLID WASTE CAPITAL IMPROVEMENT FUND						519920
OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	-	-	2,426	2,000	2,000
	TOTAL SERVICES	-	-	2,426	2,000	2,000
	FUND TOTAL	-	-	2,426	2,000	2,000

Facilities and Community Services
Citrus Groves

Program Descriptions:

The City currently farms 22 separate citrus groves totaling approximately 184 acres. Several citrus varieties, including Navel orange, Valencia orange, Ruby Star grapefruit, and Rio grapefruit, are farmed within these groves. The department staff provides onsite repairs and maintenance as well as oversight of various contractors.

The Citrus Preservation Commission has been appointed by the City Council to advise staff and the City Council on both the technical and business matters related to citrus grove management. Seventy acres of the city-owned groves are designated as Citrus Heritage Groves to be protected for future generations. The groves were primarily purchased with funds from Measure "O" and Park Acquisition Funds.

The Citrus Grove budget is presented in twenty-one separate job ledgers/programs as an Enterprise Fund, to be supported by revenue received from the sale of citrus products from these groves. The groves currently owned and maintained by the city are known as:

1.	**California**
2.	**Palmetto 1, Palmetto 2**
3.	**Dearborn & Pioneer**
4.	**Fifth**
5.	**Granite**
6.	**Jacinto Memorial**
7.	**Judson**
8.	**Lugonia**
9.	**Mountain View**
10.	**Mullin**
11.	**Olive**
12.	**Judson East**
13.	**Judson West**
14.	**Prospect**
15.	**Riverview**
16.	**Texas**
17.	**University**
18.	**Gateway**
19.	**West Riverview**
20.	**Sessums**
21.	**Wabash**
22.	**San Bernardino**

Program Objectives:

- Staff support for the Citrus Preservation Commission on matters of acquisition, improvement, preservation, operation, and retention of citrus properties within the City.
- Efficiently, effectively, and economically manage the day-to-day operation of the groves, and market the crops to recover all costs of operation.
- Preserve acreage in citrus production consistent with the City's historical and cultural heritage as a citrus growing community while providing an economic basis for supporting private citrus development and processing facilities.

Significant Program Changes and Process Improvements:

- The Oriental Fruit fly was found in Redlands and the surrounding area. This led to an areawide quarantine and has impacted the ability of all growers to harvest fruit.
- Trees with the citrus greening disease (Huanglongbing or "HLB") were found in the area leading to a quarantine, which affects Redlands commercial groves and residential citrus trees. In total, four City groves are within the HLB quarantine, and City farming contractors must adhere to a strict set of guidelines for the continued farming of affected trees.
- Staff hosted public outreach meetings regarding the HLB quarantine for residents and commercial growers.
- Staff continues to monitor the impact of the Asian citrus psyllid on the California citrus industry and implementing prevention methods.

Accomplishments for Fiscal Year 2022-24:

- Replanted Lugonia Grove

DEPARTMENT/DIVISION
GROVES-OPERATIONS

FUND
GROVES FUND

ORGKEY
538900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	94,562	199,576	121,503	211,563	224,664
5101	Overtime Salaries	7,303	-	15,000	15,000	15,000
5202	Holiday Pay	287	-	4,117	-	-
5203	Bonus	10,000	-	-	123	132
5204	Accrual Payout	26,846	-	3,501	-	-
5301	Banked Leave Buy Back	-	4,090	-	2,176	5,244
5401	Pension Contributions	160,359	33,044	28,742	65,802	66,550
5501	FICA/Medicare	10,174	8,444	8,543	16,237	17,456
5601	Deferred Compensation	-	-		1,025	1,071
5701	Health/Dental Insurance	25,544	49,402	22,705	72,706	73,628
5702	Workers' Comp Insurance	11,066	11,964	11,964	8,216	8,502
5703	Disability Insurance	1,155	1,211	1,022	1,879	2,028
5704	Unemployment Insurance	296	868	3,023	1,554	1,554
5705	Life Insurance	148	126	134	226	226
5801	Vehicle Allowance	-	-	-	180	180
5802	Eyecare Reimbursement	-	450	450	1,074	1,074
5803	Clothing Allowance	300	600	900	1,005	1,005
5804	Uniform Rental	276	250	250	-	-
5901	Compensated Absences Expense	536	-	-	-	-
5903	Other Taxable Benefits	-	560	-	50	50
	TOTAL SALARIES AND BENEFITS	348,851	310,585	221,854	398,816	418,364
	SERVICES					
6006	Taxes	-	-	180	-	-
6007	Penalties and Interest	11	-	51	-	-
6105	Medicals/Physicals	143	-	-	-	-
6301	Water Wastewater Refuse	1,052	-	2,573	-	-
6304	Telephone	729	-	637	1,500	1,530
6307	Electricity & Gas	-	-	110	-	-
6308	Elec Service-Facility Ops	16,928	-	21,733	-	-
6510	Other Insurance	-	-	6,534	-	-
6710	Special Contractual Services	3,000	2,500	10,286	-	-
6802	Info Tech Service Charges	47,405	50,997	50,997	30,462	26,836
6804	General Govt Service Charge	26,101	27,406	27,406	28,776	29,784
6914	Depreciation Expense	23,078	-	-	-	-
6916	Lease Amortization	6,865	-	-	-	-
	TOTAL SERVICES	125,311	80,903	120,506	60,738	58,150
	SUPPLIES					
7004	Uniform/Safety Clothing	-	300	-	-	-
7102	Small Tools & Equipment	-	300	-	-	-
7206	Vehicle Maintenance	1,121	300	1,295	2,500	2,500
7208	Repair/Maintenance Supplies	17,736	3,035	14,933	5,000	5,000
7209	Janitorial Supplies	-	100	-	-	-
7810	Special Departmental Supplies	4,237	500	1,340	3,500	3,500
	TOTAL SUPPLIES	23,094	4,535	17,568	11,000	11,000

DEPARTMENT/DIVISION
GROVES-OPERATIONS

FUND
GROVES FUND

ORGKEY
538900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	FIXED ASSETS					
8801	Captial Leases	8,461	22,731	16,560	16,560	16,560
	TOTAL FIXED ASSETS	8,461	22,731	16,560	16,560	16,560
	DEBT SERVICE					
9102	Interest-Lease	159	-	-	-	-
	TOTAL DEBT SERVICE	159	-	-	-	-
	DIVISION TOTAL	505,877	418,754	376,489	487,114	504,074

DEPARTMENT/DIVISION
GROVES-PROJECTS AND GRANTS

FUND
GROVES FUND

ORGKEY
538910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	-	46,851	2,231	-	-
6301	Water Wastewater Refuse	76,163	71,916	64,880	82,150	84,143
6307	Electricity & Gas	-	2,520	4,016	6,700	6,834
6308	Elec Service-Facility Ops	-	11,856	9,100	12,000	12,240
6510	Other Insurance	-	7,980	7,140	7,190	7,350
6710	Special Contractual Services	1,231,089	749,903	658,090	742,087	758,279
6902	Advertising	-	305	305	-	1,000
	TOTAL SERVICES	1,307,251	891,750	745,762	850,127	869,846
	SUPPLIES					
7002	Office Supplies	-	1,500	500	1,000	1,020
7208	Repair/Maintenance Supplies	-	16,050	13,550	37,000	37,830
7901	Non-Capital Expenditures	65,538	207,000	159,513	-	-
	TOTAL SUPPLIES	67,634	224,550	173,563	38,000	38,850
	FIXED ASSETS					
8001	Land Acquisition	-	-	100,000	-	-
	TOTAL FIXED ASSETS	-	-	100,000	-	-
	DIVISION TOTAL	1,374,885	1,116,300	1,019,325	888,127	908,696
	FUND TOTAL	1,880,762	1,535,054	1,395,814	1,375,241	1,412,770

Facilities and Community Services
Cemetery Division

Program Description:

Hillside Memorial Park is a historic cemetery consisting of more than fifty acres of land. There are 11.75 acres of undeveloped land for future developments. The cemetery has performed and recorded over 33,204 interments since it was established in 1886. Hillside Memorial Park provides a place of reflection and remembrance for those that visit. Families that select Hillside Memorial Park as a final resting place are presented with an array of products to choose from which span from ground burials to mausoleum entombments. There are also multiple options for families that prefer cremation services. Hillside staff works diligently with public and private organizations to provide the best possible service to families served. The cemetery conducts an average of 220 interments per year.

The cemetery is an Enterprise Fund organized to produce revenue to offset expenditures. Portions of the cemetery revenues are placed into the Cemetery Perpetual Care Fund to help offset the expenses associated with future maintenance and upkeep of the cemetery grounds as well as to fund capital improvement projects.

Program Objectives:

- Provide excellent customer service to residents and the community by offering an array of services and products.
- Continue to modernize record-keeping systems to include digital information storage and retrieval.
- Digitize archived records in an electronic format for efficient and accurate research.
- Implement capital improvement projects that will allow the cemetery to remain modern and competitive.

Significant Projects and Improvements:

- Management of property inventory database to track available inventory spaces more effectively.
- Maintained permanent records for 33, 204 recorded interments.
- Performed 189 new interments, 43.39% of which were cremation related services.
- Cemetery staff has started an ongoing property inventory verification project to identify usable spaces located on the historic north end of the cemetery. An additional 10 usable cremation spaces were identified and added to the property inventory by staff.

DEPARTMENT/DIVISION
CEMETERY

FUND
CEMETERY FUND

ORGKEY
562900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	342,756	423,065	399,215	391,381	402,698
5002	Salaries: Part-Time	13,737	52,815	7,680	16,000	16,000
5101	Overtime Salaries	5,401	10,000	5,000	10,000	10,000
5202	Holiday Pay	6,368	-	1,336	-	-
5203	Bonus	18,953	-	-	82	88
5204	Accrual Payout	1,775	-	2,131	-	-
5301	Banked Leave Buy Back	4,177	6,362	10,680	6,856	8,248
5401	Pension Contributions	378,477	103,739	111,685	122,723	120,213
5501	FICA/Medicare	28,797	29,559	30,748	31,672	32,630
5601	Deferred Compensation	1,406	1,442	2,177	1,555	1,567
5701	Health/Dental Insurance	64,696	95,251	76,922	98,817	99,267
5702	Workers' Comp Insurance	13,832	14,955	14,955	15,063	15,587
5703	Disability Insurance	2,015	2,214	2,274	2,986	3,092
5704	Unemployment Insurance	635	3,231	2,759	2,773	2,773
5705	Life Insurance	329	280	309	340	340
5801	Vehicle Allowance	-	-	606	120	120
5802	Eyecare Reimbursement	450	1,000	1,000	1,617	1,617
5803	Clothing Allowance	638	953	1,260	1,277	1,277
5804	Uniform Rental	363	397	397	-	-
5901	Compensated Absences Expense	1,523	-	-	-	-
5903	Other Taxable Benefits	1,793	5,533	2,661	2,634	2,634
	TOTAL SALARIES AND BENEFITS	888,120	750,796	673,795	705,896	718,151
	SERVICES					
6005	License & Permits	1,206	783	710	800	800
6106	Other Professional Services	-	-	1,189	-	-
6301	Water Wastewater Refuse	24,683	30,678	30,678	31,000	31,500
6304	Telephone	2,579	2,718	2,650	3,700	2,900
6307	Electricity & Gas	4,314	4,045	4,045	4,200	4,300
6401	Meeting & Prof Development	-	4,000	4,000	4,000	7,000
6402	Travel Expense/Reimbursement	-	1,900	500	1,200	1,200
6403	Training	922	1,500	900	1,500	1,500
6505	Retiree Health Insurance	70,739	15,750	70,000	70,000	70,000
6601	Postage	253	250	200	250	250
6703	Software Support/Development	-	500	-	-	-
6708	Special Program Expenditures	-	38,728	-	-	-
6710	Special Contractual Services	91,268	157,042	153,389	165,000	172,000
6802	Info Tech Service Charges	59,256	63,746	63,746	38,078	33,545
6803	City Garage Charges	33,257	35,497	40,742	48,618	50,649
6804	General Govt Service Charge	72,538	76,165	76,165	79,974	82,773
6901	Printing and Binding	-	2,500	176	2,000	500
6902	Advertising	801	5,000	5,000	5,000	5,000
6903	Janitorial Services	13,639	35,571	13,000	15,000	15,000
6906	Office Equip & Furn Rent	2,025	2,000	2,500	2,500	2,500
6909	Subscriptions & Memberships	-	330	330	330	330
6910	Labor	6,775	-	150	-	-
6911	Bad Debt Expense	(61)	10,000	10,000	-	-
6914	Depreciation Expense	42,893	-	-	-	-
6916	Lease Amortization	13,901	-	-	-	-
	TOTAL SERVICES	440,990	488,703	480,070	473,150	481,747

DEPARTMENT/DIVISION
CEMETERY

FUND
CEMETERY FUND

ORGKEY
562900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	829	2,100	2,100	2,500	2,000
7004	Uniform/Safety Clothing	2,508	1,100	1,706	2,508	2,508
7101	Office Equipment & Furniture	-	1,200	1,200	1,500	1,500
7102	Small Tools & Equipment	5,913	2,500	1,200	2,500	2,500
7204	Building/Grounds Maintenance	18,066	27,545	15,200	20,000	22,000
7206	Vehicle Maintenance	1,259	934	934	1,259	1,259
7208	Repair/Maintenance Supplies	10,753	14,500	5,140	14,500	14,500
7209	Janitorial Supplies	-	250	200	-	200
7210	Building Supplies	-	-	15,000	-	-
7212	Equipment Parts	199	-	-	-	-
7801	Resale Materials	41,944	58,435	58,435	62,000	67,000
7806	Promotional Supplies	-	2,500	2,500	2,500	2,500
7807	Food	693	500	500	500	500
7810	Special Departmental Supplies	5,173	2,500	2,500	2,700	2,750
7901	Non-Capital Expenditures	-	4,800	-	-	-
	TOTAL SUPPLIES	87,338	118,864	106,615	112,467	119,217
	FIXED ASSETS					
8501	Other Betterments/Improv	-	270,000	170,000	100,000	100,000
8704	Motor Vehicles	19,409	-	-	-	-
8706	All Other Equipment	-	7,500	7,500	20,000	-
8801	Capital Lease	5,482	59,481	69,028	42,335	71,335
8999	Capital Expenditure Offset	(19,409)	-	-	-	-
	TOTAL FIXED ASSETS	5,482	336,981	246,528	162,335	171,335
	DEBT SERVICE					
9001	Principal	-	179,030	179,030	178,645	150,000
9101	Interest	19,496	1,277	1,277	339	-
9102	Interest-Lease	228	-	-	-	-
	TOTAL DEBT SERVICE	19,724	180,307	180,307	178,984	150,000
	FUND TOTAL	1,441,654	1,875,652	1,687,315	1,632,832	1,640,450

Facilities and Community Services
Redlands Municipal Airport
(Aviation Division)

Program Description:

The Aviation Division manages airfield operations and airport land leases, tie-downs, and city facilities and equipment. The Division ensures compliance with the Federal Aviation Administration and the California Department of Transportation Aeronautics Division requirements for General Aviation airport facilities. The airport budget is an Enterprise Fund to sustain the program through airport revenue. The City Council has appointed the Airport Advisory Board to advise the City Council on airport management matters. Oversight is provided by department staff that coordinate airport maintenance activities, grant acquisition, and administration through various department divisions.

The airport encompasses 177 acres, with 197 hangars, 25 offices, 210 tie-downs, and approximately 200 based aircraft. There are currently 14 businesses based at the airport.

Program Objectives:

- Maintain a safe aviation environment.
- Operate the airport as a self-sustaining Enterprise Fund
- Provide regular education, inspections of airport facilities and equipment along with recurring maintenance.
- Leverage FAA and Caltrans entitlements to maximize capital improvements through FAA and Caltrans grant programs.
- Administer the City-owned west ramp tie-downs.
- Administer Fixed Base Operators (FBO's) with land leases.
- Administer, advise, coordinate, and communicate land use and airspace compatibility, avigation easements, and environmental stewardship.
- Provide staff liaison to the Airport Advisory Board

Accomplishments for Fiscal Years 2022-2024:

- Hosted new Halloween Plane-or-Treat events bringing over 2500 participants to the airfield in the second year to learn about aviation activities and the Redlands Airport.
- Processed for approval FAA Entitlement Planning Grants and State of California Matching Grants for runway and taxiway resurfacing, Wildlife Hazardous Management Plan, design for a new airfield security fence, and associated environmental documents.
- Secured agreement with Civil Air Patrol to base a youth squadron at Redlands Municipal Airport, which teaches youth participants about aviation careers and activities and provides support to airport events and operations.
- Completed the FAA funded Airport Layout Plan (ALP) update.
- Complied with FAA Hangar Policy and San Bernardino Possessory Tax requirements through hangar inspection program.
- Sustainment maintenance of Storm Water Pollution Prevention Program, achieving recognition and approval to limit sampling one time per year for staying within compliance standards.

- Conducted outreach/engagement with FAA, San Bernardino International Airport, and Redlands Pilot community relating to a new flight pattern transecting through Redlands Municipal Airport airspace.

Goals for Fiscal Year 2024-2026:

- Secure on-call service agreement with design, planning, and engineering consultant to provide all FAA required documents and information for grant funded projects.
- Develop and release an RFP to provide additional fuel service at the airport, including Jet-A fuel utilized by growing number of helicopters at KREI.
- Perform required maintenance on City owned hangar buildings including paint and roofing.
- Restore the beacon tower as a showcase to aviation history in Redlands and the Inland Empire.

DEPARTMENT/DIVISION
AIRPORT-OPERATIONS

FUND
AVIATION FUND

ORGKEY
564900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	91,047	115,275	114,621	93,996	100,670
5101	Overtime Salaries	118	-	25	-	-
5202	Holiday Pay	267	-	171	-	-
5203	Bonus	4,263	-	-	41	44
5204	Accrual Payout	1,436	-	1,417	-	-
5301	Banked Leave Buy Back	176	2,098	1,456	1,340	1,499
5401	Pension Contributions	63,292	33,837	33,811	29,329	29,910
5501	FICA/Medicare	7,436	8,354	9,158	7,258	7,775
5601	Deferred Compensation	480	1,352	2,116	1,495	1,512
5701	Health/Dental Insurance	5,610	7,275	9,499	5,059	5,068
5702	Workers' Comp Insurance	2,766	2,991	2,991	2,739	2,834
5703	Disability Insurance	50	71	49	-	-
5704	Unemployment Insurance	181	545	692	456	456
5705	Life Insurance	74	79	81	66	66
5801	Vehicle Allowance	-	-	606	60	60
5802	Eyecare Reimbursement	-	282	282	315	315
5803	Clothing Allowance	35	35	35	-	-
5901	Compensated Absences Expense	351	-	-	-	-
5903	Other Taxable Benefits	55	6,566	286	158	158
	TOTAL SALARIES AND BENEFITS	177,636	178,760	177,296	142,312	150,367
	SERVICES					
6005	License & Permits	1,738	-	-	-	-
6008	State Mandated Fees	-	1,985	-	-	-
6106	Other Professional Services	-	36,036	1,000	-	-
6301	Water Wastewater Refuse	7,573	6,064	10,000	12,000	14,000
6304	Telephone	7,303	5,513	10,000	12,000	14,000
6307	Electricity & Gas	32,728	17,640	36,000	40,000	43,000
6403	Training	56	551	551	1,000	1,000
6505	Retiree Health Insurance	11,505	-	12	-	-
6510	Other Insurance	-	4,961	-	-	-
6601	Postage	-	551	551	-	-
6703	Software Support/Development	-	2,205	900	1,500	1,500
6710	Special Contractual Services	46,633	4,962	30,000	22,000	22,000
6802	Info Tech Service Charges	11,851	37,749	12,749	7,616	6,709
6803	City Garage Charges	1,478	1,578	3,169	4,961	5,168
6804	General Govt Service Charge	72,902	76,547	76,547	80,375	83,188
6901	Printing and Binding	-	551	551	-	-
6902	Advertising	7,167	1,323	3,000	2,500	2,500
6903	Janitorial Services	9,294	19,673	15,000	20,000	22,000
6907	Comms Service & Rental	-	1,654	1,654	1,654	1,654
6909	Subscriptions & Memberships	-	331	331	500	500
6910	Labor	15,840	194	6,293	8,000	8,000
6911	Bad Debt Expense	899	-	1,066	-	-
6912	Reimbursed Expenditures	2,260	8,701	8,701	-	-
6914	Depreciation Expense	223,085	-	-	-	-
	TOTAL SERVICES	452,312	228,768	218,075	214,106	225,219

DEPARTMENT/DIVISION
AIRPORT-OPERATIONS

FUND
AVIATION FUND

ORGKEY
564900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	1,816	1,323	1,323	1,500	1,600
7102	Small Tools & Equipment	626	1,103	1,103	1,200	1,200
7203	Office Equipment Maintenance	-	551	-	-	-
7204	Building/Grounds Maintenance	3,795	68,323	36,772	45,000	50,000
7208	Repair/Maintenance Supplies	5,525	7,223	15,000	23,000	25,000
7209	Janitorial Supplies	631	-	-	-	-
7210	Building Supplies	-	6,615	4,000	4,000	4,000
7807	Food	-	-	194	500	500
	TOTAL SUPPLIES	12,392	85,138	58,392	75,200	82,300
	FIXED ASSETS					
8801	Capital Lease	-	-	7,910	7,910	24,400
	TOTAL FIXED ASSETS	-	-	7,910	7,910	24,400
	DEBT SERVICE					
9001	Principal	-	57,000	57,000	57,000	57,000
9101	Interest	18,142	3,000	3,000	3,000	3,000
	TOTAL DEBT SERVICE	18,142	60,000	60,000	60,000	60,000
	DIVISION TOTAL	660,483	552,666	521,672	499,528	542,286

DEPARTMENT/DIVISION
AIRPORT-PROJECTS AND GRANTS

FUND
AVIATION FUND

ORGKEY
564910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6710	Special Contractual Services	90,919	93,356	93,356	-	-
6912	Reimbursed Expenditures	(2,260)	(8,701)	(8,701)	-	-
	TOTAL SERVICES	88,658	84,655	84,655	-	-
	SUPPLIES					
7204	Building/Grounds Maintenance	-	5,872	15,872	-	-
7901	Non-Capital Expenditures	70,048	5,000	5,000	-	-
	TOTAL SUPPLIES	70,048	10,872	20,872	-	-
	DIVISION TOTAL	158,706	95,527	105,527	-	-
	FUND TOTAL	819,189	648,193	627,200	499,528	542,286

Facilities and Community Services
Equipment Maintenance Division

Program Description:

The Equipment Maintenance Division provides maintenance and repair service as well as safety inspections for the City's vehicles and equipment. Emphasis is placed on safety, preventive maintenance, and compliance with air quality and other State regulations. Equipment Maintenance staff provide the support necessary to maintain over 600 units of vehicles, heavy equipment, generators, and compressors, as well as operation of the City's L/CNG fuel station. The Equipment Maintenance Division is an Internal Service Fund.

Program Objectives:

- Provide maintenance and repair services to City departments to maintain an in-service rate of 93% or higher.
- Receive an annual award of tax rebates through consistent and timely L/CNG tax reporting. Staff secured a rebate of $243,732 for the Fiscal Year 2022-23.
- Maintain and provide timely reporting for programs required by the State of California and other regulatory agencies.
- Maintain continuous training for mechanics to ensure up-to-date skills and knowledge of computer and electronic technology on the newer model electric, and alternative fuel vehicles.

Strategic Plan

The Equipment Maintenance Division supports the Strategic Plan Priority D – Sustainability through continued evaluation of the City's medium and light-duty vehicles under the vehicle lease and maintenance program with Enterprise Fleet Management. Through this program, 105 City vehicles have been replaced, resulting in an increase in safety and a reduction in maintenance costs associated with older vehicles.

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	389,057	572,532	496,954	670,277	696,947
5101	Overtime Salaries	30,431	21,000	34,565	38,367	42,588
5201	Stand By	890	-	658	730	811
5202	Holiday Pay	9,850	-	6,493	-	-
5203	Bonus	17,735	-	-	411	440
5204	Accrual Payout	39,211	-	4,335	-	-
5301	Banked Leave Buy Back	10,729	17,330	24,696	17,138	23,434
5401	Pension Contributions	(75,958)	171,389	153,615	201,865	200,031
5501	FICA/Medicare	36,889	41,846	43,712	50,512	52,946
5601	Deferred Compensation	16,658	3,137	4,382	2,818	2,877
5701	Health/Dental Insurance	58,033	144,276	100,899	173,516	175,316
5702	Workers' Comp Insurance	29,908	32,336	32,336	104,547	108,185
5703	Disability Insurance	2,725	3,763	3,103	5,156	5,460
5704	Unemployment Insurance	594	3,216	4,565	3,763	3,763
5705	Life Insurance	351	467	417	546	546
5801	Vehicle Allowance	-	-	3,030	600	600
5802	Eyecare Reimbursement	162	1,667	1,667	2,601	2,601
5803	Clothing Allowance	816	1,638	1,638	2,250	2,250
5804	Uniform Rental	368	683	683	-	-
5901	Compensated Absences Expense	1,895	-	-	-	-
5903	Other Taxable Benefits	455	9,109	1,674	311	311
	TOTAL SALARIES AND BENEFITS	570,798	1,024,389	919,422	1,275,409	1,319,105
	SERVICES					
6004	Bank/Collection Agent Fees	15,465	23,100	25,467	26,741	28,078
6005	License & Permits	67,341	12,247	79,793	82,186	84,652
6006	Taxes	(1,597)	27,520	27,520	28,896	30,341
6007	Penalties and Interest	7,915	-	5,610	-	-
6008	State Mandated Fees	-	-	23	500	500
6105	Medical/Physicals	176	-	-	-	200
6304	Telephone	3,433	3,115	6,655	6,338	6,655
6401	Meeting & Prof Development	220	-	-	-	-
6402	Travel Expense/Reimbursement	-	-	1,000	500	500
6403	Training	338	5,512	4,512	3,000	3,000
6505	Retiree Health Insurance	137,960	49,761	137,960	140,000	140,000
6601	Postage	640	400	579	600	600
6703	Software Support/Development	1,850	45,213	59,853	38,276	39,310
6708	Special Program Expenditures	500	-	-	-	-
6710	Special Contractual Services	18,378	513,512	41,014	77,000	52,000
6802	Info Tech Service Charges	82,959	124,245	89,245	38,078	33,545
6804	General Govt Service Charge	328,873	345,317	345,317	494,184	511,480
6901	Printing and Binding	294	-	-	-	-
6906	Office Equip & Furn Rent	1,963	3,610	2,022	2,244	2,244
6908	Other Rentals	157,162	59,413	59,413	30,000	35,000
6909	Subscriptions & Memberships	12,732	19,875	24,166	1,000	1,000
6910	Labor	164,147	10,165	139,369	108,000	111,240
6911	Bad Debt Expense	24	-	95	-	-
6914	Depreciation Expense	31,401	-	-	-	-
6916	Lease Amortization	7,082	-	-	-	-
	TOTAL SERVICES	1,039,256	1,243,004	1,049,613	1,077,544	1,080,345

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7002	Office Supplies	6,433	2,205	8,315	8,550	8,950
7004	Uniform/Safety Clothing	11,707	12,517	6,446	25,040	37,560
7101	Office Equipment & Furniture	-	-	7,902	8,692	9,561
7102	Small Tools & Equipment	602	21,735	25,027	27,530	30,283
7204	Building/Grounds Maintenance	39,008	12,564	111,660	74,210	82,373
7205	Machinery & Equip. Maint.	58,683	82,687	65,159	72,326	80,282
7206	Vehicle Maintenance	1,377,025	1,137,814	1,818,403	1,729,736	1,695,141
7208	Repair/Maintenance Supplies	83,724	2,756	320,143	92,934	103,156
7209	Janitorial Supplies	5,845	1,984	19,147	24,150	26,807
7210	Building Supplies	430	2,756	-	-	-
7211	Computer Components	4,330	11,025	15,262	16,941	13,584
7212	Equipment Parts	63,799	-	38,749	56,298	62,491
7213	Motor Vehicle Supplies	1,511,628	1,571,883	1,856,153	1,788,689	1,666,933
7214	Tires & Tubes	242,370	301,875	301,875	319,988	355,186
7301	Gasoline	692,312	981,831	605,300	623,459	642,163
7302	Compressed Natural Gas (LCNG)	1,035,378	2,435,737	1,914,235	1,990,804	2,090,345
7303	Oil and Lubricants	47,646	65,000	119,657	137,938	147,594
7304	Diesel Fuel	400,637	680,953	371,221	444,707	475,836
7807	Food	563	1,653	304	2,128	2,362
7810	Special Departmental Supplies	12,555	6,366	28,711	14,985	16,633
7901	Non-Capital Expenditures	-	126,433	77,457	50,000	-
	TOTAL SUPPLIES	5,594,675	7,459,774	7,711,126	7,509,105	7,547,241
	FIXED ASSETS					
8501	Other Betterments/Improv	-	150,000	-	175,000	525,000
8503	Building Construction/Improv	-	-	-	125,000	350,000
8704	Motor Vehicles	-	-	-	85,000	-
8706	All Other Equipment	161,630	-	-	208,932	75,000
8801	Capital Lease	6,708	19,049	14,851	14,851	14,851
8999	Capital Expenditure Offset	(179,510)	-	-	-	-
	TOTAL FIXED ASSETS	(11,172)	169,049	14,851	608,783	964,851
	DEBT SERVICE					
9102	Interest-Lease	83	-	-	-	-
	TOTAL DEBT SERVICE	83	-	-	-	-
	FUND TOTAL	7,193,640	9,896,217	9,695,012	10,470,840	10,911,542

Municipal Utilities and Engineering Department

Mission:

The mission of the Municipal Utilities & Engineering Department (MUED) is to provide reliable service to the community with professionalism, integrity, accountability, quality, transparency, and innovation. MUED plans, designs, constructs, operates, and maintains Redlands' physical infrastructure for the residents and businesses in the City, making our community a desirable place to live, work, and visit.

MUED is responsible for delivering the following services to the City's residents and businesses:

- Utility Operations:
  - Water production and distribution;
  - Non-potable water distribution;
  - Wastewater collection, treatment, and disposal;
- Engineering review and inspection of development proposals for compliance with State and City codes, standards, and other governmental requirements relating to land subdivisions, grading, drainage, and improvements within the City rights-of-way;
- Management, rehabilitation, and replacement of infrastructures such as water mains, sewer mains, storm drains, streets, and traffic signals to provide reliable service to the community;
- Development and construction of new public facilities to protect and enhance Redlands' livability.

MUED is organized into three (3) divisions including Engineering (Capital Improvement Program), Water Utility Operations (Potable and Non-Potable), and Wastewater Utility Operations. In total, MUED employs 94 full-time and one (1) part-time utility professionals.

Departmental Goals:

- Preserve City Assets
  - Provide responsible leadership and management to preserve the City's physical assets and resources;
  - Optimize City's physical assets to ensure reliability and exceed anticipated service life;
  - Maximize sustainable practices and ensure City infrastructure improvements support the City's mission to limit its environmental footprint;
  - Provide fiscally responsible water, non-potable water, and wastewater services;
  - Provide a safe, well-maintained, and efficient transportation system;
  - Ensure regulatory compliance by mandating MUED and vendor practices are consistent with all related codes and regulations; and
  - Develop and Implement effective emergency management strategies to ensure continuity of services during and after significant events.

- Provide Quality Customer Service
  - Promptly deliver requested services with the highest quality of workmanship;
  - Develop and train staff to effectively communicate with customers; and
  - Expand online self-service opportunities.

- Ensure Employee Effectiveness and Satisfaction
  - Recruit and retain high-performing employees;
  - Provide resources necessary for employees to perform work tasks safely and efficiently;
  - Create and maintain a diverse work environment that encourages staff engagement, high-performance, and professional satisfaction;
  - Encourage professional development to prepare City employees for promotion opportunities;
  - Emphasize the importance of employee leadership and accountability at all levels.

- Establish Effective and Long-term Partnerships
  - Promote productive working relationships with City stakeholders, other municipalities, and regional partners;
  - Expand collaboration with Education and Industry partners on technology projects.

- Utilize Innovation
  - Leverage new ideas and technology to solve problems and accomplish the City's mission;
  - Create and sustain an organizational culture that encourages and supports innovation;
  - Optimize the use of emerging technologies;
  - Improve data collection and promote data-driven decision-making.

- Stimulate the Redlands Economy
  - Provide a One-Stop Permit Center for the prompt processing of development permits in the City;
  - Provide a One-Stop Permit Center to guide developers through Departmental requirements, the Redlands Municipal Code, Measure U, and State regulations;
  - Enhance Redlands' economic curb appeal.

- Encourage Environmental Protection
  - Collaborate with State, Regional, and Local agencies to promote environmentally sound policies and procedures;
  - Continually assess Redlands water sources (Santa Ana River, Mill Creek, and Bunker Hill Basin) to monitor the health of each source;
  - Implement the City's National Pollutant Discharge Elimination System (NPDES) to ensure stormwater discharges comply with the Municipal Separate Storm Sewer Systems (MS4) permits for Capital Improvement Projects, Water Utility Operations, and Wastewater Utility Operations.

- Social Responsibility
  - Collaborate with local Universities and Colleges to encourage students to consider a career in municipal government;
  - Establish an apprenticeship program to mentor young professionals;
  - Promote Departmental programs through community outreach at local events (Market Night, Redlands Bicycle Classic, etc.)

Municipal Utilities and Engineering Department
Engineering Division

Program Description:

The City of Redlands Engineering Division provides quality engineering services for the citizens of Redlands and the private development community. Engineering reviews capital improvement projects and manages construction of City infrastructure improvement projects such as street rehabilitation, water, and sewer main replacement, and storm drain construction.

Program Objectives:

- Efficiently deliver Capital Improvement Projects;
- Capitalize on opportunities to improve the effectiveness of services provided to the community;
- Leverage State and Federal grant funds to implement significant capital improvement projects;
- Preserve and extend the useful service life of public infrastructure in a fiscally responsible manner;
- Maintain a CIP noticing program to educate and inform the general public.

Sustainability Efforts:

- Participate in Demand Response program designed for load-shedding;
- Rehabilitate well and booster pumps with energy-efficient units;
- Capitalize on building energy consumption and efficiency improvement opportunities;
- Reduce pollutants and greenhouse gases by reducing traffic congestion;
- Support sustainable transportation such as biking and walking;
- Identify grant opportunities and emerging technologies;
- Promote the use of LED streetlights and identify opportunities to replace existing HPS streetlights.

Significant Programs:

PARIS

In 2012, the City completed the Pavement Accelerated Repair Implementation Strategy (PARIS) funding strategy for the pavement condition assessment and pavement management platform to strategically prioritize the investment of funds for road improvements. PARIS resurfaced approximately 440 lane miles of public streets (2/3 of all City streets) from 2013 to 2021 and increased the Redlands street network pavement condition index from 53 to 82. PARIS was completed in FY 2020-21. The remaining 210 lane miles of City streets will be rehabilitated, and streets rehabilitated through PARIS will be maintained, through a new Pavement Management Program (PMP 2020), which was adopted by City Council in April 2020.

MEASURE I & SB1
Measure I is the half-cent countywide sales tax levy approved by the voters to fund local transportation improvements. The City's annual Measure I allocation was used in its entirety to fund the PARIS program and is expected to do so with the PMP. Additionally, the Road Maintenance and Rehabilitation Account established through Senate Bill 1 provides funding to Redlands for not only PMP improvements, but other local transportation improvements as well.

DEVELOPMENT IMPACT FEES
Development Impact Fees (DIF) are collected for the construction, expansion, and improvement of arterial streets, freeway interchanges, traffic signals, public facilities, public parks, storm drain facilities, wastewater facilities, solid waste facilities, and water facilities. DIF provides partial funding for the construction of master-planned facilities to accommodate impacts associated with new development projects.

WATER CONSERVATION
In 2012-13, Redlands adopted a Water Conservation Rebate Program to incentivize customers to reduce water consumption and contribute to the City's effort to meet the 2009 Water Conservation Act goals, which required a twenty percent (20%) reduction in water consumption by 2020. The rebate program and successful implementation of additional programs such as irrigation controller scheduling assistance, a water waste investigation program, and a children's educational platform featuring Ira the IrriGATOR and Eva the InvestiGATOR, have resulted in a citywide residential water consumption rate reduction of approximately 50 gallons per capita per day over the last five years.

Accomplishments in Fiscal Year 2022-23:

- Construction of the PMP 2022 and PMP 2023, completing approximately sixty-two (62) lane miles of the street out of the remaining 1/3 of the City's street (210 lane miles out of 650) after completing the PARIS program.;
- Replacement of four (4) miles of water pipeline;
- Rehabilitation of four (4) miles of sewer pipeline by replacing and slip lining;
- Replacement of two (2) miles of sidewalks;
- Replacement of ninety (90) ADA curb ramps;
- Awarded approximately $150,000 in Water Efficiency Rebates;
- Design of WWTP Phase 2 (overall rehabilitation of the plant) is completed;
- Construction of the Redlands Passenger Rail Project completed;
- Construction of I-10 and University Street widening project completed;
- Construction of I-10 and Alabama Street widening project completed;
- Construction inspection for capital projects and land development activities.

DEPARTMENT/DIVISION
ENGINEERING

FUND
GENERAL FUND

ORGKEY
101400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	186,361	190,798	202,134	400,677	419,615
5002	Salaries: Part-Time	9,863	13,237	10,672	13,489	13,489
5101	Overtime Salaries	5,407	5,000	5,000	5,250	5,513
5202	Holiday Pay	2,077	-	5,326	-	-
5203	Bonus	6,725	-	1,200	488	498
5204	Accrual Payout	5,140	-	498	-	-
5301	Banked Leave Buy Back	1,349	6,738	2,125	10,760	11,837
5401	Pension Contributions	47,099	60,089	53,238	123,136	122,972
5501	FICA/Medicare	15,830	15,222	17,191	31,255	32,826
5601	Deferred Compensation	1,784	1,629	3,916	5,211	5,192
5701	Health/Dental Insurance	22,159	34,879	32,350	72,667	73,911
5702	Workers' Comp Insurance	79,641	86,107	86,107	43,951	45,480
5703	Disability Insurance	968	1,143	1,203	1,969	2,084
5704	Unemployment Insurance	225	1,194	1,548	2,083	2,083
5705	Life Insurance	129	129	132	258	258
5801	Vehicle Allowance	-	1,451	-	-	-
5802	Eyecare Reimbursement	1,482	461	461	1,230	1,230
5803	Clothing Allowance	1,260	-	675	645	645
5804	Uniform Rental	-	574	574	-	-
5903	Other Taxable Benefits	320	3,168	248	293	293
5904	Tuition Reimbursement	576	-	432	-	-
	TOTAL SALARIES AND BENEFITS	388,395	421,819	425,030	713,362	737,926
	SERVICES					
6005	License & Permits	74,214	62,540	62,540	540	540
6101	Architect & Engineer	241,275	261,739	261,739	275,000	200,000
6304	Telephone	(300)	2,700	2,700	2,800	2,800
6401	Meeting & Prof Development	-	500	-	7,500	7,500
6402	Travel Expense/Reimbursement	242	1,600	1,600	1,600	1,600
6403	Training	496	5,000	5,000	7,500	7,500
6601	Postage	845	1,200	1,200	1,000	1,000
6703	Software Support/Development	-	11,000	11,000	-	-
6708	Special Program Expenditures	1,200	26,000	26,000	-	-
6710	Special Contractual Services	14,323	22,000	8,397	-	-
6802	Info Tech Service Charges	177,769	241,239	191,239	76,156	67,090
6803	City Garage Charges	22,171	23,664	27,161	31,751	33,077
6901	Printing and Binding	1,175	2,100	2,100	3,000	3,000
6902	Advertising	5,103	2,700	2,700	3,000	3,000
6906	Office Equip & Furn Rent	3,691	-	1,791	-	-
6909	Subscriptions & Memberships	2,388	2,100	2,100	2,000	2,100
6912	Reimbursed Expenditures	117,359	-	361,300	-	-
	TOTAL SERVICES	661,950	666,082	968,567	411,847	329,207

DEPARTMENT/DIVISION
ENGINEERING

FUND
GENERAL FUND

ORGKEY
101400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SUPPLIES					
7001	Books & Supplies	2,241	3,100	2,000	2,000	2,200
7002	Office Supplies	236	2,100	2,100	2,000	2,200
7003	Awards/ Reconginition Program	-	1,600	-	3,000	3,000
7004	Uniform/Safety Clothing	870	1,700	1,200	1,400	1,600
7101	Office Equipment & Furniture	-	-	-	1,000	1,000
7102	Small Tools & Equipment	27	-	-	500	500
7208	Repairs/ maintenance	37	-	63	-	-
7209	Janitorial Supplies	-	-	30	-	-
7211	Computer Components	3,698	2,500	2,500	3,600	3,600
7810	Special Departmental Supplies	220	-	103	-	15,000
7901	Non-Capital Expenditures	-		488,437	-	-
	TOTAL SUPPLIES	7,330	11,000	496,432	13,500	29,100
	FIXED ASSETS					
8301	Construction In Progress	639,172	-	-	-	-
8403	Street Construction	1,429,581	3,274,787	3,274,787	500,000	500,000
8404	Storm Drain Construction	-	381,799	-	-	-
8501	Other Betterments/Improv	-	1,598,220	136,487	-	-
8706	All Other Equipment	39,792	-	-	-	-
8801	Capital Lease	-	-	123,100	88,998	88,998
	TOTAL FIXED ASSETS	2,108,545	5,254,806	3,534,374	588,998	588,998
	DEPARTMENT TOTAL	3,166,220	6,353,707	5,424,403	1,727,707	1,685,231

DEPARTMENT/DIVISION
ENGINEERING GRANTS

FUND
GOVERNMENTAL GRANT FUND

ORGKEY
200400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	2,571	70,850	70,850	-	-
5401	Pension Contributions	763	-	-	-	-
5501	FICA/Medicare	197	-	-	-	-
5701	Health/Dental Insurance	316	-	-	-	-
5705	Life Insurance	2	-	-	-	-
	TOTAL SALARIES AND BENEFITS	3,849	70,850	70,850	-	-
	SERVICES					
6106	Other Professional Services	39,596	70,236	49,509	-	-
6912	Reimbursed Expenditures	(1,416)	(102,724)	(343,534)	-	-
	TOTAL SERVICES	38,180	(32,488)	(294,025)	-	-
	FIXED ASSETS					
8501	Other Betterments/Improv	1,170,718	4,913,121	2,920,000	-	-
	TOTAL FIXED ASSETS	1,170,718	4,913,121	2,920,000	-	-
	DEPARTMENT TOTAL	1,212,748	4,951,483	2,696,825	-	-

DEPARTMENT/DIVISION
LOCAL TRANSPORTATION

FUND
LOCAL TRANSPORTATION FUND

ORGKEY
209400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6912	Reimbursed Expenditures	4,460	107,571	107,571	-	-
	TOTAL SERVICES	4,460	107,571	107,571	-	-
	FUND TOTAL	4,460	107,571	107,571	-	-

DEPARTMENT/DIVISION
MEASURE I (2010)

FUND
MEASURE I FUND (2010)

ORGKEY
210400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	15,740	16,527	16,527	8,197	8,484
	TOTAL SERVICES	15,740	16,527	16,527	8,197	8,484
	FUND TOTAL	15,740	16,527	16,527	8,197	8,484

DEPARTMENT/DIVISION

PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY (PARIS)

FUND
PARIS

ORGKEY
211400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	247,633	251,671	263,184	436,619	454,674
5101	Overtime Salaries	2,925	3,000	2,000	3,500	3,750
5201	Stand By	91	-	-	-	-
5202	Holiday Pay	1,401	-	4,505	-	-
5203	Bonus	8,300	-	1,200	244	249
5204	Accrual Payout	3,852	-	1,488	-	-
5301	Banked Leave Buy Back	3,105	10,096	4,193	10,740	12,006
5401	Pension Contributions	64,417	92,219	71,009	134,522	133,999
5501	FICA/Medicare	19,580	22,046	20,795	32,977	34,589
5601	Deferred Compensation	4,440	3,858	11,040	10,277	10,148
5701	Health/Dental Insurance	23,564	43,325	32,961	71,540	72,739
5703	Disability Insurance	650	740	689	1,630	1,728
5704	Unemployment Insurance	193	1,172	1,028	1,779	1,779
5705	Life Insurance	156	170	142	258	258
5802	Eyecare Reimbursement	90	608	608	1,230	1,230
5803	Clothing Allowance	180	225	300	525	525
5804	Uniform Rental	19	94	94	-	-
5903	Other Taxable Benefits	311	7,479	225	353	353
	TOTAL SALARIES AND BENEFITS	380,905	436,703	415,461	706,194	728,027
	SERVICES					
6106	Other Professional Services	-	12,000	2,044	-	-
6804	General Govt Service Charge	25,654	26,937	26,937	131,439	136,039
	TOTAL SERVICES	25,654	38,937	28,981	131,439	136,039
	SUPPLIES					
7810	Special Departmental Supplies	7,167	10,167	10,167	6,500	6,500
	TOTAL SUPPLIES	7,167	10,167	10,167	6,500	6,500
	DIVISION TOTAL	413,725	485,807	454,609	844,133	870,566

DEPARTMENT/DIVISION

PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY (PARIS)

FUND
PARIS

ORGKEY
211910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	-	102,000	-	-	200,000
6710	Special Contractual Services	-	102,000	52,000	40,000	40,000
6901	Printing and Binding	797	2,200	-	2,000	2,000
	TOTAL SERVICES	797	206,200	52,000	42,000	242,000
	FIXED ASSETS					
8301	Construction In Progress	1,772,313	-	-	-	-
8403	Street Construction	-	7,658,111	7,579,361	4,040,000	4,000,000
8501	Other Betterments/Improv	500,000	1,000,000	1,000,000	500,000	500,000
	TOTAL FIXED ASSETS	2,272,313	8,658,111	8,579,361	4,540,000	4,500,000
	DIVISION TOTAL	2,273,110	8,864,311	8,631,361	4,582,000	4,742,000
	FUND TOTAL	2,686,835	9,350,118	9,085,970	5,426,133	5,612,566

DEPARTMENT/DIVISION
TRANSPORTATION DEVELOPMENT ACT

FUND
TRANSPORTATION DEVELOPMENT ACT FUND

ORGKEY
241400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	4,986	200,061	250,061	-	-
6912	Reimbursed Expenditures	(120,403)	(94,708)	(287,008)	-	-
	TOTAL SERVICES	(115,417)	105,353	(36,947)	-	-
	FIXED ASSETS					
8405	Other Infrastructure	782,396	-	1,232,000	-	-
8501	Other Betterments/Improv	-	96,741	96,741	-	-
	TOTAL FIXED ASSETS	782,396	96,741	1,328,741	-	-
	FUND TOTAL	666,979	202,094	1,291,794	-	-

DEPARTMENT/DIVISION
PARK & OPEN SPACE DEVELOPMENT

FUND
PARK & OPEN SPACE DEVELOPMENT FUND

ORGKEY
250400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6004	Bank/Collection Agent Fees	3,658	3,463	3,463	3,500	3,500
6804	General Govt Service Charge	5,886	6,070	6,070	10,000	10,000
	TOTAL SERVICES	9,544	9,533	9,533	13,500	13,500
	FIXED ASSETS					
8501	Other Betterments/Improv	-	-	-	1,120,000	-
	TOTAL FIXED ASSETS	-	-	-	1,120,000	-
	DEBT SERVICE					
9001	Principal	64,839	66,882	66,882	68,988	71,162
9101	Interest	37,386	35,312	35,312	33,172	30,964
	TOTAL DEBT SERVICE	102,225	102,193	102,193	102,160	102,126
	FUND TOTAL	111,769	111,727	111,726	1,235,660	115,626

DEPARTMENT/DIVISION
PUBLIC FACILITY DEVELOPMENT

FUND
PUBLIC FACILITY DEVELOPMENT FUND

ORGKEY
251400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	5,675	20,500	5,256	7,200	7,200
	TOTAL SERVICES	5,675	20,500	5,256	7,200	7,200
	DEBT SERVICE					
9101	Interest	178,244	-	-	-	-
	TOTAL DEBT SERVICE	178,244	-	-	-	-
	FUND TOTAL	183,919	20,500	5,256	7,200	7,200

DEPARTMENT/DIVISION
ARTERIAL STREET CONSTRUCTION

FUND
ARTERIAL STREET CONSTRUCTION FUND

ORGKEY
252400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	14,344	435,656	251,973	-	-
6804	General Govt Service Charge	6,097	5,894	5,894	4,400	4,400
	TOTAL SERVICES	20,441	441,550	257,867	4,400	4,400
	FIXED ASSETS					
8301	Construction In Progress	128,028	-			
8501	Other Betterments/Improv	-	1,565,875	-	4,300,000	2,350,000
	TOTAL FIXED ASSETS	128,028	1,565,875	-	4,300,000	2,350,000
		-				
	FUND TOTAL	148,469	2,007,425	257,867	4,304,400	2,354,400

DEPARTMENT/DIVISION
TRAFFIC SIGNALS

FUND
TRAFFIC SIGNALS FUND

ORGKEY
253400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	37,792	199,624	-	-	-
6804	General Govt Service Charge	376	280	280	260	260
6912	Reimbursed Expenditures	-	-	161,670	-	-
	TOTAL SERVICES	38,167	199,904	161,950	260	260
	FIXED ASSETS					
8301	Construction in Progress	241,796	-	-	-	-
8501	Other Betterments/Improv	-	883,013	267,702	75,000	500,000
	TOTAL FIXED ASSETS	241,796	883,013	267,702	75,000	500,000
	FUND TOTAL	279,963	1,082,918	429,652	75,260	500,260

DEPARTMENT/DIVISION
FREEWAY INTERCHANGES

FUND
FREEWAY INTERCHANGES FUND

ORGKEY
254400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	34,894	-	75,890	-	-
6804	General Govt Service Charge	3,640	2,800	2,800	2,200	2,200
	TOTAL SERVICES	38,533	2,800	78,690	2,200	2,200
	FIXED ASSETS					
8301	Construction In Progress	2,472,833	-	-	-	-
8403	Construction in Progress	-	-	1,580,063	-	-
	TOTAL FIXED ASSETS	2,472,833	-	1,580,063	-	-
	FUND TOTAL	2,511,366	2,800	1,658,753	2,200	2,200

DEPARTMENT/DIVISION
STORM DRAIN CONSTRUCTION

FUND
STORM DRAIN CONSTRUCTION FUND

ORGKEY
405400

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	54,458	484,616	35,033	-	-
6708	Special Program Expenditures	3,600	1,700	1,700	2,400	2,400
6804	General Govt Service Charge	9,316	1,500	1,500	1,500	1,500
	TOTAL SERVICES	67,373	487,816	38,233	3,900	3,900
	FIXED ASSETS					
8404	Storm Drain Construction	-	2,380,000	-	70,000	-
	TOTAL FIXED ASSETS	-	2,380,000	-	70,000	-
	FUND TOTAL	67,373	2,867,816	38,233	73,900	3,900

Municipal Utilities and Engineering Department
Water Utility Division

Potable Water Utility Program Description:

The water utility produces and distributes water through approximately 23,500 water service lines to approximately 77,800 customers within its service area. Generally, the service area includes the City of Redlands, a small portion of the City of Loma Linda, and unincorporated areas of the county (Mentone and Crafton areas), as well as the San Bernardino County Donut Hole area. The City's average daily water consumption is 20 million gallons per day (mgd), which peaks at a maximum of 35 mgd in the summer. The average consumption per capita is approximately 170 gallons per day. The water utility operates and maintains approximately 384 miles of potable pipelines, within seven pressure zones and two sub-zones, and provides a maximum storage capacity of 54.5 million gallons. Water division employees operate approximately 3,500 fire hydrants, eighteen (18) reservoirs, two surface water treatment plants, four engineered blending sites, twenty-two (22) active potable groundwater production wells, and fourteen (14) booster station facilities. The City also has two interconnections established with Loma Linda and Western Heights which allow for supplemental water delivery, when needed.

The water budget includes all expenses required to operate and maintain the entire system, including production, treatment and distribution, laboratory operations, regulatory compliance, utility billing services, and water conservation.

Program Objectives:

- Provide a safe, reliable drinking water supply that meets or exceeds all water quality requirements;
- Deliver water in a fiscally responsible manner;
- Publish an annual Consumer Confidence Report to educate the public about drinking water quality and water sources;
- Promote water conservation awareness and practices;

Accomplishments in Fiscal Year 2022-23:

- Replaced approximately four (4) miles of aging water distribution mainlines;
- Received 2022 Climate Impact Award and $56,979 of incentive rebates for participation in the energy demand response program;
- Rehabilitated four (4) potable wells & five booster pumps

DEPARTMENT/DIVISION
WATER-OPERATIONS

FUND
WATER FUND

ORGKEY
501900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	3,676,282	4,613,435	4,324,769	5,754,777	6,037,939
5002	Salaries: Part-Time	2,669	89,987	2,287	2,891	2,891
5101	Overtime Salaries	177,251	235,000	217,358	235,000	235,000
5201	Stand By	107,442	50,000	122,560	115,000	120,000
5202	Holiday Pay	104,391	-	128,709	-	-
5203	Bonus	198,613	-	2,940	2,929	2,988
5204	Accrual Payout	97,222	-	111,804	-	-
5301	Banked Leave Buy Back	55,484	110,090	48,978	81,377	101,643
5401	Pension Contributions	1,158,020	1,401,189	1,241,046	1,421,612	1,427,480
5501	FICA/Medicare	329,870	322,622	350,756	351,303	371,978
5601	Deferred Compensation	75,628	7,063	39,880	28,968	28,982
5701	Health/Dental Insurance	607,768	1,362,020	806,682	1,020,127	1,037,406
5702	Workers' Comp Insurance	249,034	269,254	269,254	214,991	222,471
5703	Disability Insurance	30,532	39,748	34,633	42,505	44,999
5704	Unemployment Insurance	5,231	28,058	39,506	24,890	24,890
5705	Life Insurance	3,422	3,749	3,479	3,604	3,604
5801	Vehicle Allowance	420	605	1,225	-	-
5802	Eyecare Reimbursement	3,610	13,388	13,388	17,160	17,160
5803	Clothing Allowance	12,490	16,620	16,620	15,990	15,990
5804	Uniform Rental	5,321	6,925	6,925	-	-
5901	Compensated Absences Expense	17,110	-	-	-	-
5903	Other Taxable Benefits	2,466	134,296	2,143	2,003	2,003
	TOTAL SALARIES AND BENEFITS	6,920,275	8,704,049	7,784,942	9,335,127	9,697,424
	SERVICES					
6005	License & Permits	127,035	210,250	210,250	188,000	188,000
6006	Taxes	5,698	11,000	11,000	7,500	7,500
6007	Penalties and Interest	363	-	4,192	200	200
6008	State Mandated Fees	10,310	8,500	8,500	6,000	6,000
6105	Medical/Physicals	3,023	5,500	1,500	2,500	2,500
6106	Other Professional Services	178,615	539,781	664,781	393,000	483,000
6301	Water Wastewater Refuse	10,442	8,500	8,500	19,504	21,842
6302	City Water	490,893	725,000	765,775	500,000	500,000
6304	Telephone	49,947	60,500	60,500	68,500	68,500
6306	Water Recharge	196,006	550,000	550,000	250,000	250,000
6307	Electricity & Gas	668,597	468,140	468,140	675,000	700,000
6308	Elec Service-Facility Ops	2,402,919	2,260,125	2,260,125	2,373,131	2,491,788
6310	Gas Service - Facility Ops	1,110	1,000	1,000	1,050	1,103
6313	Service for Facility Ops	6,928	77,297	77,297	81,162	85,220
6401	Meeting & Prof Development	1,246	14,000	14,000	5,500	5,500
6402	Travel Expense/Reimbursement	6,479	7,000	7,000	7,000	7,000
6403	Training	49,300	66,000	66,000	45,750	45,750

DEPARTMENT/DIVISION
WATER-OPERATIONS

FUND
WATER FUND

ORGKEY
501900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES (CONT.)					
6505	Retiree Health Insurance	866,266	937,125	937,125	88,517	92,943
6601	Postage	19,784	16,000	16,000	17,000	17,000
6703	Software Support/Development	155,071	148,958	148,958	255,000	205,000
6706	Energy for Treatment	68,762	70,000	70,000	73,500	77,175
6707	Stock Assessment	1,158,060	1,100,000	1,100,000	1,241,000	1,365,000
6708	Special Program Expenditures	21,451	39,042	39,042	26,900	26,900
6709	Conservation Rebate	77,658	30,000	30,000	80,000	80,000
6710	Special Contractual Services	402,302	1,664,482	1,664,482	1,716,000	1,716,000
6712	Landfill Tipping Charges	-	1,700	1,700	1,785	1,874
6801	City Attorney Legal Service	40,729	42,932	42,932	41,533	41,930
6802	Info Tech Service Charges	758,480	885,955	815,955	787,398	729,374
6803	City Garage Charges	852,110	909,505	1,059,280	1,410,916	1,469,864
6804	General Govt Service Charge	1,417,327	1,488,190	1,488,190	695,090	719,418
6805	Billing Services	875,000	950,000	950,000	650,000	650,000
6901	Printing and Binding	4,866	13,042	13,042	5,000	5,000
6902	Advertising	2,617	13,000	13,000	5,000	5,000
6903	Janitorial Services	5,171	53,505	5,171	56,180	58,989
6904	Land and Building Rent	3,413	5,000	5,000	5,250	5,513
6905	Clothing and Linen Rent	34,826	42,500	42,500	42,500	42,500
6906	Office Equip & Furn Rent	5,501	5,500	5,500	5,775	5,775
6908	Other Rentals	16,163	80,500	80,500	80,500	80,500
6909	Subscriptions & Memberships	7,060	18,050	18,050	14,325	14,325
6910	Labor	807	-	804	-	-
6911	Bad Debt Expense	156,404	-	-	-	-
6912	Reimbursed Expenditures	-	-	298,693	-	-
6914	Depreciation Expense	4,419,387	-	-	-	-
6916	Lease Amortization	28,646	-	-	-	-
6917	SBITA Amortization	55,975	-	-	-	-
	TOTAL SERVICES	15,662,746	13,527,579	14,024,484	11,922,967	12,273,983
	SUPPLIES					
7001	Books & Supplies	666	1,200	260	1,500	1,500
7002	Office Supplies	10,469	26,250	8,610	12,750	12,750
7003	Awards/Recognition Prgm	-	6,100	1,500	10,000	10,000
7004	Uniform/Safety Clothing	22,259	35,000	13,145	35,000	35,000
7101	Office Equipment & Furniture	16,119	15,000	15,000	20,000	20,000
7102	Small Tools & Equipment	61,234	71,500	25,000	58,000	58,000
7204	Building/Grounds Maintenance	65,286	205,000	205,000	110,000	110,000
7205	Machinery & Equip. Maint.	54,808	90,700	90,700	112,150	112,150
7206	Vehicle Maintenance	1,505	450,000	450,000	-	-
7207	Street Repairs	-	-	-	200,000	200,000
7208	Repair/Maintenance Supplies	959,309	2,127,299	2,127,299	2,181,000	2,181,000
7209	Janitorial Supplies	4,941	10,000	3,935	6,500	6,500
7211	Computer Components	8,543	9,700	4,892	10,000	10,000
7213	Motor Vehicle Supplies	7,619	65,000	65,000	105,000	105,000
7802	Purchased Water	-	-	-	280,733	294,770
7803	Chemical & Lab Supplies	370,705	475,500	475,500	619,000	651,500
7804	Medical Supplies	-	500	500	525	-
7807	Food	2,587	5,500	5,500	4,750	4,000
7808	Water Meters & Fittings	214,584	761,192	761,192	480,000	500,000
7810	Special Departmental Supplies	41,835	327,167	327,167	57,000	57,000
7901	Non-Capital Expenditures	-	10,635	10,635	1,418	-
	TOTAL SUPPLIES	1,842,471	4,693,244	4,590,835	4,305,325	4,369,170

DEPARTMENT/DIVISION
WATER-OPERATIONS

FUND
WATER FUND

ORGKEY
501900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	FIXED ASSETS					
8001	Land Acquisitions	1,401,681	-	-	-	-
8101	Purchase Water Shares	2,635	-	-	-	-
8501	Other Betterments/Improv	-	250,000	250,000	650,000	500,000
8701	Office Furniture	-	-	-	95,000	-
8703	Computer Equipment	11,600	-	-	-	-
8704	Motor Vehicles	55,605	400,939	400,939	370,000	388,500
8705	Laboratory Equipment	6,477	31,365	31,365	100,000	65,000
8706	All Other Equipment	174,841	350,000	350,000	400,000	-
8801	Capital Lease	13,404	743,284	464,724	217,651	217,651
8999	Capital Expenditure Offset	(2,278,913)	-	-	-	-
	TOTAL FIXED ASSETS	(612,671)	1,775,588	1,497,028	1,832,651	1,171,151
	DEBT SERVICE					
9102	Interest-Lease	970	-	-	-	-
9103	Interest	1,465	-	-	-	-
	TOTAL DEBT SERVICE	2,435	-	-	-	-
	DIVISION TOTAL	23,815,256	28,700,459	27,897,289	27,396,070	27,511,727

DEPARTMENT/DIVISION
WATER-PROJECTS AND GRANTS

FUND
WATER PROJECTS FUND

ORGKEY
501910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	5,125	4,495	-	-	-
5401	Pension Contributions	(1,043,445)	1,306	-	-	-
5501	FICA/Medicare	388	338	-	-	-
5701	Health/Dental Insurance	686	713	-	-	-
5703	Disability Insurance	46	48	-	-	-
5704	Unemployment Insurance	26	129	-	-	-
5705	Life Insurance	4	3	-	-	-
5804	Uniform Rental	9	3	-	-	-
	TOTAL SALARIES AND BENEFITS	(1,037,161)	7,035	-	-	-
	SERVICES					
6106	Other Professional Services	167,778	5,207,805	1,652,771	-	-
6710	Special Contractual Services	-	322,556	-	-	-
6715	LIHWAP	78,647	-	-	-	-
6904	Land and Building Rent	10,500	25,500	-	-	-
	TOTAL SERVICES	256,925	5,555,861	1,652,771	-	-
	SUPPLIES					
7808	Water Meters & Fittings	1,820,100	7,254,697	7,254,697	-	-
7901	Non-Capital Expenditures	1,046,227	-	-	-	-
	TOTAL SUPPLIES	2,866,327	7,254,697	7,254,697	-	-
	FIXED ASSETS					
8301	Construction In Progress	3,275,168	-	-	-	-
8402	Water Infrastructure	626,076	26,028,534	3,824,704	9,000,000	4,500,000
8501	Other Betterments/Improv	-	450,000	833,655	5,975,000	9,540,000
8706	All Other Equipment	-	4,727,968	4,727,968	-	-
8999	Capital Expenditure Offset	(3,275,168)	-	-	-	-
	TOTAL FIXED ASSETS	626,076	31,206,502	9,386,326	14,975,000	14,040,000
	DIVISION TOTAL	2,712,168	44,024,095	18,293,795	14,975,000	14,040,000

DEPARTMENT/DIVISION
WATER DEBT SERVICE

FUND
WATER DEBT SERVICE FUND

ORGKEY
501930

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6001	Fiscal Agent Fees	180	90	90	90	90
	TOTAL SERVICES	180	90	90	90	90
	DEBT SERVICE					
9001	Principal	-	855,733	855,733	876,692	898,165
9101	Interest	201,560	181,102	181,102	160,143	138,669
	TOTAL DEBT SERVICE	201,560	1,036,835	1,036,835	1,036,835	1,036,835
	DIVISION TOTAL	201,740	1,036,925	1,036,925	1,036,925	1,036,925
	FUND TOTAL	26,729,164	73,761,479	47,228,009	43,407,995	42,588,651

DEPARTMENT/DIVISION
SOURCE ACQUISITION

FUND
SOURCE ACQUISITION FUND

ORGKEY
508900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	-	9,351	9,351	1,600	1,600
	TOTAL SERVICES	-	9,351	9,351	1,600	1,600
	FIXED ASSETS					
8101	Purchase Water Shares	-	50,000	-	-	-
	TOTAL FIXED ASSETS	-	50,000	-	-	-
	FUND TOTAL	-	59,351	9,351	1,600	1,600

DEPARTMENT/DIVISION
WATER CAPITAL IMPROVEMENT

FUND
WATER CAPITAL IMPROVEMENT FUND

ORGKEY
509920

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	-	24,000	24,000	13,000	13,000
	TOTAL SERVICES	-	24,000	24,000	13,000	13,000
	FUND TOTAL	-	24,000	24,000	13,000	13,000

Municipal Utilities and Engineering Department
Wastewater Division

Program Description:

The wastewater utility collects municipal wastewater from approximately 18,000 customers within the service area. Generally, the service area includes the City of Redlands, unincorporated areas of the county (Mentone and Crafton areas), and the San Bernardino County Donut Hole area. The wastewater utility includes the operation and maintenance of approximately 250 miles of sewer mainline, one sewer lift station, and a wastewater treatment plant capable of treating approximately 9.5 million gallons per day (mgd) of influent raw water. The wastewater treatment plant, originally constructed in 1962, includes a water quality laboratory where routine regulatory compliance tests are performed. In 2004, the plant became the largest membrane bioreactor facility in the West Coast of the United States, producing an average of 4.0 million gallons per day (mgd) of high-quality tertiary effluent (reclaimed water). Today, the plant continues to process secondary wastewater, directing it to percolation ponds to recharge Bunker Hill Basin B, and treats tertiary wastewater for recycling purposes, particularly for irrigation and cooling tower water for a local generation plant.

The wastewater budget includes all expenses required to operate and maintain the entire system, including system maintenance, wastewater treatment and disposal, recycled water system operation and maintenance, laboratory operations, and wastewater regulatory compliance.

Program Objectives:

- Provide reliable wastewater collection and treatment services in a fiscally responsible manner;
- Proactively inspect collection system facilities to identify and plan wastewater system facility rehabilitation and replacement capital projects;
- Clean and maintain the entire wastewater collection system mainlines every three (3) years;
- Maintain a 24/7 Emergency Response Team to reduce the potential for Sanitary Sewer System Overflows;
- Educate residents and businesses about problems associated with fats, oils, and grease (FOG) discharges into the wastewater collection and treatment system and implement a FOG reduction program;
- Establish a regulatory compliance program and pretreatment program for significant industrial dischargers;
- Meet or exceed wastewater treatment and discharge requirements, and recycled water service regulatory requirements.

Municipal Utilities and Engineering Department
Accomplishments in Fiscal Year 2022-23

Wastewater Treatment Plant:

- Replaced five (5) process pumps throughout WWTP;
- WWTP Enhancement Project:
  - Gas Conditioning
  - Fine Screens
  - Centrate Discharge
  - Bio-gas Stability Production
  - Enhancing Chlorine Contact Time in Tank Cleanup
  - Restoring and Optimizing Equalization Ponds for Efficient Treatment
  - Cleaning of Digesters from Enhanced Efficiency
- Completed design for WWTP Phase 2 Upgrade Project;
- LF/WWTP shared waste gas flare improvement project;
- Replacement of Ferric Chloride holding tank

Wastewater Collections:

- Root Control Program - 5.37 miles of sewer pipe were treated for root prevention;
- Roach Control Program - 2,315 sewer manholes were treated with Latex-Insecticidal Coating;
- Reduction of SSO's from previous years;
- Public Outreach/Education;
- Seventy (70) sewer main spot repairs were made to the Collection System as a result of sewer inspections;
- Adjusted sewer manhole frames and covers;
- Addition of three (3) Wastewater Collection System Worker;
- Cleaned over 220 miles of sewer pipe;
- Inspected over sixty (60) miles of sewer pipe

Joint Utilities Laboratory

- Completed amendment to the laboratory's accreditation in accordance with the Method Update Rules 2021;
- Successfully passed all annual proficiency testing for water pollutants and water quality (Wastewater and Drinking Water);
- Successfully completed the transition into TNI (The NELAC Institute) standards implementation mandated by the state.
- Acquired two laboratory equipment to add additional analytes to the laboratory's accreditation, reducing dependency on third-party laboratories.
- Successfully completed the preliminary design for the Laboratory Expansion Project.

DEPARTMENT/DIVISION
WASTEWATER SERVICE

FUND
WASTEWATER SERVICE FUND

ORGKEY
521900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	2,328,145	3,155,903	2,903,295	3,000,693	3,244,989
5002	Salaries: Part-Time	2,328	34,337	2,287	2,891	2,891
5101	Overtime Salaries	126,021	140,000	140,000	150,000	157,500
5201	Stand By	79,407	56,000	80,000	100,000	105,000
5202	Holiday Pay	73,937	-	69,061	-	-
5203	Bonus	108,521	-	2,950	976	996
5204	Accrual Payout	19,086	-	7,145	-	-
5301	Banked Leave Buy Back	38,782	44,949	52,897	41,291	47,101
5401	Pension Contributions	680,158	779,403	850,820	759,295	790,576
5501	FICA/Medicare	206,781	176,514	240,502	188,477	206,319
5601	Deferred Compensation	13,786	8,271	37,980	12,221	12,554
5701	Health/Dental Insurance	336,495	624,639	523,496	480,409	515,077
5702	Workers' Comp Insurance	77,243	83,515	83,515	99,460	102,920
5703	Disability Insurance	17,352	18,736	21,795	22,443	24,729
5704	Unemployment Insurance	2,634	13,714	20,973	12,738	13,172
5705	Life Insurance	1,939	1,855	2,151	1,840	1,903
5801	Vehicle Allowance	120	420	350	-	-
5802	Eyecare Reimbursement	2,164	6,626	6,626	8,760	9,060
5803	Clothing Allowance	5,565	7,380	9,115	7,965	8,265
5804	Uniform Rental	2,972	3,075	3,356	-	-
5901	Compensated Absences Expense	10,317	-	-	-	-
5903	Other Taxable Benefits	3,357	82,446	4,684	2,873	2,873
5904	Tuition Reimbursement	-	-	2,591	-	-
	TOTAL SALARIES AND BENEFITS	4,137,110	5,237,783	5,065,589	4,892,332	5,245,925
	SERVICES					
6005	License & Permits	122,839	208,000	160,000	178,000	178,000
6006	Taxes	-	6,000	-	-	-
6007	Penalties and Interest	105	-	1,051	-	-
6105	Medical/Physicals	1,216	1,650	700	1,650	1,650
6106	Other Professional Services	158,143	319,561	230,000	320,000	345,000
6301	Water Wastewater Refuse	30,594	12,000	76,000	30,000	30,000
6304	Telephone	19,146	12,000	22,000	18,000	18,000
6308	Elec Service-Facility Ops	1,245,087	850,000	1,300,000	1,250,000	1,250,000
6401	Meeting & Prof Development	5,188	7,200	6,500	9,000	9,000
6402	Travel Expense/Reimbursement	6,861	8,100	1,600	8,100	8,100
6403	Training	15,666	42,200	42,200	40,000	40,000
6501	Settlements/Judgments	-	100,000	-	100,000	-
6505	Retiree Health Insurance	371,576	400,000	400,000	420,000	441,000
6601	Postage	154	6,000	6,000	500	500
6703	Software Support/Development	40,435	114,804	50,000	100,000	100,000
6708	Special Program Expenditures	1,248	9,000	9,000	5,500	5,500
6710	Special Contractual Services	1,099,227	2,634,621	2,584,621	2,090,500	2,090,500
6801	City Attorney Legal Service	12,219	13,553	12,880	12,460	12,579
6802	Info Tech Service Charges	319,984	344,231	344,231	167,543	147,597
6803	City Garage Charges	265,861	283,769	360,336	494,118	514,762
6804	General Govt Service Charge	620,863	651,906	651,906	666,786	690,124
6805	Billing Services	262,500	450,000	450,000	250,000	250,000

DEPARTMENT/DIVISION
WASTEWATER SERVICE

FUND
WASTEWATER SERVICE FUND

ORGKEY
521900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES (CONT.)					
6901	Printing and Binding	2,430	5,000	5,000	3,500	3,500
6902	Advertising	1,818	5,000	5,000	2,000	2,000
6903	Janitorial Services	12,588	75,642	25,642	53,700	53,700
6905	Clothing and Linen Rent	23,362	38,000	38,000	38,000	38,000
6906	Office Equip & Furn Rent	2,682	3,300	3,300	3,300	3,300
6908	Other Rentals	36,923	62,700	62,700	61,500	61,500
6909	Subscriptions & Memberships	4,407	20,350	10,000	19,000	19,000
6911	Bad Debt Expense	71,818	-	-	-	-
6912	Reimbursed Expenditure	13	-	-	-	-
6914	Depreciation Expense	2,397,550	-	-	-	-
6916	Lease Amortization	15,575	-	-	-	-
	TOTAL SERVICES	7,168,075	6,684,588	6,858,667	6,343,157	6,313,312
	SUPPLIES					
7001	Books & Supplies	1,646	1,350	650	1,500	1,500
7002	Office Supplies	12,603	17,500	17,000	17,500	17,500
7003	Awards/Recognition Prgm	-	2,600	200	6,000	6,000
7004	Uniform/Safety Clothing	7,530	45,000	6,500	30,000	30,000
7101	Office Equipment & Furniture	593	2,000	2,211	2,000	2,000
7102	Small Tools & Equipment	45,020	51,554	51,500	41,500	41,500
7204	Building/Grounds Maintenance	34,369	84,195	126,000	96,000	96,000
7205	Machinery & Equip. Maint.	55,287	308,500	195,500	372,900	377,900
7206	Vehicle Maintenance	1,353	-	5,000	5,000	9,000
7208	Repair/Maintenance Supplies	729,867	1,105,693	1,105,693	1,000,000	977,000
7209	Janitorial Supplies	6,158	8,000	1,000	7,000	7,000
7211	Computer Components	9,086	15,700	15,700	12,250	12,250
7213	Motor Vehicle Supplies	2,295	10,000	1,000	10,000	10,000
7803	Chemical & Lab Supplies	888,601	1,234,400	1,234,400	1,251,500	1,252,500
7804	Medical Supplies	-	500	500	500	500
7807	Food	1,541	3,800	3,800	4,500	4,500
7810	Special Departmental Supplies	51,597	83,167	83,000	85,500	85,500
7901	Non-Capital Expenditures	24,590	-	-	-	-
	TOTAL SUPPLIES	1,872,137	2,973,959	2,849,654	2,943,650	2,930,650
	FIXED ASSETS					
8501	Other Betterments/Improv	29,900	-	-	30,000	100,000
8703	Computer Equipment	-	8,000	8,000	-	-
8704	Motor Vehicles	14,383	265,456	265,455	25,000	25,000
8705	Laboratory Equipment	186,283	73,774	73,774	60,000	65,000
8706	All Other Equipment	47,435	40,000	40,000	240,000	240,000
8801	Capital Lease	15,188	577,709	577,709	243,137	227,776
8999	Capital Expense Offset	(273,043)	-	-	-	-
	TOTAL FIXED ASSETS	20,146	964,939	964,938	598,137	657,776
	DEBT SERVICE					
9102	Interest-Lease	499	-	-	-	-
	TOTAL DEBT SERVICE	499	-	-	-	-
	DIVISION TOTAL	13,197,967	15,861,269	15,738,849	14,777,277	15,147,663

DEPARTMENT/DIVISION
WASTEWATER-PROJECTS AND GRANTS

FUND
WASTEWATER PROJECTS FUND

ORGKEY
521910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	193,189	1,531,443	173,881	-	-
6710	Special Contractual Services	-	70,000	70,000	-	-
6714	SWRCB Arrearage Bill Credit	136,970	-	-	-	-
6912	Admin Reimbursed	(13)	-	-	-	-
	TOTAL SERVICES	330,145	1,601,443	243,881	-	-
	SUPPLIES					
7901	Non-Capital Expenditures	-	65,926	-	150,000	-
	TOTAL SUPPLIES	-	65,926	-	150,000	-
	FIXED ASSETS					
8301	Construction in Progress	1,896,484	-	-	-	-
8401	Wastewater Infrastructure	-	7,452,195	3,328,717	2,200,000	1,500,000
8501	Other Betterments/Improv	845,086	70,000	70,000	800,000	47,535,000
8706	All Other Equipment	-	-	-	300,000	-
8999	Capital Expenditure Offset	(2,741,570)	-	-	-	-
	TOTAL FIXED ASSETS	-	7,522,195	3,398,717	3,300,000	49,035,000
	DIVISION TOTAL	330,145	9,189,564	3,642,598	3,450,000	49,035,000

DEPARTMENT/DIVISION
WASTEWATER DEBT SERVICE

FUND
WASTEWATER DEBT SERVICE FUND

ORGKEY
521930

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6004	Bank/Collection Agent Fees	26,064	17,590	17,590	8,903	-
	TOTAL SERVICES	26,064	17,590	17,590	8,903	-
	DEBT SERVICE					
9001	Principal	-	347,449	347,449	356,135	-
	TOTAL DEBT SERVICE	-	347,449	347,449	356,135	-
	DIVISION TOTAL	26,064	365,039	365,039	365,039	-
	FUND TOTAL	13,554,177	25,415,872	19,746,486	18,592,315	64,182,663

DEPARTMENT/DIVISION

WASTEWATER CAPITAL IMPROVEMENT

FUND

WASTEWATER CAPITAL IMPROVEMENT FUND

ORGKEY

529920

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	-	24,000	24,000	16,000	16,000
	TOTAL SERVICES	-	24,000	24,000	16,000	16,000
	FIXED ASSETS					
8301	Construction In Progress	132,704	-	-	-	-
8999	Capital Expenditure Offset	(132,704)	-	-	-	-
	TOTAL FIXED ASSETS	-	-	-	-	-
	FUND TOTAL	-	24,000	24,000	16,000	16,000

Municipal Utilities and Engineering Department
Non-Potable Water Division

Program Description:

The non-potable water utility produces and distributes water to an increasing number of customers to preserve precious water resources. The City encourages the use of non-potable water and requires that new developments install non-potable water facilities where non-potable water is or will become available. The City operates seven non-potable water systems, one of which is supplemented with a blend of recycled water, including twelve (12) non-potable groundwater production wells. MUED currently serves approximately 130 non-potable customers and operates and maintains fifteen (15) non-potable fire hydrants, and approximately 38 miles of non-potable pipelines.

Program Objectives:

- Provide non-potable water that meets or exceeds customer needs and all water quality requirements;
- Deliver non-potable water in a fiscally responsible manner;
- Expand non-potable system infrastructure as necessary to meet increasing demands;
- Increase public water conservation awareness.

Accomplishments in Fiscal Year 2022-23:

- Rehabilitated three (3) Non-Potable Groundwater wells

DEPARTMENT/DIVISION
NONPOTABLE WATER

FUND
NONPOTABLE WATER FUND

ORGKEY
531900

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SALARIES AND BENEFITS					
5001	Salaries: Full-Time	50,627	66,203	56,269	59,190	61,590
5101	Overtime Salaries	679	4,500	1,650	4,725	4,961
5201	Stand By	486	1,000	1,004	1,050	1,103
5202	Holiday Pay	907	-	260	-	-
5203	Bonus	1,495	-	400	244	249
5204	Accrual Payout	3,444	-	555	-	-
5301	Banked Leave Buy Back	1,205	2,728	1,087	2,558	2,898
5401	Pension Contributions	48,822	19,460	12,242	16,844	16,729
5501	FICA/Medicare	4,247	4,471	3,944	3,945	4,161
5601	Deferred Compensation	3,484	569	2,235	1,505	1,511
5701	Health/Dental Insurance	5,742	10,570	6,856	9,273	9,439
5702	Workers Compensation	295	324	324	-	-
5703	Disability Insurance	38	217	559	236	247
5704	Unemployment Insurance	29	32	27	174	174
5705	Life Insurance	-	-	-	25	25
5802	Eyecare Reimbursement	-	113	113	120	120
5803	Clothing Allowance	60	90	98	75	75
5804	Uniform Rental	43	38	38	-	-
5901	Compensated Absences Expense	212	-	-	-	-
5903	Other Taxable Benefits	33	2,593	17	30	30
	TOTAL SALARIES AND BENEFITS	121,848	112,908	87,678	99,994	103,312
	SERVICES					
6106	Other Professional Services	1,115	23,572	23,572	-	-
6308	Elec Service-Facility Ops	34,359	20,200	20,000	21,210	22,271
6401	Meeting & Prof Development	-	1,000	-	-	-
6402	Travel Expense	15	-	-	-	-
6403	Training	3	-	-	-	-
6710	Special Contractual Services	-	415,000	415,000	250,000	250,000
6803	City Garage Charges	192	205	4,074	4,961	5,168
6804	General Govt Service Charge	8,129	8,535	8,535	8,962	9,276
6908	Other Rentals	-	6,000	-	-	-
6914	Depreciation Expense	7,329	-	-	-	-
	TOTAL SERVICES	51,141	474,512	471,181	285,133	286,715
	SUPPLIES					
7208	Repair/Maintenance Supplies	-	50,000	50,000	50,000	50,000
7802	Purchased Water	-	25,000	-	-	-
	TOTAL SUPPLIES	-	75,000	50,000	50,000	50,000
	FIXED ASSETS					
8706	All Other Equipment	17,936	-	-	-	-
8999	Capital Expenditure Offset	(17,936)	-	-	-	-
	TOTAL FIXED ASSETS	-	-	-	-	-
	DIVISION TOTAL	172,989	662,420	608,859	435,127	440,026

DEPARTMENT/DIVISION

NONPOTABLE WATER-PROJECTS AND GRANTS

FUND

NONPOTABLE WATER PROJECTS FUND

ORGKEY

531910

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6106	Other Professional Services	337,935	1,060,533	130,000	-	-
6912	Reimbursed Expenditures	-	-	(298,693)	-	-
	TOTAL SERVICES	337,935	1,060,533	(168,693)	-	-
	SUPPLIES					
7901	Non-Capital Expenditures	52,200	268,234	-	-	-
	TOTAL SUPPLIES	52,200	268,234	-	-	-
	FIXED ASSETS					
8402	Water Infrastructure	-	447,639	-	-	-
8405	Other Infrastructure	-	-	597,386	-	-
	TOTAL FIXED ASSETS	-	447,639	597,386	-	-
	DIVISION TOTAL	390,135	1,776,406	428,693	-	-
	FUND TOTAL	563,124	2,438,827	1,037,552	435,127	440,026

DEPARTMENT/DIVISION

NONPOTABLE CAPITAL IMPROVEMENT

FUND

NONPOTABLE CAPITAL IMPROVEMENT FUND

ORGKEY

532920

OBJECT		2022-23 ACTUAL (AUDITED)	2023-24 ADJUSTED BUDGET	2023-24 12 MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
	SERVICES					
6804	General Govt Service Charge	-	2,600	2,600	2,500	2,500
	TOTAL SERVICES	-	2,600	2,600	2,500	2,500
	FIXED ASSETS					
8301	Construction In Progress	343,992	-	-		
8402	Water Infrastructure	-	337,586	337,586	-	-
8999	Capital Expenditure Offset	(343,992)	-	-		
	TOTAL FIXED ASSETS	-	337,586	337,586	-	-
	FUND TOTAL	-	340,186	340,186	2,500	2,500

Schedule of Proposed Reserves
FY 2025

Governmental Funds	Reserve	Estimated Balance 6/30/2024	Net Proposed Increase (Decrease) 2024-25	Estimated Total Reserve 6/30/2025
General Fund (101)	Contingency	9,794,310	-	9,794,310
	Set-asides:			
	Public Benefit - Parks & Rec.	607,635	(607,635)	-
	Public Benefit - Trails Develpmt.	658,160	-	658,160
	Public Benefit - Open Space	695,414	-	695,414
	Public Benefit - Other Impv.	36,930	-	36,930
	Reserve for Parking Imprv.	994,001	(650,000)	344,001
	Maint: Park Facilities	100,000	-	100,000
	Maint: Buildings & Imprvs.	1,753,968	-	1,753,968
	Unfunded Mandates	1,928,462	(850,000)	1,078,462
	Capital: HVAC, IT Equip.	200,000	-	200,000
	Capital: over $50,000	906,084	-	906,084
	General Fund Vehicles	62,506	-	62,506
	Fire Equipment	408,142	-	408,142
	Sidewalk Imprv.	150,462	-	150,462
	Future Facilites	18,805,890	-	18,805,890
	Public Safety / Homelessness	2,527,356	-	2,527,356
	Total	$ 39,629,322	$ (2,107,635)	$ 37,521,687
Enterprise Funds				
Water (501)	Operating	$ 2,936,131	$ -	$ 2,936,131
	Maintenance	2,612,655	-	2,612,655
	Rate Stabilization	200,000	-	200,000
	Capital	658,987	-	658,987
	Treatment Plant Capital	5,000,000	-	5,000,000
	Total	$ 11,407,773	$ -	$ 11,407,773
Solid Waste (511)	Operating	$ 171,601	$ -	$ 171,601
	Capital	-	-	-
	Equipment Replacement	-	-	-
	Borrow Site	-	-	-
	Total	$ 171,601	$ -	$ 171,601
Wastewater (521)	Operating	$ 1,290,727	$ -	$ 1,290,727
	Capital Contingency	1,429,395	-	1,429,395
	Capital	548,825	-	548,825
	Treatment Plant Capital	747,291	-	747,291
	Total	$ 4,016,238	$ -	$ 4,016,238
Non-Potable (531)	Capital Contingency	$ 17,981	$ -	$ 17,981
Groves (538)	Capital	$ 298,288	$ (298,288)	$ -
Internal Service Funds				
Liability Insurance (602)	Self-Insured Retention	$ 500,000	$ -	$ 500,000
Information Technology (604)	ERP System	$ 39,577	$ -	$ 39,577
Workers Comp (606)	Self-Insured Retention	$ 1,000,000	$ -	$ 1,000,000

Schedule of Proposed Reserves
FY 2026

Governmental Funds	Reserve	Estimated Balance 6/30/2025	Net Proposed Increase (Decrease) 2025-26	Estimated Total Reserve 6/30/2026
General Fund (101)	Contingency	9,794,310	-	9,794,310
	Set-asides:			
	Public Benefit - Trails Develpmt.	658,160	-	658,160
	Public Benefit - Open Space	695,414	(200,000)	495,414
	Public Benefit - Other Impv.	36,930	-	36,930
	Reserve for Parking Imprv.	344,001	-	344,001
	Maint: Park Facilities	100,000	-	100,000
	Maint: Buildings & Imprvs.	1,753,968	(750,000)	1,003,968
	Unfunded Mandates	1,078,462	(750,000)	328,462
	Capital: HVAC, IT Equip.	200,000	-	200,000
	Capital: over $50,000	906,084	-	906,084
	General Fund Vehicles	62,506	-	62,506
	Fire Equipment	408,142	-	408,142
	Sidewalk Imprv.	150,462	-	150,462
	Future Facilites	18,805,890	-	18,805,890
	Public Safety / Homelessness	2,527,356	-	2,527,356
	Total	$ 37,521,687	$ (1,700,000)	$ 35,821,687
Enterprise Funds				
Water (501)	Operating	$ 2,936,131	$ -	$ 2,936,131
	Maintenance	2,612,655	-	2,612,655
	Rate Stabilization	200,000	-	200,000
	Capital	658,987	-	658,987
	Treatment Plant Capital	5,000,000	-	5,000,000
	Total	$ 11,407,773	$ -	$ 11,407,773
Solid Waste (511)	Operating	$ 171,601	$ -	$ 171,601
	Total	$ 171,601	$ -	$ 171,601
Wastewater (521)	Operating	$ 1,290,727	$ (1,290,727)	$ -
	Capital Contingency	1,429,395	(1,429,395)	-
	Capital	548,825	(548,825)	-
	Treatment Plant Capital	747,291	(747,291)	-
	Total	$ 4,016,238	$ (4,016,238)	$ -
Non-Potable (531)	Capital Contingency	$ 17,981	$ -	$ 17,981
Groves (538)	Capital	$ -	$ -	$ -
Internal Service Funds				
Liability Insurance (602)	Self-Insured Retention	$ 500,000	$ -	$ 500,000
Information Technology (604)	ERP System	$ 39,577	$ -	$ 39,577
Workers Comp (606)	Self-Insured Retention	$ 1,000,000	$ -	$ 1,000,000

Loans Outstanding
Fiscal Year 2025

	Unaudited Balance 6/30/2024	Estimated New Loans 2024-25	Estimated Repayments 2024-25	Estimated Balance 6/30/2025
Water (501) Loan Outstanding to:				
Cemetery (562)	$ 462,635	-	150,000	$ 312,635
Solid Waste (511) Loan Outstanding to:				
Aviation (564)	$ 683,613	-	54,000	$ 629,613

Loans Outstanding
Fiscal Year 2026

	Unaudited Balance 6/30/2025	Estimated New Loans 2025-26	Estimated Repayments 2025-26	Estimated Balance 6/30/2026
Water (501) Loan Outstanding to:				
Cemetery (562)	$ 312,635	-	150,000	$ 162,635
Solid Waste (511) Loan Outstanding to:				
Aviation (564)	$ 629,613	-	54,000	$ 575,613

Attachment D

City of Redlands
Adopted Budget Summary
Summary of 2025 Financial Sources and Requirements

		SOURCES					REQUIREMENTS				
		Beginning Fund Balance/ Cash Balance	Revenues	Inter-Fund Transfers From	Other*	TOTAL	Appropriations	Inter-Fund Transfers To	Other*	TOTAL	Ending Fund Balance/ Cash Balance
101	General Fund	$ 43,816,555	115,726,849	$ 2,506,621	$ 2,107,635	$ 164,157,661	$ 115,899,075	$ 11,642,556	-	$ 127,541,631	36,616,029
200	General Govt. Grants	228,168	-	-	-	228,168	-	-	-	-	228,168
205	Emergency Services	-	1,105,000	5,426,894	-	6,531,894	6,531,894	-	-	6,531,894	-
206	Household Haz. Waste	262,604	130,000	-	-	392,604	152,575	-	-	152,575	240,029
207	Gas Tax	446,429	3,868,354	-	-	4,314,783	-	3,868,354	-	3,868,354	446,429
209	Local Transportation	129,332	-	-	-	129,332	-	-	-	-	129,332
210	Measure I 2010	-	2,200,000	-	-	2,200,000	8,197	2,191,803	-	2,200,000	-
211	PARIS	2,829,876	150,000	6,227,059	-	9,206,935	5,426,133	-	-	5,426,133	3,780,802
221	Air Quality Improv.	154,070	92,000	-	-	246,070	147,578	-	-	147,578	98,492
223	Traffic Safety	-	127,000	-	-	127,000	-	127,000	-	127,000	-
227	Open Space	2,438,597	80,000	-	-	2,518,597	1,600	-	-	1,600	2,516,997
236	Downtown Business Area	-	25,000	100,294	-	125,294	125,294	-	-	125,294	-
237	Parking Authority	-	8,000	15,496	-	23,496	23,496	-	-	23,496	-
238	Public Art Fund	9,411	-	-	-	9,411	-	-	-	-	9,411
241	Trans. Dev. Act Grant	92	-	-	-	92	-	-	-	-	92
246	Asset Forfeiture	1,744,146	227,293	-	-	1,971,439	207,293	-	-	207,293	1,764,146
249	Supp. Law Enforcement	211,645	262,058	-	-	473,703	260,558	-	-	260,558	213,145
250	Park & Open Space Dvlp.	2,336,775	500,000	-	-	2,836,775	1,235,660	-	-	1,235,660	1,601,115
251	Public Facilities Develop.	1,802,337	360,000	-	-	2,162,337	7,200	-	-	7,200	2,155,137
252	Arterial Street Construction	4,900,243	2,370,000	-	-	7,270,243	4,304,400	-	-	4,304,400	2,965,843
253	Traffic Signals	592,210	13,000	-	-	605,210	75,260	-	-	75,260	529,950
254	Freeway Interchanges	971,766	110,000	-	-	1,081,766	2,200	-	-	2,200	1,079,566
255	Inclusionary Housing	-	1,800,000	-	-	1,800,000	145,000	-	-	145,000	1,655,000
260	Street Lighting Dist. #1	40,653	24,820	-	-	65,472	35,057	-	-	35,057	30,415
261	CFD 2004-1	6,880	700,000	30,000	-	736,880	614,697	105,000	-	719,697	17,183
263	Landscape Maint. Dist.	-	29,000	26,438	-	55,438	55,438	-	-	55,438	-
305	General Debt Service	209,812	30,500	-	172,323	412,635	412,635	-	-	412,635	-
405	Storm Drain Construction	2,720,379	75,000	-	-	2,795,379	73,900	0	-	73,900	2,721,479
406	Safety/City Hall Replacement	327,448	-	-	-	327,448	-	-	-	-	327,448
501	Water Service	36,077,523	40,031,500	637,000	150,000	76,896,023	43,107,995	588,011	-	43,696,006	33,200,017
508	Source Acquisition	2,028,895	80,000	-	-	2,108,895	1,600	-	-	1,600	2,107,295
509	Water Capital Improvement	-	650,000	-	-	650,000	13,000	637,000	-	650,000	-
511	Solid Waste Service	6,006,051	20,310,000	1,500,000	60,000	27,876,051	18,976,491	2,563,813	-	21,540,304	6,335,747
517	Calif St Landfill Closure	411,155	-	150,000	-	561,155	-	-	150,000	150,000	411,155
519	Solid Waste Cap. Improv.	3,286,346	100,000	-	-	3,386,346	2,000	1,500,000	-	1,502,000	1,884,346
521	Wastewater Service	7,905,680	59,131,500	200,771	-	67,237,951	18,592,315	244,209	0	18,836,524	48,401,427
529	WW Capital Improvement	2,914,289	800,000	-	-	3,714,289	16,000	200,771	-	216,771	3,497,518
531	Non-Potable Water Service	2,541,366	703,000	-	-	3,244,366	435,127	-	-	435,127	2,809,239
532	Non-Potable Capital Imprv	1,158,252	125,000	-	-	1,283,252	2,500	-	-	2,500	1,280,752
538	Groves	364	924,500	204,510	-	1,129,374	1,375,241	-	-	1,375,241	(245,868)
562	Cemetery	1,513,610	1,323,430	-	-	2,837,040	1,632,832	-	150,000	1,782,832	1,054,208
564	Aviation	250,016	523,842	-	-	773,858	499,528	-	60,000	559,528	214,331
602	Liability Self-Insurance	500,000	1,000	6,643,434	-	7,144,434	6,644,434	-	-	6,644,434	500,000
604	Dept of Innovation & Tech	6,079,792	4,500,000	-	-	10,579,792	7,492,041	-	-	7,492,041	3,087,751
606	Workers' Compensation	3,669,439	3,341,584	-	-	7,011,023	3,341,584	-	-	3,341,584	3,669,439
607	Equipment Maintenance	6,109,517	11,267,243	-	-	17,376,760	10,470,840	-	-	10,470,840	6,905,920
608	Utility Billing	2,271,057	1,982,300	-	-	4,253,357	2,591,770	-	-	2,591,770	1,661,587
705	Simonds Endowment	29,477	-	-	-	29,477	-	-	-	-	29,477
706	Pauline Stancliff Mem. Trust	3,133	-	-	-	3,133	-	-	-	-	3,133
810	CFD Trust	3,094,891	1,587,712	-	-	4,682,603	1,587,712	-	-	1,587,712	3,094,891
820	Successor Agency to RDA	-	-	-	-	-	-	-	-	-	-
	TOTAL (MEMO ONLY)	$ 152,030,281	$ 277,396,485	$ 23,668,517	$ 2,489,958	$ 455,585,243	$ 252,528,151	$ 23,668,517	$ 360,000	$ 276,556,669	179,028,574

* Other includes Decreases & Increases in Reserves, Loan Repayments From & To, etc. For specific detail, refer to the Financial Plans and Summaries section.

Attachment D

City of Redlands
Adopted Budget Summary
Summary of 2026 Financial Sources and Requirements

		SOURCES					REQUIREMENTS				
		Beginning Fund Balance/ Cash Balance	Revenues	Inter-Fund Transfers From	Other*	TOTAL	Appropriations	Inter-Fund Transfers To	Other*	TOTAL	Ending Fund Balance/ Cash Balance
101	General Fund	$ 36,616,029	119,628,919	$ 2,611,093	$ 1,700,000	$ 160,556,041	$ 117,447,389	$ 12,197,496	3,730,000	$ 133,374,885	27,181,156
200	General Govt. Grants	228,168	-	-	-	228,168	-	-	-	-	228,168
205	Emergency Services	-	1,105,000	5,720,339	-	6,825,339	6,825,339	-	-	6,825,339	-
206	Household Haz. Waste	240,029	140,000	-	-	380,029	158,256	-	-	158,256	221,773
207	Gas Tax	446,429	4,061,395	-	-	4,507,824	-	4,061,395	-	4,061,395	446,429
209	Local Transportation	129,332	-	-	-	129,332	-	-	-	-	129,332
210	Measure I 2010	-	2,310,000	-	-	2,310,000	8,484	2,301,516	-	2,310,000	-
211	PARIS	3,780,802	150,000	6,430,008		10,360,810	5,612,566	-	-	5,612,566	4,748,244
221	Air Quality Improv.	98,492	92,000	-	-	190,492	160,966	-	-	160,966	29,525
223	Traffic Safety	-	127,000	-	-	127,000	-	127,000	-	127,000	-
227	Open Space	2,516,997	80,000	-	-	2,596,997	1,600	-	-	1,600	2,595,397
236	Downtown Business Area	-	30,000	98,145	-	128,145	128,145	-	-	128,145	-
237	Parking Authority	-	8,000	15,722	-	23,722	23,722	-	-	23,722	-
238	Public Art Fund	9,411	-	-	-	9,411	-	-	-	-	9,411
241	Trans. Dev. Act Grant	92	-	-	-	92	-	-	-	-	92
246	Asset Forfeiture	1,764,146	227,793	-	-	1,991,939	207,793	-	-	207,793	1,784,146
249	Supp. Law Enforcement	213,145	262,058	-	-	475,203	260,558	-	-	260,558	214,645
250	Park & Open Space Dvlp.	1,601,115	500,000	-	-	2,101,115	115,626	-	-	115,626	1,985,489
251	Public Facilities Develop.	2,155,137	360,000	-	-	2,515,137	7,200	-	-	7,200	2,507,937
252	Arterial Street Construction	2,965,843	220,000	-	-	3,185,843	2,354,400	-	-	2,354,400	831,443
253	Traffic Signals	529,950	13,000	-	-	542,950	500,260	-	-	500,260	42,690
254	Freeway Interchanges	1,079,566	110,000	-	-	1,189,566	2,200	-	-	2,200	1,187,366
255	Inclusionary Housing	1,655,000	1,500,000	-	-	3,155,000	145,000	-	-	145,000	3,010,000
260	Street Lighting Dist. #1	30,415	25,564	-	-	55,979	36,053	-	-	36,053	19,926
261	CFD 2004-1	17,183	703,156	30,000	-	750,339	625,149	108,150		733,299	17,040
263	Landscape Maint. Dist.	-	29,000	26,830	-	55,831	55,831			55,831	-
305	General Debt Service	-	30,500	-	397,206	427,706	427,706	-	-	427,706	-
405	Storm Drain Construction	2,721,479	75,000	-	-	2,796,479	3,900	-	-	3,900	2,792,579
406	Safety/City Hall Replacement	327,448	-	-	-	327,448	-	-	-	-	327,448
501	Water Service	33,200,017	41,126,500	637,000	150,000	75,113,517	42,288,651	591,216	-	42,879,867	32,233,649
508	Source Acquisition	2,107,295	80,000	-	-	2,187,295	1,600	-	-	1,600	2,185,695
509	Water Capital Improvement	-	650,000	-	-	650,000	13,000	637,000	-	650,000	-
511	Solid Waste Service	6,335,747	20,310,000	-	60,000	26,705,747	19,482,257	2,577,821	-	22,060,078	4,645,669
517	Calif St Landfill Closure	411,155	-	160,000	-	571,155	-	-	160,000	160,000	411,155
519	Solid Waste Cap. Improv.	1,884,346	100,000	-	-	1,984,346	2,000	-	-	2,000	1,982,346
521	Wastewater Service	48,401,427	14,756,500	-	4,016,238	67,174,165	64,182,663	244,648		64,427,311	2,746,854
529	WW Capital Improvement	3,497,518	800,000	-	-	4,297,518	16,000	-	-	16,000	4,281,518
531	Non-Potable Water Service	2,809,239	703,000	-	-	3,512,239	440,026	-	-	440,026	3,072,213
532	Non-Potable Capital Imprv	1,280,752	125,000	-	-	1,405,752	2,500	-	-	2,500	1,403,252
538	Groves	(245,868)	952,235	410,645	-	1,117,012	1,412,770	-	-	1,412,770	(295,758)
562	Cemetery	1,054,208	1,389,602	-	-	2,443,810	1,640,450	-	150,000	1,790,450	653,360
564	Aviation	214,331	560,632	-	-	774,962	542,286	-	60,000	602,286	172,676
602	Liability Self-Insurance	500,000	1,500	6,706,460	-	7,207,960	7,207,960	-	-	7,207,960	-
604	Dept of Innovation & Tech	3,087,751	4,000,000	-	-	7,087,751	7,043,947	-	-	7,043,947	43,804
606	Workers' Compensation	3,669,439	3,457,011	-	-	7,126,450	3,457,011	-	-	3,457,011	3,669,439
607	Equipment Maintenance	6,905,920	11,748,896	-	-	18,654,816	10,911,542	-	-	10,911,542	7,743,273
608	Utility Billing	1,661,587	1,982,300	-	-	3,643,887	2,663,660	-	-	2,663,660	980,227
705	Simonds Endowment	29,477	-	-	-	29,477	-	-	-	-	29,477
706	Pauline Stancliff Mem. Trust	3,133	-	-	-	3,133	-	-	-	-	3,133
810	CFD Trust	3,094,891	1,603,371	-	-	4,698,262	1,603,371	-	-	1,603,371	3,094,891
820	Successor Agency to RDA	-	-	-	-	-	-	-	-	-	-
	TOTAL (MEMO ONLY)	$ 179,028,573	$ 236,134,931	$ 22,846,242	$ 6,323,444	$ 444,333,192	$ 298,019,838	$ 22,846,242	$ 4,100,000	$ 324,966,080	119,367,113

* Other includes Decreases & Increases in Reserves, Loan Repayments From & To, etc. For specific detail, refer to the Financial Plans and Summaries section.

CAPITAL IMPROVEMENT PLAN
FY 2025 THROUGH FY 2030

CAPITAL IMROVEMENT PLAN

The City of Redlands' Capital Improvement Plan (CIP) guides the City's long term, strategic decisions regarding the construction, repair and replacement of the City's assets including streets, public buildings, water and sewer pipeline, and parks. The CIP covers a six-year planning horizon, or three biennial budget cycles. It serves as a financial tool, identifying funds for the wide variety of mid- and longer-term capital projects, as well as a planning tool to ensure capital projects are consistent with the City's General Plan. It is a projection of the City's needed capital investments over a six-year period, both funded and unfunded. The CIP will be updated with each new biennial budget and will be adjusted periodically to maintain its relevance. The City Budget will incorporate the first two years of the CIP into a Capital Budget.

Development of the CIP is an intensive process and involves a comprehensive review of the goals and direction of the City's future infrastructure needs. Before capital projects become official CIP projects, they undergo a prioritization process, where City staff identify assets for repair, replacement, or purchase in the next two-year budget cycle. When the City Council adopts the biennial budget, projects included in those fiscal years become part of the Capital Budget.

Capital projects included in the CIP are projects specifically designed for large-scale, long-term investment that builds, replaces, or improves an asset (for example, buildings, parks, storm drains, water pipeline, roads, etc.). Capital projects should have a design life of at least ten years and a minimum cost of approximately $50,000. Additionally, capital items not meeting the criteria of "capital projects" as mentioned above are referred to as "Capital Outlay". These items include vehicles, equipment, and other capital expenses that do not meet criteria for a project.

It is important to note that capital projects differ from maintenance projects, which are not within the CIP. Maintenance projects are typically smaller in scale and cost and refer to more short-term repairs or preventative measures to ensure vital public infrastructure remains operational.



Capital Project

- Create or exand upon existing assets
- Provide a link between long-range strategic plans and current resources/needs
- May be funded through cash or debt financing
- Extend the useful life of an asset and/or increase its value/capacity



Maintenance Project

- Repair relatively minor damage to an asset
- Preserve the original state of a capital asset through preventative or curative measures
- Mostly routine
- Conserve the operational abilities of City property
- Part of ongoing operational budget

The CIP includes two years' worth of budgeted projects and a four-year plan for projects intended to meet the City's current or anticipated capital needs, the funding sources (if available), and some highlighted projects with details and descriptions.

General Fund CIP
Significant improvements are planned for the City's parks, the Community and Senior Centers, neighborhood infrastructure, streets, and various community facilities. One of the most significant projects is the renovation of Texonia Park at $1.7 million. Improvements include a new irrigation system, the complete replacement of existing restroom facilities, new playground equipment, soccer field re-grading, the addition of pathways and lighting, the addition of exercise equipment and parking lot improvements. Other projects include: $325,000 in traffic signal cabinet and sensor equipment replacement, $650,000 in parking structure repairs, $400,000 for the construction of the Ford Park Lower Restrooms, $500,000 in City sidewalk and ADA Ramp replacements, and $3.7 million for debt service for the Safety Hall Construction project which will be the new home for the Police Department.

Water Fund CIP
Capital investments in the City's water and wastewater systems are important for maintaining higher service availability and reliability for residents and businesses. In the Water Fund, appropriations for FY 2025 and 2026 total roughly $43.4 and $42.6 million, with about $15.6 million dedicated to capital improvement projects (CIP) in FY 2025 and $14.5 million dedicated in FY 2026. The largest planned water project through FY 2030 is roughly $18 million for the pipeline replacement project. Other planned CIP projects include the expansion of treatment and distribution facilities, laboratory improvements, security improvements, fleet and heavy-duty equipment replacements, and a filter press to dewater sludge at the Hinckley Water Treatment Plant.

Wastewater Fund CIP
In the Wastewater Fund, appropriations total approximately $18.6 and $64.2 million for FY 2025 and 2026, with $3 million in pipeline replacement budgeted to replace a combined total of roughly 5 to 6 miles of sewer pipeline. It is worth noting that the Wastewater Fund's largest project, the Wastewater Treatment Plant Capital Modifications Phase 2 (~$45 million) is included in the FY 2026 Proposed Budget request currently. Municipal Utilities and Engineering staff were notified that the City has been awarded a State Revolving Fund loan to finance the construction of the project. The funding process will still take 12 to 24 months to complete. The Clean Water State Revolving Fund is a federal-state partnership that provides low-cost financing to communities for a wide range of water quality infrastructure projects, including municipal wastewater facilities. The project will completely rebuild the existing facility, which was originally constructed in 1962, and expanded in 1972, 1988 and 2004.

Other Fund CIP
The City has also invested in capital projects for other funds such as the Paris Fund, Parks and Open Space Fund, and Arterial Street Construction Fund. Capital investments for these other funds include the following, $8 million in FY 2025 and 2026 for the Paris fund for street resurfacing, $1.1 million in FY 2025 for the Parks and Open Space Fund for various improvements to City parks, $6.6 million in FY 2025 and 2026 for the Arterial Street Construction Fund for street widening projects.

The CIP is divided into sections according to fund. Each fund will contain lists of projects included in the six-year planning horizon, a brief description of the project and an estimated dollar amount for each project.

City of Redlands 6-Year Capital Improvement Plan (CIP)

Orgkey	Object	Division	Project Name	FY 2025 Budget	FY 2026 Budget	Unfunded 2025 and 2026 Requests	FY 2027 Plan	FY 2028 Plan	FY 2029 Plan	FY 2030 Plan	6 Year Funded and Planned Total
GENERAL FUND											
Library											
101190	8503	Library	Smiley Library Basement Remodel	-	-	100,000	667,000	667,000	667,000	667,000	2,668,000
101190	8503	Library	Contemporary Club Remodel / Including New Roof & Exterior Doors	-	-	-	-	-	750,000	750,000	1,500,000
			Total Library	**-**	**-**	**100,000**	**667,000**	**667,000**	**1,417,000**	**1,417,000**	**4,168,000**
Police Department											
101202	8503	Support Services	Safety Hall Construction	-	3,730,000	-	3,730,000	3,730,000	3,730,000	3,730,000	18,650,000
			Total Police Department	**-**	**3,730,000**	**-**	**3,730,000**	**3,730,000**	**3,730,000**	**3,730,000**	**18,650,000**
Fire Department											
101250	8501	Suppression	FS263 Remodel to bring facility up to essential services seismic life safety standards	-	-	2,200,000	-	-	-	-	-
101250	8503	Suppression/EM	Apparatus Bay Storage Structure @ City Yard	600,000	-	-	-	-	-	-	600,000
101250	8503	Suppression	Design and Construction of one (1) fire station	-	-	1,500,000	1,500,000		1,100,000	1,100,000	3,700,000
101250	8503	Suppression	Architectural Design Docs for two (2) new fire stations	-	-	-	-	-	-	500,000	500,000
101250	8503	Suppression	FS261 Remodel	-	-	-	-	-	1,250,000	1,250,000	2,500,000
			Total Fire Department	**600,000**	**-**	**3,700,000**	**1,500,000**	**-**	**2,350,000**	**2,850,000**	**7,300,000**
Facilities and Community Services											
101300	8706	FCS Admin	State St. Renovations	-	50,000	-	250,000	250,000	250,000	250,000	1,050,000
101301	8501	Administration	Parking Deck Structural Repairs	650,000	-	-	-	-	-	-	650,000
101301	8501	Building Maint	PD Annex HVAC Upgrade/ Replacement	-	-	50,000	150,000	400,000	-	-	550,000
101301	8501	Building Maint	City Yard HVAC replacements	-	-	-	200,000	200,000	200,000	-	600,000
101301	8501	Building Maint	Upgrade replace motorized gates at city yard	-	-	100,000	-	-	-	-	-
101301	8501	Building Maint	Civic Center Flat Roofs	-	-	-	-	350,000	-	-	350,000
101302	8000	Electrical	Video detection (10)	200,000	-	200,000	-	-	-	-	200,000
101302	8000	Electrical	Traffic signal cabinet/controller (5)	125,000	-	125,000	-	-	-	-	125,000
101303	8503	Parks	Ford Lower Restroom Construction	400,000	-	-	-	-	-	-	400,000
101303	8503	Parks	Brookside Park Renovations	-	-	150,000	-	-	-	-	-
101303	8503	Parks	Community Park Bleachers	-	-	120,000	-	-	-	-	-
101303	8501	Parks	Sewell Theater Fencing	-	-	200,000	-	-	-	-	-
101303	8501	Parks	Texonia Renovations	1,707,635	-	1,572,365	-	-	-	-	1,707,635
101303	8501	Parks	Replace roof on structure - Ed Hales Park	-	-	50,000	-	-	-	-	-
101303	8501	Parks	Replace concrete stage at Bowl	-	-	100,000	-	-	-	-	-
101303	8503	Parks	Park Restroom replacement-city wide	-	-	-	350,000	350,000	350,000	350,000	1,400,000
101303	8706	Parks	Freeway Frontage Landscape	90,000	90,000	420,000	-	-	-	-	180,000
101309	8501	Parks/Rec	Community Center Renovation Phase 3	-	-	750,000	-	-	-	-	-
101309	8501	Parks/Rec	Community Center Game room Renovation	-	-	710,256	-	-	-	-	-
101309	8501	Parks/Rec	Community Garden Renovations	-	-	200,000	-	-	-	-	-
101309	8501	Parks/Rec	Ford Park Tennis Court Renovation	-	-	-	-	250,000	-	-	250,000
101309	8501	Parks/Rec	Clement Tennis Court Renovation	-	-	-	-	-	250,000	-	250,000
101309	8501	Parks/Rec	Carriage House Renovation and additional parking lot	-	-	600,000	-	-	-	-	-
101309	8501	Parks/Rec	Sylvan Park Care Taker House Renovation	-	-	-	-	-	-	500,000	500,000
101309	8501	Parks/Rec	Splash Pad	-	-	-	-	-	-	-	-
101311	8501	Animal Services	Animal Shelter Expansion	-	-	4,400,000	-	-	-	-	-
			Total Facilities and Community Services	**3,172,635**	**140,000**	**9,747,621**	**950,000**	**1,800,000**	**1,050,000**	**1,100,000**	**8,212,635**
Municipal Utilities and Engineering Department											
101400	8403	Engineering	Citywide Sidewalk and ADA Ramps Replacement	500,000	500,000	1,000,000	500,000	500,000	500,000	500,000	3,000,000
101400	8403	Engineering	Alley Improvements	-	-	2,000,000	500,000	500,000	500,000	500,000	2,000,000
101400	8501	Engineering	TPC Recommended Project	-	-	200,000	-	-	-	-	-
			Total Municipal Utilities and Engineering Department	**500,000**	**500,000**	**3,200,000**	**1,000,000**	**1,000,000**	**1,000,000**	**1,000,000**	**5,000,000**
			Grand Total General Fund	**4,272,635**	**4,370,000**	**16,747,621**	**7,847,000**	**7,197,000**	**9,547,000**	**10,097,000**	**43,330,635**

City of Redlands 6-Year Capital Improvement Plan (CIP)

OTHER FUNDS

Orgkey	Object	Division	Project Name	FY 2025 Budget	FY 2026 Budget	Unfunded 2025 and 2026 Requests	FY 2027 Plan	FY 2028 Plan	FY 2029 Plan	FY 2030 Plan	6 Year Funded and Planned Total
Air Quality Management Fund											
221400	8501		Funding for the construction of San Bernardino Ave and Church St traffic signal improvement	146,700	-	-	-	-	-	-	146,700
221400	8501		City match for the proposed grant-funded traffic signal improvements project @ Cypress and Caj	-	160,000	-	-	-	-	-	160,000
			Total Air Quality Management Fund	**146,700**	**160,000**	-	**-**	**-**	**-**	**-**	**306,700**
PARIS Fund											
211910	8403	PARIS/PMP	Street Resurfacing Project	4,040,000	4,000,000	-	4,000,000	4,000,000	4,000,000	4,000,000	24,040,000
211910	8501	PARIS/PMP	Alley Improvements	500,000	500,000	-	500,000	500,000	500,000	500,000	3,000,000
			Total PARIS Fund	**4,540,000**	**4,500,000**	-	**4,500,000**	**4,500,000**	**4,500,000**	**4,500,000**	**27,040,000**
Parks and Open Space Fund											
250400	8501	Parks/Open	Football Crows Nest and Building - Coyazo Park	400,000	-	-	-	-	-	-	400,000
250400	8501	Parks/Open	BMX Pump Track	500,000	-	-	-	-	-	-	500,000
250400	8501	Parks/Open	Texonia Renovations	220,000	-	-	-	-	-	-	220,000
			Total Parks and Open Space Fund	**1,120,000**	**-**	-	**-**	**-**	**-**	**-**	**1,120,000**
Arterial Street Fund											
252400	8501	Arterial	California/Redlands Widening	4,300,000	-	-	-	-	-	-	4,300,000
252400	8501	Arterial	California/Lugonia Widening	-	1,150,000	-	-	-	-	-	1,150,000
252400	8501	Arterial	Citrus Avenue Widening	-	1,200,000	-	-	-	-	-	1,200,000
			Total Arterial Street Fund	**4,300,000**	**2,350,000**	-	**-**	**-**	**-**	**-**	**6,650,000**
Traffic Signals Fund											
253400	8501	Traffic Signal	Traffic Signal Improvement Cypress/Cajon	75,000	500,000	-	-	-	-	-	575,000
			Total Traffic Signals Fund	**75,000**	**500,000**	-	**-**	**-**	**-**	**-**	**575,000**
Freeway Interchange Fund											
254400	8501	Interchange	Widen eastbound off-ramp (I-10/California)	-	-	-	-	2,000,000	-	-	2,000,000
			Total Freeway Interchange Fund	**-**	**-**	-	**-**	**2,000,000**	**-**	**-**	**2,000,000**
Storm Drain Fund											
405400	8404	Storm Drain	Redlands Country Club Drainage Improvements	70,000	-	-	-	-	-	-	70,000
			Total Storm Drain Fund	**70,000**	**-**	-	**-**	**-**	**-**	**-**	**70,000**
Water Fund											
501900	8501	Water Operations	AWIA Security Fencing	500,000	500,000	-	-	-	-	-	1,000,000
501900	8501	Water Operations	Hinckley WTP Expansion	150,000	-	-	-	-	-	-	150,000
501910	8501	Water Projects	Joint Utility Lab Improvements-Design & Construction (Phases)	500,000	2,000,000	-	1,700,000	1,700,000	-	-	5,900,000
501910	8402	Water Projects	CIP Waterline Replacements (Construction)	4,500,000	4,500,000	-	4,500,000	4,500,000	4,500,000	4,500,000	27,000,000
501910	8402	Water Projects	Highline Replacement	4,500,000	-	-	-	-	-	-	4,500,000
501910	8501	Water Projects	AWIA Security Fencing (HWTP, TWTP, HAWC, Maguet 2, E.L. 6)	3,000,000	-	-	-	-	-	-	3,000,000
501910	8501	Water Projects	Fixed Generator - 5th Ave., Country Club, Texas St., Agate	1,725,000	3,815,000	-	-	-	-	-	5,540,000
501910	8501	Water Projects	Hinckley WTP Sludge Press (materials & installation)	750,000	3,500,000	-	-	-	-	-	4,250,000
501910	8501	Water Projects	Hinckley WTP Parking Improvements (Construction)	-	225,000	-	750,000	-	-	-	975,000
501910	8402	Water Projects	Well 38 & 39 Wellhead Treatment System (Construction)	-	-	-	9,000,000	-	-	-	9,000,000
501910	8402	Water Projects	Drill New Well (Construction)	-	-	-	3,000,000	-	-	-	3,000,000
501910	8501	Water Projects	Sunset Reservoir (Design	-	-	-	-	1,000,000	-	-	1,000,000
501910	8402	Water Projects	Sunset Reservoir (Construction)	-	-	-	-	-	6,000,000	-	6,000,000
501910	8402	Water Projects	Tate Transmission Line Replacement (Phase 1)	-	-	-	-	8,000,000	-	-	8,000,000
501910	8402	Water Projects	Tate Transmission Line Replacement (Phase 2)	-	-	-	-	-	4,000,000	-	4,000,000
501910	8402	Water Projects	Tate WTP Upgrades (Design and Construction)	-	-	-	-	-	1,000,000	8,000,000	9,000,000
			Total Water Fund	**15,625,000**	**14,540,000**	-	**18,950,000**	**15,200,000**	**15,500,000**	**12,500,000**	**92,315,000**

City of Redlands 6-Year Capital Improvement Plan (CIP)

Orgkey	Object	Division	Project Name	FY 2025 Budget	FY 2026 Budget	Unfunded 2025 and 2026 Requests	FY 2027 Plan	FY 2028 Plan	FY 2029 Plan	FY 2030 Plan	6 Year Funded and Planned Total
Wastewater Fund											
521910	8401	Wastewater	CIP Sewer line Replacement and Manhole Rehabilitation	1,500,000	1,500,000	-	1,500,000	1,500,000	1,500,000	1,500,000	9,000,000
521910	8401	Wastewater	Recycled Water Pipeline Extension for California St Orange Groves	400,000	-	-	-	-	-	-	400,000
521910	8501	Wastewater	Joint Utility Lab Improvements-Design & Construction (Phases)	500,000	2,000,000	-	1,700,000	1,700,000	-	-	5,900,000
521910	8501	Wastewater	WWTP Rehabilitation - Phase 2 (Construction & Construction Support)	250,000	45,500,000	-	-	-	-	-	45,750,000
521910	8401	Wastewater	Pipeline Upsizing - Cajon St (Cypress to Fern)	-	-	-	827,000	-	-	-	827,000
521910	8401	Wastewater	Pipeline Upsizing - Cajon St @ Citrus Avenue	-	-	-	141,000	-	-	-	141,000
521910	8401	Wastewater	Alabama Septage Pond Remediation	-	-	-	1,000,000	-	-	-	1,000,000
521910	8401	Wastewater	WWTP Drying bed leachate remediation	-	-	-	-	300,000	-	-	300,000
521910	8401	Wastewater	Hillside Stabilization and Landscaping Project	300,000	-	-	-	-	-	-	300,000
521910	8501	Wastewater	Concrete Steps pathway	50,000	-	-	-	-	-	-	50,000
			Total Wastewater Fund	**3,000,000**	**49,000,000**	-	**5,168,000**	**3,500,000**	**1,500,000**	**1,500,000**	**63,668,000**
Cemetery Fund											
562900	8501	Cemetery	Roof replacements	-	-	-	475,000	-	-	-	475,000
562900	8501	Cemetery	Development of Additional Inventory (Burial Plots)	100,000	100,000	-	100,000	50,000	50,000	50,000	450,000
562900	8501	Cemetery	Development of Additional Inventory (Cremation Niche Areas)	-	-	-	250,000	-	150,000	-	400,000
562900	8501	Cemetery	Develop Additional Mausoleum	-	-	-	-	-	-	1,500,000	1,500,000
562900	8501	Cemetery	Develop Additional Amenities	-	-	-	250,000	-	350,000	-	600,000
562900	8501	Cemetery	Aesthetic Improvements to Cemetery Grounds	-	-	-	-	150,000	-	150,000	300,000
562900	8501	Cemetery	Public Restroom	-	-	-	-	350,000	-	-	350,000
562900	8501	Cemetery	Add a breakroom and expand record storage area	-	-	-	120,000	-	-	-	120,000
			Total Cemetery Fund	**100,000**	**100,000**	-	**1,195,000**	**550,000**	**550,000**	**1,700,000**	**4,195,000**
Aviation Fund											
564900	8501	Airport	Airport Renovations	-	-	-	-	210,000	-	-	210,000
564900	8501	Airport	Replace city hanger roofs and skylights	-	-	-	750,000	-	-	-	750,000
			Total Aviation Fund	**-**	**-**	-	**750,000**	**210,000**	**-**	**-**	**960,000**
Equipment Maintenance Fund											
607900	8503	Fleet	Upgrade exhaust system in shop (Fire Vehicles) - Design & Build	50,000	100,000	-	-	-	-	-	150,000
607900	8503	Fleet	Upgrade HVAC System (remove old heaters and install hvac system) DESIGN	75,000	250,000	-	300,000	-	-	-	625,000
607900	8501	Fleet	Wash Bay Repair and Expansion / Car Wash/ Design & Build	-	200,000	-	300,000	-	-	-	500,000
607900	8501	Fleet	Improvements to Corp Yard layout; Truck Exit onto Redlands Blvd better flow; establish location of CNG Slow Fill and Electric Charging Stations; repaving	175,000	325,000	-	500,000	-	-	-	1,000,000
607900	8501	Fleet	Install CNG slow fill line Design & Build	-	-	-	150,000	1,500,000	-	-	1,650,000
607900	8501	Fleet	Install Electric Charging Stations - Design & Build	-	-	-	100,000	-	500,000	-	600,000
			Total Equipment Maintenance Fund	**300,000**	**875,000**	-	**1,350,000**	**1,500,000**	**500,000**	**-**	**4,525,000**
			Grand Total Other Funds	**29,276,700**	**72,025,000**	-	**31,913,000**	**27,460,000**	**22,550,000**	**20,200,000**	**203,424,700**
			Total CIP All Funds	**33,549,335**	**76,395,000**	**16,747,621**	**39,760,000**	**34,657,000**	**32,097,000**	**30,297,000**	**246,755,335**

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
GOVERNMENTAL GRANTS FUND (200)							
City Manager	F120002	200120	8401	Wastewater Infrastructure (ARPA)	$ 1,000,000		
Development Services	F164010	200164	8503	Joslyn Senior Center Rehab Project	300,356		
Library	S190001	200190	8503	Building Forward Grant	667,553		
Engineering	F4000032	200400	8501	Redlands Regional Connector (South) Project	846,000		
Engineering	S400021	200400	8501	Cycle 10-Installation of Pedestrian Crossing	202,300		
Engineering	S400029	200400	8501	HSIP Cycle 11 Traffic Signal Improvements	653,600		
Engineering	S400028	200400	8501	HSIP Cycle 11 Traffic Signal Improvements	245,000		
Engineering	F400006	200400	8501	HSIP Cycle 9	255,000		
Engineering	S400030	200400	8501	HSIP Cycle 11 Protected Left Turn Phase Signals	718,100		
Fire	S250019	200250	8501	Construction of Steel Canopy at the HHW Site	221,112		
Fire	F250023	200250	8501	FY22 EOC Grant Program - EOC Remodel Design & Const	176,458		
Fire	F250023	200250	8706	FY22 EOC Grant Program - Furniture, Fixtures, & Equipment	476,270		
Police	F202030	200202	8501	FY21 Homeland Security Grant Prgm	36,670		
Police	F202020	200202	8703	FY19 Bryne Justice Assistance Grant	14,530		
Police	S202004	200202	8706	Bd of State & Community Corrections	46,594		
				Total Governmental Grants Fund (200)	**$ 5,859,543**	**$ -**	**$ -**
PAVEMENT ACCELERATED REPAIR IMPLEMENTATION STRATEGY FUND (PARIS) (211)							
PARIS Projects	211006	211910	8403	2022 Pavement Management Plan	3,197,755		
PARIS Projects	211008	211910	8403	2023 Pavement Management Plan	4,381,606		
PARIS Projects	211007	211910	8501	2022 Alley Paving Project	500,000		
PARIS Projects	211009	211910	8501	2023 Alley Paving Project	500,000		
PARIS Projects	TBD	211910	8403	2024 Pavement Management Plan		4,040,000	
PARIS Projects	TBD	211910	8403	2025 Pavement Management Plan			4,000,000
PARIS Projects	TBD	211910	8501	2024 Alley Paving Project		500,000	
PARIS Projects	TBD	211910	8501	2025 Alley Paving Project			500,000
				Total PARIS Fund (211)	**$ 8,579,361**	**$ 4,540,000**	**$ 4,500,000**
AIR QUALITY IMPROVEMENT FUND (221)							
Air Quality Improvement Projects		221400	8706	Changeable Signs and Mobile Radar Detection	50,000		
Air Quality Improvement Projects		221400	8501	San Bernardino Ave and Church St traffic signal improvement		146,700	
Air Quality Improvement Projects		221400	8501	City Match for traffic signal impr. project @ Cypress and Caj			160,000
				Total Air Quality Improvement Fund (221)	**$ 50,000**	**$ 146,700**	**$ 160,000**
TRANSPORTATION DEVELOPMENT ACT FUND (241)							
TDA Grants	S241005	241400	8501	2021 TDA 3 - Transit Stop Access Program	46,340		
TDA Grants	C400007	241400	8501	East Valley Corridor Bike Route Project	50,401		
TDA Grants	S241006	241400	8405	TDA Article 3 Orange Blossom Trail Phase IV	1,232,000		
				Total Transportation Development Act Fund (241)	**$ 1,328,741**	**$ -**	**$ -**
ASSET FORFEITURE FUND (246)							
Asset Forfeiture Grants	F246001	246200	8706	Thermal Drone	14,005		
				Total Asset Forfeiture Fund (246)	**$ 14,005**	**$ -**	**$ -**
PARKS AND OPEN SPACE FUND (250)							
Parks and Open Space Fund	TBD	250400	8501	Football Crows Nest and Building - Coyazo Park		400,000	
Parks and Open Space Fund	TBD	250400	8501	BMX Pump Track		500,000	
Parks and Open Space Fund	TBD	250400	8501	Texonia Renovations		220,000	
				Total Parks and Open Space Fund (250)	**$ -**	**$ 1,120,000**	**$ -**
ARTERIAL STREET CONSTRUCTION FUND (252)							
Arterial Street Construction	TBD	252400	8501	California/Redlands Widening Project		4,300,000	
Arterial Street Construction	TBD	252400	8501	Citrus Ave Widening Project			1,200,000
Arterial Street Construction	TBD	252400	8501	California/Lugonia Widening Project			1,150,000
				Total Arterial Street Construction Fund (252)	**$ -**	**$ 4,300,000**	**$ 2,350,000**

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
TRAFFIC SIGNALS FUND (253)							
Traffic Signals	253007	253400	8501	Traffic Signal Construction at University and Brockton	267,702		
Traffic Signals	TBD	253400	8501	Traffic Signal Construction at Cypress and Cajon		75,000	500,000
				Total Traffic Signals Fund (253)	**$ 267,702**	**$ 75,000**	**$ 500,000**
FREEWAY INTERCHANGES FUND (254)							
Freeway Interchanges	254002	254400	8403	I-10 Alabama Ramp Improvements	1,580,063		
				Total Freeway Interchanges Fund (254)	**$ 1,580,063**	**$ -**	**$ -**
STORM DRAIN CONSTRUCTION FUND (405)							
Storm Drain Construction	TBD	405400	8404	Redlands Country Club Drainage Improvements		70,000	
				Total Storm Drain Constrution Fund (405)	**$ -**	**$ 70,000**	**$ -**
SAFETY/CITY HALL REPLACEMENT FUND (406)							
Safety Hall Replacement	406001	406501	8501	Holt Architects Inc	2,127,993		
Safety Hall Replacement	406001	406501	8501	Tilden-Coil Agreement for Safety Hall	3,000,000		
Safety Hall Replacement	406001	406501	8501	Miller Architecture and Design	1,368,579		
Safety Hall Replacement	TBD	406501	8501	Re-roofing of 300 E State St	287,017		
				Total Safety/City Hall Replacement Fund (406)	**$ 6,783,589**	**$ -**	**$ -**
WATER FUND (501)							
Water Operations		501900	8501	Other Betterments and Improvements	250,000		
Water Operations		501900	8704	Motor Vehicle Purchases	400,939		
Water Operations		501900	8705	Laboratory Equipment	31,365		
Water Operations		501900	8706	Additional Valve Truck	350,000		
Water Operations		501900	8501	AWIA Security Fencing		500,000	500,000
Water Operations		501900	8501	Hinckley WTP Expansion		150,000	
Water Operations		501900	8701	Water Distribution Office Expansion-furniture		95,000	
Water Operations		501900	8704	Ford F-550 Crane Trucks		370,000	388,500
Water Operations		501900	8705	Lab Improvements (equipment)		100,000	65,000
Water Operations		501900	8706	Backhoe		400,000	
Water Projects and Grants	501005	501910	8402	CIP - Well Rehabilitation	956,732		
Water Projects and Grants	501006	501910	8706	Water SCADA System Upgrade-Infrastructure	4,727,968		
Water Projects and Grants	501009	501910	8501	Hinckley Sludge Press (materials & installation)	833,655	750,000	3,500,000
Water Projects and Grants	501021	501910	8402	Advanced Metering/Automatic Meter Reading	792,876		
Water Projects and Grants	501040	501910	8402	Tate Transmission Line Replacement	2,075,096		
Water Projects and Grants	TBD	501910	8402	CIP Water Pipeline Replacement		4,500,000	4,500,000
Water Projects and Grants	TBD	501910	8402	Highline Replacement		4,500,000	
Water Projects and Grants	TBD	501910	8501	AWIA Security Fencing (HWTP, TWTP, HAWC, Maguet 2, E.L. 6)		3,000,000	
Water Projects and Grants	TBD	501910	8501	Lab Improvements Design and Construction		500,000	2,000,000
Water Projects and Grants	501028	501910	8501	Fixed Generator-5th Ave,Texas St,Country Club (materials & installation)		1,725,000	3,815,000
Water Projects and Grants	TBD	501910	8501	Hinckley WTP Parking Lot Improvements (design)			225,000
				Total Water Fund (501)	**$ 10,418,630**	**$ 16,590,000**	**$ 14,993,500**
SOLID WASTE FUND (511)							
Solid Waste Projects and Grants	511003	511910	8501	Gas Collection System	1,499,264		
Solid Waste Projects and Grants	511005	511910	8704	Solid Waste Collection Vehicles	3,511,873	1,500,000	1,500,000
				Total Solid Waste Fund (511)	**$ 5,011,137**	**$ 1,500,000**	**$ 1,500,000**

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
WASTEWATER SERVICE FUND (521)							
Wastewater Operations		521900	8703	Hach WIMS Equipment	8,000		
Wastewater Operations		521900	8704	Hydraulic Telescopic Crane	265,455		
Wastewater Operations		521900	8705	Replace Laboratory Equipment	73,774		
Wastewater Operations		521900	8706	Compressor Trailer	40,000		
Wastewater Operations		521900	8501	Modular Office			100,000
Wastewater Operations		521900	8501	WW Entrance Sign		30,000	
Wastewater Operations		521900	8704	Maintenance Cart		25,000	
Wastewater Operations		521900	8704	Mobile Light Tower			25,000
Wastewater Operations		521900	8705	Laboratory Equipment		60,000	65,000
Wastewater Operations		521900	8706	MBR Replacement Project		240,000	240,000
Wastewater Projects and Grants	521029	521910	8401	2022 Sewer CIP	3,328,717		
Wastewater Projects and Grants	521027	521910	8501	Climate Control Storage Unit	70,000		
Wastewater Projects and Grants	TBD	521910	8401	CIP Sewerline Replacement and Manhole Rehabilitatior		1,500,000	1,500,000
Wastewater Projects and Grants	TBD	521910	8706	A Basin RTC Replacement (equipment)		300,000	
Wastewater Projects and Grants	TBD	521910	8401	Hillside Stabilization and Landscaping Projec		300,000	
Wastewater Projects and Grants	TBD	521910	8501	Concrete Steps Pathway		50,000	
Wastewater Projects and Grants	TBD	521910	8401	Recycled Water Pipeline Extension for California St Orange Groves		400,000	
Wastewater Projects and Grants	TBD	521910	8501	AC Drive Path			35,000
Wastewater Projects and Grants	TBD	521910	8501	Lab Improvements Design and Construction		500,000	2,000,000
Wastewater Projects and Grants	TBD	521910	8501	WWTP Rehabilitation Phase 2		250,000	45,500,000
				Total Wastewater Fund (521)	**$ 3,785,946**	**$ 3,655,000**	**$ 49,465,000**
NONPOTABLE WATER SERVICE FUND (531)							
Nonpotable Projects and Grants	531020	531910	8405	Prop 1 Round 1 Recycled Water for Orange Groves	597,386		
				Total Nonpotable Water Service Fund (531)	**$ 597,386**	**$ -**	**$ -**
NONPOTABLE WATER CAPITAL IMPROVEMENT FUND (532)							
Nonpotable Capital Improvement Fund		532920	8402	Engineering for Two Recycled Water Reservoirs	337,586		
				Total Groves Fund (532)	**$ 337,586**	**$ -**	**$ -**
GROVES FUND							
Groves Projects and Grants	TBD	538910	8001	Grove Purchase	100,000		
				Total Nonpotable Water Service Fund (531)	**$ 100,000**	**$ -**	**$ -**

CAPITAL OUTLAY
OTHER FUNDS

DEPARTMENT / DIVISION / PROJECT	PROJECT LEDGER	ORG	OBJECT	DESCRIPTION	2023-24 12-MONTH ESTIMATED	2024-25 CITY MANAGER RECOMMENDED	2025-26 CITY MANAGER RECOMMENDED
CEMETERY FUND (562)							
Cemetery Operations		562900	8501	Sunset Lawn Phase 2- Standard Burial Plots	110,000		
Cemetery Operations		562900	8501	Sunset Lawn Phase 3- Traditional Area Development	60,000		
Cemetery Operations		562900	8706	Vault Lowering Device	7,500		
Cemetery Operations		562900	8706	Water Pressure Tank		20,000	
Cemetery Operations		562900	8501	Development of Additonal Inventory (Burial Plots)		100,000	100,000
				Total Cemetery Fund (562)	**$ 177,500**	**$ 120,000**	**$ 100,000**
INNOVATION & TECHNOLOGY FUND (604)							
Innovation & Technology Operations		604900	8703	Dell EMC Switch	17,095		
Innovation & Technology Operations		604900	8703	Dell Marketing LP	30,849		
Innovation & Technology Operations		604900	8703	PD Camera Camera System Upgrade	250,000	500,000	500,000
Innovation & Technology Operations		604900	8703	PowerEdge R760XD2 Server	12,386		
Innovation & Technology Operations		604900	8703	Comprehensive Switch Upgrade	203,328		
Innovation & Technology Operations		604900	8703	SDI Purchases	85,000		
Innovation & Technology Operations		604900	8703	VoIP Upgrade / Migration		450,000	
Innovation & Technology Operations		604900	8703	Comprehensive Switch upgrade		250,000	250,000
Innovation & Technology Operations		604900	8703	Annex Server Infrastrucutre		50,000	
Innovation & Technology Operations		604900	8703	EOC Core Switch Replacement		40,000	
Innovation & Technology Operations		604900	8703	Firewall Replacement		150,000	150,000
Innovation & Technology Operations		604900	8703	Data Center Improvements		50,000	
Innovation & Technology Operations		604900	8703	PD Wireless Refresh		30,000	
Innovation & Technology Operations		604900	8703	SIEM Solution		75,000	
				Total Innovation & Technology Fund (604)	**$ 598,658**	**$ 1,595,000**	**$ 900,000**
EQUIPMENT MAINTENANCE FUND (607)							
Equipment Maintenance		607900	8501	Impr. to Corp Yard Layout; CNG Slow Fill and Electric Charging Stations; repaving		175,000	325,000
Equipment Maintenance		607900	8501	Wash Bay Repair and Expansion			200,000
Equipment Maintenance		607900	8503	Upgrade Exhaust System in Shop (Fire Vehicles) Design & Build		50,000	100,000
Equipment Maintenance		607900	8503	Upgrade HVAC System (remove old heaters and install hvac system)		75,000	250,000
Equipment Maintenance		607900	8704	Service Truck		85,000	
Equipment Maintenance		607900	8706	Forklift		83,932	
Equipment Maintenance		607900	8706	Install Drive Cams and Telematics in all City Units (SW and Light Duty First)		75,000	75,000
Equipment Maintenance		607900	8706	Upgrade to Fuel Island Hardware and Software (internet access)		50,000	
				Equipment Maintenance Fund (607)	**$ -**	**$ 593,932**	**$ 950,000**
UTILITY BILLING FUND (608)							
Utility Billing Operations		608900	8501	Payment Kiosk	36,358		
Utility Billing Operations		608900	8501	Citiworks Integration with enQuesta	80,000		
				Total Utility Billing Fund (608)	**$ 116,358**	**$ -**	**$ -**
				Total Other Funds	**$ 45,606,204**	**$ 34,305,632**	**$ 75,418,500**

City Council Meeting **M. 2.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Introduction of Ordinance No. 2971, levying special taxes within City of Redlands Community Facilities District No. 2001-1 (Northwest Development Project) and Community Facilities District No. 2003-1 (Redlands Business Center) (Management Services/Finance Director Garcia)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to introduce Ordinance No. 2971.

RECOMMENDATION:

Staff recommends that the City Council introduce Ordinance No. 2971.

DISCUSSION:

In August 2001, the City issued $9,255,000 of Community Facilities District (CFD) Bonds for improvements in and around the San Bernardino Avenue/California Street area. The bonds will be repaid by special taxes levied upon the benefiting property owners.

In March 2004, the City issued $9,545,000 of Community Facilities District (CFD) Bonds for improvements within the District which is bounded by Mountain View Avenue on the west, San Bernardino Avenue on the north, California Street on the east and Lugonia Avenue on the south.

Ordinance No. 2971 would set the 2023-24 maximum tax rates and authorize the City Clerk to file all necessary information with the San Bernardino County Auditor/Controller no later than the levy deadline of August 10, 2024.

(Preliminary Notice of Special Assessments will be provided to the County by David Taussig & Associates by July 1, 2024, as required).

Exhibit A and B of the ordinance shows the calculation of the Fiscal Year 2024-25 Special Tax Levy as prepared by David Taussig & Associates for each CFD, 2001-1 and 2003-1, respectively. Detailed reports prepared by David Taussig & Associates, showing updates of the development status, the financial obligations and the special tax requirements for Fiscal Year 2024-25 for each CFD, are on file in the City Clerk's office.

ALTERNATIVES:

The Council may choose to modify, reject or table this item.

STRATEGIC PLAN:

Not Applicable.

SUBMITTED BY:
Danielle Garcia, Management Services/Finance Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney

PREPARED BY:
Valerie Abrego, Management Analyst

Fiscal Impact

Fiscal Year:	FY 2024-25
Revenue Generating:	Yes
Appropriation Required Y/N:	No
Amount:	Various
Budgeted Y/N:	Yes
Account No.:	Fund 810

Discussion:

There is no impact to the General Fund. These assessments are pass-through tax levies, wherein the City collects and remits funds on behalf of the Community Facilities Districts. Its indebtedness is not City debt in any way.

Attachments

Ordinance No. 2971 CFD 2001-1 and 2003-1 for FY 2024-25
Exhibit A to Ordinance No. 2971
Exhibit B to Ordinance No. 2971
Ordinance No. 2471 (Reference)
Ordinance No. 2569 (Reference)

ORDINANCE NO. 2971

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDLANDS LEVYING SPECIAL TAXES WITHIN CITY OF REDLANDS COMMUNITY FACILITIES DISTRICT NO. 2001-1 (NORTHWEST DEVELOPMENT PROJECT) AND COMMUNITY FACILITIES DISTRICT NO. 2003-1 (REDLANDS BUSINESS CENTER)

WHEREAS, the City Council (the "City Council") of the City of Redlands (the "City") has formed City of Redlands Community Facilities District No. 2001-1 (Northwest Development Project) (the "Community Facilities District"), under and pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act"); and

WHEREAS, the City Council, as the legislative body of the Community Facilities District, is authorized under the Act to levy special taxes (the "Special Taxes") to pay for the costs of certain facilities and to authorize the issuance of bonds secured by the Special Taxes under the Act; and

WHEREAS, the City Council, pursuant to Ordinance No. 2471, adopted by the City Council of the City on June 5, 2001, authorized and levied the Special Taxes within the Community Facilities District; and

WHEREAS, the City Council, pursuant to Ordinance No. 2569, adopted by the City Council of the City on January 20, 2004, authorized and levied the Special Taxes within the Community Facilities District; and

WHEREAS, Section 53340 of the Act provides that the legislative body of a community facilities district may provide, by resolution, for the levy of the special tax in the current year or future tax years at the same rate or at a lower rate than the rate provided by ordinance, if the resolution is adopted and a certified list of all parcels subject to the special tax levy including the amount of the tax to be levied on each parcel for the applicable tax year, is filed by the clerk or other official designated by the legislative body with the county auditor on or before the 10th day of August of that tax year; and

WHEREAS, on June 19, 2001, the City Council adopted a resolution entitled "A Resolution of the City Council of the City of Redlands Authorizing the Issuance of not to Exceed $10,000,000 Aggregate Principal Amount of City of Redlands Community Facilities District No. 2001-1 (Northwest Development Project) Special Tax Bonds, Series 2001, Approving the Execution and Delivery of an Indenture, a Bond Purchase Agreement and a Continuing Disclosure Certificate and the Preparation of an Official Statement and Other Matters Related Thereto" (the "Original Bond Resolution"), authorizing the issuance of City of Redlands Community Facilities District No. 2001-1 (Northwest Development Project) Special Tax Bonds, Series 2001 (the "Bonds"), in an aggregate principal amount of not to exceed $10,000,000;

WHEREAS, on July 17, 2001, the City Council adopted a resolution entitled "A Resolution of the City Council of the City of Redlands Modifying Resolution No. 5911 of the City Council of the City of Redlands," ratifying and affirming the City Council's authorization under the

Original Bond Resolution for the issuance of the Bonds, subject to certain modifications to the terms thereof;

WHEREAS, on February 3, 2004, the City Council adopted a resolution entitled "A Resolution of the City Council of the City of Redlands Authorizing the Issuance of not to Exceed $9,600,000 Aggregate Principal Amount of City of Redlands Community Facilities District No. 2003-1 (Redlands Business Center) Special Tax Bonds, Series 2004, Approving the Execution and Delivery of an Indenture, a Bond Purchase Contract and a Continuing Disclosure Certificate and the Preparation of an Official Statement and Other Matters Related Thereto" authorizing the issuance of City of Redlands Community Facilities District No. 2003-1 (Redlands Business Center) Special Tax Bonds, Series 2004 (the "Bonds"), in an aggregate principal amount of not to exceed $9,600,000;

WHEREAS, the City Council desires to levy the Special Taxes within the Community Facilities Districts 2001-1 and 2003-1 for Fiscal Year 2024-25;

THE CITY COUNCIL OF THE CITY OF REDLANDS DOES ORDAIN AS FOLLOWS:

Section 1. All of the above recitals are true and correct.

Section 2. The City Council hereby levies the Special Taxes for the Fiscal Year 2024-25 at the maximum rates and with respect to the parcels as set forth in Exhibit A hereto; provided, however, that the City Manager or the Finance Director of the City is hereby authorized, prior to the submission to the San Bernardino County Auditor/Controller and upon consultation with the City's special tax consultant, David Taussig & Associates, Inc., (a) to make any necessary modifications to such Special Taxes to correct any errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed (provided that any such modifications shall not result in an increase in the Special Tax applicable to any category of parcels), or (b) to lower such Special Tax rates to the extent such officer deems necessary upon receipt of the final pricing information, and debt service requirements with respect to, the Bonds. The City Clerk of the City is hereby authorized and directed to file with the San Bernardino County Auditor/Controller no later than August 10, 2024, a certified list of all parcels subject to the Special Tax levy including the amount of the Special Tax to be levied on each parcel for Fiscal Year 2024-25.

Section 3. The City Council hereby levies the Special Taxes for the Fiscal Year 2024-25 at the maximum rates and with respect to the parcels as set forth in Exhibit B hereto; provided, however, that the City Manager or the Finance Director of the City is hereby authorized, prior to the submission to the San Bernardino County Auditor/Controller and upon consultation with the City's special tax consultant, David Taussig & Associates, Inc., (a) to make any necessary modifications to such Special Taxes to correct any errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed (provided that any such modifications shall not result in an increase in the Special Tax applicable to any category of parcels), or (b) to lower such Special Tax rates to the extent such officer deems necessary upon receipt of the final pricing information, and debt service requirements with respect to, the Bonds. The City Clerk of the City is hereby authorized and directed to file with the San Bernardino County Auditor/Controller no later than

August 10, 2024 a certified list of all parcels subject to the Special Tax levy including the amount of the Special Tax to be levied on each parcel for Fiscal Year 2024-25.

Section 4. The officers and agents of the City are, and each of them hereby is, authorized and directed to execute and deliver any and all documents and instruments and to do and cause to be done any and all acts and things necessary or proper for carrying out the levy of the Special Taxes for Fiscal Year 2024-25 as provided in this Resolution.

Section 5. All actions heretofore taken by the officers and agents of the City with respect to the levy of the Special Taxes for Fiscal Year 2024-25 are hereby approved, confirmed and ratified.

Section 6. Severability. If any section, sentence, clause or phrase of this ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or application, and to this end the provisions of this ordinance are severable. The City Council of the City of Redlands hereby declares that it would have adopted this ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 7. The Mayor shall sign this ordinance and the City Clerk shall certify to the adoption of this ordinance and shall cause it, or a summary of it, to be published once in a newspaper of general circulation within the City, and thereafter, this ordinance shall take effect as provided by law.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

I, Jeanne Donaldson, City Clerk, City of Redlands, hereby certify that the foregoing Ordinance was duly adopted by the City Council at the regular meeting thereof, held on the _____ day of _____, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

Exhibit 'A'

City of Redlands CFD No. 2001-1
FY 2023-2024 Special Tax Roll

Assessor's Parcel Number	FY 2023-2024 Special Tax
0167-551-08	$112,743.54
0167-551-09	$98,124.22
0167-571-05	$184,293.85
0167-641-05	$48,738.19
0167-641-06	$46,968.83
0167-641-07	$74,593.96
0167-671-03	$49,810.80
0167-681-07	$69,674.00
0167-681-09	$79,422.25
Total FY 2023-2024 Special Tax Levy	**$764,369.64**
Total Number of Parcels Taxed	**9**

Exhibit 'B'

City of Redlands CFD No. 2003-1
FY 2023-2024 Special Tax Levy

Assessor's Parcel Number	FY 2023-2024 Special Tax
Zone 1	
0167-441-07	$13,744.80
0167-481-16	$86,402.76
0167-501-11	$126,265.48
0167-511-24	$5,913.04
0167-511-25	$5,671.69
0167-511-26	$30,409.91
0167-511-27	$8,366.75
0167-511-28	$7,522.03
0167-511-29	$189,498.79
0167-541-09	$134,873.58
Subtotal	**$608,668.83**
Zone 2	
0167-511-09	$191,469.80
Subtotal	**$191,469.80**
Total FY 2023-2024 Special Tax Levy	**$800,138.63**
Total Number of Parcels Taxed	**11**

ORDINANCE NO. 2471

AN ORDINANCE OF THE CITY OF REDLANDS LEVYING SPECIAL TAXES WITHIN THE CITY OF REDLANDS COMMUNITY FACILITIES DISTRICT NO. 2001-1

WHEREAS, on April 3, 2001, the City Council (the "City Council") of the City of Redlands (the "City") adopted a resolution entitled "A Resolution of the City Council of the City of Redlands Declaring Intention to Establish a Community Facilities District and to Authorize the Levy of Special Taxes" stating its intention to establish the City of Redlands Community Facilities District No. 2001-1 (the "District"), pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act"), for the purposes set forth in said resolution;

WHEREAS, the City Council has held a noticed public hearing on the establishment of the District, as required by the Act;

WHEREAS, subsequent to the hearing, the City Council adopted resolutions entitled "A Resolution of the City Council of the City of Redlands of Formation of the City of Redlands Community Facilities District No. 2001-1, Authorizing the Levy of a Special Tax within the District and Establishing an Appropriations Limit for the District" (the "Resolution of Formation"), "A Resolution of the City Council of the City of Redlands Deeming it Necessary to Incur Bonded Indebtedness within the City of Redlands Community Facilities District No. 2001-1" and "A Resolution of the City Council of the City of Redlands Calling Special Election for the City of Redlands Community Facilities District No. 2001-1", which resolutions established the District, authorized the levy of a special tax within the District and called an election within the District on the proposition of incurring indebtedness, levying a special tax within the District and establishing an appropriations limit for the District, respectively; and

WHEREAS, an election was held in which the qualified electors of the District approved said proposition by more than the two-thirds vote required by the Act:

THE CITY COUNCIL OF THE CITY OF REDLANDS DOES ORDAIN AS FOLLOWS:

Section 1. By the passage of this Ordinance, the City Council hereby authorizes and levies special taxes within the District pursuant to Sections 53328 and 53340 of the Act, at the rate and in accordance with the method of apportionment set forth in Exhibit A to the Resolution of Formation (the "Rate and Method of Apportionment"). The special taxes are hereby levied commencing in fiscal year 2001-02 and in each fiscal year thereafter until the earlier of (a) the date on which there are no bonds of the District (the "Bonds") outstanding, or (b) the fiscal year ending June 30, 2048.

Section 2. The City Clerk of the City is hereby authorized and directed each fiscal year to determine the specific special tax rate and amount to be levied for the next ensuing fiscal year for each parcel of real property within the District, in the manner and as provided in the Rate and Method of Apportionment.

Section 3. Properties or entities of the State, federal or local governments shall be exempt from any levy of the special taxes, to the extent set forth in the Rate and Method of Apportionment. In no event shall the special taxes be levied on any parcel within the District in excess of the maximum tax specified in the Rate and Method of Apportionment.

Section 4. All of the collections of the special tax shall be used as provided for in the Act, the Rate and Method of Apportionment and the Resolution of Formation including, but not limited to, the payment of principal of and interest on the Bonds, the replenishment of the reserve fund for the Bonds, the payment of the costs of administering the District and the costs of collecting and administering the special tax.

Section 5. The special taxes shall be collected from time to time as necessary to meet the financial obligations of the District on the secured real property tax roll in the same manner as ordinary *ad valorem* taxes are collected. The special taxes shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for *ad valorem* taxes. In addition, the provisions of Section 53356.1 of the Act shall apply to delinquent special tax payments. The Finance Director of the City is hereby authorized and directed to provide all necessary information to the Treasurer and Tax Collector of San Bernardino County and to otherwise take all actions necessary in order to effect proper billing and collection of the special tax, so that the special tax shall be levied and collected in sufficient amounts and at the times necessary to satisfy the financial obligations of the District in each fiscal year.

Notwithstanding the foregoing, the Finance Director of the City may collect one or more installments of the special taxes by means of direct billing by the District of the property owners within the District if, in the judgment of the Finance Director, such means of collection will reduce the burden of administering the District or is otherwise appropriate in the circumstances. In such event, the special taxes shall become delinquent if not paid when due as set forth in any such respective billing to the property owners.

Section 6. If for any reason any portion of this Ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the District, by a court of competent jurisdiction, the balance of this Ordinance and the application of the special tax to the remaining parcels within the District shall not be affected.

Section 7. This Ordinance shall be signed by the Mayor of the City and attested by the City Clerk of the City. Within 15 days after its passage, the City Clerk shall cause this Ordinance to be published at least once, with the names of those City Council members voting for and against this Ordinance, in a newspaper of general circulation printed and published in San Bernardino County and circulated in the District.

Section 8. This Ordinance shall take effect 30 days after its final passage.

APPROVED AND ADOPTED by the City Council of the City of Redlands on the 5th day of June, 2001.

Pat Gilbreath, Mayor

ATTEST:

Lorrie Poyzer, City Clerk

I, Lorrie Poyzer, City Clerk of the City of Redlands, hereby certify that the foregoing ordinance was duly adopted by the City Council at a regular meeting thereof held on the 5th day of June, 2001, by the following vote:

AYES: Councilmembers George, Freedman, Peppler, Haws; Mayor Gilbreath
NOES: None
ABSENT: None
ABSTAIN: None

Lorrie Poyzer, City Clerk
City of Redlands

ORDINANCE NO. 2569

AN ORDINANCE OF THE CITY OF REDLANDS LEVYING SPECIAL TAXES WITHIN THE CITY OF REDLANDS COMMUNITY FACILITIES DISTRICT NO. 2003-1 (REDLANDS BUSINESS CENTER)

WHEREAS, on November 4, 2003, the City Council (the "City Council") of the City of Redlands (the "City") adopted a resolution entitled "A Resolution of the City Council of the City of Redlands of Intention to Establish a Community Facilities District and to Authorize the Levy of Special Taxes" stating its intention to establish the City of Redlands Community Facilities District No. 2003-1 (Redlands Business Center) (the "Community Facilities District"), pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act"), for the purposes set forth in said resolution;

WHEREAS, the City Council has held a noticed public hearing on the establishment of the Community Facilities District, as required by the Act;

WHEREAS, subsequent to the hearing, the City Council adopted resolutions entitled "A Resolution of the City Council of the City of Redlands of Formation of the City of Redlands Community Facilities District No. 2003-1 (Redlands Business Center), Authorizing the Levy of a Special Tax within the District and Establishing an Appropriations Limit for the District" (the "Resolution of Formation"), "A Resolution of the City Council of the City of Redlands Deeming it Necessary to Incur Bonded Indebtedness within the City of Redlands Community Facilities District No. 2003-1 (Redlands Business Center)" and "A Resolution of the City Council of the City of Redlands Calling Special Election for the City of Redlands Community Facilities District No. 2003-1 (Redlands Business Center)", which resolutions established the Community Facilities District, authorized the levy of a special tax within the Community Facilities District and called an election within the Community Facilities District on the proposition of incurring indebtedness, levying a special tax within the Community Facilities District and establishing an appropriations limit for the Community Facilities District, respectively; and

WHEREAS, an election was held in which the qualified electors of the Community Facilities District approved said propositions by more than the two-thirds vote required by the Act;

THE CITY COUNCIL OF THE CITY OF REDLANDS DOES ORDAIN AS FOLLOWS:

Section 1. By the passage of this Ordinance, the City Council hereby authorizes and levies special taxes within the Community Facilities District pursuant to Sections 53328 and 53340 of the Act, at the rate and in accordance with the method of apportionment of the special tax incorporated by reference into the Resolution of Formation and on file with the City Clerk (the "Rate and Method of Apportionment"). The special taxes are hereby levied commencing

in fiscal year 2004-05 and in each fiscal year thereafter until the earlier of (a) the date on which there are no bonds of the Community Facilities District (the "Bonds") outstanding, or (b) the fiscal year ending June 30, 2055.

Section 2. The City Clerk of the City is hereby authorized and directed each fiscal year to determine the specific special tax rate and amount to be levied for the next ensuing fiscal year for each parcel of real property within the Community Facilities District, in the manner and as provided in the Rate and Method of Apportionment.

Section 3. Properties or entities of the State, federal or local governments shall be exempt from any levy of the special taxes, to the extent set forth in the Rate and Method of Apportionment. In no event shall the special taxes be levied on any parcel within the Community Facilities District in excess of the maximum tax specified in the Rate and Method of Apportionment.

Section 4. All of the collections of the special tax shall be used as provided for in the Act, the Rate and Method of Apportionment and the Resolution of Formation including, but not limited to, the payment of principal of and interest on the Bonds, the replenishment of the reserve fund for the Bonds, the payment of the costs of administering the Community Facilities District and the costs of collecting and administering the special tax.

Section 5. The special taxes shall be collected from time to time as necessary to meet the financial obligations of the Community Facilities District on the secured real property tax roll in the same manner as ordinary *ad valorem* taxes are collected. The special taxes shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for *ad valorem* taxes. In addition, the provisions of Section 53356.1 of the Act shall apply to delinquent special tax payments. The Finance Director of the City is hereby authorized and directed to provide all necessary information to the Treasurer and Tax Collector of San Bernardino County and to otherwise take all actions necessary in order to effect proper billing and collection of the special tax, so that the special tax shall be levied and collected in sufficient amounts and at the times necessary to satisfy the financial obligations of the Community Facilities District in each fiscal year.

Notwithstanding the foregoing, the Finance Director of the City may collect one or more installments of the special taxes by means of direct billing by the Community Facilities District of the property owners within the Community Facilities District if, in the judgment of the Finance Director, such means of collection will reduce the burden of administering the Community Facilities District or is otherwise appropriate in the circumstances. In such event, the special taxes shall become delinquent if not paid when due as set forth in any such respective billing to the property owners.

Section 6. If for any reason any portion of this Ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the Community Facilities District, by a court of competent jurisdiction, the balance of this Ordinance and the application

the special tax to the remaining parcels within the Community Facilities District shall not be affected.

Section 7. This Ordinance shall be signed by the Mayor of the City and attested by the City Clerk of the City. Within 15 days after its passage, the City Clerk shall cause this Ordinance to be published at least once, with the names of those City Council members voting for and against this Ordinance, in a newspaper of general circulation printed and published in San Bernardino County and circulated in the Community Facilities District.

Section 8. This Ordinance shall take effect 30 days after its final passage.

APPROVED and ADOPTED by the City Council of the City of Redlands on the 20th day of January, 2004.

Mayor of the City of Redlands

ATTEST:

City Clerk of City of Redlands

CITY CLERK'S CERTIFICATE

I, Lorrie Poyzer, City Clerk of the City of Redlands, hereby certify that the foregoing is a full, true and correct copy of the actual Ordinance introduced at a regular meeting of the City Council of said City duly and regularly held on January 6, 2004, of which meeting all of the members of said City Council had due notice and at which a majority thereof were present; and was finally passed and adopted not less than five (5) days thereafter on the 20th day of January, 2004, by the following vote:

AYES:	Councilmembers Gil, Gilbreath, George, Harrison; Mayor Peppler
NOES:	None
ABSENT:	None
ABSTAIN:	None

City Clerk of the City of Redlands

I further certify that I have carefully compared the same with the original minutes of said meeting on file and of record in my office; that the foregoing Ordinance is a full, true and correct copy of the original Ordinance adopted at said meeting and entered in said minutes; and that said Ordinance has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: January 20, 2004

City Clerk of the City of Redlands

City Council Meeting **M. 3.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of the Citywide Annual Purchase Orders for miscellaneous tools, equipment and supplies for Fiscal Year 2024-2025 for a total not to exceed $1,080,000 (Assistant City Manager McConnell)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motion is provided:

I move to approve the Citywide Annual Purchase Orders with Lowe's, Fastenal, Home Depot, and Office Depot for Fiscal Year 2024-2025.

RECOMMENDATION:

Staff recommends approval of the citywide Annual Purchase Orders.

DISCUSSION:

Staff is requesting City Council approval for citywide Annual Purchase Orders with Lowe's, Fastenal, Home Depot and Office Depot to provide miscellaneous tools, equipment, and supplies on a need-by-need basis for "not-to-exceed" total annual amounts as described below:

A. Fastenal
The City will leverage "Omnia Partners, Public Sector" cooperative purchasing contract for facilities, maintenance industrial supplies and tools, offering an average of 30% discount off wholesale prices. Purchases will be done through the City's automated warehouse program. The cooperative contract agreement has been competitively solicited, evaluated, and awarded. Based on year to date purchases, savings are estimated at approximately $57,000.

B. Home Depot
The City will leverage "Omnia Partners, Public Sector" cooperative purchasing agreement with Home Depot for retail maintenance, repair and operating commodities. The City receives 5% rebate for all of its purchases. The cooperative purchasing agreement has been competitively solicited, evaluated, and awarded. Based on year to date purchases, savings are estimated at approximately $18,000.

C. Lowe's
The City will leverage "Omnia Partners, Public Sector" cooperative purchasing agreement with Lowe's, and will receive 7% discount for all of its purchases at the point of purchase. Based on year to date purchases, savings are estimated at approximately $17,000. The current Omnia contract expires on March 31, 2025. Purchasing will roll over the Lowe's Purchase Order upon new similar contract.

D. Office Depot
The City will leverage "Omnia Partners, Public Sector" cooperative purchasing agreement for office supplies with Office Depot. The City saves on average, a minimum, 10% on the majority of purchased items compared to its retail prices, as per the cooperative purchasing agreement which has been competitively solicited, evaluated and awarded. Based on year to date purchases, savings are estimated at approximately $22,500.

The following annual purchase order amounts for miscellaneous tools, services, equipment and supplies have been budgeted by each department and will be encumbered.

VENDOR	**NOT TO EXCEED AMOUNT**
Lowe's	$200,000
Home Depot	$350,000
Office Depot	$280,000
Fastenal	$250,000
TOTAL	**$1,080,000**

ALTERNATIVES:

Reject staff request for approval of Citywide Annual Purchase Orders

STRATEGIC PLAN:

Not Applicable

SUBMITTED BY:
Janice McConnell, Assistant City Manager

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette Abich Garcia, City Attorney
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Dana Abramovitz-Daniel, Procurement Manager

Fiscal Impact

Fiscal Year:	2025
Revenue Generating:	No
Appropriation Required Y/N:	N
Discussion:	

Attachments

Fastenal Omnia Contract
Home Depot Omnia Contract
Office Depot Omnia Contract
Lowe's Omnia Contract

Fastenal

Maintenance, Repair & Operations Products & Solutions

Today, Fastenal is many things to many different customers, an expert consultant, a logistics company, a technology provider, and more generally a distributor of wide-ranging industrial and construction products. These aspects of service share a common foundation: great people, close to our customers. Our service model centers on approximately 3,200 in-market locations (a combination of public branches and customer-specific onsites), each providing custom inventory and a dedicated sales team to support local customers. Fastenal is a trusted supplier-partner of OMNIA Partners and has been offering members solution for many years.

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Private Equity

Public Sector

K-12 Education

Higher Education

State & Local Government

Fastenal's maintenance, repair and operations (MRO) solutions are available on competitively solicited, publicly awarded cooperative contracts through OMNIA Partners. These contracts include Fastenal's full catalog offering as well as additional value added services, such as, inventory management, vending services, etc.

- **Maintenance, Repair, Operations (MRO) Supplies and Related Services**
  University of California, CA | 2018.000208
- **Maintenance, Repair & Operations (MRO) Supplies & Equipment**
  Region 4 ESC - TX | R192001

VIEW CONTRACT DOCUMENTATION

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Fastenal Contract Documentation

U.S. Communities, National IPA, & NCPA are wholly-owned subsidiaries of OMNIA Partners, dba OMNIA Partners, Public Sector. All public sector participants already registered with National IPA, U.S. Communities, or NCPA continue to have access to all contracts, with certain exceptions, in the portfolio and do not need to re-register to use a legacy National IPA, legacy U.S. Communities, legacy NCPA, or new OMNIA Partners contract. U.S. Communities, National IPA, and NCPA remain separate legal entities and lead agency contracts completed under each brand are effective and available for use through the contract's approved term. In the event we believe re-registration is necessary for any reason, OMNIA Partners will let you know.

Maintenance, Repair, Operations (MRO) Supplies and Related Services

University of California, CA

Contract Number: 2018.000208

Initial Term: July 1, 2018 through June 30, 2023
Renewal Options: Option to renew for two (2) additional one-year periods through June 30, 2025
EXTENDED THROUGH June 30, 2026

Executive Summary

- Executive Summary

Master Agreement Documents

- Official Signed Contract
- Multi-Award Justification
- Contract Award Letter
- Contract Amendment 1
- Contract Amendment 2
- Contract Amendment 3
- Contract Amendment 4

Response Evaluation

- Evaluation Documents

Solicitation Process

- Original RFP Document
- Proof of Publication
- RFP Opening Documents

Maintenance, Repair & Operations (MRO) Supplies & Equipment

Region 4 ESC - TX

Contract Number: R192001

Initial Term: April 1, 2020 through March 31, 2023
Renewal Options: Option to renew for two (2) additional one-year periods through March 31, 2025
RENEWED THROUGH March 31, 2025

Executive Summary

- Executive Summary
- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Award Letter
- Contract Renewal 1
- Contract Renewal 2
- Contract Update 1
- Contract Update 2
- Contract Update 3
- Contract Update 4
- Contract Update 5
- Contract Update 6

Response Evaluation

- Supplier Response to RFP
- Evaluation Summary

Solicitation Process

- Original RFP Document
- RFP Addendum #1

- RFP Addendum #2
- RFP Addendum #3
- RFP Questions & Answers
- Proof of Publication
- RFP Request List
- RFP Opening Documents



5001 Aspen Grove Drive
Franklin, TN 37067

info@omniapartners.com
(866) 875-3299

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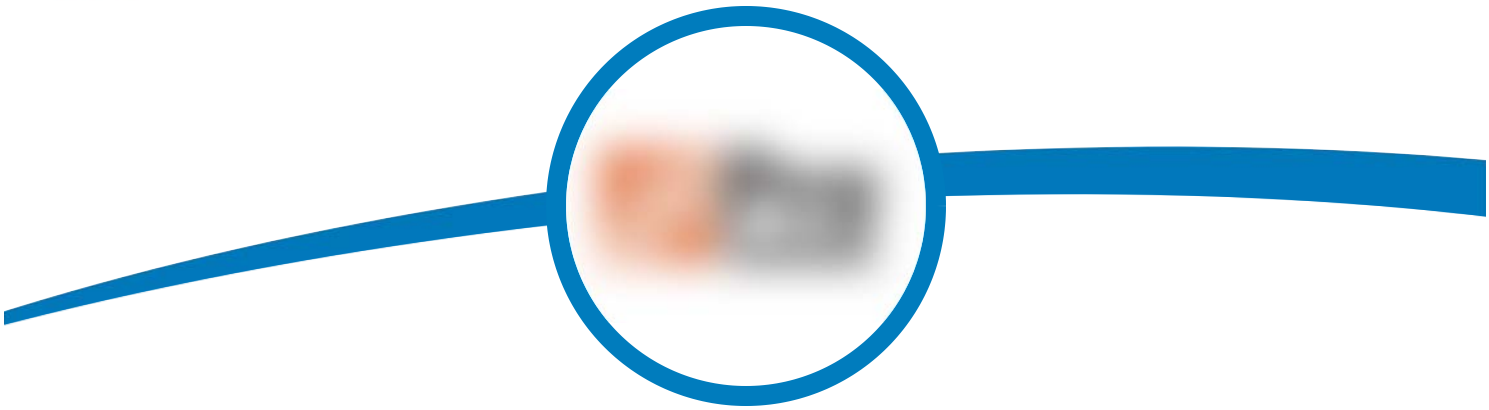
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We Partner With Pros to Get the Job Done

The Home Depot Pro helps professionals shop the stores for the items you need with a range of delivery options to suit your needs. With 2,300+ store locations and 50,000+ essential products, the Home Depot Pro supplies what you need, when and where you need it.

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Public Sector

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The Home Depot Pro, through OMNIA Partners, supports public agencies to save you time and money. The Home Depot's free loyalty program provides access to an expanded assortment of products, convenient delivery options, and dedicated support.

- **Maintenance, Repair, Operating Supplies, Industrial Supplies and Related Products and Services**
  Maricopa County, AZ | 16154
- **Paint and Paint Supplies**
  Maricopa County, AZ | 170009

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The Home Depot Pro Contract Documentation

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Maintenance, Repair, Operating Supplies, Industrial Supplies and Related Products and Services

Maricopa County, AZ

Contract Number: 16154

February 1, 2017 - December 31, 2021

RENEWED through December 31, 2026

Executive Summary

- Executive Summary
- Uniform Guidance
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Amendment 1

Solicitation Process

- Original RFP Document
- RFP Addendum 1
- Proof of Publication

Paint and Paint Supplies

Maricopa County, AZ

Contract Number: 170009

3 year initial term, March 9, 2017 - February 28, 2020

Option to renew for 7 additional 1 year periods

RENEWED THROUGH February 28, 2025

Executive Summary

- Uniform Guidance

Contract Documents

- Contract No. 170009-RFP
- Contract Renewal

RFP Documents

- 170009-RFP
- 170009-RFP Addendum 1
- 170009 Posting Document

Response Evaluation

- AZ Compliance



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State & Local Government

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- **Office Supplies, Related Products and Services**
  Region 4 ESC - TX | R190303
- **Office Supplies and Products**
  Florida International University, FL | PUR-05407

- **Office Supplies, Products and Related Services**
  City of Tamarac, FL | 19-12R

- **Furniture, Installation and Related Services**
  Region 4 ESC - TX | R191812

- **Cleaning Supplies, Breakroom, and Related Products**
  Region 4 ESC - TX | R211302

- **Technology Solutions, Products and Services**
  Region 4 ESC - TX | R210405

- **Janitorial Supplies & Equipment**
  University of California, CA | 2020002300

- **Online Marketplace**
  State of Utah | MA3459

- **Educational School Supplies, Instructional Solutions, and Related Products**
  Region 4 ESC - TX | R230303

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Office Supplies, Related Products and Services

Region 4 ESC - TX
Contract Number: R190303

Initial Term: July 1, 2019 through June 30, 2024
Renewal Options: Option to renew for five (5) additional one-year periods through June 30, 2029
RENEWED THROUGH June 30, 2025

Executive Summary

- Executive Summary
- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Award Letter
- Notice of Material Change to the Vendor Contract 1
- Notice of Material Change to the Vendor Contract 2
- Contract Renewal 1

- Contract Updates Years 2019-2021
- Contract Updates Years 2022-2023
- Contract Update 1
- Contract Update 2

Response Evaluation

- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Questions & Answers
- Proof of Publication
- RFP Request List
- RFP Opening Documents

Previous Contract

- R141703

Office Supplies and Products

Florida International University, FL
Contract Number: PUR-05407

August 13, 2022 through August 12, 2027
May be renewed in writing by parties for two (2) additional two-year terms through August 12, 2031

Executive Summary

- Executive Summary
- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Amendment 1
- Contract Amendment 2

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Addendum 1
- Proof of Publication
- RFP Request List
- Historically Underutilized Business Outreach
- RFP Opening Documents

Office Supplies, Products and Related Services

City of Tamarac, FL
Contract Number: 19-12R

October 14, 2019 through October 13, 2023
Option to renew for one (1) additional four-year period through October 13, 2027
RENEWED THROUGH October 13, 2027

Executive Summary

- Executive Summary
- Pricing
- AZ Compliance Questionnaire

Master Agreement Documents

- Official Signed Contract

- Contract Award Documents
- Contract Amendment 1
- Contract Amendment 2

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Addenda
- Proof of Publication
- RFP Request List
- RFP Opening Documents

Previous Contract

- 13-23R.pdf

Furniture, Installation and Related Services

Region 4 ESC - TX
Contract Number: R191812

Initial Term: May 1, 2020 through April 30, 2023
Renewal Options: Option to renew for two (2) additional one-year periods through April 30, 2025
RENEWED THROUGH April 30, 2025

Executive Summary

- Executive Summary
- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Notice of Material Change to the Vendor Contract 1
- Notice of Material Change to the Vendor Contract 2
- Contract Renewal 1
- Contract Renewal 2
- Contract Update - Authorized Distributor/Dealer
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Authorized Dealers
- Contract Update - Authorized Dealers
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Authorized Dealers
- Contract Update - Catalog Update
- Contract Updated - Authorized Reseller

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document

- RFP Addendum 1
- RFP Questions and Answers
- Proof of Publication
- RFP Request List
- RFP Opening Documents

Previous Contract

- R142212

Cleaning Supplies, Breakroom, and Related Products

Region 4 ESC - TX
Contract Number: R211302

Initial Term: February 1, 2022 through January 31, 2025
Renewal Options: Option to renew for two (2) additional one-year periods through January 31, 2027

Executive Summary

- Executive Summary
- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Notice of Material Change to the Vendor Contract
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing

- Contract Update - Pricing
- Contract Update - Authorized Dealers
- Contract Update - Authorized Dealers
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Authorized Dealers
- Contract Update - Catalog Update
- Contract Update - Authorized Reseller

Response Evaluation

- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Addendum 1
- Proof of Publication
- RFP Request List
- RFP Opening Documents

Technology Solutions, Products and Services

Region 4 ESC - TX
Contract Number: R210405

Initial Term: June 1, 2021 through May 31, 2024
Renewal Options: Option to renew for two (2) additional one-year periods through May 31, 2026

RENEWED THROUGH May 31, 2025

Executive Summary

- Executive Summary
- Pricing

- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Award Letter
- Contract Renewal 1
- Notice of Material Change to the Vendor Contract
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing
- Contract Update - Pricing

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Addendum 1
- RFP Questions and Answers
- Proof of Publication
- RFP Request List
- RFP Opening Documents

Previous Contract

- R160204

Janitorial Supplies & Equipment

University of California, CA

Contract Number: 2020002300

June 22, 2020 to June 21, 2027

Option to renew for three (3) additional one-year periods through June 21, 2030

Executive Summary

- Executive Summary
- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Amendment 1
- Contract Amendment 2

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document
- Proof of Publication
- RFP Request List
- RFP Opening Documents

Online Marketplace

State of Utah

Contract Number: MA3459

May 16, 2020 through May 5, 2025
No renewal options.

Executive Summary

- Executive Summary
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Questions and Answers
- Proof of Publication
- RFP Request List

Educational School Supplies, Instructional Solutions, and Related Products

Region 4 ESC - TX

Contract Number: R230303

Initial Term: January 1, 2024 through December 31, 2026
Renewal Options: Option to renew for two (2) additional one-year periods through December 31, 2028

Executive Summary

- Executive Summary

- Pricing
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Update 1

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Addendum 1
- RFP Questions and Answers
- Proof of Publication
- RFP Request List
- Historically Underutilized Business Outreach



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Lowe's provides the right home improvement products, maintenance, repair & related supplies to public sector agencies of OMNIA Partners nationwide.

- **Maintenance, Repair and Operations (MRO) Supplies & Equipment**
  Region 4 ESC - TX | R192006

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Lowe's Contract Documentation

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Maintenance, Repair and Operations (MRO) Supplies & Equipment

Region 4 ESC - TX

Contract Number: R192006

Initial Term: April 1, 2020 through March 31, 2023

Renewal Options: Option to renew for two (2) additional one-year periods through March 31, 2025

RENEWED THROUGH March 31, 2025

Executive Summary

- Executive Summary
- Due Diligence

Master Agreement Documents

- Official Signed Contract
- Contract Award Documents
- Contract Award Letter
- Contract Renewal 1
- Contract Renewal 2
- Contract Update 1
- Contract Update 2
- Contract Update 3
- Contract Update 4

Response Evaluation

- Supplier Response to RFP
- Evaluation Documents

Solicitation Process

- Original RFP Document
- RFP Addendum 1
- RFP Addendum 2

- RFP Addendum 3
- RFP Questions & Answers
- Proof of Publication
- RFP Request List
- RFP Opening Documents

Previous Contract

- R142104



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City Council Meeting **M. 4.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of Fiscal Year 2024-25 Facilities and Community Services Department Annual Purchase Orders and Agreements for a total encumbered amount not-to-exceed $6,480,536 and a total not-to-exceed amount of $9,154,356, rejection of Rupe's Hydraulics bid due to non-conformance (Facilities and Community Services Department Director Crocker)

MOTION(S):

If City Council determines the staff recommendation is appropriate, the following motions are provided:

1. I move that the City Council determine approval of the Fiscal Year 2024-25 Facilities and Community Services Department's Agreements and Annual Purchase Orders is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act;

2. I move to reject the bid from Rupe's Hydraulics in the amount of $49,490; and

3. I move to approve the Fiscal Year 2024-25 Facilities and Community Services Department's Agreements and Annual Purchase Orders as itemized in the staff report.

RECOMMENDATION:

Staff recommends City Council reject the bid from Rupe's Hydraulics in the amount of $49,490 due to non-conformance to city standards; determine that approval of the Fiscal Year 2024-25 Facilities and Community Services Department Agreements and Annual Purchase Orders is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act; and approve the Fiscal Year 2024-25 Facilities and Community Services Department's Agreement and Annual Purchase Orders for a total FY 2024-25 encumbered amount not-to-exceed $6,480,536 and a total not-to exceed amount of $9,154,396.

DISCUSSION:

The City's Facilities and Community Services Department regularly procures supplies and services to support field operations throughout the City. To accommodate these purchases, and in accordance with the City's purchasing policy, staff is seeking approval for the following:

Equipment Maintenance Division

The Facilities and Community Services Department's Equipment Maintenance Division oversees the maintenance of approximately 600 units of vehicles, heavy equipment, generators, and compressors, as well as the operation of the City's LNG/CNG fuel station. In support of the repair and maintenance of the vehicles and equipment, it is essential for staff to procure support from various vendors for fleet maintenance, generator repairs, fabrication, and various parts suppliers.

Building Maintenance Division

The City of Redlands Building Maintenance Division provides maintenance services to all city facilities, including the Civic Center, State Street City Hall, A.K. Smiley Library, Lincoln Shrine, four fire stations, the Police Annex, Joslyn Senior Center, the Community and Senior Center, facilities at the Corporate Yard, and Hillside Memorial Park. In addition, two parking structures are maintained by this division. Employees complete a wide range of building maintenance functions including carpentry, plumbing, electrical, HVAC, painting and general cleaning services. This crew is also utilized for special projects, including office construction and remodeling.

In accordance with the City's procurement guidelines, formal Request for Bids (RFB's) were advertised for the provision of fire fleet maintenance, generator parts and repair services, OEM Cummins parts and repairs, onsite fabrication services, hydraulic cylinder repair, and solid waste truck parts. On March 6, 2023, March 14, 2023, and March 26, 2023, the City Clerk's office received bids in accordance with each RFB. Staff evaluated each bid for conformance with the scope of services and qualifications and verified the total price listed on each Bid Opening Report.
These annual purchase orders and agreements are included in the Fiscal Year 2024-25 budget request and will be encumbered for FY 2024-25 not to exceed the total annual amount of $6,480,536 and a total not to exceed amount of $9,154,356 as described in the chart below.

Vendor	Service	Annual Not-to-Exceed Amount	Total Not-to-Exceed	Division(s)	Type
Fire Apparatus Solutions	Fire Fleet Maintenance and Repair	$306,400	$919,200	Equip. Maint.	Bid
On Power Industries	Generator Maintenance and Repair	$90,530	$271,590	Equip. Maint.	Bid
P & S Truck Supply, Inc. dba P & S Truck Center	OEM Cummins Parts and Service	$300,000	$900,000	Equip. Maint.	Bid

Redlands Ironworks Inc.	Onsite Fabrication Services	$75,000	$225,000	Equip. Maint.	Bid
Ray Gaskin Service	Hydraulic Cylinder Parts and Repair	$105,000	$315,000	Equip. Maint.	Bid
Wastebuilt Environmental Solutions, LLC	Solid Waste Truck Parts	$200,000	$600,000	Equip. Maint.	Bid
Bernell Hydraulics	OEM Parker Hannifin Hydraulic Hoses and equipment	$370,000	$890,000	Equip. Maint.	Agreement Amendment
Ben's Lock & Key	Locksmith Services	$50,000	$50,000	Building Maint.	Sole Source
AMREP	OEM Amrep Parts and Service	$160,000	$160,000	Equip. Maint.	Sole Source
Clean Energy	Fuel Island Maintenance	$90,000	$90,000	Equip. Maint.	Sole Source
Ray Gaskin Service	OEM New Way Parts	$200,000	$200,000	Equip. Maint.	Sole Source
Rush Truck Center	OEM Peterbilt Parts	$150,000	$150,000	Equip. Maint.	Sole Source
SVT Fleet, LLC	On-site Fleet Maintenance and Repair Services	$1,106,000	$1,106,000	Equip. Maint.	Sole Source
Enterprise FM Trust	Vehicle Lease Program	$2,963,000	$2,963,000	Equip. Maint.	Cooperative Purchase
Geo-Tab	Telematics and Drivecam Fleet Management System	$168,606	$168,606	Equip. Maint.	Cooperative Purchase
Genuine Auto Parts dba NAPA Auto Parts	Automotive Parts	$146,000	$146,000	Equip. Maint.	Cooperative Purchase

Staff reviewed submitted bids for compliance with the scope of specifications requested per the RFB. Staff recommends that the City Council reject the bid from Rupe's Hydraulics in the amount of $49,940 as non-responsible as the quoted rates are not equivalent to prevailing wage requirements. Staff further recommends the City Council approve an agreement with Gaskin Sales and Service in the amount not-to-exceed $105,000 for a period of one year, with two additional one-year renewal options for a total agreement amount not-to-exceed $315,000.

Agreement with On Power Industries for Generator Maintenance and Repair. The total bid amount for this service is $32,965. The bid amount reflects the total cost of the preventive maintenance and testing for the City's generators. The annual Purchase Order request is in the amount of $90,530 and is based on historical expenditures for the labor and parts required for repairs beyond the initial preventive maintenance and testing.

Agreement with P & S Truck Supply for OEM Cummins Parts and Service. During the bidding process, the bid amount reflects an estimated number of parts and hours of service and is used to compare responsive bidders. The total bid amount for specified parts and service is $75,000. The annual Purchase Order request is in the amount of $300,000 and is based on historical expenditures for this service.

Agreement Amendment
On December 5, 2023, the City Council approved an agreement with Bernell Hydraulics Inc. for the supply of OEM Parker Hannifin Hydraulic Hoses and Accessories. Due to an increased need to replace hydraulic hoses and an increase in the price of materials, staff is recommending that the City Council approve a First Amendment to the Agreement with Bernell Hydraulics for an amount not to exceed $370,000 for the second and third terms, for a total not-to-exceed amount of $890,000.

Sole Source Purchase Orders
In accordance with the City's purchasing policy, sole or single source purchases exceeding $30,000 require City Council approval. These purchases are typically warranted because the vendor is the sole-authorized dealer and purchasing from another vendor would void the manufacturer's warranty, and/or the vendor's product has been standardized for use. Fiscal Year 2024-25 purchases through these annual purchase orders are anticipated not to exceed $1,756,000.

Cooperative Purchase Orders
In accordance with the City's procurement policies, the City utilizes existing cooperative contract agreements for supplies and services through Sourcewell. By utilizing the Sourcewell Cooperative purchasing arrangement, the City can benefit from previously posted bid packages that have been competitively bid and awarded. Agencies can review bid results from more than 50,000 government, educational, and nonprofit organizations and draw from the terms and pricing for similar units and vehicles. Fiscal Year 2024-25 cooperative purchases are anticipated not to exceed $3,277,606.

City Council approval of these annual agreements and purchase orders is exempt from environmental review pursuant to Sections 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act as it can be seen with certainty that approval of these annual purchase orders will have no significant effect on the environment.

ALTERNATIVES:

City Council may deny the staff recommendation and provide alternate directions.

STRATEGIC PLAN:

N/A

SUBMITTED BY:
Tabitha Crocker, Facilities and Community Services Department Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
Dana Abramovitz-Daniel, Procurement Manager

PREPARED BY:
Larry Alms, Senior Administrative Assistant

Fiscal Impact

Fiscal Year:	FY 2024-25
Amount:	$6,480,536
Budgeted Y/N:	Y
Account No.:	Various

Discussion:

Funding for these annual agreements and purchase orders are included in each Division's Operating Budget request for FY 2024-25.

Attachments

Agreement List and Bid Reports
Agreement with FAS
Agreement with On Power Industries
Agreement with P & S Truck
Agreement with Ray Gaskin
Agreement with Redlands Ironworks
Agreement with SVT
Agreement with Wastebuilt
First Amendment with Bernell

FY 2024-25 Annual Agreements

FIRE FLEET MAINTENANCE AND REPAIR

Bidder	Total Bid Amount
Fire Apparatus Solutions, Rialto, CA	$306,400
Derotic, LLC, dba Derotic Emergency Equipment, San Berardino, CA	$324,338

Staff is recommending that the City Council approve an agreement with Fire Apparatus Solutions, Inc. in the amount of $306,400 for a period of one year, with two additional one-year renewal options for a total agreement amount not-to-exceed $919,200.

GENERATOR MAINTENANCE AND REPAIR SERVICE

Bidder	Total Bid Amount
On Power Industries, Corona, CA	$32,965.00
Global Power Group, Lakeside, CA	$34,500.00
Duthie Power Services, Long Beach, CA	$43,645.05
Collicutt Energy Services, Santa Fe Springs, CA	$57,950.00

Staff is recommending that the City Council approve an agreement with On Power Industries in the amount of $90,530 for a period of one year, with two additional one-year renewal options for a total agreement amount not-to-exceed $271,590. The agreement amount is based on historical costs for generator maintenance and repair services.

OEM CUMMINS PARTS AND SERVICE

Bidder	Total Bid Amount
P & S Truck Center, Rialto, CA	$78,875
Fire Apparatus Solutions, Rialto, CA	$102,375

Staff is recommending that the City Council approve an agreement with P & S Truck Center in the amount of $300,000 for a period of one year, with two additional one-year renewal options for a total agreement amount not-to-exceed $900,000. The agreement amount is based on historical costs for OEM Cummins Parts and Service.

On-site Fabrication Services

Bidder	Total Bid Amount
Redlands Ironworks, Inc.	$158,612

Staff is recommending that the City Council approve an agreement with Redlands Ironworks in the amount of $75,000 for a period of one year, with two additional one-year renewal options for a total agreement amount not-to-exceed $225,000. The agreement amount is based on historical costs for on-site fabrication services.

Hydraulic Cylinder Parts and Repairs

Bidder	Total Bid Amount
Rupe's Hydraulics, San Marcos, CA	$49,940
Gaskin Sales and Service, Fontana, CA	$74,000

Staff reviewed submittals for compliance with the scope of specifications requested per the RFB. Staff recommends the City Council reject the bid from Rupe's Hydraulics in the amount of $49,940 as non-responsible as the quoted rates are not equivalent to prevailing wage requirements. Staff further recommends the City Council approve an agreement with Gaskin Sales and Service in the amount not-to-exceed $105,000 for a period of one year, with two additional one-year renewal options for a total agreement amount not-to-exceed $315,000.

Solid Waste Truck Parts

Bidder	Total Bid Amount
Wastebuilt Environmental Solutions, LLC, Jurupa Valley, CA	$171,004.37

Staff recommends the City Council approve an agreement with Wastebuilt Environmental Solutions, LLC in the amount not-to-exceed $275,000 for a period of one year, with two additional one-year renewal options for a total agreement amount not-to-exceed $825,000.

AGREEMENT AMENDMENT

OEM Parker Hannifin Hydraulic Hoses and Accessories

On December 5, 2023, the City Council approved an agreement with Bernell Hydraulics Inc. for the supply of OEM Parker Hannifin Hydraulic Hoses and Accessories for an amount not-to-exceed $150,000 for the initial term, with the option to extend for two additional one-year terms for a total amount not-to-exceed $450,000. Due to an increased need to replace hydraulic hoses and an increase in the price of materials, staff is recommending City Council approve a First Amendment to the Agreement with Bernell Hydraulics for an amount not to exceed $370,000 for the second and third terms, for a total not to exceed amount of $890,000.

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **7th day of March 2024 at 3:00 p.m.** on behalf of the Facilities and Community Services Department for **Fire Fleet Maintenance and Repairs – FCS20240226LA-06**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (N/A)	Total Bid Amount
1	Fire Apparatus Solutions, Rialto CA	Yes	N/A	$306,400.00
2	Derotic LLC dba Derotic Emergency Equipment, San Bernardino CA	Yes	N/A	$324,338.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Larry Alms

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **26th day of March 2024 at 11:00 a.m.** on behalf of the Facilities and Community Services Department for **Rebid Generator Repair Service and Maintenance – FCS20240226LA-02**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (1)	Total Bid Amount
1	On Power Industries, Corona CA	Yes	1 acknowledged	$32,965.00
2	Global Power Group, Lakeside CA	Yes	1 acknowledged	$34,500.00
3	Duthie Power Services, Long Beach CA	Yes	1 acknowledged	$43,645.05
4	Collicutt Energy Services, Santa Fe Springs, CA	Yes	1 acknowledged	$57,950.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Larry Alms

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **26th day of March 2024 at 11:00 a.m.** on behalf of the Facilities and Community Services Department for **Rebid OEM Cummins Parts and Services – FCS20240226LA-04**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (1)	Total Bid Amount
1	P & S Truck Center, Rialto CA	Yes	No	$ 78,875.00
2	Fire Apparatus Solutions, Rialto CA	Yes	No	$102,375.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Larry Alms

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **14th day of March 2024 at 3:00 p.m.** on behalf of the Facilities and Community Services Department for **Onsite Fabrication Services – FCS20240226LA-01**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (1)	Total Bid Amount
1	Redlands Ironworks Inc, Redlands CA	Yes	One Acknowledged	$158,612.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Larry Alms

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **7th day of March 2024 at 3:00 p.m.** on behalf of the Facilities and Community Services Department for **Hydraulic Cylinder Parts and Repairs – FCS20240226LA-03**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (N/A)	Total Bid Amount
1	Rupe's Hydraulics, San Marcos CA	Yes	N/A	$49,940.00
2	Gaskin Sales and Service, Fontana CA	Yes	N/A	$74,000.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Larry Alms

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **26th day of March 2024 at 11:00 a.m.** on behalf of the Facilities and Community Services Department for **Rebid Solid Waste Truck Parts – FCS20240226LA-05**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (1)	Total Bid Amount
1	Wastebuilt Environmental Solutions LLC, Jurupa Valley CA	Yes	None	$171,004.37

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Larry Alms

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR EQUIPMENT AND SUPPLIES

This agreement for the provision of Fire Fleet Maintenance & Repairs ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and Kalmikov Enterprises, Inc., a California corporation, dba Fire Apparatus Solutions ("Contractor"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform Fire Fleet Maintenance & Repair services for City (the "Services").

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONTRACTOR

2.1 The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Contractor shall comply with applicable federal, state, and local laws and regulations in the performance of this agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates Tabitha Crocker, Facilities & Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of one (1) year from July 1, 2024 (the "Initial Term"). The City shall have the option to extend the Initial Term of this Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Contractor at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term. The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.

4.3 If Contractor's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Contractor to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of three hundred six thousand four hundred dollars ($306,400) for the Services provided during the Initial Term. Should this Agreement be renewed, the compensation for Contractor's performance for the Services shall not exceed the amount of three hundred six thousand four hundred dollars ($306,400) for the first Extended Term; and three hundred six thousand four hundred dollars ($306,400) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of nine hundred nineteen thousand two hundred dollars ($919,200). For the Initial Term and each Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Price and Fee Bid," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk	William Kalmikov, President
City of Redlands	Kalmikov Enterprises, Inc. DBA
35 Cajon Street	Fire Apparatus Solutions

P.O. Box 3005 (mailing) Redlands, CA 92373 jdonaldson@cityofredlands.org (909) 798-7531	1762 S. Sycamore Ave. Rialto, CA 92376 fasfire@gmail.com 909-879-7354

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only, and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

KALMIKOV ENTERPRISES, INC.
DBA FIRE APPARATUS SOLUTIONS

By: _____
William Kalmikov, President

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

SECTION I. RESPONSIBILITIES

A. Contractor shall obtain and maintain the following required Registrations and Licensing:
    - All registrations and licensing required for Fire Apparatus Repair
    - NFPA Training of shop technicians and manager
    - California State Certified Fire Mechanic or EVT Certified
    - Apparatus Licensed Sales and Servicing Dealer
    - Authorized Meritor repair facility designation

B. Contractor shall assume responsibility for City equipment from time of pick-up through delivery.

C. Contractor shall provide all of their own test equipment and tools necessary to perform the required tasks.

D. Contractor shall provide the City of Redlands Fire Department/Fleet with a 24/7 call-out list in case of an emergency.

E. Maintenance and Repairs on an as-needed basis for the City's Fire Truck Fleet including the following actions:
    1. City will notify Contractor of requested equipment maintenance and/or repairs.
    2. Contractor shall inspect equipment at a specified City location on a specific date, or prepare a quote based on specific repairs needed.

F. When Contractor prepares quotes the following will be provided:
    1. All quotes shall identify the type of parts to be used for repair: OEM, aftermarket or salvaged.
    2. All quotes shall be submitted to the Fleet coordinator for approval prior to commencement of work.

G. All body and repair work shall be performed by contractor, not subcontracted, except major components i.e. transmission, steering box, or differentials.
    1. Prior approval from the Fleet Supervisor is required for any subcontracted work.

H. All Federal/State/City/DOT/NFPA codes that may apply to the apparatus being repaired must be maintained; and all work performed to maintain such code.

I. Contractor shall insure any/all pertaining warranties are utilized.

SECTION II. HAZARDOUS CHEMICALS AND WASTE

A. The Contractor shall bear full and exclusive responsibility for any release by vendor of hazardous or non-hazardous chemicals or substances during the course of performance of the agreement.

B. Contractor shall immediately report any such release to the City employee accepting delivery.

C. Contractor shall be solely responsible for all claims and expenses associated with the response to, removal any remediation of the release, including, without limit, payment of any fines or penalties levied against the City and its officers, agents and employees as a result of such release.

SECTION III. ANNUAL SERVICES & AS NEEDED SERVICES

Contractor shall perform the following items annually:

1	Annual Service Tests of Fire Pump Systems on Fire Apparatus per NFPA 1911
2	Aerial ladder inspection and third-party UL Testing
3	State of California vehicle emissions on G-55 and U-355 and Heavy-duty diesel smoke emission testing required by California Code of Regulations Section 2180, Title 13

Contractor shall provide the following as needed:

1	Generator repair services for Onan, Harrison, and Smart Power
2	Diagnostic capabilities for DD13/15, Series 60, Cummins, Bendix ABS, Wabco ABS and Allison DOC
3	Multiplex diagnostic & programming capability for: Weldon, Class1 Eskey and Command Center Systems

EXHIBIT "B"

PRICE AND FEE BID

	DESCRIPTION	UNIT	AMOUNT
1	Annual Service Tests of Fire Pump Systems	Each	$450.00
2	Pre-Inspection Annual Aerial Ladder Testing	Each	$350.00
3	Third Party (UL) Annual Aerial Ladder Testing	Each	$2,300.00
4	Labor Rate	Hourly	$120.00
5	Pick-up/Delivery Charge	Per Vehicle	No charge

	DESCRIPTION	AMOUNT
1	Parts Markup	Cost + 18%

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

KALMIKOV ENTERPRISES, INC.
DBA FIRE APPARATUS SOLUTIONS

By:_____ Date: _____
William Kalmikov, President

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR EQUIPMENT AND SUPPLIES

This agreement for the provision of Generator Repair Service and Preventative Maintenance ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and On Power Industries LLC, a California limited liability company ("Contractor"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform Generator Repair Service and Preventative Maintenance services for City (the "Services").

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONTRACTOR

2.1 The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Contractor shall comply with applicable federal, state, and local laws and regulations in the performance of this agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates Tabitha Crocker, Facilities & Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of (1) year from July 1, 2024 (the "Initial Term"). The City shall have the option to extend the Initial Term of this Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Contractor at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term. The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.

4.3 If Contractor's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Contractor to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of ninety thousand five hundred thirty dollars ($90,530) for the Services provided during the Initial Term. Should this Agreement be renewed, the compensation for Contractor's performance for the Services shall not exceed the amount of ninety thousand five hundred thirty dollars ($90,530) for the first Extended Term; and ninety thousand five hundred thirty dollars ($90,530) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of two hundred seventy-one thousand five hundred ninety dollars ($271,590). For the Initial Term and each Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk	Andrew Clapp, Owner
City of Redlands	On Power Industries LLC
35 Cajon Street	1451 Road Runner Drive

P.O. Box 3005 (mailing)
Redlands, CA 92373
jdonaldson@cityofredlands.org
(909) 798-7531

Corona, CA 92881
Andrew@onpowerindustries.com
(951) 395-0408

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income,

interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only,

and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda. Mayor

ON POWER INDUSTRIES LLC

By: _____
Andrew Clapp, Owner

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

Contractor shall provide the parts listed below to City when requested by City staff.

Contractor shall be paid the costs designated below as compensation for the provision of Contractor's Services.

Contractor shall be paid the cost designated below as compensation for its provision of hourly labor.

Contractor shall submit in writing documentation of any expenses incurred for labor and/or services

Contractor must be responsive to the requests of staff and return voicemails/emails or other requests for services in a timely manner.

*PM A Service will include:

Check air filters
Check the condition of hoses, clamps, lines & fittings
Check & adjust belts
Load test batteries & and check condition of cables and chargers
Check block heater
Check the level and condition of coolant
Check for oil/coolant leaks
Check for worn or damaged components
Check operation of control panel
Check ATS control panel for alarms
Check operation of engine & generator
Check for active fault codes, warning lights
Grease fan hub if needed
Grease generator bearing (If needed)
Take fuel samples from tanks
Advise City of all additional needed repairs

*PM B Service will include:

Check air filters
Check condition of hoses, clamps, lines & fittings
Check & adjust belts
Load test batteries
Check condition of battery cables and charger
Check engine block heater
Check level and freeze protection level of coolant
Check for fluid leaks
Check for worn or damaged components

Check for operation of control panel
Check ATS control panel for alarms
Check operation of engine & generator
Check for active fault codes and warning lights
Grease fan hub (If needed)
Grease generator bearing (If needed)
Change engine oil
Change oil filter(s)
Change fuel filter(s)
Change fuel/water separator (If applicable)
Change coolant filter (If applicable)
Take oil and coolant samples for laboratory analysis
Take fuel samples from tanks to check for debris
Advise City of all additional needed repairs

2 hour Load Bank Test Procedure will include:
Travel to and from site
Transport load bank and cables
Test generator using resistive load bank at 25% of nameplate rating for 30 minutes, followed by 50% of nameplate rating for 30 minutes, followed by 75% of nameplate rating for 60 minutes, for a total of 2 continuous hours.

After-hours emergency response:
Repairs to stationary generators due to failures preventing start-up, not generating power, and failure to switch over to building
Call back response in 30 minutes or less
On-site within 2 hours
After proposer's normal weekday hours
All hours on weekends (Friday – Sunday)
All hours over holidays

EXHIBIT "B"

FEE SCHEDULE

Item No.	Description	Rate
	Generator PM Service	Unit Price
1	Portable Generator #1	$1,575.00
2	Stationary Generator #2	$1,150.00
3	Stationary Generator #3	$1,090.00
4	Stationary Generator #4	$1,040.00
5	Stationary Generator #5	$1,040.00
6	Stationary Generator #6	$1,660.00
7	Stationary Generator #7	$1,800.00
8	Stationary Generator #8	$1,350.00
9	Stationary Generator #9	$1,130.00
10	Stationary Generator #10	$1,150.00
11	Stationary Generator #11	$1,290.00
12	Stationary Generator #12	$1,750.00
13	Stationary Generator #13	$1,750.00
14	Stationary Generator #14	$1,750.00
15	Stationary Generator #15	$4,975.00
16	Stationary Generator #16	$1,240.00
17	Stationary Generator #17	$1,210.00
18	Stationary Generator #18	$825.00
19	Weekly Generator Rental Rate	$2,450.00
20	Emergency call out rate	$300.00
21	Parts mark up rate	$240.00

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

ON POWER INDUSTRIES LLC

By:_____ Date: _____

Andrew Clapp, Owner

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR EQUIPMENT AND SUPPLIES

This agreement for the provision of OEM Cummins Parts & Service ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and P & S Truck Supply, Inc., a California corporation dba P & S Truck Center ("Contractor"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform OEM Cummins Parts & Service services for City (the "Services").

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONTRACTOR

2.1 The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Contractor shall comply with applicable federal, state, and local laws and regulations in the performance of this agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates Tabitha Crocker, Facilities & Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of one (1) year from July 1, 2024 (the "Initial Term"). The City shall have the option to extend the Initial Term of this Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Contractor at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term. The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.

4.3 If Contractor's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Contractor to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of three hundred thousand dollars ($300,000.00) for the Services provided during the Initial Term. Should this Agreement be renewed, the compensation for Contractor's performance for the Services shall not exceed the amount of three hundred thousand dollars ($300,000.00) for the first Extended Term; and three hundred thousand dollars ($300,000.00) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of nine hundred thousand dollars ($900,000.00). For the Initial Term and each Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk	Mary Mckee, Owner
City of Redlands	P & S Truck Supply Inc.
35 Cajon Street	dba P & S Truck Center

P.O. Box 3005 (mailing) Redlands, CA 92373 jdonaldson@cityofredlands.org (909) 798-7531	161 E. Valley Blvd. Rialto, CA 92376 pstruckcenter@hotmail.com 909-874-2000

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income,

interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only,

and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

P & S TRUCK SUPPLY INC.
dba P & S TRUCK CENTER

By: _____
Mary Mckee, Owner

EXHIBIT "A"

SCOPE OF SERVICES

The Contractor's facility shall be a clean and safe working environment. The facility shall comply with all federal, state, and local regulations.

The Contractor's facility shall be located within a 20-mile driving distance of the City Corporate Yard.

The Contractor shall maintain the Certification Requirements in Parts, Information, Tooling and Training that are required to perform and warrant all customer services including product selection, installation, commissioning, maintenance, troubleshooting and repairs on components on all the products for which the dealer is certified.

The City has many vehicles in which LNG or CNG is the primary fuel. Contractor shall have a repair facility that specifically meets the requirements of Section 2311.7 regarding CNG and LNG fueled vehicles. Details regarding the ventilation system, gas detection system and ventilation all must be in accordance with the section of the Code.

All items provided under this Agreement shall comply with all applicable Federal, state, and local regulations including State of California Motor Vehicle Code, if applicable.

The Contractor shall be an established and factory authorized Cummins Original Equipment Manufacturer (OEM) parts dealer and/or service center.

The Contractor shall maintain the minimum levels of information to assure that the correct and most current parts are used in service repairs, while providing the necessary technical support information.

Dealers are required to maintain an active subscription to Quick Serve On-Line (QSOL), the Quick Serve DVD or the full complement of the latest version of the printed hard copy service information for each of the products.

The Contractor shall maintain the required levels of mechanical and electronic tools for the service levels and products for which they are certified.

Prior to the commencement of any work or repairs on City equipment, Contractor shall provide a written estimate to the City for the requested or recommended repairs. Approval from an authorized representative of the City must be given prior to work being performed and shall be based on the provided estimated cost. If additional work is required, approval from the City must be obtained prior to work being completed. The City will not be responsible for the costs associated with any unauthorized repairs.

All work shall be inspected by a representative of the City for proper completion and correction of the reported concerns. If it is determined that the concerns were not properly addressed or the

quality of work is unacceptable, the Contractor shall, at their expense, make the necessary corrections.

The City may consider and allow on-site repairs/services to be performed at a City facility when appropriate.

All items provided under this Agreement shall be original equipment manufacturer (OEM) line of replacement parts. All items provided under this Agreement shall be equivalent in function and workmanship to the parts originally supplied on the vehicle(s) unless superseded by the vehicle/equipment manufacturer. No generic parts shall be supplied.

The Contractor shall maintain adequate local inventory of popular items and items regularly stocked by the City, to meet the City's emergency needs. Emergency needs shall be delivered within three (3) hours of order; or shipped within the same business day if available and Contractor's inventory location is not within the greater San Bernardino County. Stock orders shall be delivered within two (2) working days of order, if available, from the manufacturer. Backorders shall be filled within four (4) working days. The City shall be notified of all backorders.

Availability and timely delivery are critical to the maintenance of this Agreement. Failure to maintain adequate inventory or provide timely delivery shall be grounds for termination.

The Contractor agrees to accept the return of unused and undamaged items purchased through this Agreement at 100% of the contract price.

Contractor shall maintain qualified personnel. Each location is required to have a qualified warranty administrator and at least one qualified technician for all of the products and service levels for which they are certified. Only qualified technicians are authorized to perform warranty diagnosis and repair of Cummins products at a given service level. The City may request proof of technician’s qualifications at any time. Technician qualification programs include e-learning through Cummins Virtual College (CVC), classroom hands-on training, written and proficiency assessments.

The provisions of this contract shall in no way prohibit the City from purchasing the same products and/or services listed herein from another supplier.

EXHIBIT "B"
FEE SCHEDULE

Labor Rates are the hourly shop labor rate for all repairs and include all fees and surcharges. No additional fees and surcharges are allowed, and no allowances will be made for after-hours or overtime labor.

Description	Amount
Cummins Parts – discount off manufacture's list price	43%
Hourly Rate for Cummins Repairs	$115.00

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

P & S TRUCK SUPPLY INC.
dba P & S TRUCK CENTER

By:_____ Date: _____
Mary Mckee, Owner

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR EQUIPMENT AND SUPPLIES

This agreement for the provision of Hydraulic Cylinder Parts and Repairs ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and Ray Gaskin Service, a California corporation. ("Contractor"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform Hydraulic Cylinder Parts and Repair services for City (the "Services").

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONTRACTOR

2.1 The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Contractor shall comply with applicable federal, state, and local laws and regulations in the performance of this agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates Tabitha Crocker, Facilities & Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of one (1) year from July 1, 2024 (the "Initial Term"). The City shall have the option to extend the Initial Term of this Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Contractor at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term. The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.

4.3 If Contractor's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Contractor to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of one hundred five thousand dollars ($105,000) for the Services provided during the Initial Term. Should this Agreement be renewed, the compensation for Contractor's performance for the Services shall not exceed the amount of one hundred five thousand dollars ($105,000) for the first Extended Term; and one hundred five thousand dollars ($105,000) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of three hundred fifteen thousand dollars ($315,000). For the Initial Term and each Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk City of Redlands 35 Cajon Street P.O. Box 3005 (mailing) Redlands, CA 92373 jdonaldson@cityofredlands.org (909) 798-7531	Patrick McIntosh, Vice President Ray Gaskin Service 14572 Rancho Vista Dr. Redlands, CA 92373 Patrick@raygaskinservice.com 909-574-7000

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property

occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only, and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and

litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Clerk

RAY GASKIN SERVICE

By: _____
Patrick McIntosh, Vice President

EXHIBIT "A"

SCOPE OF SERVICES

Contractor shall conduct repair services on heavy duty and/or solid waste refuse vehicles, and provide welding services on an as-needed basis. All work must be done per specifications, according to all applicable and acceptable industry standards, of the highest quality workmanship, and completed by the time required.

Repair services that include, but are not limited to, work on the following:

The hydraulic cylinders are, but not limited to:
• Single stage 2-5 inch diameter, 1ft length;
• Double stage 4-6 inch diameter, 2ft length; and
• Triple stage 6-8 inch diameter, 6ft length.

In the event a Hydraulic cylinder is in need of replacement, the vendor shall seek approval from Fleet Services Coordinator or a qualified City of Redlands staff member.

Security: City vehicles, equipment, and materials shall be maintained in secure storage at all times.

Estimates: The vendor shall submit a final estimate, which is true and accurate, of the specific work to the Fleet Services Coordinator, and/or City Representative for consideration and authorization.

Contractor must be responsive to the requests of staff and return voicemails/emails or other requests for services in a timely manner.

EXHIBIT "B"

FEE SCHEDULE

Description of Service	Parts / Labor	Price
Tear down, inspect, and rebuild single stage 2-5 inch diameter, 1ft length.	Labor	$80/hr.
Tear down, inspect, and rebuild double stage 4-6 inch diameter, 2ft length.	Labor	$80/hr.
Tear down, inspect, and rebuild triple stage 6-8 inch diameter, 6ft length	Labor	$120/hr.
Welding Repairs	Labor	$80/hr.
Parts markup	Parts	20%

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

RAY GASKIN SERVICE

By:_____ Date: _____

Patrick McIntosh, Vice President

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR EQUIPMENT AND SUPPLIES

This agreement for the provision of Onsite Fabrication Services ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and Redlands Iron Works, Inc., a California corporation ("Contractor"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform Onsite Fabrication Services services for City (the "Services").

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONTRACTOR

2.1 The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Contractor shall comply with applicable federal, state, and local laws and regulations in the performance of this agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates Tabitha Crocker, Facilities & Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of one (1) year from July 1, 2024 (the "Initial Term"). The City shall have the option to extend the Initial Term of this Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Contractor at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term. The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.

4.3 If Contractor's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Contractor to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of seventy-five thousand dollars ($75,000) for the Services provided during the Initial Term. Should this Agreement be renewed, the compensation for Contractor's performance for the Services shall not exceed the amount of seventy-five thousand dollars ($75,000) for the first Extended Term; and seventy-five thousand dollars ($75,000) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of two hundred twenty-five thousand dollars ($225,000). For the Initial Term and each Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk	Manuel Gonzalez
City of Redlands	Redlands Iron Works, Inc.
35 Cajon Street	31164 Ashforth Dr.

P.O. Box 3005 (mailing)
Redlands, CA 92373
jdonaldson@cityofredlands.org
(909) 798-7531

Redlands, CA 92373
Kid335@live.com
909-709-9353

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income,

interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only,

and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

REDLANDS IRON WORKS, INC.

By: _____
Manuel Gonzalez, Owner

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

Contractor shall provide the materials defined in the Fee Schedule to City when requested by City staff.

Contractor shall be paid the costs designated below as compensation for the provision of Contractor's Services.

Contractor shall be paid the cost designated below as compensation for its provision of hourly labor.

Contractor shall submit in writing documentation of any expenses incurred for labor and/or services.

Contractor must be responsive to the requests of staff and return voicemails/emails or other requests for services in a timely manner.

EXHIBIT "B"

FEE SCHEDULE

Item No.	Brief Description	*A. Quantity	*B. Unit Price	*C. Total Price in Figures
1	16 gauge, ¾" hot rolled square tubing	100' ft	$14.30	$71.50
2	16 gauge, 2" hot rolled square tubing	100' ft	$39.00	$195.00
3	16 gauge, 1"x 2" hot rolled square tubing	100' ft	$28.60	$143.00
4	1018 1" cold rolled solid steel bar	100' ft	$260.00	$1300.00
5	16 gauge 48"x 120" hot rolled steel sheet	10 pcs	$159.00	$1159.00
6	16 gauge 48" x 120" perforated steel sheet, 1/8" round hole	10 pcs	$289.25	$2892.50
7	Field Calls (Mobilization Cost Included)	200 hrs	$228.85	$45,770.00
8	After Hour Field Calls (Mobilization Cost Included)	200 hrs	$343.25	$6,8650.00
9	Shop Hours (for work performed at Contractor's place of business)	200 hrs	$140.00	$28,000.00

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

REDLANDS IRON WORKS, INC.

By:_____ Date: _____

Manuel Gonzalez

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES FOR EQUIPMENT AND SUPPLIES

This agreement for the provision of onsite fleet maintenance and repair services ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and SVT Fleet, LLC, a California limited liability company, a wholly owned subsidiary of Velocity Vehicle Group, ("Contractor"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform onsite fleet maintenance and repair services for City (the "Services").

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONTRACTOR

2.1 The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Contractor shall comply with applicable federal, state and local laws and regulations in the performance of this agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates Tabitha Crocker, Facilities & Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of one (1) year from July 1, 2024, through June 30, 2025 (the "Term"). The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.

4.3 If Contractor's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Contractor to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of one million one hundred six thousand dollars ($1,106,000) for the Services provided during the Term. City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractors' invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk City of Redlands 35 Cajon Street P.O. Box 3005 (mailing) Redlands, CA 92373 jdonaldson@cityofredlands.org (909) 798-7531	Mitch Beckett, Director, Government Sales SVT Fleet, LLC 15724 Valley Blvd. Fontana, CA 92335 mbeckett@svtfleet.com 216-385-5212

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only, and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Contractor of City's intent to terminate. If this

Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

[Signatures on following page]

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

SVT FLEET, LLC

By: _____
Bradley C. Fauvre, President

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

Time estimates for equipment repair are not to exceed the industry standard repair guidelines using sources such as Chilton, Mitchell or All Data time. Additional time above and beyond guidelines will not be accommodated unless previously approved in writing or email by an authorized City representative.

The Scope of Work and Specifications are a general guide, and are not intended to be an all-inclusive list of the work necessary for providing the Onsite Fleet Maintenance and Repair Program scope. It shall be the Contractor's responsibility to develop and implement a preventative maintenance (PM) program to effectively maintain all vehicles and equipment listed in the Fleet Availability Performance Standards Tables (Table A - List of all Vehicles; Table B - List of Enterprise Vehicles; Table C - Vehicle Descriptions) to the satisfaction of City's representatives.

The current hours of operation for City staff at the Equipment Maintenance facility are Monday through Friday from 6:00 am to 4:30 pm. The Contractor shall be required to have technicians on site from 7:00 am to 10:30pm Monday through Thursday and Fridays from 7:00 am to 8:30 pm. Changes to this schedule will be accommodated with prior written approval by an authorized City representative.

Personnel Requirements are as follows:

- Up to Six (6) fleet technicians
  - Up to Four (4) technicians will be onsite Monday through Friday from 6:00 am to 2:30 pm or to 3:00 pm.
  - Up to Two (2) technicians will be onsite Monday through Friday between 8:00 am and 6:30 pm.
  - One (1) technician to perform onsite BIT inspections.

- Janitorial Service
  - One (1) part time person onsite Monday through Thursday from 6:00 am to 11 am.

Contractor shall ensure all employee’s certifications and licenses must stay current, including, but not limited to

• Class A/B License
• ASE’s
• Forklift

Contractor shall not use the contracted assets or other City furnished property for work on vehicles or equipment not owned or leased by City unless otherwise authorized by City. City property will not be used in any manner for any personal advantage, business gain, or other personal endeavors by Contractor or Contractor’s employees other than in the performance of the work described in the Agreement, unless otherwise authorized.

Within ten (10) days of Agreement award, Contractor shall schedule with City a joint facility inspection for the purpose of identifying pre-existing deficiencies pertaining to the buildings, utility systems, equipment, and other assets. Contractor and City will together make a complete and systematic inspection and inventory of all structural, mechanical, electrical and furniture to which Contractor will have access during the course of the Agreement period. Contractor will then prepare and submit to City a Pre-Existing Deficiency Report describing all observed deficiencies pertaining to the building structure, systems, equipment, or other assets noted during the joint inspection. Contractor will include and identify, as part of this listing, any facility feature or system which is functional but which should be considered for replacement or upgrade due to age or overall condition.

City does not warrant or guarantee against the possibility that safety or environmental hazards or potential hazards may exist at this facility. Contractor shall be responsible for identifying any hazardous conditions located in the facility and notifying City in writing within thirty (30) days of Agreement Award. This will be accomplished by conducting an environmental assessment and an occupational, health, and safety inspection of facilities acceptable to City. Contractor will be responsible for the conduct of the assessment and inspection and will pay for the cost of these services.

City shall be responsible for supplying heat, water and electricity to these facilities. Contractor may use City phone system, but shall pay for local service, equipment charges and long-distance calls. In using these facilities, Contractor will develop and adhere to an energy conservation plan that is consistent with City policy. To the extent Contractor operates these facilities in a manner that unnecessarily increases utility costs incurred by City (e.g, does not turn off lights when appropriate to conserve energy and utility usage), City may charge Contractor the excess utility costs of such practices.

City shall be responsible for preventative maintenance and repair of facility structure and all elements contained therein that are sublet to Contractor and that are the property of City unless such repair is due to negligence of Contractor.

City from time to time, may add equipment, tools, or furniture to the garage and will entertain Contractor recommendations in this regard. These items will be added to the inventory of items that are Contractor's responsibility as they are put into service. Alternatively, Contractor may purchase and install equipment in the garage upon approval by City. At the conclusion of the Agreement, City shall have the option to purchase this equipment at its depreciated cost. If City elects not to purchase this equipment, Contractor will remove the equipment and return the garage to its pre-equipment installation condition.

Hazardous Material Disposal

City shall be responsible for disposal of all wastes (e.g. used oils, oil filters, coolants, transmission fluids, tires, etc.) generated during the course of the Agreement. Disposal of all waste materials will be done in accordance with City, County, State and Federal laws and regulations. Contractor shall train its employees in working with and handling hazardous materials in a safe and efficient manner.

Contractor will aid City Staff with an annual Certified Unified Program Agency (CUPA) Filing.

Diesel Particulate Filters

Contractor shall maintain and service Diesel Particulate Filters as required by the South Coast Air Quality Management District (AQMD).

Parts Procurement

Contractor shall utilize City existing parts procurement contracts for their existing term(s). Contractor shall demonstrate to City that they are receiving the preferred customer pricing for City for all other parts or supplies. City reserves the right to purchase parts directly for Contractor's use in effecting maintenance or repairs, whether from existing contracts or from any vendor of its choice.

Repairs

Enterprise Fleet Management Leased Vehicles
Contractor shall be an authorized Enterprise Fleet Management vendor for repairs and maintenance.

- Vehicles with a Preventative Maintenance Agreement
  - Contractor shall perform the preventative maintenance work on the Enterprise Leased Vehicle and invoice Enterprise Fleet Management directly for such services. The time spent working on these vehicles shall not be included in the time billed to City.

- Vehicles without a Preventative Maintenance Agreement
  - Contractor shall perform the preventative maintenance work on the Enterprise Leased Vehicle. The time spent working on these vehicles shall be included in the time billed to City.

Repairs Beyond Regular Maintenance

If it is determined that a City vehicle needs repairs beyond regular maintenance such as new brakes, tires, major electrical improvements, or other repairs deemed as necessary, the Preventative Maintenance form will become a repair work order. The City Representative will be contacted to obtain authorization to proceed before any repairs are performed, as required by California State law. The Contractor will not perform the repair until receiving approval from City Representative in writing or e-mail. Contractor will also advise City Representative of the estimated downtime before completing the repair.

Work shall not be sub-contracted without approval from City Representative. Any subcontractor to be utilized for maintenance or repair work shall meet City's required qualifications, repair certificates, licenses, and insurance requirements and provide repair and maintenance as provided in the turnaround time requirements identified in the Agreement.

Warranty and Recall Work

Contractor will administer all warranties and recalls, both for vehicles and parts, associated with management of City's fleet. Contractor shall be required to attempt to obtain authorization from various vehicle manufactures to perform in house warranty work on City vehicles. Such work will be reimbursed directly to the Contractor by the manufacturer and City will be held harmless from payment for such work. Work performed by the Contractor for which reimbursement is provided by the manufacturers shall not be billed to City. Contractor may send warranty or recall work out to others, subject to applicable provisions of the manufacturer's warranty, when it is more cost-effective to City to do so. The cost of repairs made if a vehicle is sent out for suspected warranty work – and the suspected problem is not warrantied – will be absorbed by Contractor as part of the annual maintenance cost.

Emission (Smog) Testing / Opacity Testing

Emission testing shall be performed annually on qualifying vehicles by Contractor. Due to configuration of City's fleet, there will be vehicles to test every year based on vehicle identification numbers. Opacity testing shall be completed annually with comprehensive records maintained.

DOT/BIT Inspection Vehicles (Heavy Trucks, Trailers and Buses)

Contractor shall manage and submit City's DOT/BIT Inspection to include, but not limited to:

1) Serviced accordingly every 90 days as per DOT guidelines with CHP approved checklists
2) Maintain records for all vehicles regulated by DOT per DOT and CHP guidelines

City will manage and maintain personnel records and conduct random drug screening for City employees affected by the DOT/BIT program.

Management Information System

City shall provide and maintain all software and hardware needed for the Ron Turley & Associates (RTA) Fleet Management Software System.

The Contractor will be responsible for accurate daily entry of all work order information, (e.g. parts, labor, repair type, outside vendor repair costs, etc.) into the RTA Fleet Management System.

The Contractor will follow existing City Policies with respect to adding or modifying any information to the RTA Fleet Management Software.

Sensitivity of City Property

Contractor must acknowledge that certain property owned by City is sensitive in nature and requires concerted efforts by Contractor to ensure that the sensitive nature of such property is not compromised.

Vehicles designated by City as unmarked police undercover vehicles will be serviced and maintained by Contractor. Contractor will ensure that the confidential and sensitive nature of these vehicles, including, but not limited to, the special equipment inside the vehicles are maintained. Security procedures by Contractor for such vehicles will include written acknowledgement of the agreement of staff to:

A) Control and limit discussion about these vehicles
B) Prohibit handling and tampering with special machinery and tools
C) Ensuring that the integrity of the mechanics and other staff and subcontractors is sufficient

Turn Around Time – Public Safety

In the course of maintenance and repair of City owned Police and Fire vehicles, there shall not be more than 10% of the safety fleet down at one time for maintenance or repair. Repairs will need to be coordinated with City Representative to minimize equipment downtime for response.

Safety Requirements

Contractor shall be solely and completely responsible for conditions of the jobsite, including safety of all persons (including employees) and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours. Safety provisions shall conform to U.S. Department of Labor (OSHA), California Department of Labor (CAL) and all other applicable federal, state, county, and local laws, ordinances, codes and regulations. Where any of these are in conflict, the more stringent requirement shall be followed. Contractor's failure to thoroughly familiarize themselves with the aforementioned safety provisions shall not relieve them from compliance with the obligations and penalties set forth therein. City reserves the right, but is not obligated to make safety inspections at any time Contractor is on City property and to ensure safety rules are not being violated.

A) Contractor will furnish adequate safety equipment and comply with the various OSHA regulations established by the Federal Government, the State and amendments and changes that may occur from time to time. Contractor will maintain safety records in connection with its operation of City facilities recording the relevant details regarding any accidents or injuries occurring on City of Redlands property.

B) All work will be conducted in a safe manner and will comply with the requirements of State and local rules and regulations and OSHA safety standards. Prior to commencement of the work, Contractor will meet in conference with a representative from the Risk Management Division to discuss and develop a mutual understanding relative to the administration of City safety program.

C) If at any time Contractor fails or refuses to comply with Federal, State, or City of Redlands safety requirements; City may issue an order to stop all work until satisfactory corrective action

has been taken. No part of the time lost due to any such stop order will be made the subject of any claims for excess cost, damage or extension of time against City, its agents or employees.

D) Contractor will report to City all accidents (personal injury, vehicle or equipment damage) within twenty-four (24) hours of their occurrence or discovery.

Additional Duties

A) Road calls in field
B) Large truck and auto tire repairs and installation
C) Unload deliveries to the garage from vendors, UPS, Fed-Ex, etc.

Preventative Equipment Maintenance Schedule

Preventative maintenance shall be defined as scheduled routine inspection, servicing, repair and replacement of equipment components on a regular basis so as to facilitate operations with a minimum of downtime. The preventative maintenance program shall be in accordance with industry recognized best Onsite Fleet Maintenance and Repair Program practices, and shall comply with the original equipment manufacturer (OEM) specifications.

Safety Checklist: The listed items must be inspected, serviced and/or repaired at every PM interval.

1	Headlights (High and Low Beams)	9	Steering and Suspension Components
2	Beam Indicator Lamp	10	Windshield Wipers and Washers
3	Parking Lights	11	Horn and/or Audible Warning Devices (Siren, etc.)
4	License Plate Light	12	All Interior and Exterior Mirrors
5	Tail/Stop Lights	13	Exhaust Pipes and all Hanger/Clamps
6	Turn Signals	14	Seat Belts
7	Hazard and 4 Way Lights	15	Window Operation and Door Locks
8	Emergency/Parking Break	16	Tire Pressure and Wear

Preventative Maintenance - Level A Service (PM-A)

Perform all items listed every 5000 miles or six months, whichever occurs first, on all cars, light trucks (1 ton and below) vans, utility vehicles, etc. Exceptions from the PM work listed will be considered if approved by the City Representative.

1	Inspect service and repair all interior lights.		
2	Inspect, service and refill fluid levels:		
	Coolant Windshield Washer Solvent	Transmission Differentials	Power Steering Brake Fluids
3	Inspect, service and repair charging system, battery terminals, cables and box		
4	Inspect, service and repair heating/air conditioning system		
5	Inspect, service and repair frame, cross members and body joints		

6	Inspect, service and repair the engine starting components and circuits
7	Inspect, service and repair drive train components
8	Inspect, service and repair any noted oil, fuel, coolant or other fluid leaks
9	Inspect, service and repair air emission filters and valves as needed
10	Inspect, service and repair drive belts, hoses and clamps
11	Inspect, service and repair all gauges for proper calibration and operation
12	Inspect, service, repair and lubricate all grease points on chassis, body, booms, hoists and winching mechanisms
13	Change engine oil and filter – products shall meet OEM specifications
14	Inspect, service and replace air filter as necessary
15	Inspect, service, repair/replace tires as necessary. Replace at 3/32 inch tread life.
16	Inspect brakes, repair/*replace as necessary.

Preventative Maintenance - Level B Service (PM-B)

Perform item listed every 30,000 miles or 2 years, whichever occurs first.

1	Perform all items listed in PM-A
2	Inspect, service and repair emissions systems as required by original equipment manufacturer
3	Rotate and Balance all Tires – check for wear and replace as appropriate
4	Scope engine and perform minor tune up as necessary
5	Inspect and service brake components as necessary. *Note: Every brake job shall include complete new brake hardware kit and cleaning/repacking of wheel bearings.

Preventative Maintenance - Level C Service (PM-C)

Perform items listed every 60,000 miles or 3 years whichever occurs first.

1	Perform all items listed in PM-A and PM-B
2	Inspect and service transmission, which includes but is not limited to adjustment, fluid and filter change as necessary and/or required by original equipment manufacturer
3	Perform front end alignment as well as inspect for work or broken components; replace as necessary
4	Drain, flush and replace differential fluids
5	Drain, flush and replace engine coolant
6	Remove all wheels and inspect brakes; *replace or repair as needed
7	Clean particulate diesel filters per OEM specifications

30,000 Mile Service

Perform items listed every 30,000 miles

1	Perform a pressure check of the coolant system for leaks. Drain coolant and perform black flush to system. Replace coolant; tighten all hose clamps and fittings.
2	Change air and fuel filters
3	Perform a complete system check to include ignition/timing, the charging voltage, charging amperage and the cranking amperage. The results must be recorded on the PM checklist.

4	Drain the transmission fluid, replace the filter, adjust the transmission bands and replace the pan gasket. Fill transmission with manufacturer required type and specified amount of transmission fluid. Perform a road test to ensure fluid is circulated and bands are properly adjusted.
5	Replace all spark plugs and wires, distributor cap and rotor, PVC valve with new OEM or better-quality parts. Perform overhead service.
6	Remove thermostat and gasket and replace with new OEM or better-quality part
7	A road test shall be performed for each preventative service performed for diagnosing problems, checking the effectiveness of repairs and testing overall operation of the vehicle. Technician to make recommendations as appropriate.
8	Check tire pressure and condition. Replace as appropriate

EXHIBIT "B"
FEE SCHEDULE

Labor Rates

Utility/Custodial Fee	$250.00 / per day
Bit Inspection Technician	$44.50 / per hour
Tier 1 Technician	$69.50 / per hour
Tier 2 Technician	$92.00 / per hour

Tier 1 Technicians
Technicians dedicated to the shop in Redlands. Rate is for light duty vehicles and equipment including preventive maintenance outlined in Exhibit “B” of this agreement. Technicians will conduct preventative maintenance on all pieces of equipment. Any work outside of preventive maintenance and light duty repairs will be billed at Tier 2 rate.

Tier 2 Technicians
Technicians dedicated to the shop in Redlands. Rate is for refuse trucks, medium and heavy-duty vehicles including preventive maintenance outlined in Exhibit “B” of this agreement. Technicians will conduct preventative maintenance on all pieces of equipment.

Material / Parts / Subcontractor Rates

Parts Markup	Cost + 15%
Subcontractor Costs	Cost + 15%

No annual rate escalation will be applied.

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

SVT FLEET, LLC

By:_____ Date: _____

Bradley C. Fauvre, President

AGREEMENT TO PERFORM NON-PROFESSIONAL SERVICES
FOR EQUIPMENT AND SUPPLIES

This agreement for the provision of the supply of solid waste truck parts ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and Wastebuilt Environmental Solutions, LLC, a Delaware limited liability company ("Contractor"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONTRACTOR

1.1 City hereby engages Contractor to perform the supply of solid waste truck parts services for City (the "Services").

1.2 The Services shall be performed by Contractor in a professional manner, and Contractor represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional Contractors in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONTRACTOR

2.1 The Services that Contractor shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Contractor shall comply with applicable federal, state and local laws and regulations in the performance of this agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City shall make available to Contractor information in its possession that may reasonably assist Contractor in performing the Services.

3.2 City designates Tabitha Crocker, Facilities & Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 The Contractor shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

4.2 The term of this Agreement shall be for a period of one (1) year from July 1, 2024 (the "Initial Term"). The City shall have the option to extend the Initial Term of this

Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Contractor at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term. The Initial Term and the Extended Terms are hereby collectively, referred to herein as the "Term" of this Agreement.

4.3 If Contractor's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Contractor to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONTRACTOR

5.1 The compensation for Contractor's performance of the Services shall not exceed the amount of two hundred thousand dollars ($200,000) for the Services provided during the Initial Term. Should this Agreement be renewed, the compensation for Contractor's performance for the Services shall not exceed the amount of two hundred thousand dollars ($200,000) for the first Extended Term; and two hundred thousand dollars ($200,000.00) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of six hundred thousand dollars ($600,000). For the Initial Term and each Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

5.2 Contractor shall submit monthly invoices to City describing the Services performed during the preceding month. Contractor's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom. City shall pay Contractor no later than thirty (30) days after receipt and approval by City of Contractor's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY	CONTRACTOR
City Clerk	Christian Bremer
City of Redlands	Wastebuilt Environmental Solutions, LLC.
35 Cajon Street	11300 Inland Ave.
P.O. Box 3005 (mailing)	Jurupa Valley, CA 91752
Redlands, CA 92373	rcbremer@wastequip.com

jdonaldson@cityofredlands.org 909-815-3034
(909) 798-7531

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Contractor for the duration of its performance of the Services. Contractor shall not perform any Services unless and until the required insurance listed below is obtained by Contractor. Contractor shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Contractor is self-insured or exempt from the workers' compensation laws of the State of California. Contractor shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Contractor owned vehicles used in connection with Contractor's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

6.2 Contractor shall defend, indemnify, and hold harmless City and its elected and appointed officials, employees, and agents from and against any and all claims, losses and liability, including attorneys' fees, arising from injury or death to persons or damage to property occasioned by any negligent act or omission by, or the willful misconduct of, Contractor, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Contractor covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Contractor's Services. Contractor further covenants and

represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Contractor agrees it is not a designated employee within the meaning of the Political Reform Act because Contractor:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and, in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Contractor must disclose its financial interests, Contractor shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Contractor shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, results in City's immediate termination of this Agreement.

8.3 Contractor is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any of its agents shall have control over the conduct of Contractor or Contractor's employees, except as herein set forth. Contractor shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Contractor are for its account only, and in no event shall Contractor or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Contractor

shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Contractor have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than ten (10) days prior written notice to Contractor of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Contractor's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Contractor at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Contractor. Upon receipt of a termination notice, Contractor shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, drawings, specifications, reports, summaries and such other information and materials as may have been accumulated by Contractor in performing the Services. Contractor shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Contractor shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Contractor pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Contractor.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Contractor.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Contractor have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

WASTEBUILT ENVIRONMENTAL SOLUTIONS, LLC

By: _____
Christian Bremer, Vice President of Sales

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

The Contractor shall be responsible for the supply and delivery of Solid Waste Refuse Collection Truck parts.

DELIVERY SCHEDULE:

Items ordered shall be delivered as soon as possible, but no later than three (3) business days from the date of each order.

DELIVERY LOCATION: 1270 W. Park Avenue, Building E., Redlands, CA. 92373

WARRANTY:

Any suppliers or manufacturers' standard warranty coverage must be extended to the City of Redlands.

EXHIBIT "B"
FEE SCHEDULE

Part Description	Price
P553000 - Donaldson 4.65" Outer Diameter x 11.65" Lube Spin-On Full Flow	$38.55/EA
341-012-024 – Converter 12V to 24V (Wayne)	$200.36/EA
545-436-006 – Air Actuator (Wayne)	$301.72/EA
305-1834-1 Cart Assembly (AMREP)	$1,128.89/EA
306-4695 Left Clamp Arm (AMREP)	$603.04/EA
306-4694 Right Clamp Arm (AMREP)	$779.82/EA
40010143 Haldex Slack Adjuster (Haldex)	$84.56/EA
509-2231 Clamp Cylinder (AMREP)	$505.09/EA
306-5081-1 Clamp Tie Rod Assembly (AMREP)	$148.00/EA
380123-12 PTO solenoid (Chelsea)	$133.64/EA
109-032-000 – Cone Bearing (Wayne)	$19.26/EA
Pioneer Auto tarp (Pioneer)	$280.22/EA
00-37995-01-AB Master Controller (Wayne)	$4,195.61/EA
AB1DK23L-8852 Air Bag	$110.99/EA
530-072-015 Wayne Hydraulic Pump (Wayne)	$2687.22/EA
K022105K Air Dryer Purge Valve	$70.64/EA

EXHIBIT "C"

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

WASTEBUILT ENVIORNMENTAL
SOLUTIONS, LLC

By:_____ Date: _____
Christian Bremer, Vice President of Sales

FIRST AMENDMENT TO AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This First Amendment ("First Amendment") to the agreement for supply of OEM Parker Hannifin Hydraulic Hoses and Accessories ("Agreement"), dated December 5, 2023, by and between the City of Redlands, a municipal corporation, and a general law city ("City"), and Bernell Hydraulics, Inc. a California corporation ("Contractor"), is made and entered into this 4th day of June 2024.

RECITALS

WHEREAS, it is the desire of the City and Contractor to amend their existing Agreement, specifically the payments to Contractor;

NOW, THEREFORE, for good and valuable consideration in the receipt of which is hereby acknowledged City and Contractor agree as follows:

AGREEMENT

Section 1. Article 5 of the Agreement, entitled "Payments to Contractor," is hereby amended to read as follows:

Compensation: The compensation for Contractor's performance of the Services shall not exceed the amount of One Hundred Fifty Thousand Dollars ($150,000) for the Services provided during the Initial Term. Should this Agreement be renewed, the compensation for Contractor's performance for the Services shall not exceed the amount of Three Hundred Seventy Thousand Dollars ($370,000) for the first Extended Term; and Three Hundred Seventy Thousand Dollars ($370,000) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of Eight Hundred Thousand Dollars ($890,000). For the Initial Term and each Extended Term, City shall pay Contractor on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by reference.

Section 2. All other provisions of the Agreement shall remain unchanged by this First Amendment and in effect.

[Signatures on next page]

IN WITNESS WHEREOF, the parties have executed this First Amendment, to be effective as of June 4, 2024.

CITY OF REDLANDS

_____
Eddie Tejeda, Mayor

BERNELL HYDRAULICS, INC.

By: _____
Rob Kinnee, Territory Sales Manager

ATTEST:

_____
Jeanne Donaldson, City Clerk

Cooperative Purchase Orders FY 2024-25

Staff followed the City's procurement policies in regard to an existing cooperative contract agreement for Public Utility Equipment/Services with Sourcewell. By utilizing the Sourcewell cooperative purchasing, the City can benefit from previously posted bid packages that have been competitively bid and awarded in conformance with the City's procurement policies. Agencies can review bid results from more than 50,000 government, education, and nonprofit organizations and draw from the terms and pricing for like units and vehicles.

Supply of As-needed Auto Parts

Vendor	Purchase Order Request
Napa Auto Parts	$146,000

Staff is recommending that the City Council approve the Sourcewell cooperative purchase order with Napa Auto Parts through the Sourcewell Contract Number 032521-GPC for the supply of as-needed auto parts. The requested annual purchase order in the amount of $146,000 is based on historical expenditures.

Vehicle Lease Program

Vendor	Purchase Order Request
Enterprise FM Trust	$2,963,000

Staff is recommending that the City Council approve the Sourcewell cooperative purchase order with Enterprise FM Trust through the Sourcewell Contract Number 030122-EFM for the supply of as-needed auto parts. The requested annual purchase order in the amount of $2,963,000 is based on existing leased vehicles and vehicle orders anticipated to be delivered in FY 2024-25. There are currently 171 vehicles in the program and on order, with an average annual lease cost of $17,325.

Telematics and DriveCam Fleet Management System

Vendor	Purchase Order Request
Geo-Tab	$167,717.56

Staff is recommending that the City Council approve the Sourcewell cooperative purchase order with Geo-Tab through Sourcewell Contract Number 032521-GEO for the supply of telematics and drivecam systems. These services will aid in fleet maintenance, ensuring that each vehicle is serviced based on mileage standards. The systems will also analyze vehicle usage data to determine which vehicles are best suited to switch to electric vehicles to meet State Zero Emission Vehicle requirements. Geo-Tab also received an industry-first Executive Order from the California Air Resources Board (CARB) officially exempting Geotab’s aftermarket solutions from CARB’s emissions anti-tampering regulations in the California market, making it the only CARB-compliant continuously connected fleet management solution available at this time.

The requested annual purchase order in the amount of $168,605.95 is based on equipment and subscription services for 230 leased and City-owned vehicles.

Intergovernmental/ Piggyback Contract Use Request

(Attach to PR form)

The FCS Department requests the purchase of the following item(s) from:

Original Contracting Entity: Sourcewell
Contract#: 032521-GPC
Contract Term: 5/31/2021 - 5/19/2025 (subject to a one-year extension)
Method of original contract award: ☑ Competitive ☐ Non-Competitive, based on: ☐ Preferred source ☐ Sole ☐ Single source ☐ Emergency ☐ Other:
Does the original contract contain language contemplating contract extension to additional users? ☑ Yes ☐ No

Please attach: vendor agreement to sale to the City AND Entity agreement/contract language allowing Piggyback

Description of Product/Service intend to acquire	Unit Price	Total
Auto Parts		$ 146,000.00
Tax		
	Grand Total	$ 146,000.00

Vendor:	Genuine Parts Company dba Napa Auto Parts
Contact:	Anjanette Unkefer
Address 1:	2021 Rancho Dr
Address 2:	
City/State/Zip:	Redlands, CA 92373
Telephone:	909-792-2400
Fax:	
Web/E-Mail:	anjanette_unkefer@napapstore.com

Delivery/Service Location	
Contact:	Andy Madiedo
Telephone:	798-7568
Department:	FCS
Address 1:	
Address 2:	Building E
Additional Comments	

Purchasing Agent Approval: _____ **Date:** _____

City Manager Approval: _____ **Date:** _____

Intergovernmental/ Piggyback Contract Use Request

(Attach to PR form)

The FCS Department requests the purchase of the following item(s) from:

Original Contracting Entity: Sourcewell
Contract#: 020221-GEO
Contract Term: 4/8/2021 through 5/26/2025, extended to 3/26/2025 with additional extensions allowed
Method of original contract award: ☑ Competitive ☐ Non-Competitive, based on: ☐ Preferred source ☐ Sole ☐ Single source ☐ Emergency ☐ Other:
Does the original contract contain language contemplating contract extension to additional users? ☑ Yes ☐ No

Please attach: vendor agreement to sale to the City AND Entity agreement/contract language allowing Piggyback

Description of Product/Service intend to acquire	Unit Price	Total
Telematics and DriveCams		$ 167,717.56
Tax		
	Grand Total	$ 167,717.56

Vendor:	GEO-TAB
Contact:	Fred Jordan
Address 1:	2440 Winston Park Dr
Address 2:	
City/State/Zip:	Oakville, Ontario L6H 7V2 Canada
Telephone:	702-277-1918
Fax:	
Web/E-Mail:	fredjordan@geotab.com

Delivery/Service Location	
Contact:	Andy Madiedo
Telephone:	
Department:	FCS
Address 1:	1270 W. Park Ave
Address 2:	Building E
Additional Comments	

Purchasing Agent Approval: _____ Date: _____

City Manager Approval: _____ Date: _____

Intergovernmental/ Piggyback Contract Use Request

(Attach to PR form)

The FCS Department requests the purchase of the following item(s) from:

Original Contracting Entity: Sourcewell
Contract#: 020221-GEO
Contract Term: 4/8/2021 through 5/26/2025, extended to 3/26/2025 with additional extensions allowed
Method of original contract award: ☑ Competitive ☐ Non-Competitive, based on: ☐ Preferred source ☐ Sole ☐ Single source ☐ Emergency ☐ Other:
Does the original contract contain language contemplating contract extension to additional users? ☑ Yes ☐ No

Please attach: vendor agreement to sale to the City AND Entity agreement/contract language allowing Piggyback

Description of Product/Service intend to acquire	Unit Price	Total
Telematics and DriveCams		$ 167,717.56
Tax		
	Grand Total	$ 167,717.56

Vendor:	GEO-TAB
Contact:	Fred Jordan
Address 1:	2440 Winston Park Dr
Address 2:	
City/State/Zip:	Oakville, Ontario L6H 7V2 Canada
Telephone:	702-277-1918
Fax:	
Web/E-Mail:	fredjordan@geotab.com

Delivery/Service Location	
Contact:	Andy Madiedo
Telephone:	
Department:	FCS
Address 1:	1270 W. Park Ave
Address 2:	Building E
Additional Comments	

Purchasing Agent Approval: _____ **Date:** _____

City Manager Approval: _____ **Date:** _____

Single/Sole Source Purchase Orders FY 2024-25

Staff is requesting approval for the annual purchase orders for the following single/sole source vendors for the not-to exceed amounts as described below.

Original Equipment Manufacturer (OEM) New Way Parts

Vendor	Purchase Order Request
Amrep	$160,000

Staff is requesting a single source annual purchase order with Amrep. The only manufacturing source and provider of original Amrep bodies and parts are specific to Solid Waste trucks within the City's fleet; Original Equipment Manufacturer (OEM) parts have unique design features that cannot be replaced by non-OEM parts. Use of alternate parts would void manufacturer warranty. Amrep Inc., is an approved manufacturer; their location is in Ontario, CA, 28 miles from the corporate yard.

Locksmith Services

Vendor	Purchase Order Request
Ben's Lock & Key	$50,000

Ben's Lock & Key has worked with the City of Redlands for ten years. During the course of those years, Ben's Lock & Key has designed and maintains the Master Key Systems for every City facility. Ben's Lock & Key is the only company that maintains codes for various facilities and hold key masters.

Fuel Island Maintenance Service and Parts

Vendor	Purchase Order Request
Clean Energy Cryogenics, a subsidiary of Clean Energy	$90,000

Staff is requesting a single source annual purchase order with Clean Energy Cryogenics, a subsidiary of Clean Energy to fulfill all scheduled maintenance to include general up-keep and emergency maintenance as needed. Clean Energy Cryogenics will also replace any inoperable pumps, including parts and supplies. Clean Energy Cryogenics is the primary source for technicians, equipment, and supplies to provide services to the City's LNG station. While there are other companies that provide maintenance and repair services, these other companies cannot offer technicians who are experienced with the specific equipment that was installed by Northstar Inc., in 2013. Using another source would cause significant delays in repairs and substantially higher rates for technicians and higher cost for parts, resulting in extended downtime of the fuel system, and a potential reduction in LCNG sales.

Original Equipment Manufacturer (OEM) New Way Parts and Service

Vendor	Purchase Order Request
Ray Gaskin Service Inc.	$200,000

Staff is requesting a single source annual purchase order with Ray Gaskin Service Inc. The requested parts are specific to New Way make trucks within the City's fleet; Original Equipment Manufacturer (OEM) parts have unique design features that cannot be replaced by non-OEM parts. Use of alternate parts would void manufacturer warranty. Ray Gaskin Service Inc., is an approved distributor of New Way OEM parts and authorized to conduct repairs on these vehicles. Their location is in Fontana, CA, 17 miles from the corporate yard. The next closest vendor is Ruckstell California Sales Co in Fresno, CA, 279 miles from the corporate yard.

Original Equipment Manufacturer (OEM) Peterbilt Parts

Vendor	Purchase Order Request
Rush Truck Centers c/o Interstate Billing Services	$60,000

Staff is requesting a single source annual purchase order with Rush Truck Centers c/o Interstate Billing Services. The requested parts are specific to Peterbilt make trucks within the City's fleet; Original Equipment Manufacturer (OEM) parts have unique design features that cannot be replaced by non-OEM parts. Use of alternate parts would void manufacturer warranty. Rush Truck Centers is an approved seller and distributor of Peterbilt OEM parts; their location is in Fontana, CA, 17 miles from the corporate yard. The next closet vendor is Golden State Peterbilt in Bakersfield, CA, 177 miles from the corporate yard.

On-Site Fleet Maintenance and Repair Services

Vendor	Purchase Order Request
SVT Fleet, LLC	$1,106,000

Staff is requesting a single source annual purchase order with SVT Fleet, LLC. In June 2021, the City Council approved an agreement to perform non-professional services for equipment and supplies with Southern California Fleet Services, Inc., (So Cal Fleet) for onsite fleet maintenance and repair services with a term of three years, ending June 30, 2024.

On February 6, 2024, the City Council approved an Assignment and Assumption Agreement with SVT Fleet, LLC, a subsidiary of Velocity Vehicle Group (SVT Fleet), as SVT Fleet had acquired So Cal Fleet's assets.

The contracted services provided by SVT Fleet include repairs, regulatory compliance, vehicle maintenance, and record keeping and are vital to the operations of the Equipment Maintenance Division. This sole source agreement and purchase order request is for a term of one year, to be effective from July 1, 2024, through June 30, 2025, at the same terms and conditions of the initial agreement with So Cal Fleet. This additional term will allow staff time to issue a Request for Proposal for these services, and in the event another contractor is selected, to facilitate the transition process to be effective as of July 1, 2025. Additional time is required in order to potentially transition to another contractor without critically affecting equipment maintenance operations.

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 5/21/24

TO: Purchasing Division

FROM: FCS

Purchase Requisition # _____

Estimated Total Cost: $ 160,000

Proposed Vendor: Amrep Manufacturing

Request Term: 7/1/24 - 6/30/25

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: _____

Manufacturer/Model Number: _____

Age: _____

Current Estimated Value: _____

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☒ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

See Attached proprietary manufacturer letter

3. Was an evaluation of other equipment, products, or services performed?
☐ Yes ■ No
If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**
We would research another repair manufacturer within the City's service area.

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

LARRY AUNS 4-9-24
Prepared by Date

[signature] 4/10/24
Department Director Date

Purchasing Approvals

Purchasing Agent Approval Date

City Manager Approval Date

Rev 1.31.19

City of Redlands
1270 W. Park Ave., Bldg E
City of Redlands, CA 92373

April 10, 2024

Re: City of Redlands Request for "Sole Source" Verification Letter.

Dear: Larry Alms

Amrep is a manufacturer of refuse equipment, with its factory located here in Ontario, California. The letter is to confirm that we are the only manufacturing source and provider of original Amrep Bodies and Amrep Body Parts.

Thank you for your business in the past and continued support.

Regards, *Rob Strange*

Rob Strange
National Sales Director
O: 909-923-0430 ext. 105
M: 909-215-2259
rstrange@amrepinc.com

1555 S Cucamonga Ave.,
Ontario, CA 91761
www.amrepinc.com

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 5/21/24

TO: Purchasing Division

FROM: Facilities & Community Services

Purchase Requisition # _____

Estimated Total Cost: $ 50,000.00

Proposed Vendor: Ben's Lock & Key

Request Term: 7/1/24 - 6/30/25

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: _____

Manufacturer/Model Number: _____

Age: _____

Current Estimated Value: _____

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☒ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☒ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

☒ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

Ben's Lock & Key has worked with the City of Redlands for ten years. During the course of those ten years, Ben's Lock & Key has designed (and maintains) the Master Key Systems for every city facility. Ben's Lock & Key is the only company that maintains codes for various facilities & holds key masters.

Rev 1.31.19

3. Was an evaluation of other equipment, products, or services performed?
   ☐ Yes ■ No
   If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.
   Zach LaBonte Javier Baron Kathleen Giorgianni

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**
   All city locks would have to be reverse engineered or replaced by an alternate vendor.

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

Kathleen Giorgianni Digitally signed by Kathleen Giorgianni Date: 2024.03.19 15:58:01 -07'00'

Prepared by Date

Department Director 3/21/24 Date

Purchasing Approvals

Purchasing Agent Approval Date

City Manager Approval Date

Rev 1.31.19

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 5/21/24

TO: Purchasing Division

FROM: FCS

Purchase Requisition # _____

Estimated Total Cost: $ 90,000

Proposed Vendor: Clean Energy

Request Term: 7/1/24 - 6/30/25

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☒ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: LNG Station

Manufacturer/Model Number: Northstar Inc.

Age: 21 years

Current Estimated Value: N/A

☒ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☒ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

B - See Attached Proprietary Letter
F - See Response #5

3. Was an evaluation of other equipment, products, or services performed?
☐ Yes ■ No
If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**

Clean Energy is the primary source for technicians, equipment and supplies to provide maintenance and repairs to the City's LNG Station. While there are other companies that offer technicians who are experienced with the specific equipment that was installed in 2003, using another company would cause delays in repairs and substantially higher rates for technicans and parts.

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

LARRY ALMS 4-9-24
Prepared by Date

[signature] 4/10/24
Department Director Date

Purchasing Approvals

Purchasing Agent Approval Date

City Manager Approval Date

Rev 1.31.19

April 30, 2024

Tricia Swope
Manager, Facilities & Community Service
City of Redlands
1270 West Park Ave
Redlands, California 92373

Dear Ms. Swope:

Clean Energy, through its subsidiary, Clean Energy Cryogenics, has been providing maintenance repair services on the City of Redland's ("City") Liquefied Compressed Natural Gas ("LCNG") fueling facility since the completion of the station in 2003. This sound business partnership has been the result of Clean Energy's unparalleled LCNG experience and knowledge of the City's fueling facility.

The City's LCNG fueling facility was constructed with proprietary equipment including Cryogenics' Station Operating Software, which controls the operations of the entire station. Clean Energy's unique ability to service the station was demonstrated several years back when a competitor was selected to complete station repairs but was unable to restore fueling operations.

Clean Energy recommends quarterly site inspections and routine maintenance to ensure all LCNG fueling equipment is operating properly. The quarterly site visit fee is $5,066. Callouts for corrective services will be billed at R&M Rates of $145 from 8am-5pm M-F and $218 from 5pm-8am M-F, Weekends & Holidays.

Clean Energy looks forward to continuing to service the City's station. Thank you in advance for your consideration.

Sincerely,

Mike Haag

Mike Haag
Account Manager, Western Region

Clean Energy
4675 MacArthur Court, Suite 800
Newport Beach, CA 92660
949.437.1000

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 5/21/24

TO: Purchasing Division

FROM: FCS

Purchase Requisition # _____

Estimated Total Cost: $ 200,000

Proposed Vendor: Ray Gaskin

Request Term: 7/1/24 - 6/30/25

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: _____

Manufacturer/Model Number: _____

Age: _____

Current Estimated Value: _____

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

■ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

F - See Response #5; Authorized Dealers for New Way Vehicles

3. Was an evaluation of other equipment, products, or services performed?
☐ Yes ■ No
If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**

There are two authorized dealers for New Way vehicles in California. Ray Gaskin in Fontana, and Ruckstell California Sales in Fresno. Use of the Fresno location will result in higher transportation costs. In addition, longer downtime for vehicles would be detrimental to the solid waste collection service provided to the City's residents

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

LARRY AMMS 4-9-24
Prepared by Date

[signature] 4/10/24
Department Director Date

Purchasing Approvals

Purchasing Agent Approval Date

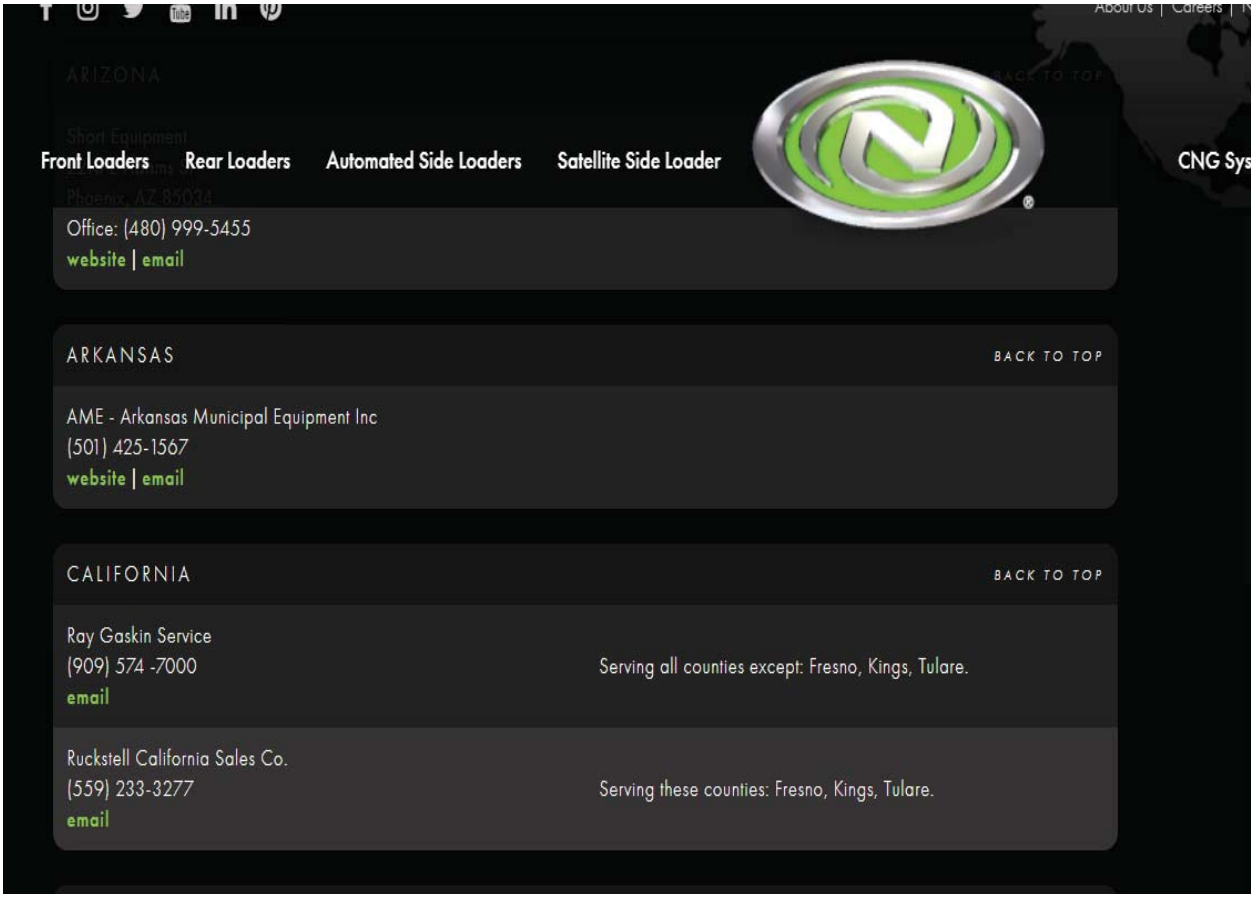
City Manager Approval Date

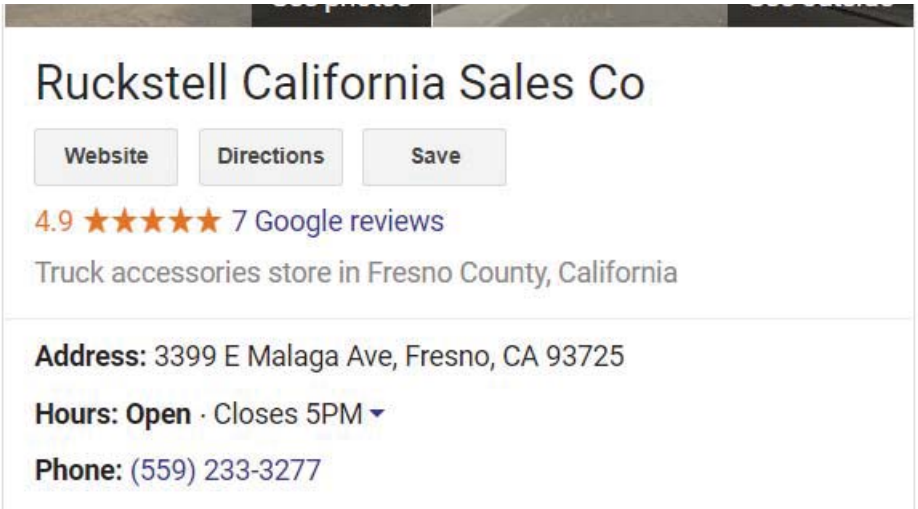
Rev 1.31.19

Authorized Dealers in California for New Way:

Ray Gaskin Service (FONTANA, CA)

Ruckstell California Sales Co (FRESNO, CA)





Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 5/21/24

TO: Purchasing Division

FROM: FCS

Purchase Requisition # _____

Estimated Total Cost: $ 150,000

Proposed Vendor: Rush Truck Center

Request Term: 7/1/24 - 6/30/25

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: _____

Manufacturer/Model Number: _____

Age: _____

Current Estimated Value: _____

☒ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☒ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

B - Parts are specific to Peterbilt make trucks, use of non-OEM parts would void warranty.
F - See Attached Propriety Letter. Rush Truck is an approved seller and distributor of Peterbilt OEM Parts; Located in Fontana, 17 miles from City Yard

Rev 1.31.19

3. Was an evaluation of other equipment, products, or services performed?
☐ Yes ■ No
If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**
Staff would locate the next closest available authorized dealer.

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

LARRY ALMS 4-9-24
Prepared by Date

[signature] 4/10/24
Department Director Date

Purchasing Approvals

Purchasing Agent Approval Date

City Manager Approval Date

Rev 1.31.19

Rush Truck Centers of California, Inc. dba Rush Truck Center, Fontana | 14490 Slover Ave. | Fontana, CA 92337 | (909) 574-1600

April 29, 2024

Tricia Swope
City of Redlands
Fleet Services Coordinator
1270 W. Park Ave.
Redlands CA 92373

RE: Sole Authorized Peterbilt Dealer

Tricia Swope

This letter confirms that Rush Truck Centers of California, Inc. is the sole, authorized Peterbilt dealer for Peterbilt vehicles, OEM parts and warranty service with locations in the greater Los Angeles metropolitan area.

Should you have any questions or wish to discuss this matter further, please don't hesitate to contact me at (909) 574-1623.

Sincerely,

John Boggus
Parts Manager
Rush Truck Centers of California, Inc.

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 5/21/24

TO: Purchasing Division

FROM: FCS

Purchase Requisition # _____

Estimated Total Cost: $ 1,106,000

Proposed Vendor: SVT Fleet, Inc

Request Term: 7/1/24 -6/30/25

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: _____

Manufacturer/Model Number: _____

Age: _____

Current Estimated Value: _____

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

☐ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

■ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

see attached

3. Was an evaluation of other equipment, products, or services performed?
   ☐ Yes ■ No
   If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**
   A Request for Proposal would be issued for the services

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

LARRY AMS — 4-9-24
Prepared by — Date

[signature] — 4/10/24
Department Director — Date

Purchasing Approvals

Purchasing Agent Approval — Date

City Manager Approval — Date

Rev 1.31.19

Sole Source Request – SVT Fleet, LLC

In June 2021, the City Council approved an agreement to perform non-professional services for equipment and supplies with Southern California Fleet Services, Inc., (So Cal Fleet) for onsite fleet maintenance and repair services with a term of three years, ending June 30, 2024.

On February 6, 2024, the City Council approved an Assignment and Assumption Agreement with SVT Fleet, LLC, a subsidiary of Velocity Vehicle Group (SVT Fleet), as SVT Fleet had acquired So Cal Fleet's assets.

The contracted services provided by SVT Fleet include repairs, regulatory compliance, vehicle maintenance, and record keeping and are vital to the operations of the Equipment Maintenance Division. This sole source agreement and purchase order request is for a term of one year, to be effective from July 1, 2024, through June 30, 2025 at the same terms and conditions of the initial agreement with So Cal Fleet. This additional term will allow staff time to issue a Request for Proposal for these services, and in the event another contractor is selected, to facilitate the transition process to be effective as of July 1, 2025. Additional time is required in order to potentially transition to another contractor without critically affecting equipment maintenance operations.

City Council Meeting **M. 5.**

DATE: 06/04/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of Fiscal Year 2024-25 Facilities and Community Services Department Solid Waste Division and Department Wide Annual Purchase Orders and Agreements for a total encumbered amount not-to-exceed $1,863,546.65 and a total not-to-exceed amount of $5,169,946.65 (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that staff's recommendation is appropriate, the following motions are provided:

1. I move that approval of the Fiscal Year 2024-25 Facilities and Community Services Department Solid Waste Division and Department Wide Annual Purchase Orders and Agreements are exempt from environmental review pursuant to Section 15301 of the State's guidelines implementing the California Environmental Quality Act, and

2. I move to approve the 2024-25 Facilities and Community Services Department Annual Purchase Orders and Agreements as itemized in the staff report.

RECOMMENDATION:

Staff recommends that the City Council determine the Fiscal Year 2024-25 Facilities and Community Services Department Solid Waste Division and Department Wide Annual Purchase Orders and Agreements are exempt from environmental review pursuant to Section 15301 of the State's guidelines implementing the California Environmental Quality Act.

Staff further recommends that the City Council approve the Fiscal Year 2024-25 Facilities and Community Services Department Solid Waste Division and Department Wide Annual Purchase Orders and Agreements as itemized in the staff report for a total encumbered amount not-to-exceed $1,863,546.65 and a

total not-to-exceed amount of $5,169,946.65.

DISCUSSION:

The City's Facilities and Community Services Department regularly procures supplies and services to support field operations throughout the City. To accommodate these purchases, and in accordance with the City's purchasing policy, staff is seeking approval for the following agreements and purchase orders. The annual purchase orders are included in the Fiscal Year 2024-25 budget request and will be encumbered for a not-to-exceed total annual amount of $1,863,546.65 and a total not-to-exceed amount of $5,169,946.65 as described in the chart below.

Vendor	Service	Annual Not-To-Exceed Amount	Total Not-to-Exceed	Division(s)	Type
Vestis Group (formerly Aramark)	Uniform Services	$110,346.65	$110,346.65	FCS Dept. Wide	BID
One Stop Landscape Supply	Processing green, wood, organic food waste	$1,653,200.00	$4,959,600.00	FCS Dept. Wide	BID
San Bernardino County Landfill	Disposal of Solid Waste Bulky Items	$100,000.00	$100,000.00	Solid Waste	Sole Source

Staff issued Request for Bids (RFBs) for the provision of a uniform rental service and the provision of processing of green/wood waste, commingled organic food waste materials and compost/soil. On March 7, 2024, the City Clerk received and opened one bid for each of the RFBs. Staff evaluated the bids for conformance with the scope of services and qualifications and verified the total price listed on the Bid Opening Report.

Agreement
Attached for the City Council's consideration is an agreement with One Stop Landscape Supply for the provision of green/wood waste, commingled organic food waste materials and compost/soil as needed for the City's Solid Waste, Streets, Parks, and Trees, and Cemetery Divisions in an amount not to exceed $1,653,200 for the initial term of one-year, with the option to extend by two additional one-year terms for a total amount not-to-exceed $4,959,600. The City owns and operates its own landfill. However, this facility is not permitted to process green waste and staff utilizes a local vendor to perform these services in

order to comply with the wide range of rules and regulations. One such rule is AB 939 which requires all California jurisdictions to divert 50 percent of trash from landfills in order to achieve a reduction of methane and greenhouse gases. To help comply with this green waste recycling law, jurisdictions must divert all residential and commercial green waste to a processing facility for beneficial reuse.

Sole Source Purchase Order
In accordance with the City's purchasing policy, sole or single source purchases exceeding $30,000 require City Council approval. These purchases are typically warranted because the vendor is the sole-authorized dealer and purchasing from another vendor would void the manufacturer's warranty, and/or the vendor's product has been standardized for use. The request is for a single/sole source purchase order with San Bernardino County Landfill for an amount not to exceed $100,000 for services required to dispose of bulky solid waste items. The San Timoteo Canyon Landfill is the only landfill within the vicinity licensed to adopt bulky items.

City Council approval of these Agreements and annual Purchase Orders is exempt from environmental review pursuant to Section 15301 of the State’s guidelines implementing the California Environmental Quality Act as it can be seen with certainty the approval of these annual Purchase Orders will have no significant effect on the environment.

ALTERNATIVES:

City Council may choose to reject the requests and provide further direction to staff.

STRATEGIC PLAN:

Not applicable.

SUBMITTED BY:
Tabitha Crocker, Facilities and Community Services Department Director

RECOMMENDED BY:
Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
Dana Abramovitz-Daniel, Procurement Manager

PREPARED BY:
Nathalie Ayala, Senior Administrative Assistant

Fiscal Impact

Fiscal Year: FY 2024-25
Amount: 1,863,546.65
Budgeted Y/N: Y
Account No.: Various
Discussion:

Sufficient funding for these annual purchase orders and agreements are included in the Solid Waste/Landfill budget for FY 2024-25. In addition, sufficient funding is also available in the following FCS FY 2024–25 budgets for uniform services: Parks, Tree, Groves, Streets, Solid Waste, Landfill and Building Maintenance Divisions Costs associated with any future renewal terms of the agreement will be included in subsequent budget requests prepared by the Department.

Attachments

A. Sole Source Request - SB County Landfill
B. Agreement with One Stop Landscape Supply
C. One Stop Bid Report
D. Vestis (formerly Aramark) Bid Report

Sole Source/ Single Source/ Standardization Form

For procurement of supplies, equipment and services valued at $5,000 and over

NOTE: Every question must be answered with appropriate documentation attached; incomplete forms will be immediately rejected by Purchasing.

Date: 2/8/24

TO: Purchasing Division

FROM: Solid Waste

Purchase Requisition # _____

Estimated Total Cost: $ 100,000

Proposed Vendor: San Bernardino County Landfill

Request Term: 07/01/2024-06/30/2025

This form must accompany the purchase document whenever an exception to the competitive process is requested. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable.

The City Manager will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

INSTRUCTIONS

1. Please check all applicable categories (a. through i.) below and provide additional information where indicated.

☐ a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: N/A

Manufacturer/Model Number: N/A

Age: N/A

Current Estimated Value: N/A

☐ b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

☐ c. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate.

☐ d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.

☐ e. The requested product is used or demonstration equipment available at a lower-than-new cost.

☐ f. Repair/Maintenance service is available only from manufacturer or designated service representative.

☐ g. Upgrade to or enhancement of existing software is available only from manufacturer.

■ h. Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.

☐ i. Other factors (provide detailed explanation in #2 below).

2. Provide a detailed explanation and pertinent documentation *for each category* checked in item 1 above. Attach additional sheets if necessary:

San Timoteo Canyon Landfill is the only landfill within the vicinity licensed to accept bulky items. Bulky items consist of items that have a poor compaction rate such as mattresses, palm fronds, and appliances. By hauling these materials to the San Timoteo Canyon Landfill, the amount entering the City-owned California Street Landfill is minimized, lessoning the impact for the usage of available airspace and adding valuable lifespan to the City's landfill

3. Was an evaluation of other equipment, products, or services performed?
☐ Yes ■ No
If yes, please explain the type of evaluation performed and provide all supporting documentation:

4. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary.

5. **Explain what action(s) the department would take if the sole/single source services were no longer available**
There is no other service provider to do this and Bulky items are not accepted into City's landfill.

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department

Nathalie Ayala Digitally signed by Nathalie Ayala Date: 2024.02.08 13:39:02 -08'00'

Prepared by Date

Tabitha Crocker Digitally signed by Tabitha Crocker Date: 2024.02.29 14:38:48 -08'00'

Department Director Date

Purchasing Approvals

Purchasing Agent Approval Date

City Manager Approval Date

Rev 1.31.19

Detailed Explanation:

San Timoteo Canyon Landfill is the only landfill within the vicinity licensed to accept bulky items. Bulky items consist of items that have a poor compaction rate such as mattresses, palm fronds, and appliances. By hauling these materials to the San Timoteo Canyon Landfill, the amount entering the City-owned California Street Landfill is minimized, lessoning the impact for the usage of available airspace and adding valuable lifespan to the City's landfill.


Mid-Valley Landfill
San Timoteo Landfill
210
330
60
GA-210 E
GA-60 E

AGREEMENT TO PERFORM GREEN WASTE PROCESSING SERVICES

This agreement for the provision of processing green/wood waste, commingled organic food waste materials, and compost/soil as needed ("Agreement") is made and entered in this 4th day of June, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and One Stop Landscape Supply, Inc. a California corporation etc. ("Consultant"). City and Consultant are sometimes individually referred to herein as a "Party" and, together, as the "Parties." In consideration of the mutual promises contained herein, City and Consultant agree as follows:

ARTICLE 1 – ENGAGEMENT OF CONSULTANT

1.1 City hereby engages Consultant to provide the processing of green/wood waste, commingled organic food waste material and compost/soil as needed services for City (the "Services").

1.2 The Services shall be performed by Consultant in a professional manner, and Consultant represents that it has the skill and the professional expertise necessary to provide the Services to City at a level of competency presently maintained by other practicing professional consultants in the industry providing like and similar types of Services.

ARTICLE 2 – SERVICES OF CONSULTANT

2.1 The Services that Consultant shall perform are more particularly described in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by this reference.

2.2 Consultant shall comply with applicable federal, state, and local laws and regulations in the performance of this Agreement including, but not limited to, any applicable State prevailing wage laws.

ARTICLE 3 – RESPONSIBILITIES OF CITY

3.1 City designates Tabitha Crocker, Facilities and Community Services Director, as City's representative with respect to performance of the Services, and such person shall have the authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to performance of the Services.

ARTICLE 4 – PERFORMANCE OF SERVICES

4.1 Consultant shall perform and complete the Services in a prompt and diligent manner in accordance with the schedule set forth in Exhibit "A," titled "Scope of Services," which is attached hereto and incorporated herein by reference.

4.2 The term of this Agreement shall be for a period of one (1) year commencing on July 1, 2024 (the "Initial Term"). The City shall have the option to extend the Initial Term of this

Agreement by two (2) additional one-year terms (each, an "Extended Term"), on the same terms and conditions, by providing written notice to Consultant at least thirty (30) days prior to the expiration of the Initial Term or any Extended Term.

4.3 If Consultant's Services include deliverable electronic visual presentation materials, such materials shall be delivered in a form, and made available to City, consistent with City Council-adopted policy for the same. It shall be the obligation of Consultant to obtain a copy of such policy from City staff.

ARTICLE 5 – PAYMENTS TO CONSULTANT

5.1 The compensation for Consultant's performance of the Services shall not exceed the amount of one million six hundred fifty-three thousand two hundred dollars ($1,653,200) for the Services provided during the Initial Term. Should this Agreement be extended, the compensation for Consultant's performance for the Services shall not exceed the amount of one million six hundred fifty three thousand two hundred dollars ($1,653,200) for the first Extended Term; and one million six hundred fifty three thousand two hundred dollars ($1,653,200) for the second Extended Term, bringing the total possible amount of compensation to a not-to-exceed amount of four million nine hundred fifty nine thousand six hundred dollars ($4,959,600). For the Initial Term and each Extended Term, City shall pay Consultant on a time and materials basis up to the not to not-to-exceed amount in accordance with the rates specified in Exhibit "B," titled "Fee Schedule," which is attached hereto and incorporated herein by this reference.

5.2 Consultant shall submit monthly invoices to City describing the Services performed during the preceding month. Consultant's invoices shall include a brief description of the Services performed, the dates the Services were performed, the number of hours spent and by whom, and a description of reimbursable expenses related to the Services. City shall pay Consultant no later than thirty (30) days after receipt and approval by City of Consultant's invoice.

5.3 Any notice or other communication required, or which may be given, pursuant to this Agreement, shall be in writing. Any such notice shall be deemed delivered (i) on the date of delivery in person; (ii) five (5) days after deposit in first class registered mail, with return receipt requested; (iii) on the actual delivery date if deposited with an overnight courier; or (iv) on the date sent by facsimile or electronic mail transmission (including PDF), if confirmed with a copy sent contemporaneously by first class, certified, registered or express mail; in each case properly posted and fully prepaid to the appropriate address set forth below, or such other address as a Party may provide notice in accordance with this section:

CITY:	CONSULTANT:
City Clerk City of Redlands 35 Cajon Street P.O. Box 3005 (mailing)	Louis Curti, President One Stop Landscape Supply, Inc. 13024 San Timoteo Canyon Road Redlands, CA 92373

Redlands, CA 92373
jdonaldson@cityofredlands.org
Phone: (909) 798-7531

Louiscurti@hotmail.com
Phone: (909) 798-1278
Fax: (909) 793-3428

ARTICLE 6 – INSURANCE AND INDEMNIFICATION

6.1 The following insurance coverage required by this Agreement shall be maintained by Consultant for the duration of its performance of the Services. Consultant shall not perform any Services unless and until the required insurance listed below is obtained by Consultant. Consultant shall provide City with certificates of insurance and endorsements evidencing such insurance prior to commencement of the Services. Insurance policies shall include a provision prohibiting cancellation or modification of the policy except upon thirty (30) days prior written notice to City.

A. Workers' Compensation and Employer's Liability insurance in the amount that meets statutory requirements with an insurance carrier acceptable to City, or certification to City that Consultant is self-insured or exempt from the workers' compensation laws of the State of California. Consultant shall execute and provide City with Exhibit "C," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference, prior to performance of the Services.

B. Comprehensive General Liability insurance with carriers acceptable to City in the minimum amount of One Million Dollars ($1,000,000) per occurrence and Two Million Dollars ($2,000,000) aggregate, for public liability, property damage and personal injury is required. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

C. Business Auto Liability coverage, with minimum limits of One Million Dollars ($1,000,000) per occurrence, combined single limit bodily injury liability and property damage liability. This coverage shall include all Consultant owned vehicles used in connection with Consultant's provision of the Services, hired and non-owned vehicles, and employee non-ownership vehicles. City shall be named as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City.

D. Consultant is expressly prohibited from assigning or subcontracting any of the Services without the prior written consent of City. In the event of mutual agreement by the Parties to assign or subcontract a portion of the Services, Consultant shall add such assignee or subcontractor as an additional insured to the insurance policies required hereby and provide City with the insurance endorsements prior to any Services being performed by the assignee or subcontractor.

6.2 Consultant shall defend, indemnify and hold harmless City and its elected and appointed officials, employees and agents from and against any and all claims, losses or liability, including attorneys' fees, arising from injury or death to persons or damage to property

occasioned by any negligent act or omission by, or the willful misconduct of, Consultant, or its officers, employees and agents in performing the Services.

ARTICLE 7 – CONFLICTS OF INTEREST

7.1 Consultant covenants and represents that it does not have any investment or interest in any real property that may be the subject of this Agreement or any other source of income, interest in real property or investment that would be affected in any manner or degree by the performance of Consultant's Services. Consultant further covenants and represents that in the performance of its duties hereunder, no person having any such interest shall perform any Services under this Agreement.

7.2 Consultant agrees it is not a designated employee within the meaning of the Political Reform Act because Consultant:

A. Does not make a governmental decision whether to:

(i) approve a rate, rule or regulation, or adopt or enforce a City law;
(ii) issue, deny, suspend or revoke any City permit, license, application, certification, approval, order or similar authorization or entitlement;
(iii) authorize City to enter into, modify or renew a contract;
(iv) grant City approval to a contract that requires City approval and to which City is a party, or to the specifications for such a contract;
(v) grant City approval to a plan, design, report, study or similar item;
(vi) adopt, or grant City approval of, policies, standards or guidelines for City or for any subdivision thereof.

B. Does not serve in a staff capacity with City and in that capacity, participate in making a governmental decision or otherwise perform the same or substantially the same duties for City that would otherwise be performed by an individual holding a position specified in City's Conflict of Interest Code under Government Code section 87302.

7.3 In the event City determines that Consultant must disclose its financial interests, Consultant shall complete and file a Fair Political Practices Commission Form 700, Statement of Economic Interests, with the City Clerk's office pursuant to the written instructions provided by the City Clerk.

ARTICLE 8 – GENERAL CONSIDERATIONS

8.1 In the event any action is commenced to enforce or interpret any of the terms or conditions of this Agreement the prevailing Party shall, in addition to any costs and other relief, be entitled to the recovery of its reasonable attorneys' fees, including fees for the use of in-house counsel by a Party.

8.2 Consultant shall not assign any of the Services, except with the prior written approval of City and in strict compliance with the terms and conditions of this Agreement. Any assignment or attempted assignment without such prior written consent may, in the sole discretion of City, result in City's immediate termination of this Agreement.

8.3 Consultant is for all purposes under this Agreement an independent contractor and shall perform the Services as an independent contractor. Neither City nor any its agents shall have control over the conduct of Consultant or Consultant's employees, except as herein set forth. Consultant shall supply all necessary tools and instrumentalities required to perform the Services. Assigned personnel employed by Consultant are for its account only, and in no event shall Consultant or personnel retained by it be deemed to have been employed by City or engaged by City for the account of, or on behalf of City. Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent, nor shall Consultant have any authority, express or implied, to bind City to any obligation.

8.4 This Agreement may be terminated by City, in its sole discretion, by providing not less than five (5) days prior written notice to Consultant of City's intent to terminate. If this Agreement is terminated by City, an adjustment to Consultant's compensation shall be made, but (1) no amount shall be allowed for anticipated profit or unperformed Services, and (2) any payment due Consultant at the time of termination may be adjusted to the extent of any additional costs to City occasioned by any default by Consultant. Upon receipt of a termination notice, Consultant shall immediately discontinue its provision of the Services and, within five (5) days of the date of the termination notice, deliver or otherwise make available to City, copies (in both hard copy and electronic form, where applicable) of project related data, design calculations, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by Consultant in performing the Services. Consultant shall be compensated on a pro-rata basis for Services completed up to the date of termination.

8.5 Consultant shall maintain books, ledgers, invoices, accounts and other records and documents evidencing costs and expenses related to the Services for a period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant pursuant to this Agreement. Such books shall be available at reasonable times for examination by City at the office of Consultant.

8.6 This Agreement, including the Exhibits incorporated herein by reference, represents the entire agreement and understanding between the Parties as to the matters contained herein, and any prior negotiations, written proposals or verbal agreements relating to such matters are superseded by this Agreement. Except as otherwise provided for herein, any amendment to this Agreement shall be in writing, approved by City and signed by City and Consultant.

8.7 This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of laws provisions. The Parties agree that all actions or proceedings arising in connection with this Agreement shall be tried and

litigated only in the state courts located in San Bernardino County, California, and the federal courts located in Riverside County, California.

8.8 If one or more of the sentences, clauses, paragraphs or sections contained in this Agreement is declared invalid, void or unenforceable by a court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall not affect, impair or invalidate the remaining sentences, clauses, paragraphs or sections contained herein, unless to do so would deprive a Party of a material benefit of its bargain under this Agreement.

IN WITNESS WHEREOF, duly authorized representatives of City and Consultant have signed in confirmation of this Agreement.

CITY OF REDLANDS

By: _____
Eddie Tejeda, Mayor

ONE STOP LANDSCAPE SUPPLY, INC.

By: _____
Louis Curti, President

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"

SCOPE OF SERVICES

1. Services to be provided:

   A. Contractor shall accept residential and commercial green/wood waste, commingled organic food waste, and compost/soil from the City's Solid Waste, Streets, Parks, and Trees, and Cemetery Divisions. The tonnage delivered to the Contractor by Solid Waste collection vehicles shall be determined by the City. The City will NOT accept end products to include mulch, compost, and any product resulting in green/wood waste and organic food waste materials processing, etc.

   B. Contractor will provide the City operators with scale records to indicate the weight of green/wood waste, commingled organic food waste and compost/soil delivered to the Contractor. The weight records shall provide the net weight of the material by vehicle and date.

   C. Contractor is allowed reasonable down time due to repair and maintenance of equipment. "Reasonable down time" shall be defined as less than two days each operating month. Contractor shall maintain adequate space to stockpile green waste during such reasonable down time for acceptance of material without a break in service.

   D. Contractor shall receive residential and commercial green/ wood waste, commingled organic food waste materials, and compost/soil as needed from the City during the following days and hours:

Monday-Friday (Except major holidays)	7:00 AM – 4:00 PM
Saturday	7:00 AM – 4:00 PM

   E. Contractor shall accept green/wood waste, commingled organic food waste, and compost/soil as it is collected by the Solid Waste Division. Contractor shall market all green waste and wood waste or otherwise divert all green waste and wood waste from landfilling. Only contaminants removed from the green waste are excluded from this condition. Contractor shall not transform (i.e. destroy or incinerate) in excess of 10% of the green waste without the written approval of the Solid Waste Manager.

   F. The City shall endeavor to reduce the level of contamination contained within green waste by diverting loads containing an inordinate amount of contamination to other disposal facilities. The City, in its sole discretion, shall determine the loads of green waste to be delivered to Contractor. The City shall also utilize a procedure for tagging automated carts identified by drivers as containing excessive contamination. The City shall refer repeat offenders to Code Enforcement for possible citation and follow-up.

   G. Contractor shall provide use of a phone to City employees in the event a City driver needs to contact their Supervisor regarding City business.

H. Contractor shall provide paved road surfaces wherever green/wood waste, comingled organic food waste, and compost/soil is processed or stored.

I. Contractor shall provide spotting of City trucks when tipping.

J. Contractor shall provide adequate queuing area so that City trucks do not line up on Public Streets.

K. Contractor shall allow the City's representative to inspect their facilities during operating hours to assure compliance with the services agreement. Upon request, the Contractor shall provide the City with written certification of all green waste/wood waste, commingled organic food waste materials and compost/soil having been diverted from landfill. Certification will document the end-use for said material.

L. The City's RFB for Processing Green/Wood Waste, Commingled Organic Food Waste, and Compost/Soil as Needed and the Contractor's proposal in response thereto is incorporated herein by reference, provided that any inconsistencies or differences between said documents and this agreement shall be resolved in favor of this agreement.

M. The contractor shall be located within 10 miles of the City's Corporate Yard.

N. The Contractor shall address their facility compliance with the following regulatory agencies and requirements:

1. California Environmental Quality Act (CEQA) – Provide a copy of the Notice of Determination or other environmental determination to indicate fully compliance with CEQA.

2. CalRecycle – Indicate necessary permits issued by State for processing green/wood waste, and organic food waste.

3. South Coast Air Quality Management District – Indicate compliance with applicable regulations, including but not limited to SCAQMD Rule 1133-1133.2

4. Santa Ana Regional Water Quality Control Board – Indicate compliance with National Pollution Discharge Elimination System (NPDES), Waste Discharge Requirements (WDRs) and Monitoring and Reporting Requirements.

5. The Contractor will discuss and notify any future plans for a change in operation by an enforcement agency or Notice and Order, permit change or application as related to the acceptance of green and wood waste material from the City's recycling program with the City.

O. Contractor shall give City trucks preference, as necessary, to provide a turn-around time of less than fifteen minutes from entry into the facility until the time the truck exits the facility. The following conditions shall apply to the application of remedies and penalties for failure to provide a fifteen-minute turn-around:

1. The City shall provide the Contractor with specific information as to noncompliance with the required turn-around time as a condition of initiating remedies and penalties under this clause of the Scope of Services. Specific information shall consist of the dates and times in and times out of the facility.

2. The time a driver takes to clean-out a truck shall not be included in calculating turn-around time.

3. Contractor shall be required to meet and confer with the City's representative upon notification of three incidents where the turn-around time exceeded fifteen minutes within a calendar month. The Contractor's representative shall meet with the City's representative within five working days of notification by U.S. mail to discuss remedies for reducing the turn-around time.

4. The city shall penalize the contractor $25 per incident for each time the turn-around time is exceeded following the City's meet and confer meeting with the Contractor's representative.

5. The process shall begin over again when a period of 30 days elapses without the Contractor exceeding the fifteen minute turn-around time.

6. Repeat incidences of exceeding a fifteen (15) minutes turn-around time may result in breach of contract at the City's discretion.

EXHIBIT "B"
FEE SCHEDULE

Item Description	Unit	Unit Price	Total
Green Waste/ Wood Waste & Commingled Organic Food Waste	Tons	$75.00/ton	$1,650,000.00
Compost and Soil as needed	Tons	$16.00/ton	$3,200.00

EXHIBIT " C "

WORKERS' COMPENSATION INSURANCE CERTIFICATION

Every employer, except the State, shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

(b) By securing from the Director of Industrial Relations, a certificate of consent to self-insure, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

CHECK ONE

_____I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work and activities required or permitted under this Agreement. (Labor Code §1861).

_____I affirm that at all times, in performing the work and activities required or permitted under this Agreement, I shall not employ any person in any manner such that I become subject to the workers' compensation laws of California. However, at any time, if I employ any person such that I become subject to the workers' compensation laws of California, immediately I shall provide the City with a certificate of consent to self-insure, or a certification of workers' compensation insurance.

I certify under penalty of perjury under the laws of the State of California that the information and representations made in this certificate are true and correct.

ONE STOP LANDSCAPE SUPPLY, INC.

By:_____ Date: _____
Louis Curti, President

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **7th day of March 2024 at 11:30 a.m.** on behalf of the Facilities and Community Services Department for **Processing Green/Wood Waste, Comingled Organic Food Waste Material and Compost/Soil as Needed – FCS02012024NA**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (N/A)	Total Bid Amount
1	One Stop Landscape Supply, Redlands CA	Yes	N/A	$1,653,200.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Nathalie Ayala

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **7th day of March 2024 at 11:30 a.m.** on behalf of the Facilities and Community Services Department for **Uniform Rental for Divisions within Facilities and Community Services – FCS02132024NA**. The bid amounts have not been checked and are subject to correction after the bids have been completely reviewed.

No.	Plan Holder's Name	Bid Signed	Addenda Acknowledged (N/A)	Total Bid Amount
1	Aramark Uniforms, Riverside CA	Yes	N/A	$110,346.65

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: Tabitha Crocker
Staff: Nathalie Ayala