CITY OF REDLANDS
CITY COUNCIL

A G E N D A S

MAY 7, 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, MAY 7, 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):
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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 legal council - Anticipated litigation pursuant to Government Code sections 54956.9(d)(2) and (e)(3):

   A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency, based on the receipt of written communication dated April 17, 2024 from Dennis Wagner, legal counsel for Mark Winters, to City Attorney Yvette M. Abich Garcia threatening litigation (copy available for public inspection in City Clerk's Office).

6:00 P.M.

D. **Reconvene City Council Meeting**

E. ***Invocation by Council Member Saucedo***
Pledge of Allegiance by the Peer Mediators of McKinley Elementary School
(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.)

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

G. **Presentations**

1. Redlands Pet Adoption (Redlands Animal Services)

2. Presentation of certificate of recognition to Citrus Valley High School student Riley Houser for receiving a $50,000 scholarship from Southern California Edison (Mayor Tejeda and Mark Cloud of Southern California Edison)

H. **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.)

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I. **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 regular meeting minutes of the April 16, 2024 City Council meeting (City Clerk Donaldson)

2. Authorize issuance of a proclamation declaring May 2024, as Asian American Pacific Islander Heritage Month (Mayor Tejeda)

3. Approve recommendations for appointments to the Airport Advisory Board (Mayor Tejeda and Council Member Saucedo)

4. Adopt Resolution No. 8575 - A request to approve a one-year Extension of Time for Tentative Parcel Map No. 20175 and Commission Review & Approval No. 911, regarding the construction of a 145-unit multi-family apartment building four stories in height, located at 200-206 West Redlands Boulevard (APNs: 0169-281-30-0000 and 0169-281-31-0000) (Development Services Director Desatnik)

5. Adopt Resolution No. 8585 approving the destruction of certain public records (Management Services/Finance Director Garcia)

6. Reject bids received for Water and Wastewater Laboratory Services and direct staff to solicit new bids (Municipal Utilities and Engineering Director Harris)

7. Approve the Informational Technology Service Contract with the County of San Bernardino Information Technology Department for maintenance and repair services of Fire Department emergency radios (Fire Chief Sessler)

8. Adopt Resolution No. 8582 establishing the rate for the voter-approved special tax for emergency paramedic services for Fiscal Year 2024-2025 (Fire Chief Sessler)

9. Approve a request to hold the Redlands Firefighter's Car show event hosted by the Redlands Professional Firefighters Association on May 26, 2024, at Ed Hales Park and along East State Street and Citrus Avenue; authorize temporary street closures related to the event; approve a request for in-kind support in the amount of $9,598; authorize the sale and consumption of alcoholic beverages at the event, 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 Director Crocker)

10. Adopt Resolution No. 8542 initiating proceedings to continue levying assessments, appointing an assessment engineer, and ordering the preparation of the Engineer's Reports for Street Lighting District No. 1 and Landscape Maintenance District No.1, rescind Resolution No. 8434, and determine that adoption of the resolution is exempt from environmental review pursuant to the general rule of the California Environment Quality Act (CEQA) guidelines (Facilities and Community Services Department Director Crocker)

11. Approve a Facility Use Agreement with the University of Redlands for use of classrooms at the Redlands Community Center, and Smiley Library to provide K - 12 tutoring at no cost 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 Guidelines (Facilities and Community Services Director Crocker)

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12. Approve the request for in-kind support in the amount of $900 related to the Loma Linda University Behavioral Health Institute Stand-Up to Stigma 5K to be held on Sunday, May 19, 2024, and approve the temporary street closures related to the event (Facilities and Community Services Director Crocker)

13. Approve a request by the Redlands Arts Festival, Inc. to hold the Redlands Festival of Arts event on May 25-26, 2024; authorize street closures related to the event; approve a request for in-kind support in the amount of $5,407.00; authorize the sale and consumption of alcoholic beverages at the event; and determine that the event is categorically exempt from environmental review pursuant to Section 15061(b)(3) of the state's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Director Crocker)

J. **Communications**

1. Conference Report- 2024 Regional Conference of the Southern California Association of Governments (SCAG) and General Assembly (Council Member Davis and Council Member Saucedo)

2. Report on 2024 State Water Project Tour in Sacramento (Council Member Saucedo)

3. Discussion and possible action relating to a letter of support for State Senator Ochoa Bogh's $45 million grant funding request for local growers (Council Member Saucedo)

K. **Public Hearings**

1. Public Hearing to consider the following applications for 9.01 acres of land located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) in the Single Family Residential (R-1) Zoning District by applicant Vanita Soni Puri.
(Mayor to declare meeting open as a public hearing)

    1. **Reso No. 8576 - Mitigated Negative Declaration and Socio-Economic Cost/Benefit Study** prepared for the project in accordance with Section 15074 of the California Environmental Quality Act.
    2. **Reso No. 8577 - Land Conversion -** A request to approve the conversion of agricultural land to residential land pursuant to Section 4.40s of the Redlands General Plan (Measure "U") for the project site consisting of 9.01 acres.
    3. **Reso No. 8578 - General Plan Amendment No. 147 -** A request to amend the General Plan land use designation of 9.01 acres from Low Density Residential to Medium Density Residential.
    4. **Reso No. 8579 - Specific Plan No. 66 -** A request to adopt the "Madera at Citrus Trail Specific Plan" (Specific Plan No. 66) as the new underlying zoning designation for 9.01 acres and establish development standards to accommodate single family residential development at a density of 11.3 dwelling units per acre. The project proposes to construct 102 single-family two-story homes, new interior streets to serve the project, private recreational open space areas and on-site amenities, landscape and lighting, and related improvements including drainage basins and public/private utility connections.
    5. **Reso No. 8580 - Tentative Tract Map No. 20571 and Commission Review & Approval No. 965 -** A request to subdivide 9.01 acres for residential development and condominium purposes, as well as site plan approval and architectural design review to construct a total of 102 single-family detached motorcourt homes up to two stories high within the proposed Madera at Citrus Trail Specific Plan.
    (Development Services Director Desatnik)

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2. Public Hearing-Ordinance No. 2963 Amending Title 15, Section 15.36.420 related to Freeway-Orientated Signs and Sign Conditional Use Permit No. 28 to Consider a Request to Construct a Freeway-Orientated Sign

   (Mayor to declare meeting open as a public hearing)

   a. **PUBLIC HEARING** to consider **ORDINANCE NO. 2963 (ORDINANCE TEXT AMENDMENT NO. 368),** an ordinance amending Title 15 (Sign Code) of the Redlands Municipal Code by updating Section 15.36.420 relating to regulations applicable to the location of freeway-oriented signs. This proposal qualifies for an exemption from environmental review in accordance with the California Environmental Quality Act Guidelines Section 15061(b)(3).

   b. **PUBLIC HEARING** to consider **SIGN CONDITIONAL USE PERMIT NO. 28,** a request to construct a Freeway Oriented Sign for a motorist-serving business (drive-through restaurant) with an overall sign face exceeding 120 square-feet. The proposed sign is 95 feet high with a sign face consisting of 197.1 square-feet. The project site is located at the southwest corner of West Lugonia Avenue and Citrus Plaza Drive, on the west side of the Interstate 210 freeway, within the General Commercial (EV/CG) District of the East Valley Corridor Specific Plan (APNs: 0169-341-09-0000 and 0169-341-07-0000). The proposal qualifies for exemption from environmental review in accordance with the California Environmental Quality Act Guidelines Section 15311 for accessory structures such as on-premises signs. (Development Services Director Desatnik)

3. 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)

4. Public Hearing-Ordinance No. 2967 amending Ordinance No. 2961 Chapter 18.20 of the Redlands Municipal Code
   (Mayor to declare meeting open as a public hearing)

   a. Consideration of 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).
   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)

L. **New Business**

1. Consideration of Resolution No. 8584 Authorizing Forgiveness of the Interfund Loan between the Public Facilities Fund and the General Fund (Management Services/Finance Director Garcia)

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2. Consideration of the introduction of Ordinance No. 2964 and Ordinance No. 2965 to implement water and wastewater rate increases, adoption of Resolution No. 8583 providing notice of intent to increase water and wastewater rates, direct staff to issue the required Proposition 218 notice establishing a public hearing date and location, and determine that consideration of the proposed rate increases 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)

3. Consideration of the Professional Services Agreement with Richard C. Slade & Associates, LLC to design and provide construction coordination/support services for a new groundwater production well for an amount not-to-exceed $290,000, 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)

4. Consideration of Resolution No. 8594 approving acceptance of Grant Funds from the California Natural Resources Agency (CNRA), approval of the Grant Project Information Package, approval of the Grant Agreement between the City of Redlands and CNRA and a corresponding additional appropriation in the amount of $2 million, approval of Memorandum of Understanding with the Redlands Historical Museum Association (RHMA), and the promissory note with the RHMA (A.K. Smiley Library Director McCue)

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

N. **Adjournment**
The next regular meeting of the City Council will be held on May 21, 2024.

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 **I. 1.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the regular meeting minutes of the April 16, 2024 City Council meeting (City Clerk Donaldson)

MOTION:

I move to approve the regular meeting minutes of the April 16, 2024

Attachments

Regular meeting minutes of April 16, 2024

MINUTES

Regular meeting of the City Council of the City of Redlands held in the Council Chambers, Civic Center, 35 Cajon Street, on April 16, 2024 at 5:00 P.M.

Present:	Eddie Tejeda, Mayor Paul Barich, Mayor Pro Tempore Jenna Guzman-Lowery, Council Member Mario Saucedo, Council Member
Absent:	Denise Davis, Council Member
Staff:	Charles M. Duggan, Jr., City Manager; Yvette M. Abich Garcia, City Attorney; Jeanne Donaldson, City Clerk; Phillip Doolittle, City Treasurer; Janice McConnell, Assistant City Manager; Chris Boatman, Assistant City Manager; Carl Baker, Public Information Officer; Danielle Garcia, Management Services/Finance 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

Mayor Tejeda called the meeting to order and explained that comments could be presented in-person, via Zoom, via cell phone or landline. He offered the public an opportunity to provide comment on any item on the agenda for the closed session.

PUBLIC COMMENT

None forthcoming

CLOSED SESSION

Conference with legal counsel: Initiation of Litigation – Government Code §54956.9(d)(4)
One (1) Case.

Conference with legal counsel: Existing Litigation - Government Code §54956.9(d)(1)
(City Attorney Garcia)
One (1) Case.

a. California Department of Housing and Community Development v. Shangri-la Industries, LLC, et al., Los Angeles Superior Court, Case No. 24STCV00629

RECONVENE CITY COUNCIL MEETING

The meeting reconvened at 6:00 P.M. with an invocation by Council Member Guzman-Lowery. The Pledge of Allegiance was conducted by the Student Council Leaders of Highland Grove Elementary School.

CLOSED SESSION REPORT

City Attorney Garcia announced that no reportable action was taken during the closed session.

PRESENTATIONS

Annual Day of Prayer Proclamation

Mayor Tejeda presented a Proclamation to Carolyn Preschern in celebration of the Annual Day of Prayer scheduled for May 2, 2024.

National Library Week Proclamation

Mayor Tejeda presented a Proclamation to Library Director, Don McCue, William Hatfield, Board President, and Rosa Gomez, Board Vice President, in honor of National Library Week from April 7-13, 2024.

Arts, Culture, and Creativity Month Proclamation

Council Member Guzman-Lowery presented a Proclamation to LaTia Youngblood of Music Changing Lives, declaring the month of April 2024 as Arts, Culture, and Creativity Month.

PUBLIC COMMENT

Property Receivership - Ken Patchett complained that the City was acting unfairly by considering taking action and possible receivership of his property. He was unhappy with what he claimed was a lack of communication on the City's part, and the notice he received did not accurately reflect the complex situation.

Various Musings - Dennis Bell enjoyed the History Day event held at San Bernardino's Santa Fe Depot as various organizations celebrated Inland Empire history. He weighed in on the attendance numbers as projected for the Bicycle Classic and said after taking his own head count over the weekend, he determined the numbers were inflated. Due to the City's in-kind support, he urged the Council to request an auditing of the Committee's books.

Internet Broadband Services - Raquel Brac voiced her frustration with the internet broadband services provided to the residents of Redlands, stating the services were too slow, too expensive, and she said the problem was rooted in private monopoly providers. She added there was a better way and the alternative solution may be in the hands of the City Council.

CONSENT CALENDAR

Minutes

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, the regular meeting minutes April 2, 2024.

Vote: 4 - 0 Passed

Proclamation National Library Week

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring the week, April 7-13, 2024, as National Library Week.

Vote: 4 - 0 Passed

Proclamation Earth Day

Mayor Tejeda was pleased to present a Proclamation declaring April 20, 2024, as Earth Day to members of Accelerate Neighborhood Climate Action (ANCA). As public comment, Gregory Brittain thought that global warming was a scam, and based on his research, there was nothing unusual about our climate. He offered data points in support of his perspective and urged everyone to conduct their own investigation into the various claims.

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Mario Saucedo, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring April 20, 2024, as Earth Day.

Vote: 4 - 0 Passed

Proclamation Arbor Day

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring April 26, 2024, as Arbor Day in the City of Redlands.

Vote: 4 - 0 Passed

Proclamation Arts, Culture, and Creativity Month

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring the month of April 2024 as Arts, Culture, and Creativity Month.

Vote: 4 - 0 Passed

Proclamation May 2, 2024 National Day of Prayer

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring May 2, 2024, as National Day of Prayer in the City of Redlands.

Vote: 4 - 0 Passed

Sole Source PO Temporary Housing Services

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, the sole source purchase order for Temporary Housing Services on an as-needed basis with SB Express One, LLC for an amount not to exceed $50,000.

Vote: 4 - 0 Passed

Amending Agreement for Fire Station Folding Doors

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, the First Amendment to the Non-Professional Services Agreement with J.T. Lewis, doing business as National Garage Door, for the procurement and installation of fire station folding doors, to change the door manufacturer to Door Engineering.

Vote: 4 - 0 Passed

Adopt Ordinance No. 2961 Agritourism

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously adopted, by roll call vote, Ordinance No. 2961, to amend Redlands Municipal Code Chapter 18.20 (A-1, Agricultural District) to permit certain types of agritourism and related uses as ancillary land uses within the A-1, Agricultural zone, as well as adopt development standards and sign standards for agritourism uses.

Vote: 4 - 0 Passed

Resolution No. 8572 Extending CUP No. 1107 Expiration Date

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously adopted, by roll call vote, Resolution No. 8572 to authorize a one-year time extension to the expiration date of Conditional Use Permit No. 1107 and associated entitlements for the adaptive reuse of a historic single-family residence as a medical clinic and pediatrician’s office. The project site is located at 1605 Calvary Circle (APN: 0293-133-13-0000).

Vote: 4 - 0 Passed

Amending Webb Municipal Finance, LLC Agreement

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 this contract amendment 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 Fourth Amendment to the Agreement with Webb Municipal Finance, LLC, increasing the total agreement amount to $136,500, and approved an additional appropriation of $50,000, to allow for the continued performance of professional services for the annual levy administration

and annexations for Community Facilities District No. 2004-1.

Vote: 4 - 0 Passed

Resolution No. 8562 New Water Service Connection Outside City of Redlands

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously adopted, by roll call vote, Resolution No. 8562 for new water service connection to the City of Redlands water distribution system at 31455 E. Citrus Avenue (APN: 0299-141-11-0000) in the unincorporated community of Mentone; and adopted Resolution No. 8563 relating to Pre-Annexation Agreement No. 24-01.

Vote: 4 - 0 Passed

Resolution No. 8565 New Water Service Connection Outside City of Redlands

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, Resolution No. 8565 for a new water service connection to the City of Redlands water distribution system at 31565 E. Highland Avenue (APN: 0299-152-04-0000) in the unincorporated community of Mentone; and approved Resolution No. 8566 relating to Pre-Annexation Agreement No. 24-02.

Vote: 4 - 0 Passed

Reject Bids 2023 CIP Sewer Pipeline Replacement Project

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, to reject all bids for the 2023 CIP Sewer Pipeline Replacement Project, Project No. 521030; and directed staff to solicit new bids for the project. All bids significantly exceeded the $2,500,000 construction cost estimate and available Project funding. Staff will re-advertise the Project in late-April 2024.

Vote: 4 - 0 Passed

Agreement On-Call Fence Gate Repair & Installation Services

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 a Non-Professional Services Agreement with Valley Cities Gonzales Fence, Inc. is exempt from environmental review pursuant to section 15301(l)(4) of the State's guidelines implementing the California Environmental Quality Act; and approved the Non-Professional Services Agreement with Valley Cities Gonzales Fence, Inc. for on-call fence and/or gate repair and installation services for an amount not-to-exceed $180,000.

Vote: 4 - 0 Passed

Cooperative Agreement to Rehabilitate Portions of Live Oak Canyon Road

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 Cooperative Agreement with the County of Riverside to rehabilitate portions of Live Oak Canyon Road 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 Cooperative Agreement with the County of Riverside to rehabilitate portions of Live Oak Canyon Road for an amount not-to-exceed $39,780.

Vote: 4 - 0 Passed

CalRecycle Grant Award

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously accepted, by roll call vote, the grant award from the Department of Resources Recycling and Recovery (CalRecycle); and approved an additional appropriation of $94,312.

Vote: 4 - 0 Passed

U of R Commencement Temporary Street Closure

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 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 closure of Brockton Avenue from University Street to Grove Street on April 25 and April 26, 2024, for the University of Redlands commencement ceremony.

Vote: 4 - 0 Passed

COMMUNICATIONS

Measure T Citizens' Oversight Committee Annual Report

Management Services/Finance Director Garcia introduced Chairperson Toni Momberger to present the annual report of the Measure T Citizens' Oversight Committee. The Committee provides oversight of Measure T sales tax revenue, and the Report covered the fiscal year beginning July 1, 2022 through June 30, 2023. The total General Fund Revenue for fiscal year (FY) 2023 was approximately $118.9 million, with Measure T sales tax revenue representing 17% of these funds, or $20.4. FY 2023 saw Measure T contribute significantly to ongoing efforts to ensure sufficient staffing in the areas of public safety, animal services, fire prevention, library services, and code enforcement, among others. The City has made progress towards long-term goals of shortening the tree-trimming cycle for its roughly 43,000 trees, replacement of sidewalks, installation of ADA ramps, and the enhancement of parks maintenance services. These areas translate into better public infrastructure and better service to the community.

Actual Measure T revenues exceeded budget. The passage of Measure T has continued to stabilize the City budget and allowed the City to deliver on the expectations and desires of our community. This includes efforts towards enhanced services in public safety and

infrastructure maintenance, as well as bringing back the Library hours to pre-COVID levels and restoring general maintenance contracts for park and street upkeep. Measure T has allowed for significant investments in park improvements, fleet and heavy equipment replacement, and the addition of staff to enhance service delivery.

As public comment, Dennis Bell thanked staff and the Oversight Committee members who have shown diligence and commitment in their work, but he thought the City was burning a hole in the City's pocket because of the large amount of revenue generated by the tax. He said this was not an independent committee and Measure T funds should be audited twice a year. Council Members each voiced their appreciation of the Committee's continued dedication and service to the City.

On motion of Council Member Mario Saucedo, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously agreed, by roll call vote, to receive and file the Annual Report from the Measure T Citizens' Oversight Committee for FY 2023.

Vote: 4 - 0 Passed

Affordability Programs Research Project

Assistant City Manager McConnell opened the discussion related to the Council Member Priority Research Project regarding Affordability Programs. Council Member Guzman-Lowery recommended the City find and source funding to continue providing affordability programs due to the success of the Grocery Gift Card Program and the positive impact it has had specifically on households that are on fixed incomes, such as seniors. Ms. McConnell highlighted the success of the Program and pointed out it is currently funded by the City's allocation of State and Local Fiscal Recovery Funds of the American Rescue Plan Act.

Grants Coordinator Selina Sanchez reviewed the research conducted to find additional funding sources for these types of affordability programs, adding that unfortunately, staff was unable to find grant opportunities that could fund a program of this magnitude. While certain low-income food assistance programs are available, supported by federal or state grants, most are administered by other agencies. She pointed out the Redlands Senior Center plays a vital role in supporting the well-being of the senior population by offering a range of services and activities. These services and activities provided by the Senior Center contribute significantly to enhancing the quality of life for senior residents, while promoting socialization, health, and overall well-being. Although staff did not identify funding sources that are available at this time for the continuation of a Resident Grocery Gift Card program, staff will continue to monitor grant funding opportunities that become available.

PUBLIC HEARINGS

Resolution No. 8571 & Ordinance No. 2962 DIF - Continued to a Future Date

Municipal Utilities and Engineering Director Harris announced this public hearing to consider Resolution No. 8571 and Ordinance No. 2962 pertaining to Development Impact Fees was continued to a future date.

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Mario Saucedo, the City Council unanimously agreed, by roll call vote, to continue the public hearing to consider Resolution No. 8571 and Ordinance No. 2962 pertaining to Development Impact Fees to a future date.

Vote: 4 - 0 Passed

NEW BUSINESS

City's EOC Roof and HVAC Repair & Replacement

Fire Chief Sessler reviewed the Public Works Contract with AME Builders, Inc. for the repair and replacement of the City's Emergency Operations Center roof and rooftop HVAC units, for an amount not-to-exceed $425,706. He added that the apparent lower bid from Best Contracting Services was unresponsive and therefore, staff recommended the bid be rejected.

On motion of Council Member Mario Saucedo, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously determined, by roll call vote, that the Public Works Contract with AME Builders, Inc. is categorically exempt from environmental review pursuant to Section 15301(d) of the State's guidelines implementing the California Environmental Quality Act; rejected the bid from Best Contracting Services as unresponsive; and approved a Public Works Contract with AME Builders, Inc. for the repair and replacement of the City's Emergency Operations Center roof and rooftop HVAC units for an amount not-to-exceed $425,706.

Vote: 4 - 0 Passed

Amending Third Party Liability Claims Administration Agreement

Human Resources/Risk Management Director Meteau reported on the First Amendment to the Agreement with George Hills Company, Inc. to provide third party liability claims administration on a time and expense basis for an amount not-to-exceed the amount of $270,052 for the services provided during the term of the agreement, and he reviewed Resolution No. 8574, to grant authority at the City’s request, to initiate small claims actions on behalf of the City, and rescinding Resolution No. 7830. Instead of a fixed fee compensation, this First Amendment specifies that claim administration services will be compensated on a time and expense basis, effective retroactively to July 1, 2023, and according to the amended fee schedule, include a not to exceed the annual cap of $95,000 for the remaining duration of the agreement and the total compensation not to exceed $$270,052.

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Mario Saucedo, the City Council unanimously approved, by roll call vote, the First Amendment to the agreement with George Hills Company, Inc. for the total compensation of the agreement not to exceed $270,052; adopted Resolution No. 8574, granting authority at the City’s request, to initiate small claims actions on behalf of the City and rescinded Resolution No. 7830.

Vote: 4 - 0 Passed

Amending Agreement General Pump Company

Municipal Utilities and Engineering Director Harris introduced the First Amendment to the Non-Professional Service Agreement with General Pump Company to revise the first Extended Term compensation to $750,000 and extend the term to two years.

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Mario Saucedo, the City Council unanimously approved, by roll call vote, the First Amendment to the Non-Professional Service Agreement with General Pump Company to revise the first Extended Term compensation to $750,000 and extend the term to two (2) years, to provide groundwater well and booster pump services on an as-needed basis.

Vote: 4 - 0 Passed

Citywide Street Sweeping Services Agreement

Facilities and Community Services Director Crocker presented an agreement with SCA of CA, LLC for city-wide street sweeping services in the amount not-to-exceed $1,334,479.32 for an initial period of three years, and with two additional one-year renewal options at $444,826.44 for each extension for a possible agreement total amount not-to-exceed $2,224,132.20. As public comment, Phil Courtney suggested the City consider assigning a street sweeping day so that residents know when the services will be performed. This would allow for the public to clear the streets in advance of the sweeping, making for a cleaner and more efficient outcome. Council Members were pleased the current vendor would be replaced since they each had received many resident complaints concerning their performance. Mayor Pro Tem Barich requested the City look into assigning street sweeping days. City Manager Duggan confirmed that staff will add his request to the project prioritization list.

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 the project is categorically exempt from environmental review in accordance with Section 15301(c) of the State's guidelines implementing the California Environmental Quality Act; and approved the agreement with SCA of CA, LLC for city-wide street sweeping services in an amount not-to-exceed $1,334,479 for a period of three years, with two additional one-year renewal options for a possible agreement total amount not-to-exceed $2,224,132.20.

Vote: 4 - 0 Passed

Homekey Grant Agreement Termination

Assistant City Manager Boatman offered background related to the termination of the Homekey Grant agreement between the City of Redlands, Shangri-La Industries, 1675 Industrial Park, LP, and Step Up on Second Street, Inc. funding the operating subsidy for the motel conversation project located at 1675 Industrial Park Avenue. To address the housing needs of individuals and families who are homeless or at risk of homelessness, the City jointly applied with Shangri-La, Industries, LLC and Step Up on Second Street, Inc. for grant funding under the Homekey Program – Round 2, administered by the California Department of Housing and Community Development (“HCD”).

After receiving City Council approval, on May 24, 2022, the City, Shangri-La, and Step Up (together, the "HCD Grantees") entered into a grant agreement. The HCD Agreement required the City to, as a "matching contribution," commit $3,573,485 in Project funding. It was anticipated that this operating subsidy, together with HCD's award of grant money and other funding sources secured by Shangri-La, would fund the conversion and operations of Step Up Redlands for at least five years. The City Council also approved a grant agreement between the City, Shangri-La Industries, 1675 Industrial Park, L.P. ("1675 Industrial"), and Step Up on July 19, 2022 ("Grant Agreement'). Pursuant to the HCD Agreement, grant funds were distributed by HCD directly to Shangri-La Industries in the summer of 2022. The Step Up Redlands facility was operational and occupied by February of 2023.

The City discovered that Shangri-La Industries had defaulted on its obligations under the Grant Agreement. Despite demanding cure, Shangri-La Industries has not responded to the City's demand. Unless the grant is revoked and the Grant Agreement is terminated, the City will be forced to pay $510,497 to Shangri-La Industries this year. To ensure that the City-funded operating subsidy continues to be used to support the Project and also to guard against any misappropriation, the City is within its rights to terminate the Grant Agreement.

As public comment, Andy Hoder asked whether the City would incur any penalties if the agreement was terminated and Assistant City Manager Boatman clarified there were none. Bruce Laycook wondered what the termination would mean for the City's relationship with Step Up Redlands. Mr. Boatman explained that the action tonight would terminate the 3-party agreement, but the City still maintained another 2-party agreement with Step Up.

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously agreed, by roll call vote, to terminate the Homekey Grant Agreement between the City of Redlands, Shangri-La Industries, 1675 Industrial Park, LP, and Step Up on Second Street, Inc.; authorized the City Manager to sign and submit a Notice of Termination; and authorized the City Manager to use Grant Funding as appropriate for the Step Up Redlands Facility.

Vote: 4 - 0 Passed

COUNCIL MEMBER ANNOUNCEMENTS AND ACTIVITIES

Mayor Tejeda provided a project update to the East Valley Realtors Association and Chamber of Commerce Lobby, attended the Redlands Fire Department Promotion & Award Ceremony, was invited to a Prayer Bruch event in San Bernardino on April 14, and participated in the Groundbreaking event at Fire Station #262, to kick off the new remodeling project.

Mayor Pro Tem Barich enjoyed the Redlands Bicycle Classic event, attended the Redlands Fire Department Promotion & Award Ceremony, and participated in the Groundbreaking event at Fire Station #262, to kick off the new remodeling project.

Council Member Guzman-Lowery was looking forward to Earth Day events scheduled for April 20, enjoyed the Redlands Bicycle Classic event, and attended the Redlands Fire Department Promotion & Award Ceremony.

Council Member Saucedo spoke to Boy Scout Troop #14 and was pleased to participate

alongside Congressman Pete Aguilar as he presented $500,000 to Hannah's House and the Blessing Center in Redlands. He also lifted a shovel to kick off the new remodeling project at Fire Station #262. He proposed two items be agendized for future meetings: 1) Consideration of a letter of support of a proposal from Senator Ochoa Bogh requesting $45 million in relief funding to assist commercial citrus and other growers across the Inland Empire; 2) Report presentation recapping the State Water Tour he attended.

ADJOURNMENT

There being no further action required the meeting adjourned at 7:44 P.M. The next regular meeting of the City of Redlands City Council will be held on May 7, 2024.

City Council Meeting **I. 2.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Authorize issuance of a proclamation declaring May 2024, as Asian American Pacific Islander Heritage Month (Mayor Tejeda)

MOTION:

I move to authorize the issuance of a proclamation declaring May 2024, as Asian American Pacific Islander Heritage Month.

Attachments

Asian Pacific American Heritage Month

PROCLAMATION

Asian American Pacific Islander Heritage Month

WHEREAS, the month of May was chosen as Asian Pacific American Heritage Month to commemorate the immigration of the first Japanese citizen, Nakahama Manjiro, to the United States on May 7, 1843, but also the anniversary of the May 10, 1869, completion of the first Transcontinental Railroad, built with the back-breaking labor of nearly 20,000 Chinese immigrants; and

WHEREAS, while we celebrate the achievements and contributions of Asian Americans and Pacific Islanders that enrich our history, society, and culture, we must also acknowledge a darker aspect of the AAPI experience in America - structural discrimination, prejudice and injustice that manifested itself in racist attacks on Asian Americans related to the COVID-19 pandemic; and

WHEREAS, Asian Americans and Pacific Islanders have distinguished themselves as leading researchers in science, medicine, and technology; innovative farmers and ranchers; distinguished lawyers, judges and government leaders; in the arts, literature, and sports; as war heroes who defended our country from fascism; and as peacetime healthcare heroes; and

WHEREAS, today more than 20 million Asian Americans and Pacific Islanders live in the United States and through their actions, make America a more vibrant, prosperous, and secure nation;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Redlands does hereby proclaim May 2024 as *Asian American Pacific Islander Heritage Month* in the City of Redlands and encourages residents, businesses, and institutions to learn more about Asian American and Pacific Islander heritage, and work to combat racism and xenophobia as we celebrate this month.

IN WITNESS WHEREOF, we hereunto affix our signatures and Official Seal of the City of Redlands on this 7th day of May 2024.

_____

Eddie Tejeda, Mayor

Attest:

_____

Jeanne Donaldson, City Clerk

City Council Meeting **I. 3.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve recommendations for appointments to the Airport Advisory Board (Mayor Tejeda and Council Member Saucedo)

MOTION:

I move to appoint Richard Jones and Michael Allen to each serve four-year terms on the Airport Advisory Board ending May 1, 2028.

RECOMMENDATION:

Pursuant to the Redlands Municipal Code, appointments to this board are made by the Mayor and approved by the City Council. However, Mayor Tejeda has expressed his desire to rotate recommendations for commission/board appointments among the City Council Members. Council Member Saucedo has been delegated authority by Mayor Tejeda to make the recommendation for this appointment. It is recommended by Mayor Tejeda and Council Member Saucedo that Richard Jones and Michael Allen each serve four-year terms on the Airport Advisory Board ending May 1, 2028.

DISCUSSION:

Airport Advisory Board Member Deborah Forthun resigned before the expiration of her term on May 1, 2024 and Thomas Cook's term expired on May 1, 2024. In January, the City issued a public notice soliciting applications for the Airport Advisory Board. The public notice was concurrently aired on Redlands TV and posted on the community bulletin board at the A. K. Smiley Public Library. The local newspapers also received distribution of the public notice. Six new applications and one application from a previous posting were included for consideration. After reviewing all eligible applications, Council Member Saucedo is recommending Richard Jones and Michael Allen to each serve a four-year term ending on May 1, 2028.

The Airport Advisory Board consists of seven members as follows:

- Val Dotchkov
- Jason Golumbeski
- Thomas Cook (expired 5.1.24)
- Amber Harrison
- Robert Pearce
- Dennis Nodine
- Vacant

ALTERNATIVE:

The City Council may choose not to support the recommendation and direct staff to seek further applications for consideration.

SUBMITTED BY:
Janice McConnell, Assistant City Manager

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

PREPARED BY:
Jennifer Macias, Management Analyst

Attachments

Airport Public Notice
Airport Applications

City of
REDLANDS
Incorporated 1888
300 E. State Street, Suite 690, Redlands, CA 92373
909-798-7510
www.cityofredlands.ca.us

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the City Council of the City of Redlands encourages residents to apply for a position on the following board:

AIRPORT ADVISORY BOARD

The Airport Advisory Board acts in an advisory capacity to the City Council in all matters pertaining to the administration, operation, development, improvement and maintenance of the Redlands Municipal Airport.

The Airport Advisory Board meets on the third Thursday of each month at 6:00 p.m.

Residents interested in applying for the non-salaried position on this board may request application forms from the Office of the City Clerk, City Hall, 35 Cajon Street, Suite 4 or by phone at 798-7510, or from the City's website www.cityofredlands.org

Applications will be accepted until February 12, 2024.

Jennifer Macias, Management Analyst
Office of the City Manager
City of Redlands, California

01/22/24

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request.)

RECEIVED
FEB 12 2024
Redlands City Clerk

COMMISSION\BOARD APPLIED FOR
Airport Advisory Board

Name Michael R. Allen

Address [redacted]

Telephone (Work) [redacted] (Cell / Home) [redacted]

Email [redacted]

Occupation Assoc Director Corporate Partnerships UC Riverside-College of Engineering

Reasons for desiring to serve – relevant experience and qualifications:
Leverage my decades of aviation experience to support the REI mission in an advisory capacity

Commercial Pilot. Certified Flight Instructor. Naval Flight Officer. Captain, USN (Retired)

As Chief of Staff for Navy Region Southwest, coordinated base operating support functions for

Naval Air instalations in CA & NV. In that capacity extensive intergovernmental experience

in issues relating to real estate, environment and community support.

Signature Michael R Allen **Date** 02/12/2024

** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)*

Two References: (Please do not include Councilmembers or City Staff)

(1) Dennis McCarty
[redacted]
Redlands, CA 92373
Telephone [redacted]

(2) William Mullooly
[redacted]
Redlands, CA 92373
Telephone [redacted]

Return Application to: Office of the City Council, C/O Office of the City Manager
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.

✓address Verified (tc)

RECEIVED

FEB 12 2024

Redlands City Clerk

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request.)

COMMISSION\BOARD APPLIED FOR

Redlands Municipal Airport Advisory Board

Name Richard A. Jones

Address [redacted]

Telephone (Work) _____ (Cell / Home) [redacted]

Email [redacted]

Occupation Chancellor (Ret.), SB Com. College Dist. (CEO over CHC + SBVC)
LT. Commander, USCGR (Ret.)

Reasons for desiring to serve – relevant experience and qualifications:

Hopefully, my background and experience can be helpful. As chancellor and, additionally, as a college president in Washington State and California, I worked at resolving conflicts, setting goals, establishing personnel policies, and identifying positive agendas and a vision for the future. In recent years, I was engaged increasingly with various law firms regarding dozens of law suits ranging from wrongful death to simple slip and fall, including affirmative action cases. As a former pilot, I once based my aircraft at the Redlands Airport. Other Redlands activities include, but are not limited to, Fortnightly Club, Redlands Rotary, Forum Club, and leadership roles in my church. To be useful, I understand that I shall need to go through a learning curve to be brought up-to-date. I'm willing to undertake that challenge. I look forward to the opportunity to serve on the Municipal Airport Advisory Board.

Signature Richard A. Jones **Date** FEB. 10, 2024

** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)*

Two References: (Please do not include Councilmembers or City Staff)

(1) DAVID MALPIN

[redacted]

Redlands 92373

Telephone [redacted]

(2) SHIRLEY HARRY

Redlands 92373

Telephone [redacted]

Return Application to: **Office of the City Council, C/O Office of the City Manager**
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org

✓ address Verified (JS)

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request.)

RECEIVED
JUN 05 2023
Redlands City Clerk

COMMISSION\BOARD APPLIED FOR

Airport Advisory Commission

Name CAROLINE D. LAYMON

Address [redacted]

Telephone (Work) _____ (Cell / Home) [redacted]

Email [redacted]

Occupation RET.

Reasons for desiring to serve – relevant experience and qualifications:

I HAVE SERVED ON:
- TRAILS COMMITTEE
- OPEN SPACE "
- PLANNING COMMISION
- MAYOR'S BLUE RIBBON BUGET COMMITTEE

I AM A PILOT AND MY PLANE IS HANGERED AT REDLANDS MUNI.

Signature Caroline D. Laymon **Date** June 4, 2023

**** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)***

Two References: (Please do not include Councilmembers or City Staff)

(1) SHERLEE LEONARD (2) MILTON CLARK PH.D.

[redacted]

CALIMESA, CA. 92320 REDLANDS, CA. 92374

Telephone [redacted] Telephone [redacted]

Return Application to: Office of the City Council, C/O Office of the City Manager, Suite 200, 35 Cajon Street, PO Box 3005, Redlands, CA 92373, OR by email to RedlandsOCM@cityofredlands.org

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.

Address Verified

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request.)

RECEIVED
FEB 09 2024
Redlands City Clerk

COMMISSION\BOARD APPLIED FOR

Airport Advisory Board

Name Isha Saifie

Address [redacted]

Telephone (Work) [redacted] (Cell / Home) [redacted]

Email [redacted]

Occupation Director of operations at a hotel/student

Reasons for desiring to serve – relevant experience and qualifications:

I am currenty a student pilot at San Bernardino Airport. I fly to Redlands Airport freqventy and I have some thoughts on improvements for the airport as well as improvement for developing and adding on to our Redlands Airport.

Signature Isha **Date** 2/8/24

** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)*

Two References: (Please do not include Councilmembers or City Staff)

(1) Michelle Williamson
Manager
Telephone [redacted]

(2) Nikki
Manager
Telephone [redacted]

Return Application to: **Office of the City Council, C/O Office of the City Manager**
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.

✓ address verified

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request.)

RECEIVED
FEB 09 2024
Redlands City Clerk

COMMISSION\BOARD APPLIED FOR

Airport Advisory Board

Name Joseph Alverio

Address [redacted]

Telephone (Work) [redacted] (Cell / Home) [redacted]

Email [redacted]

Occupation Retired - Aerospace Engineer

Reasons for desiring to serve – relevant experience and qualifications:

As I am now retired, I would like to give back to my community. Below are my experiences:

airport operations and infrastructure, pilot, former USAF officer, flight test engineer,

project manager, experience in large drones/UAS, project manager, Civil Air Patrol Mission

pilot. Familiar with GPS sole means of navigation and in requesting GPS instrument approaches.

Interpersonal skills to work with multiple teams and customers. Resume available upon request.

Signature J Alverio **Date** 9 Feb 2024

**** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)***

Two References: (Please do not include Councilmembers or City Staff)

(1) Phil Markowitz,
Director of General Atomics, Flight Test Operations
Palmdale, CA 93591
Telephone [redacted]

(2) Please see next page for references.
Telephone

Return Application to: **Office of the City Council, C/O Office of the City Manager**
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.

✓address verified (AE)

City Manager's Office

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request.)

FEB 8 2024

COMMISSION\BOARD APPLIED FOR

Airport Advisory Board

Received

Name Justin Vadurro

Address [redacted]

Telephone (Work) [redacted] (Cell / Home) [redacted]

Email [redacted]

Occupation Sales Rep for Aviation Fuel Provider

Reasons for desiring to serve – relevant experience and qualifications:

My experience as a sales rep in aviation has enabled me to experience all different kinds of airports and operations. I would be able to utilize my experience to help the community I grew up in as well live currently. I have 13 years of experience and a passion of aviation since I was a child. My dad was in the Air Force and worked at Norton as an engineer for TRW. I am a graduate of Redlands Senior High, Class of '98.

Signature [signature] **Date** Feb 7 2024

** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)*

Two References: (Please do not include Councilmembers or City Staff)

(1) Jim Ott
Redlands Aviation
Redlands, CA
Telephone [redacted]

(2) Michael Thayer
Flying Tigers Aviation
Chino, CA
Telephone [redacted]

Return Application to: **Office of the City Council, C/O Office of the City Manager**
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.

Address Verified

Contact

Top Skills

Administration
Business
Interpersonal Skills

Certifications

What Is Program Management?
Writing Email
Sales Pipeline Management
Seris 6 & 63 with Life and Health Certificates

Justin Vadurro

Regional Sales Manager at EPIC Fuels
Redlands, California, United States

Summary

Aviation professional focused on airport businesses and their interests. As well as helping push aviation forward.

Experience

EPIC Fuels
Regional Sales Manager
October 2019 - Present (4 years 5 months)
California

Vadurro Property and Project Management
Property and project management
May 2016 - Present (7 years 10 months)
United States

Managed my own rental. In addition, help progress tank projects at two southern CA airports. Now working on remodels and development of those businesses.

Prudential
Financial Advisor
May 2019 - January 2022 (2 years 9 months)
Ontario, California

World Fuel Services
Regional Sales Manager for Business and General Aviation
May 2010 - September 2018 (8 years 5 months)

Customer Service, Account Managing, Office Managing, IT, Dispatch, Administrative Assistant and contract management

Air Petro/Hiller purchased by World Fuel
AR Clerk/Account Manager
May 2010 - May 2013 (3 years 1 month)

Customer Service, Account Managing, Office Managing, IT, Dispatch, Administrative Assistant and contract managment

[redacted]

Independent Contractor/ISMS
Office Manager, Computer Networking
February 2009 - May 2010 (1 year 4 months)

For ISMS, Inc.

ISMS, Inc.
Office Manager
July 2007 - June 2009 (2 years)

Manage office processes, develop projections, budgets, policies and procedures
Bookkeeping - payroll recording, account balances, and update accounts
Human Resources - manage benefits, manage new hire process
Accounts Payable/Receivable - sales quotes, purchase orders, invoicing, collections and process of payments

Analyst I
Manage Microsoft 2003 Servers - 5 servers (1 Citrix, 2 I3 VoIP, 1 CRM, 1 DNS Server/Domain Server)
Troubleshoot wireless, wired networks, cabling, install network devices, mapping devices, and fix hardware issues on computers
Install workstations, printers, scanners and programs; ICCE - install and configure VoIP system from Interactive Intelligence, configure gateways, configuration files for Polycom phones and development of ring plans and method of processing calls

Office Depot
Assistant Store Manager
September 2005 - July 2007 (1 year 11 months)

Managed 6 - 18 employees, benefits enrollment for new hires, hired new employees, organized and directed warehouse, managed shipping and receiving, and managed scheduling
Managed cash office and procedures, signed off deposits, ran and reviewed reports for price errors and charge backs

Education

California State University-San Bernardino
BA, English Lit · (2002 - 2004)

[redacted]

Riverside City College

AS, Cisco Networking · (2007 - 2008)

CITY OF REDLANDS
COMMISSION APPLICATION FORM

(Please note that this form is a public record that may be subject to disclosure upon request.)

City Manager's Office

COMMISSION\BOARD APPLIED FOR

FEB - 8 2024

AIRPORT ADVISORY BOARD

Name SHAMS HASAN

Received

Address [redacted]

Telephone (Work) - (Cell / Home) [redacted]

Email [redacted]

Occupation ENGINEER/ENVIRONMENTAL CONSULTANT

Reasons for desiring to serve – relevant experience and qualifications:

GIVE BACK TO THE LOVELY CITY, REDLANDS, WHERE I HAVE LIVED FOR 35 YEARS.

SHARE MY EXPERIENCE & KNOWLEDGE WITH THE CITY.

I WAS PART OF REDLANDS 2020 BACK IN THE 90's.

MBA/BS MECHANICAL ENGG.

Signature [signature] **Date** 02-08-24

** If appointed, please be advised that all City commissioners and committee/board members must complete mandatory harassment prevention training consistent with the requirements of Assembly Bill No. 1825. (Resolution No. 7206 adopted July 26, 2012)*

Two References: (Please do not include Councilmembers or City Staff)

(1) DAVID DEGEER (2) MICHAEL FINCH

Telephone [redacted] Telephone [redacted]

Return Application to: **Office of the City Council, C/O Office of the City Manager**
300 E. State Street, Suite 690, Redlands, CA 92373
OR by email to RedlandsOCM@cityofredlands.org

You will be notified of appointments by the City Council. Your application will be retained for one year. PLEASE NOTE: Planning Commissioners and Historic & Scenic Preservation Commissioners are required to file Statements of Economic Interest in accordance with California State Law.

✓address Verified

City Council Meeting **I. 4.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8575 - A request to approve a one-year Extension of Time for Tentative Parcel Map No. 20175 and Commission Review & Approval No. 911, regarding the construction of a 145-unit multi-family apartment building four stories in height, located at 200-206 West Redlands Boulevard (APNs: 0169-281-30-0000 and 0169-281-31-0000) (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 adopt Resolution No. 8575 and approve a one-year Extension of Time for Tentative Parcel Map No. 20175 and Commission Review & Approval No. 911.

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 8575 and approve a one-year extension of time for Tentative Parcel Map No. 20175 and Commission Review & Approval No. 911, to merge fourteen existing parcels into one 1.49-acre parcel for development purposes and construct a 145-unit multi-family apartment building four stories in height, located at 200-206 West Redlands Boulevard (see Attachment A).

DISCUSSION:

A) Background & Project Description

The applicant, Thomas Robinson, is seeking approval for a one-year extension of time to finalize the parcel map, construction plans, and obtain permits to begin

building the project. The City Council approved the project on October 4, 2022, with an initial expiration date of October 4, 2024. The City Council may grant a one-year extension of time in accordance with Section 18.12.130 and Section 18.192.090(A) of the Redlands Municipal Code. This is the applicant's first request for an Extension of Time.

Commission Review & Approval No. 911 approved the construction of a 145-unit apartment building, comprised of studio and one-bedroom units ranging in size from 517-square feet to 829-square feet (see Attachment B-1). The project consists of a single four-story building, built over a subterranean and surface level parking structure. The proposal includes a total of 22,948 square feet of common recreational spaces, consisting of a 12,214 square-foot roof deck and a 10,733 square-foot pool plaza within a courtyard on the first level. Tentative Parcel Map No. 20175 approved the consolidation of fourteen existing parcels comprising the project site into a single parcel approximately 1.48-acres in size for development of the Project (see Attachment B-2).

The approved project will implement a number of General Plan policies concerning more housing opportunities, a mix of uses downtown (including higher-density housing), and promoting a vibrant and engaging pedestrian-friendly environment throughout downtown.

B) Environmental Review

Section 15162(a) of the California Environmental Quality Act (CEQA) Guidelines indicates that no subsequent Negative Declaration (ND) or Mitigated Negative Declaration (MND) shall be prepared for a project when the following findings can be made.

1) No substantial changes are proposed in the project which will require major revisions of the previous MND due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;

2) Substantial changes did not occur with respect to the circumstances under which the project will be undertaken which will require major revisions of the previous MND due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; and

3) No new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous MND was certified as complete shows any of the following:

a. The project will have one or more significant effects not discussed in the previous MND;
b. Significant effects previously examined will be substantially more severe

than shown in the previous MND;
c. Mitigation measures previously found not to be feasible and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure; or
d. Mitigation measures or alternatives which are considerably different from those analyzed in the previous MND would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure.

Staff analyzed the existing conditions at the time the project was approved compared to present conditions using Google Earth aerial imagery (2022 to present). The topography and extent of development on the project site remains unchanged. There have not been any changes to environmental conditions in the surrounding area, or the discovery of new significant environmental issues under which the project will be undertaken that would require major revisions of the previously adopted Initial Study (Sustainable Communities Environmental Assessment). Additionally, the parcels adjacent to the project site also remain unchanged. Considering the lack of significant or substantial change in existing conditions, staff recommend that the City Council find that this project requires no further environmental analysis. There have been no changes to the project or project site, the project remains within the scope of the originally approved Sustainable Communities Environmental Assessment, and the project will not have any additional significant impacts not previously analyzed in the Sustainable Communities Environmental Assessment. All adopted mitigation measures will continue to be applicable to the project as Conditions of Approval (see Attachment C).

ALTERNATIVES:

1. The City Council can continue the request and direct staff to bring back additional information. However, if the decision date is extended past October 4, 2024, this will result in automatic expiration of the project entitlements.

2. The City Council may deny the request, which would result in the expiration of all project entitlements. This would require the applicant to resubmit an entirely new development application.

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
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Ryan Murphy, Senior Planner

Fiscal Impact

Fiscal Year: 23-24

Appropriation Required Y/N: No

Discussion:

No fiscal impact to the General Fund. The applicant paid the applicable application filing fee.

Attachments

Attachment A: Location Map & Aerial Photo
Attachment B-1: Approved Site Plan and Floor Plans
Attachment B-2: Approved Architectural Elevations
Attachment C: Approved Tentative Parcel Map No. 20175
Attachment D: Adopted Resolution No. 8391 with Conditions of Approval
Attachment E: Resolution No. 8575 (Time Extension)

Location Map

This map was produced by the City of Redlands, Geographic Information System.
The City of Redlands assumes no warranty or legal responsibility for the information contained on this map.
The data used to generate this map is dynamic in nature, therefore the information shown may or may not be the most current.

N
W E
S

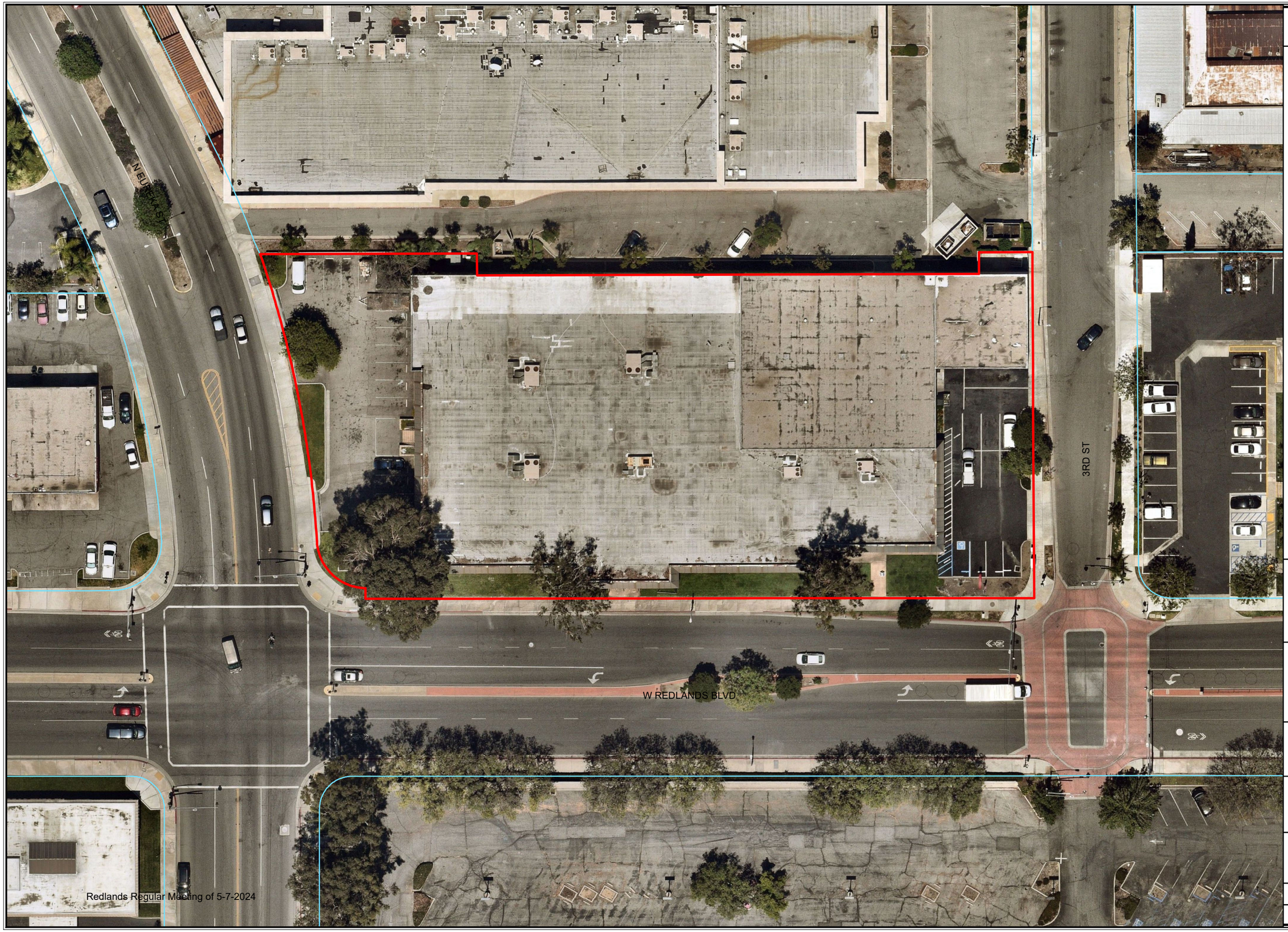
Scale
0 180 360
Feet

City of Redlands
Department of Innovation & Technology
Geographic Information Systems

City of REDLANDS "A City That Works"

September 10, 2021

OneStop.mxd



Aerial Photo

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N
W E
S

Scale

0 30 60
Feet

City of Redlands
Department of Innovation & Technology
Geographic Information Systems

City of REDLANDS "A City That Works"

September 7, 2022

OneStop.mxd

PROJECT SUMMARY

PARKING:		
COVERED STANDARD:	137	PARKING SPACES
COVERED COMPACT:	35	PARKING SPACES
MOVING:	1	PARKING SPACES
PARALLEL:	2	PARKING SPACES
LOADING:	1	PARKING SPACES
MAIL:	1	PARKING SPACE
ACCESSIBLE:	6	PARKING SPACES
TOTAL:	183	PARKING SPACES
RATIO:	1.25:1	RATIO

UNIT COUNT:			
UNIT 1	(JR 1 BED):	33 UNITS	(23%)
UNIT 1D	(1 BED/1BA/DEN):	6 UNITS	(4%)
UNIT 2	(1 BED/1BA):	38 UNITS	(26%)
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UNIT 3	(1 BED/1BA):	1 UNITS	(1%)
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TOTAL:		145 UNITS	

UNIT 1 (JR 1 BED)	517 SQFT - 23'X23'	
UNIT 1D (1 BED/1BA/DEN)	612 SQFT - 23'X32.75'	
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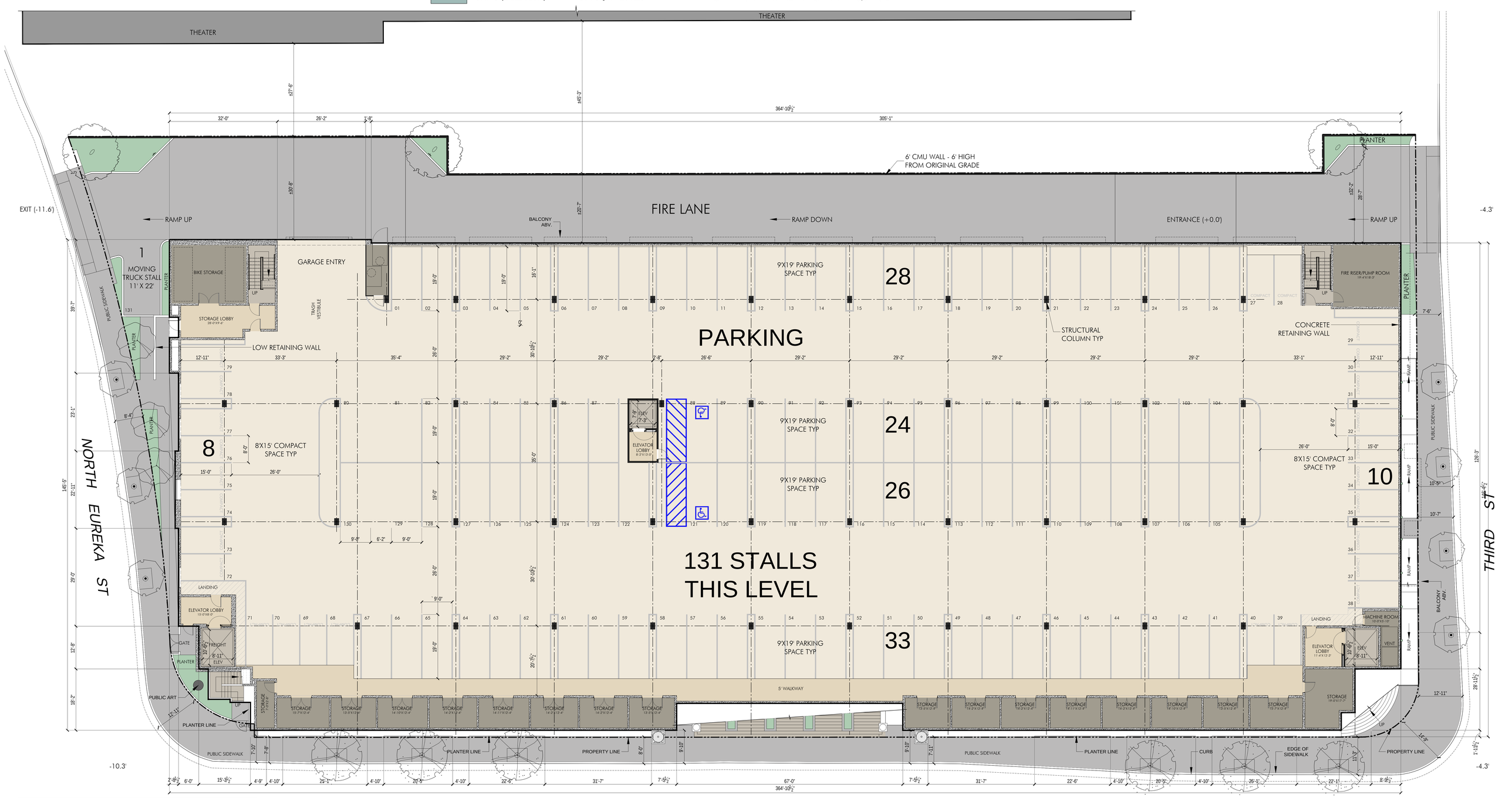
UNIT 2X (1 BED/1BA)	655 SQFT - 29'X23'	
UNIT 2XD (1 BED/1BA/DEN)	768 SQFT - 23'X38.25'	
UNIT 3 (1 BED/1BA)	804 SQFT - 29'X29'	
UNIT 4 (1 BED/1BA/DEN)	829 SQFT - 23'X38.75'	
STAIRS/ELEVATORS		
COMMUNITY ROOM		
CORRIDOR		
MECHANICAL/STORAGE		

TOTAL RESIDENTIAL BUILDING AREA: 226,512.9 SF

	Total Provided	Standard Required (25%)	Remaining	Compact Alowed	Compact Provided
Parking Level 1	131	33	98	25	26
Parking Level 2	52	13	39	10	8
Total Parking	183	46	137	34	34



PARKING LEVEL 1 - SITE PLAN

0 8 16 32

SCALE: 3/32" = 1'-0"

THE GRAND

IDE Arc ARCHITECTURE + PLANNING

Redlands Regular Meeting of 5-7-2024

DESIGN DEVELOPMENT REVIEW PACKAGE

DESIGN DEVELOPMENT FLOOR PLANS

07/19/22

VantageOne REAL ESTATE INVESTMENTS

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COMMUNITY ROOM		
CORRIDOR		
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Total Parking	183	46	137	34	34

N

THEATER

THEATER

THEATER PARKING

EXIT (-11.6')

ENTRANCE -4.3'

FIRE LANE

RAMP UP

RAMP DOWN

RAMP UP

6' CMU WALL - 6' HIGH FROM ORIGINAL GRADE

VENTILATION OPENINGS

GARAGE ENTRY (+0.0')

PLANTER

8'X24' PARALLEL SPACE TYP

BALCONY ABV.

STORAGE

9'X19' PARKING SPACE TYP

13

TRASH VESTIBULE

2 LOADING

MAIL

PARKING

9

10

1

6

8'X24' PARALLEL SPACE TYP

9'X19' PARKING SPACE TYP

8'X15' COMPACT SPACE TYP

52 STALLS THIS LEVEL

WEST PLAZA

POOL

+12"

MAIL ROOM

6' CORRIDOR

LOBBY ENTRANCE LANDING

LOBBY ENTRANCE LOGGIA DN

WOMENS

MENS

LOBBY

OFFICE 1

OFFICE 2

ELEV LOBBY

GATE

ART PIECE

PUBLIC ART

TREE WELL

AWNING ABV

ELEVATED TERRACE

COVERED TERRACE

ELEVATED PLAZA

PUBLIC SIDEWALK

PLANTER LINE

PROPERTY LINE

CURB

EDGE OF SIDEWALK

6' X 6' POCKET PLANTER

PUBLIC SIDEWALK

RAMP

BALCONY ABV.

UNIT LEVEL 1 -10.3'

-4.3'

0 8 16 32

SCALE: 3/32" = 1'-0"

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DESIGN DEVELOPMENT FLOOR PLANS

07/19/22

VantageOne REAL ESTATE INVESTMENTS

04

PROJECT SUMMARY

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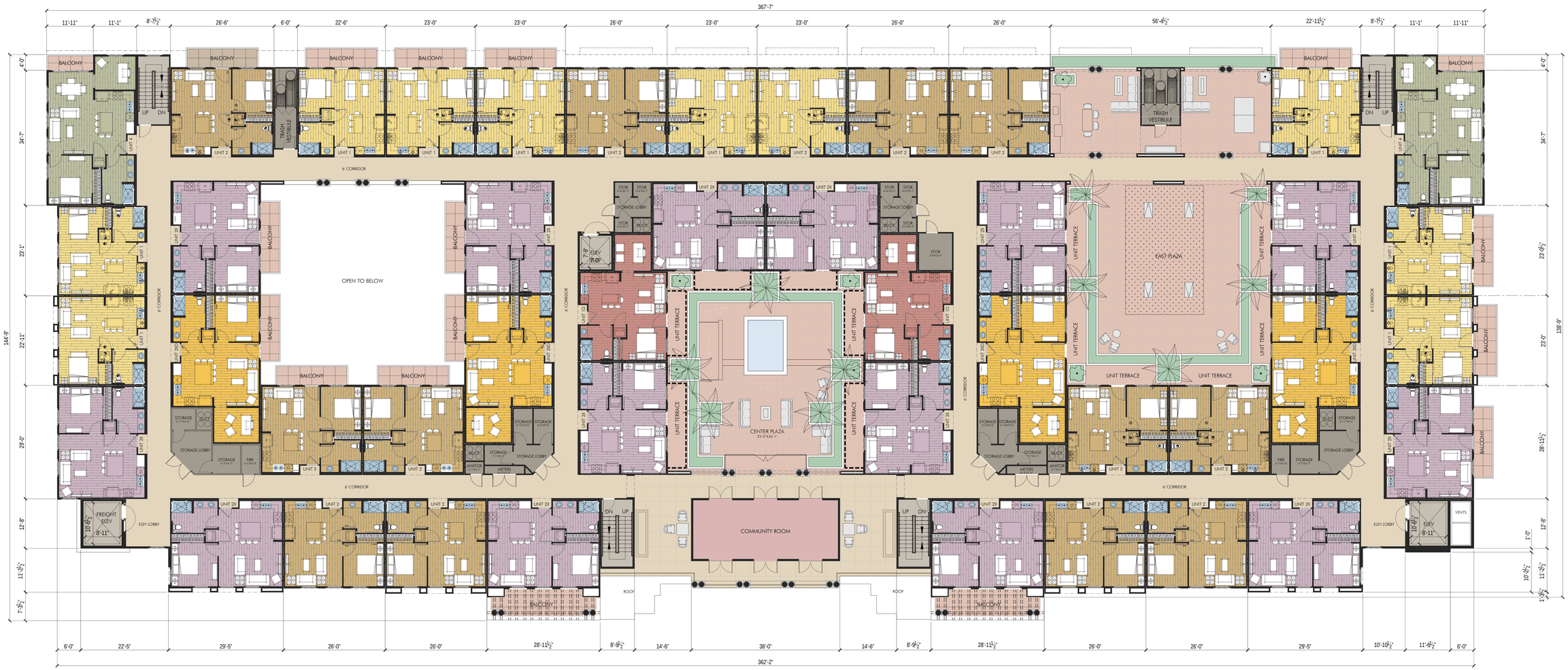
UNIT 3 (1 BED/1BA)	804 SQFT - 29'X29'	TOTAL RESIDENTIAL BUILDING AREA: 226,512.9 SF	



UNIT LEVEL 2

0 8 16 32

SCALE: 3/32" = 1'-0"

THE GRAND

PROJECT SUMMARY

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UNIT LEVEL 3

0 8 16 32

SCALE: 3/32" = 1'-0"

THE GRAND

DESIGN DEVELOPMENT REVIEW PACKAGE

DESIGN DEVELOPMENT FLOOR PLANS

07/19/22

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VantageOne REAL ESTATE INVESTMENTS

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UNIT LEVEL 4

0 8 16 32

SCALE: 3/32" = 1'-0"

THE GRAND

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DESIGN DEVELOPMENT REVIEW PACKAGE

DESIGN DEVELOPMENT FLOOR PLANS

07/19/22

VantageOne REAL ESTATE INVESTMENTS

07

FRONT ELEVATION
(FACING W. REDLANDS BLVD)

REAR ELEVATION
(FACING STUDIO MOVIE GRILL REDLANDS)

0 8 16 32
SCALE: 3/32" = 1'-0"

THE GRAND

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ARCHITECTURE + PLANNING

DESIGN DEVELOPMENT REVIEW PACKAGE
DESIGN DEVELOPMENT ELEVATIONS

07/19/22

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REAL ESTATE INVESTMENTS

LEFT ELEVATION
(FACING EUREKA STREET)

RIGHT ELEVATION
(FACING 3RD STREET)

0 8 16 32
SCALE: 3/32" = 1'-0"

THE GRAND

IDEArc
ARCHITECTURE + PLANNING

DESIGN DEVELOPMENT REVIEW PACKAGE
DESIGN DEVELOPMENT ELEVATIONS

07/19/22

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REAL ESTATE INVESTMENTS

Redlands Regular Meeting of 5-7-2024
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LEFT ELEVATION WITH THEATER AND MALL SHOWN
(FACING EUREKA STREET)

RIGHT ELEVATION WITH THEATER AND MALL SHOWN
(FACING 3RD STREET)

0 16 32 64
SCALE: 1/16" = 1'-0"

THE GRAND

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ARCHITECTURE + PLANNING

DESIGN DEVELOPMENT REVIEW PACKAGE
DESIGN DEVELOPMENT ELEVATIONS

07/19/22

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Redlands Regular Meeting of 5-7-2024
48 of 104

SECTION- AA

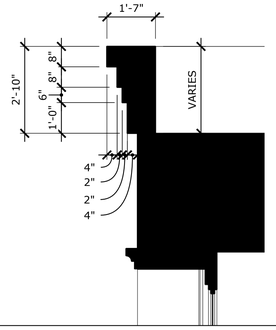
DRAWINGS NOT TO SCALE

THE GRAND

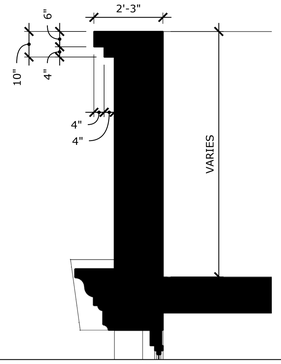
SECTION- LR

DRAWINGS NOT TO SCALE

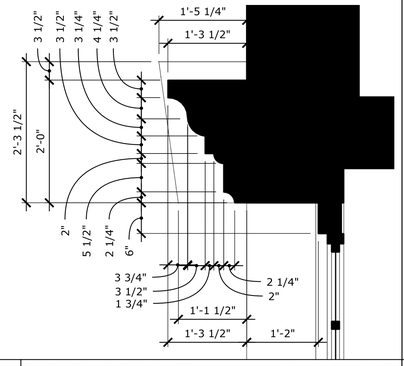
THE GRAND



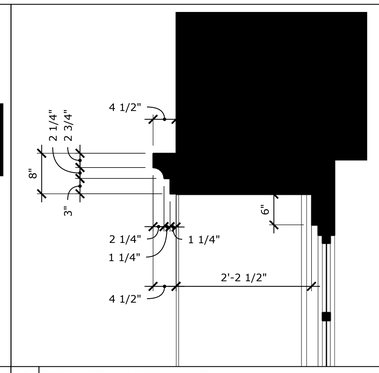
16 BRICK CORNICE 01 SCALE: 1/2" = 1'-0"



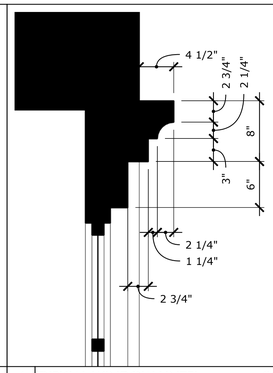
13 STUCCO CORNICE 01 SCALE: 1/2" = 1'-0"



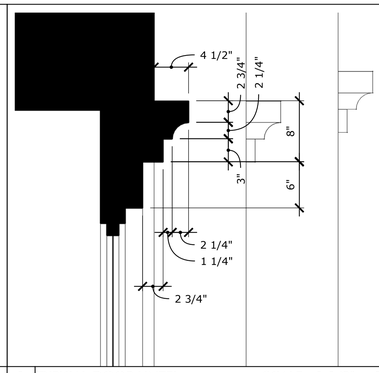
10 RECESSED WINDOW LINTEL SCALE: 1" = 1'-0"



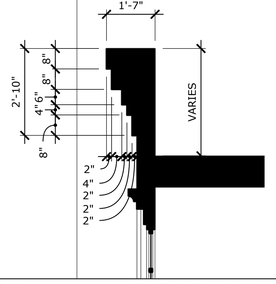
7 RECESSED WINDOW LINTEL SCALE: 1" = 1'-0"



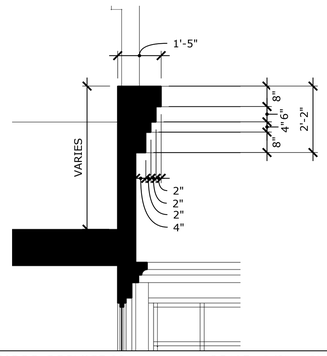
4 TYPICAL WINDOW LINTEL SCALE: 1 1/2" = 1'-0"



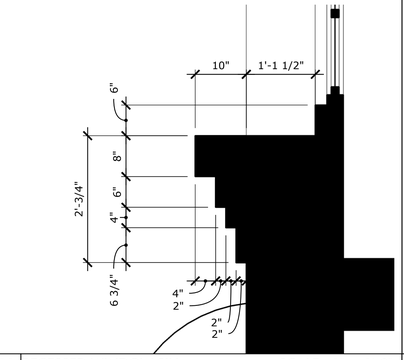
1 TYPICAL DOOR LINTEL SCALE: 1 1/2" = 1'-0"



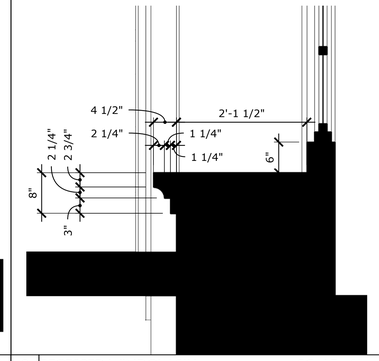
17 BRICK CORNICE 02 SCALE: 1/2" = 1'-0"



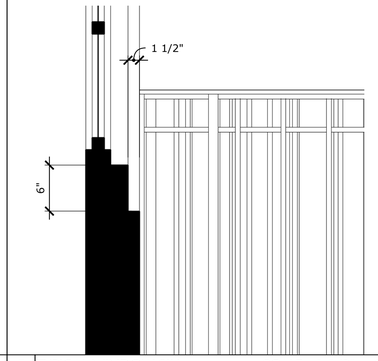
14 STUCCO CORNICE 02 SCALE: 1/2" = 1'-0"



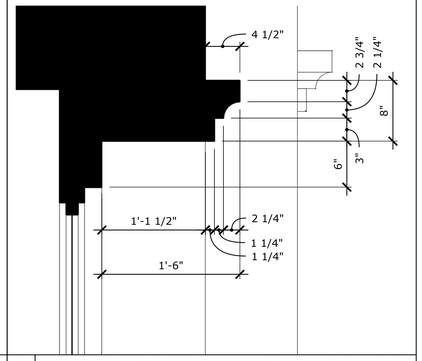
11 RECESSED WINDOW SILL SCALE: 1" = 1'-0"



8 RECESSED WINDOW SILL SCALE: 1" = 1'-0"



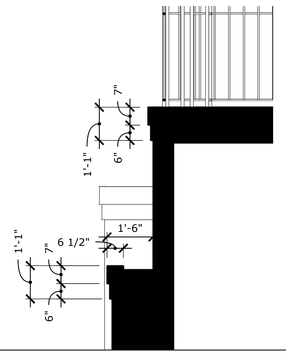
5 TYPICAL WINDOW SILL SCALE: 1 1/2" = 1'-0"



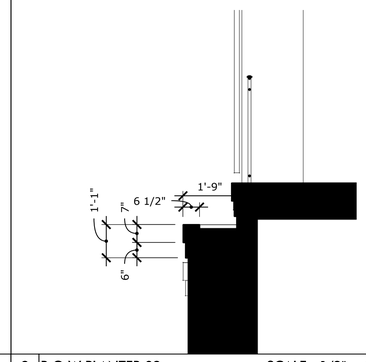
2 RECESSED DOOR LINTEL SCALE: 1 1/2" = 1'-0"

18 BRICK CORNICE - EXAMPLE SCALE: NTS

15 STUCCO CORNICE - EXAMPLE SCALE: NTS



12 R.O.W PLANTER 01 SCALE: 1/2" = 1'-0"



9 R.O.W PLANTER 02 SCALE: 1/2" = 1'-0"

6

3

THE GRAND

IDE Arc
ARCHITECTURE + PLANNING

Redlands Regular Meeting of 5-7-2024

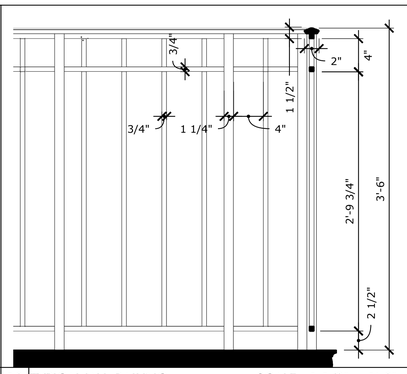
DESIGN DEVELOPMENT REVIEW PACKAGE
DESIGN DEVELOPMENT DESIGN DRAWINGS - 145 UNIT APPARTMENT PROJECT

07/19/22

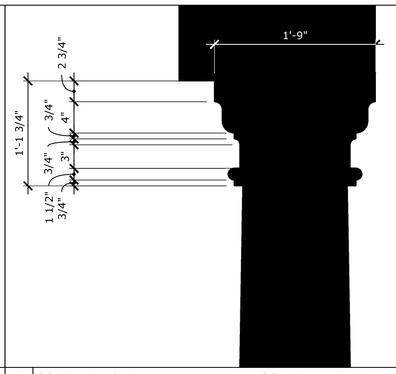
VantageOne
REAL ESTATE INVESTMENTS

16

13

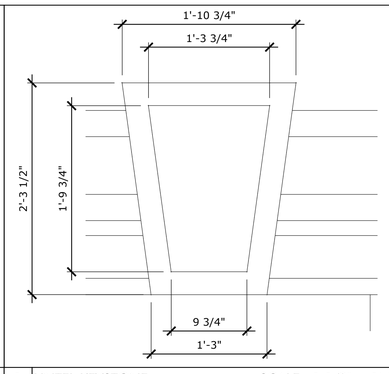


10 TYPICAL W.I. RAILING SCALE: 1 1/2" = 1'-0"



7 COLUMN - CAP SCALE: 1 1/2" = 1'-0"

4



1 LINTEL KEYSTONE SCALE: 1 1/2" = 1'-0"

17

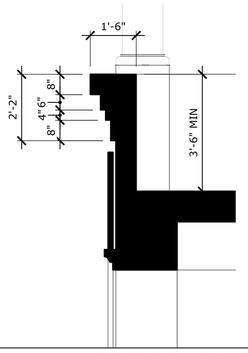
14

11 BALCONY SUPPORT SCALE: 3/4" = 1'-0"

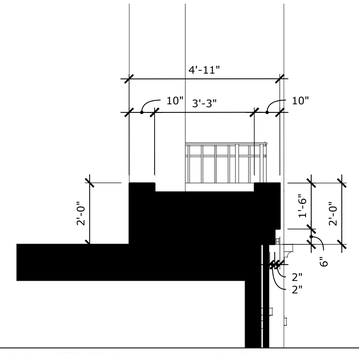
8 COLUMN - BASE SCALE: 1 1/2" = 1'-0"

5 COLUMN - EXAMPLE SCALE: NTS

2 TRELLIS - LOWER BEAM SCALE: 1 1/2" = 1'-0"

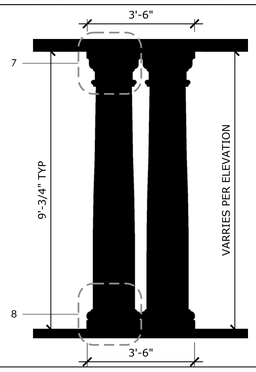


18 PATIO WALL SCALE: 1/2" = 1'-0"



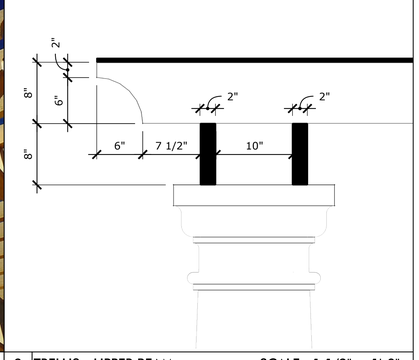
15 PLAZA PLANTER (REAR) SCALE: 1/2" = 1'-0"

12 WROUGHT IRON BALCONY - EXAMPLE SCALE: NTS



9 COLUMN SCALE: 1/2" = 1'-0"

6 TRELLIS COLUMN - EXAMPLE SCALE: NTS



3 TRELLIS - UPPER BEAM SCALE: 1 1/2" = 1'-0"

THE GRAND

IDEArc ARCHITECTURE + PLANNING

Redlands Regular Meeting of 5-7-2024

DESIGN DEVELOPMENT REVIEW PACKAGE

DESIGN DEVELOPMENT DESIGN DRAWINGS - 145 UNIT APPARTMENT PROJECT

07/19/22

VantageOne REAL ESTATE INVESTMENTS

52 of 1013

TENTATIVE PARCEL MAP No. 20175
THE GRAND - 200 W. REDLANDS BLVD.
APN 0169-281-30 & -31

OWNER / APPLICANT

VANTAGEONE REAL ESTATE INVESTMENTS, LLC
THOMAS N. ROBINSON
4 CORPORATE PLAZA, SUITE 210
NEWPORT BEACH, CA 92660

CIVIL ENGINEER

HICKS & HARTWICK, INC.
37 EAST OLIVE AVENUE, SUITE C
REDLANDS, CA 92373
PH: (909) 793-2257

PLAN PREPARED BY:

Hicks & Hartwick, Inc.
37 East Olive Ave. Ste C
Redlands, CA. 92373
909.793.2257

REGISTERED PROFESSIONAL ENGINEER
MATTHEW C. HICKS
No. 63494
CIVIL
STATE OF CALIFORNIA

GENERAL NOTES

1. TOTAL PROJECT GROSS AREA: 98,363 SF (2.26 ACRES) - INCLUSIVE OF ADJACENT STREET R/W
2. NET DEVELOPMENT AREA: 64,421 SF (1.48 ACRES)
3. TOTAL NUMBER OF PARCELS: 14 EXISTING (1 PROPOSED)
4. PROJECT CONSISTS OF APN: 0169-281-30 & -31
5. EXISTING LAND USE: COMMERCIAL
6. POINT OF INGRESS AND EGRESS: EUREKA STREET & THIRD STREET
7. NO REGULATED TREES OR PLANTS EXIST ON SITE
8. FLOOD ZONE DESIGNATION AS INDICATED ON FIRM MAP NUMBER 06071C8716H, MAP REVISED AUGUST 28, 2008. FLOOD ZONE CLASSIFICATION: AO = AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL FLOOD CHANCE (DEPTH 1 FOOT)
9. DATE PREPARED: 3/07/2022

LEGAL DESCRIPTION

THE LAND REFERRED HEREIN BELOW IS SITUATED IN THE CITY OF REDLANDS, IN THE COUNTY OF SAN BERNARDINO STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS: SAN BERNARDINO STATE SAN BERNARDINO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PARCEL 1:

THAT PORTION OF BLOCK "D" OF CENTRAL TOWNSITE LUGONIA, IN THE CITY OF REDLANDS, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8, PAGE 57 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF LOT 30 OF SAID BLOCK "D", THENCE NORTHERLY ALONG THE EAST LINE OF LOTS 30, 28, 26, 24 AND THE EAST LINE OF THE SOUTHERLY 4 FEET OF LOT 22 OF BLOCK "D" OF SAID CENTRAL TOWNSITE, 100 FEET; THENCE WESTERLY ALONG THE NORTHERLY LINE OF THE SOUTHERLY 4 FEET OF SAID LOT 22, 100 FEET; THENCE SOUTHERLY ALONG A LINE PARALLEL WITH FIRST DESCRIBED COURSE ACROSS THE SOUTHERLY 4.00 FEET OF SAID LOT 22 AND ACROSS SAID LOTS 24, 26, 28 AND 30, A DISTANCE OF 100.00 FEET TO A POINT IN THE SOUTHERLY LINE OF SAID LOT 30; THENCE EASTERLY ALONG THE SOUTHERLY LINE OF SAID LOT 30, 100.00 FEET TO THE POINT OF BEGINNING.

PARCEL 2:

LOTS 1, 2, 3, 4 AND A PORTION OF LOTS 5 AND 6 ALL OF BLOCK "C" OF THE FAIRBANKS & WILSON'S SUBDIVISION, AS PER PLAT RECORDED IN BOOK 4 OF MAPS, PAGE 47, RECORDS OF SAID COUNTY AND LOT 20 AND A PORTION OF LOTS 16, 18, 22, 24, 26, 28 AND 30 OF BLOCK "D" OF THE CENTRAL TOWNSITE, AS PER PLAT RECORDED IN BOOK 8 OF MAPS, PAGE 57, RECORDS OF SAID COUNTY TOGETHER WITH A PORTION OF THE SOUTH ONE-HALF OF REDLANDS BOULEVARD ADJOINING SAID LOTS 1 TO 6, INCLUSIVE, AS ABANDONED BY RESOLUTION OF THE CITY OF REDLANDS, MAY 4, 1904, RESOLUTION NO. 227, DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE WEST LINE OF THIRD STREET AND THE NORTH LINE OF REDLANDS BOULEVARD, AS SHOWN BY RECORD OF SURVEY RECORDED IN BOOK 29, PAGE 61, RECORDS OF SURVEY; THENCE SOUTH 89°59'05" WEST ALONG THE NORTH LINE OF SAID REDLANDS BOULEVARD 100.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE CONTINUING ALONG THE NORTH LINE OF SAID REDLANDS BOULEVARD, SOUTH 89°59'05" WEST, 259.75 FEET TO A TANGENT CURVE; THENCE CURVING TO THE RIGHT WITH A RADIUS OF 25.00 FEET THROUGH A CENTRAL ANGLE OF 87°07'07" AN ARC DISTANCE OF 38.01 FEET TO A POINT OF REVERSE CURVE; THENCE CURVING TO THE LEFT WITH A RADIUS OF 525.95 FEET THROUGH A CENTRAL ANGLE OF 17°12'50" AN ARC DISTANCE OF 158.02 FEET TO A POINT WHICH IS 15.00 FEET SOUTH OF THE CENTER LINE OF THE SOUTHERN PACIFIC RAILROAD, AS SHOWN BY SAID RECORD OF SURVEY, SAID 15.00 FEET BEING MEASURED PARALLEL WITH AND RIGHT ANGLES TO THE CENTER LINE OF SAID RAILROAD; THENCE NORTH 89°53'38" EAST PARALLEL WITH THE CENTER LINE OF SAID RAILROAD AND DISTANT 15 FEET THEREFROM 128.44 FEET; THENCE AT RIGHT ANGLES SOUTH 00°06'22" EAST, 11.25 FEET; THENCE NORTH 89°53'38" EAST PARALLEL WITH THE CENTER LINE OF SAID RAILROAD AND DISTANT 26.25 FEET THEREFROM 259.12 FEET; THENCE AS RIGHT ANGLES NORTH 00°06'22" WEST, 11.25 FEET TO A POINT 15.00 FEET SOUTH OF THE CENTER LINE OF SAID RAILROAD; THENCE NORTH 89°53'38" EAST TO A POINT ON THE WEST LINE OF SAID THIRD STREET; THENCE SOUTH 00°20'19" EAST ALONG THE WEST LINE OF SAID THIRD STREET, 78.67 FEET; THENCE SOUTH 89°59'05" WEST PARALLEL WITH THE NORTH LINE OF SAID REDLANDS BOULEVARD 100.00 FEET; THENCE SOUTH 00°20'19" EAST, 100.00 FEET TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THAT PORTION OF SAID LAND DESCRIBED IN FINAL ORDER OF CONDEMNATION RECORDED AUGUST 14, 1998 AS INSTRUMENT NO. 1998-0328873 OFFICIAL RECORDS.

ALSO EXCEPTING FROM SAID PARCEL THOSE PORTIONS THEREOF LYING A DEPTH OF 500 FEET, MEASURED VERTICALLY FROM THE CONTOUR OF THE SURFACES THEREOF, PROVIDED, HOWEVER, THAT GRANTOR, ITS SUCCESSORS AND ASSIGNS, SHALL NOT HAVE THE RIGHT FOR ANY PURPOSE WHATSOEVER TO ENTER UPON, INTO OR THROUGH THE SURFACES OF THE PARCELS HEREIN GRANTED OR ANY PART THEREOF LYING BETWEEN SAID SURFACES AND 500.00 FEET BELOW SAID SURFACES, AS RESERVED IN THE DEED FROM SOUTHERN PACIFIC TRANSPORTATION COMPANY, A CORPORATION, RECORDED JUNE 27, 1975 IN BOOK 8709, PAGE 285 OFFICIAL RECORDS.

EASEMENTS OF RECORD

EASEMENTS AND RESTRICTIONS OF RECORD UNDER TITLE REPORT PREPARED BY FIDELITY NATIONAL TITLE COMPANY DATED NOVEMBER 29, 2018, ORDER NO. 997-30022079-A-CT1
NO EASEMENTS OF RECORD.

SURVEYOR'S NOTE

THE BASIS OF BEARINGS IS THE CENTERLINE OF REDLANDS BOULEVARD SHOWN ON PM 14891, P.M.B. 181/86-88 AS BEING N89°59'05"E

ADEQUATE INGRESS TO AND EGRESS FROM THE SUBJECT PROPERTY IS PROVIDED BY EUREKA STREET AND THIRD STREET. THE SAME BEING PAVED, DEDICATED PUBLIC RIGHT-OF-WAY MAINTAINED BY THE CITY OF REDLANDS.

THE LOCATION OF THE UTILITIES SHOWN HEREON ARE FROM OBSERVED VISIBLE EVIDENCE OF ABOVE GROUND APPURTENANCES AND MARKINGS AND RECORD INFORMATION. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER MAKES NO GUARANTEE AS TO THE EXACT LOCATION OF UNDERGROUND UTILITIES.

BENCHMARK

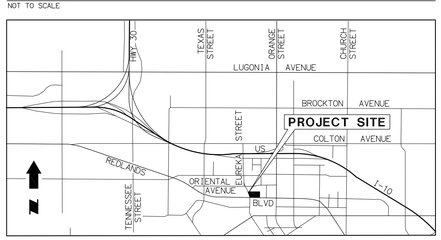
BENCHMARK: CITY OF REDLANDS
BENCH MARK R-59 BRASS DISK IN TOP OF CURB @ WEST SIDE OF FLAG POLE ISLAND @ INTERSECTION OF CAJON STREET AND VINE STREET IN FRONT OF CITY HALL
ELEVATION = 1358.504

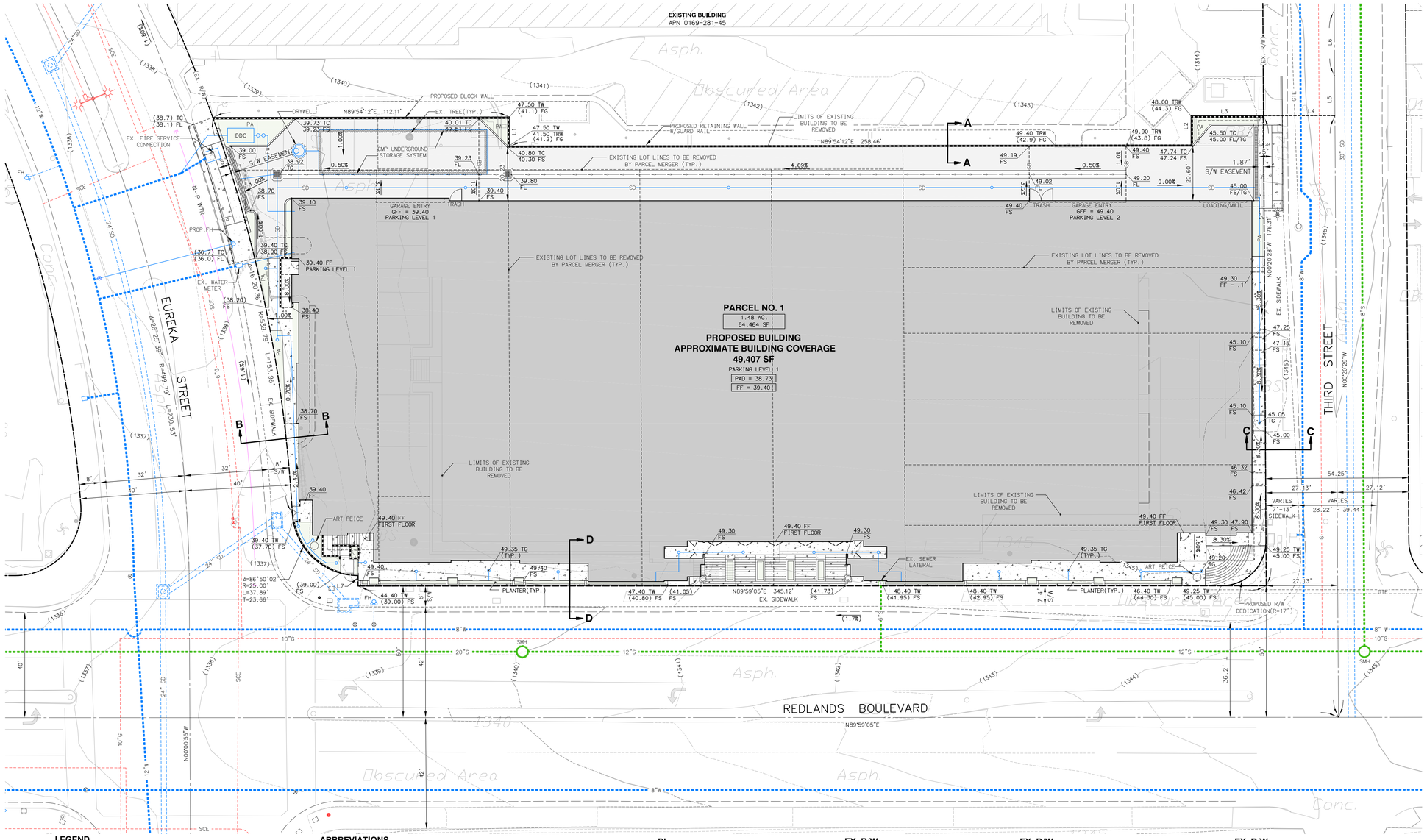
LINE TABLE

	BEARING	DISTANCE		BEARING	DISTANCE
L1	N00°05'48"W	11.25'	L5	N00°20'28"W	15.00'
L2	N00°05'48"W	11.25'	L6	N00°20'28"W	25.07'
L3	N89°54'12"E	27.52'	L7	N00°00'55"W	4.00'
L4	N89°54'12"E	27.13'			

VICINITY MAP

NOT TO SCALE



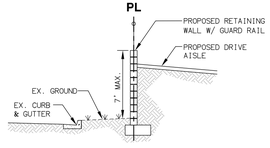


LEGEND

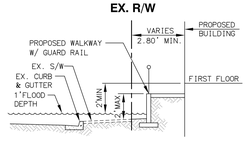
- ASPHALT PAVEMENT
- BUILDING
- LANDSCAPING
- CONCRETE
- PROPOSED WALL
- (1210) EXISTING CONTOUR
- 1210 PROPOSED CONTOUR
- PROPOSED SEWER SERVICE
- N-P WTR PROPOSED NON-POTABLE WATER
- SD PROPOSED STORM DRAIN
- EXISTING STORM DRAIN
- EXISTING WATER SERVICE
- EXISTING SEWER LATERAL
- EXISTING WATER MAIN (SIZE AS SHOWN)
- EXISTING SEWER MAIN (SIZE AS SHOWN) AND MANHOLE
- G EXISTING GAS LINE (SIZE AS SHOWN)
- OH EXISTING OVERHEAD COMMUNICATION/POWER LINES
- GTE EXISTING GENERAL TELEPHONE
- SCE PROPOSED SOUTHERN CALIFORNIA EDISON
- GB PROPOSED GRADE BREAK
- FIRE HYDRANT ASSEMBLY
- GRADED SWALE

ABBREVIATIONS

AC	ASPHALT PAVEMENT	LF	LINEAR FEET
APN	ASSESSOR'S PARCEL NUMBER	LS	LANDSCAPE
BLDG	BUILDING	MAX	MAXIMUM
℄	CENTERLINE	MIN	MINIMUM
CF	CURB FACE	PL	PROPERTY LINE
CLF	CHAIN LINK FENCE	PP	POWER POLE
CONC.	CONCRETE	PROP	PROPOSED
COR	CORNER	GB	GRADE BREAK
DDC	DOUBLE DETECTOR CHECK	GP	GUARD POST
DIA	DIAMETER	GTE	GENERAL TELEPHONE
EX.	EXISTING	R/W	RIGHT OF WAY
EG	EXISTING GRADE	SMH	SEWER
FF	FINISHED FLOOR	SW	SIDEWALK
FG	FINISHED GRADE	TC	TOP OF CURB
FL	FLOW LINE	TG	TOP OF GRATE
FS	FINISHED SURFACE	WTR	WATER
INV	INVERT	WV	WATER VALVE
LAT	LATERAL	XING	CROSSING



SECTION A-A
NOT TO SCALE



SECTION B-B
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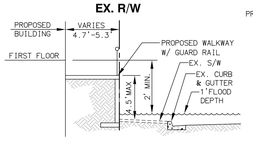
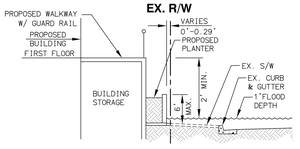


SECTION C-C
NOT TO SCALE



SECTION D-D
NOT TO SCALE

GRAPHIC SCALE

0 10 20 40 60 80
(IN FEET)
1 INCH =20 FT.

\\T1\acadata_10000_\10112 Tom Robinson-JeCheen's Building\a_GRADE\ 10112_GP01.dwg 12:33pm - Jul 19, 2022

RESOLUTION NO. 8391

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING COMMISSION REVIEW & APPROVAL NO. 911 AND TENTATIVE PARCEL MAP NO. 20175 FOR "THE GRAND" MULTIFAMILY RESIDENTIAL PROJECT LOCATED AT THE NORTHEAST CORNER OF EUREKA STREET AND WEST REDLANDS BOULEVARD.

WHEREAS, Vantage One Real Estate Investments ("Applicant") has submitted a development application for Commission Review & Approval No. 911 to construct 145 apartment units in a four-story building including subterranean and surface level structured parking, courtyard, and common space amenities on approximately 1.49 acres located at 200-206 West Redlands Boulevard (APNs: 0169-281-30-0000 and 0169-281-31-0000); and

WHEREAS, the Applicant has submitted a legislative application for Specific Plan Amendment No. 23 to the Downtown Specific Plan (Specific Plan No. 45); and

WHEREAS, the Applicant has submitted an application for Tentative Parcel Map No. 20175 to consolidate two parcels into one parcel 1.49-acres in size for development purposes; and

WHEREAS, the above-referenced applications filed with the City of Redlands are referred to hereinafter as the "Project" and "Project Entitlements;" and

WHEREAS, the Planning Commission has reviewed the proposed project, and found the proposal to be consistent with the 2035 General Plan including the central organizing strategy of the "Transit Village Concept" to permit the development of high-density residential projects within walking distance of Metrolink stations to reduce vehicular usage, improve air quality and provide health benefits, and provide economic development opportunities; and

WHEREAS, the Planning Commission has reviewed the proposed project, found the proposal to be consistent with the City's 2021-2029 Housing Element, and the proposed residential project will provide up to 145 dwelling units that will result in more housing opportunities in Redlands; and

WHEREAS, the proposed land use is permitted in the Town Center-Historic (TC-H) District of the Downtown Specific Plan (Specific Plan No. 45) wherein the project site is located; and

WHEREAS, on August 30, 2022, the Planning Commission held a public hearing at the City Council Chambers on at a special meeting, notice of said public hearing having been duly given as required by law and in accordance with the provisions of the Government Code and Redlands Municipal Code, considered the proposed Project and related entitlement applications, and considered the testimony and other public comments submitted by members of the public; and,

WHEREAS, on September 23, 2022, notice of the public hearing before the City Council for the proposed Project and related entitlement applications, and notice of said public hearing having been duly given as required by law and in accordance with the provisions of the Government Code and Redlands Municipal Code; and

WHEREAS, on October 4, 2022, the City Council held a public hearing at the City Council Chambers and determined that approval of the proposed Project is in the best interests of the public health, safety and general welfare.

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

SECTION 1. Compliance with the California Environmental Quality Act. In accordance with City Council Resolution No. 8391, the Sustainable Communities Environmental Assessment prepared for the project has been adopted in compliance with the California Environmental Quality Act (CEQA).

SECTION 2. Determination of General Plan Consistency. The proposed Project is consistent with the existing General Plan land use designation as 'Commercial' and applicable policies pertaining to the Downtown Redlands district as well as development of transit villages around the three Redlands train stations.

SECTION 3. FINDINGS FOR APPROVAL OF TENTATIVE PARCEL MAP. Tentative Parcel Map No. 20175 is hereby approved based upon the following findings, and subject to the Conditions of Approval from the Development Services Department (Exhibit "A") and Development Services Land Use Engineering Division (Exhibit "B") attached hereto:

1. That the proposed map is consistent with the general plan or any applicable specific plan, or other applicable provisions of this code.

The proposed Tentative Parcel Map and 1.49 acres of the project site is designated for Commercial land uses on the General Plan Land Use Map. The Commercial land use category may permit residential uses consistent with the underlying zoning district (in this case, the Downtown Specific Plan). The proposed Project is located within the Town Center-Historic District of the Downtown Specific Plan (Specific Plan No. 45). Following approval of the proposed Specific Plan Amendment No. 23 to the Downtown Specific Plan (Specific Plan No. 45), the project will be consistent with the Specific Plan. Further, the Floor-Area Ratio of 2.0 for the Project will be equal-to or less than the maximum Floor-Area Ratio of 2.0 that is allowable in the Commercial land use category of the Redlands General Plan and the Town Center-Historic District of the Downtown Specific Plan (Specific Plan No. 45).

2. That the site is physically suitable for the type of development.

The project site is physically suitable for the type of development, which consists of a multifamily residential building. The site has a generally flat and level topography, has been previously graded and developed for urban development, and is suitable to be developed in accordance with the Floor-Area Ratio and other requirements of the applicable Town Center-Historic (TC-H) District of the Downtown Specific Plan (Specific Plan No. 45). All on-site improvements and off-site improvements proposed as part of the

project's design will meet all applicable City standards. The proposed project will provide a safe, attractive, affordable, and cost-effective environment for the future residents.

3. That the site is physically suitable for the density of development.

The proposed Tentative Parcel Map will consolidate two parcels for development purposes. The proposed project's Floor-Area Ratio of 2.0 will be within the maximum Floor-Area Ratio permitted in the Commercial land use designation of the Redlands General Plan and Town-Center Historic (TC-H) District of the Downtown Specific Plan (Specific Plan No. 45). Due to the design and operational character of the proposed project, Floor-Area Ratio is the appropriate index to measure the proposed density/intensity of use(s). The project site's topography is predominantly flat and level, and the design of the map will generally follow with the existing grade of the project site and will not require an excessive amount of grading or ground contouring. In addition to the multifamily residential structure, the site is large enough to accommodate the proposed perimeter improvements, open space areas, landscape areas, public roads and walkways, pedestrian improvements and amenities, and other site design features.

4. That the design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

The City retained an environmental consultant to fully analyze the project, prepare an Initial Study, and review technical reports provided by the applicant. An Initial Study/Sustainable Communities Environmental Assessment document has been prepared in accordance with current State law, and is recommended for the project. There are no environmental effects or impacts that cannot be mitigated to a level of less than significant, and there is no information or evidence of any potentially significant environmental impacts. Mitigation measures are included with the environmental documents, and will be included as Conditions of Approval for the project.

5. That the design of the subdivision or type of improvements are not likely to cause serious public health problems.

The proposed Tentative Parcel Map will consolidate two parcels for development purposes and is designed to accommodate the multifamily residential project. The subdivision is not likely to cause any serious public health problems, as the project is designed with public and private improvements that comply all applicable City and State building and fire codes. The project's operational activities are not expected to generate any significant detrimental emissions or odors, dust, vibration, or hazardous conditions. Construction noise during various phases will not significantly affect nearby commercial, residential, or City properties because noise will be mitigated to a level that is less than significant.

6. That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

The project and will improve access within the project site by requiring the construction of the appropriate public sidewalks and rights-of-way. Pedestrian access will be provided around and through the project site on all interior streets and other walkways, and will connect to off-site pedestrian sidewalks providing direct access to the Santa Fe Depot train station (fully improved sidewalks within public rights-of-way along Third Street, Eureka Street, and Redlands Boulevard) and surrounding areas. The project will not conflict with any easements for the public at large, including the existing storm drain at the southwest corner of the project site.

7. Subject to Section 66474.4 of the Subdivision Map Act, that the land is not subject to a contract entered into pursuant to the California land conservation act of 1965 (commencing with section 51200 of the Government Code) and that the resulting parcels following a subdivision of the land would be too small to sustain their agricultural use.

The project site and all properties are not subject to a Williamson Act Contract. The proposed development of the project was analyzed by the Initial Study, there will be no impacts to agricultural land, and no mitigation measures are required.

SECTION 4. FINDINGS FOR APPROVAL OF COMMISSION REVIEW AND APPROVAL. Commission Review & Approval No. 911 is hereby approved based upon the following findings, and subject to the Conditions of Approval from the Development Services Department (Exhibit "A") and Development Services Land Use Engineering Division (Exhibit "B") attached hereto:

1. The site for the intended use is adequate in size and shape to accommodate the use, and all of the required yards, setbacks, walls or fences, landscaping and other features will adjust the use to those existing or permitted future uses of land in the neighborhood.

The project site is approximately 1.49 acres in size and meets the requirements of the Town Center-Historic (TC-H) District to accommodate the project and all required building setbacks, landscape areas and screening, parking and parking lot improvements, and other required site improvements. The multifamily residential project is consistent with the current General Plan designation for the site and will provide for a residential use and a wider variety of land uses the immediate surroundings. Surrounding properties include a existing uses which include the Santa Fe Depot, a movie theater, downtown retail, Post Office, professional offices, Smiley Library, public park, Police Annex, and the vacant Redlands Mall facility and CVS (proposed to be redeveloped with an approved mixed use project).

2. The site for the proposed use relates to streets and highways which are properly designed

and improved to carry the type and quantity of traffic generated or to be generated by the proposed use.

The project is consistent with the 2035 General Plan. Roadways in the area have been designed and planned to accommodate the type and quantity of traffic to be generated by the proposed multifamily residential project. West Redlands Boulevard along the project site's south frontage is designated as a Major Arterial. Development on the project site will provide connections to the roads abutting the project site consistent with the General Plan designations for those streets. The project includes conditions of approval which will ensure that project will be constructed in accordance with design standards.

3. The conditions set forth in the approval and those shown on the approved site plan are deemed necessary to protect the public health, safety and general welfare.

The conditions included in the Resolution are adequate to protect the public health, safety and general welfare. The proposed project will support development in accordance with the goals and policies of the Redlands General Plan. The environmental document (Sustainable Communities Environmental Assessment) prepared for the project has fully analyzed potential environmental impacts, and all potential effects are either considered less than significant or can be mitigated to a less than significant level, ensuring that there will not be any significant detrimental effects to public health, safety, or welfare. The project will provide pedestrian, bicycle, and motor vehicle access as required by the General Plan or the Redlands Municipal Code. On-site parking will meet the requirements of the Redlands Municipal Code, with access to West Redlands Boulevard, Eureka Street, and Third Street. All landscaping within the project site is privately owned and maintained, and meets the zoning requirements.

SECTION 5. Effective Date. This Resolution shall take effect upon adoption.

ADOPTED, SIGNED AND APPROVED this 4th day of October, 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 special meeting thereof held on the 4th day of October, 2022.

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

Jeanne Donaldson, City Clerk

EXHIBIT A
CONDITIONS OF APPROVAL
DEVELOPMENT SERVICES DEPARTMENT
(CRA No. 911 & TPM No. 20175)

Planning Division

1. This permit/approval for Commission Review & Approval No. 911 is issued for the "The Grand" multifamily residential project generally described as the following:
   a. A total of one hundred and forty-five (145) apartments;
   b. A total of 183 on-site parking spaces for residents and guests in subterranean and at-grade parking structures; and
   c. Private common recreational open space totaling approximately 22,948 square-feet.

2. This permit/approval for a Commission Review & Approval shall automatically expire 24 months after the approval date (will expire on October 4, 2024) unless Developer has diligently developed the proposed project, as shown by the issuance for a grading, foundation, engineering, or building permit(s). An extension of time may be granted in accordance with Sections 18.12.140 and 18.92.090 of the Redlands Municipal Code. The city council may, upon submittal of a written application for a time extension by the holder of the permit and prior to the expiration date, grant a one year extension of time; provided, however, that the total number of extensions shall not exceed three (3).

3. Pursuant to Government Code Section 66020(d), certain fees, dedications, reservations or exactions imposed by the City as a condition of approval of this project are subject to a statutory ninety (90) day protest period. Please be advised that the ninety (90) day protest period for those fees, dedications, reservations and exactions which are subject to Government Code Section 66020(a) has commenced to run on the date this project was approved by the City.

4. The applicant for this permit, and its successors and assigns, shall defend, indemnify and hold harmless the City of Redlands, and its elected officials, officers, agents and employees, from and against any and all claims, actions, and proceedings to attack, set aside, void or annul the approval of this permit by the City, or brought against the City due to acts or omissions in any way connected to the applicant's project that is the subject of this permit. This indemnification shall include, but not be limited to, damages, fees, costs, liabilities, and expenses incurred in such actions or proceedings, including damages for the injury to property or persons, including death of a person, and any award of attorneys' fees. In the event any such action is commenced to attack, set aside, void or annul all, or any, provisions of this permit, or is commenced for any other reason against the City for acts or omissions relating to the applicant's project, within fourteen (14) City business days of the same, the applicant shall file with the City a performance bond or irrevocable letter of credit (together, the "Security") in a form satisfactory to the City and in the amount of Three Hundred Thousand Dollars ($300,000), to ensure applicant's performance of its defense and indemnity obligations under this condition. The failure of the applicant to provide the Security shall be deemed an express acknowledgement and agreement by the applicant that

the City shall have the authority and right, without objection by the applicant, to revoke all entitlements granted for the project pursuant to this permit. The City shall have no liability to the applicant for the exercise of City's right to revoke this permit.

5. By signing and/or using this permit, the permittee acknowledges all of the conditions imposed and accepts this permit subject to those conditions and with full awareness of the applicable provisions of the Redlands Municipal Code including Title 15 (Buildings and Construction), Title 16 (General Plan), Title 17 (Subdivision Regulations), Title 18 (Zoning Regulations), and Specific Plan No. 45 (Downtown Specific Plan). Failure of the permittee to sign these conditions does not affect their enforceability by the City or other responsible entity. These conditions are binding upon all future property owners and occupants of the subject property.

6. This permit/approval is granted for the project plans dated July 12, 2022 ("the plans") on file with the Planning Division. The project shall conform to the plans, except as otherwise specified in these conditions.

7. The issuance of any permits shall comply with all applicable provisions of the Redlands Municipal Code.

8. All plans submitted to the City shall reflect all Planning Commission and/or City Council approvals and any other changes required by the Commission, Council and/or staff. This condition applies to site plans, landscape plans, elevations, grading, and all other illustrations, text, or plans submitted to the City in connection with the project.

9. No Certificate of Occupancy shall be granted, or building permit shall receive final approval and signature, until all applicable Conditions of Approval have been satisfied.

10. The applicant shall not make any modifications or changes during construction that are in conflict or contrary to the project's approved site design, grading plan, landscape plan, or building elevations without first consulting with the Development Services Director or designee.

11. A copy of the approved Conditions of Approval shall be included on the cover page of the construction plans submitted to the Building Division.

12. The applicant shall comply with all applicable federal, state, and local laws. Violations or convictions of any of those laws in connection with the use may be cause for revocation of this permit.

13. Developer shall provide off-street parking for the project, including the number/types of spaces, stall dimensions, paving, striping, location, and access, as required by the Redlands Municipal Code. Prior to issuance of a building permit, the Developer shall provide the typical drive aisle width and typical parking space dimensions for each row of parking (within each parking garage or structure) shown on the Floor Plan.

14. Prior to issuance of a building permit, Developer shall submit final exterior building material(s) and color scheme for review and approval by the City Planner or designee. Plans submitted by Developer with building permit applications shall show on the building elevation sheets: all exterior building materials and colors, including product and finish manufacturer name, color name and number, and surface finish type (such as: stucco with sand finish, plaster with smooth finish, etc.); trim features and dimensions around doors, windows, and other openings; exterior lighting, including all fixtures, models and numbers, and light cut sheets or manufacturer sheets; and rooftop equipment screening.

15. Prior to issuance of a building permit, Developer shall submit landscape and irrigation construction plans for the building and site. Developer shall coordinate with staff to finalize the precise planting plan, including but not limited to: specifying landscape screening for any ground-mounted equipment or utilities; clustering or greater density of planting around focal points (e.g., intersection corners); accommodating the required corner cutoff area where driveways intersect streets; and avoiding excessive use of decorative rock, gravel, or wood chips as a substitute for organic groundcover.

16. All landscaped areas noted on the site plan shall be permanently maintained with healthy planting material, and whenever necessary shall be replanted with suitable vegetation. Shrubs, hedges, groundcovers, screening landscape, etc., shall be required to be maintained and/or replaced on the subject properties in substantial conformance with the approved landscape planting plan. A qualified arborist or horticulturist may be consulted.

17. Trees shall be allowed to grow to the full genetic height and habit (trees shall not be topped or overly trimmed). Trees shall be maintained using standard arboriculture practices. Trees shall be required to be maintained and/or replaced on the subject properties in substantial conformance with the approved tree planting plan. A qualified arborist or horticulturist may be consulted.

18. Transformer cabinets and commercial gas meters shall not be located within required setbacks and/or adjacent to public streets, and shall be screened from public view either by architectural treatment or with landscaping. Multiple electrical meters and panels shall be fully enclosed and incorporated into the overall architectural design of the building(s). Backflow preventers shall be enclosed with landscaping that will provide complete screening upon maturity. The location and method of enclosure or screening of this equipment shall be shown on the construction plans and landscape plans prior to building permit issuance. Location of said equipment shall be coordinated with appropriate utility company (i.e., Southern California Gas Company or Southern California Edison Company). The applicant shall submit plans showing details of screening subject to review and approval by the Development Services Director, prior to issuance of building permits.

19. Plans submitted for plan check shall include an exterior lighting plan, including fixture and pole designs, for review and approval by the Development Services Director or designee. Prior to building permit issuance, a lighting and photometric plan shall be submitted demonstrating that adequate lighting ranges will be provided throughout the development

without creating light spillover, light pollution, or conflicts with surrounding factors such as tree locations, off-site or adjacent lighting.

20. Prior to issuance of building permits, Developer shall demonstrate that light poles will not conflict with tree locations. Developer shall submit a plan showing both the lighting and landscape on the same sheet. Fixtures on exterior light poles shall direct lighting downward (e.g., contain a flat lens and/or have shielding that directs light downward and contains glare).

21. Interior parking structures shall provide uniform illumination at a minimum level of two (2.0) foot-candles average maintained across the horizontal surface shall be provided inside each parking structure/garage, and a minimum of one (1.0) foot-candle for exterior parking areas. Higher levels are recommended for remote areas subject to security problems (e.g., stairways, elevators, and other pedestrian access points). For energy conservation, motion sensor devices may be utilized to automatically dim and brighten the lighting (e.g., 50%).

22. Prior to the issuance of building permits, the applicant shall submit plans detailing that roof screening is of adequate height to screen any roof-top equipment from public view on all sides, subject to review and approval by the Development Services Director. Screening of air conditioning units and other equipment on the buildings shall be incorporated into or compatible with the architectural design of the buildings. All equipment shall be screened from public view of adjacent roadways and freeways. Plumbing vents, ducts and other appurtenances protruding from the roof of structures shall be placed so that they will not be visible from the front of the property or other major public vantage points. Developer shall include a note on the construction plumbing drawings of exterior elevations to indicate to contractors that roof features shall be grouped and located in the described manner. Roof vents shall be shown on construction drawings and painted to match roof material color.

23. Any gutters, downspouts, pipes, and other drainage appurtenances shall be designed and shall be placed (e.g., internal to the building or inside the exterior walls) so that they will not be visible from the front of the property (i.e., from public right-of-way) or other major public vantage points.

24. Utility meters shall be fully screened and incorporated into the overall architectural design of the building (e.g., interior room, cabinet with wing wall, or equivalent complete screening). Any enclosures or screening shall be architecturally treated to match the exterior of the attached structure.

25. Telecommunications and television equipment or satellite dishes shall not be located on the exterior of any building (including but not limited to balconies, patios, exterior railings, rooflines, etc.). Dwelling units shall be internally wired for all available utility and telecommunications services, with service devices, panels, or meters located within a centralized equipment room. The equipment room(s) in each building shall be fully enclosed and incorporated into the overall architectural design of the building(s). Any satellite dishes/receivers shall only be located on the roof and shall be completely screened from public view on all sides.

26. The project site shall be kept in a weed and dust free condition throughout all periods of construction.

27. Prior to issuance of any building or engineering permit for any building or phase of the project, the Developer shall prepare and submit a Construction Parking Management Plan for all contractors, workers, and deliveries related to the project site. The Construction Parking Management Plan shall identify areas of the project site, surrounding private properties (with property owner's authorization), and surrounding public streets that construction personnel may utilize. Deliveries of construction materials, equipment, trailers, vehicles, etc., shall be performed on the project site to the extent practicable, and avoid the use of public streets and rights-of-way if possible. The Developer and/or on-site primary general contractor (superintendent) shall have responsibility for monitoring and enforcing the approved parking management plan. The plan shall be subject to review and approval by the City Planner or designee, and may be modified by the City after approval to mitigate any unanticipated impacts or public nuisance conditions.

28. Prior to any use of any public street or right-of-way for construction-related activities, the Developer shall submit and receive approval for a Traffic Control Plan. Developer shall be responsible for repairing, replacing, or financially compensating any damages to public rights-of-way (including but not limited to paving, sidewalks, driveways, curbs and gutters, storm drain facilities, parkway landscape, street trees, public utilities, etc.) to the satisfaction of the Director(s) of the Municipal Utilities & Engineering Department and/or the Facilities & Community Services Department, or their designee(s), as applicable.

29. Prior to issuance of a final Certificate of Occupancy, Developer shall remove all construction materials and vehicles from the subject property.

30. Developer shall arrange for materials collection during construction, demolition, and occupancy with the City's Solid Waste Division, or Developer shall arrange for self-hauling to an authorized facility.

31. Residential Tenant Parking: All required residential tenant parking shall be provided and maintained on-site. A total of 183 spaces are required, and 183 spaces are provided: 146 spaces for residents (i.e., 1.0 space per unit) and 37 guest parking spaces.

    a. All residential tenant parking spaces shall be located in the same building in which the assigned dwelling unit is located.
    b. All residential tenant parking spaces shall be designated and reserved for the unit to which it is assigned (1.0 space per D.U. for units up to 999 square-feet in size, 1.5 spaces per D.U. for units between 1,000 to 1,499 square-feet in size, and 1.0 space per live/work unit up to 1,499 square-feet in size).
    c. For rental apartments, the owner or management company shall be required to rent or charge a separate fee for the parking space(s) assigned to each dwelling unit in the applicable lease (i.e., "unbundled" parking), for the purpose of reducing unnecessary automobile ownership and reducing motor vehicle trips in a transit-oriented development. Condominium (ownership) units, if any, shall not be subject to the

unbundling provision.

d. All residential Guest parking spaces shall be available on a first-come, first-serve basis, and the owner shall not designate, reserve, stripe, sign, or otherwise restrict residential Guest parking spaces for individual residential or commercial tenants. All residential Guest parking spaces shall remain equally open and available to all residential guests, visitors, and others.

e. The owner or management company shall not rent or charge a separate fee for residential Guest parking spaces.

32. Loading and unloading of household goods: The loading/unloading of household goods or materials for the residential units (e.g., including but not limited to furniture, appliances, construction materials, and other large items) that takes place within any public or private street, shall be limited to the hours of 7:00 A.M. to 10:00 P.M. on weekdays, and 7:00 A.M. to 10:00 P.M. on weekends and holidays.

33. Noise Notification: As a required element of lease disclosures to potential tenants, residents of this development project shall be notified in writing that they will be living in an urban area and within a commercial land use district (i.e., a downtown business district and/or near a train station), and that the intermittent and ambient noise levels may be higher than a purely residential neighborhood due to nearby business activities, pedestrian activities, special events, motor vehicle traffic, Metrolink and Arrow trains operating at the nearby train station, public services (by City of Redlands or others), and various other noise sources that may not be known at the present time. The commercial noise-generating sources and activities shall have the right to continue operating in accordance with the City's Noise Ordinance regulations applicable in a commercial zone (see RMC Chapter 8.06, including Sections 8.06.070 and 8.06.080). The signature of the residents shall confirm receipt and understanding of this information.

34. Bus Stop: Prior to issuance of any building permits, Developer shall coordinate improvements to the existing bus stop on the north side of West Redlands Boulevard (easterly of the Third Street intersection) in accordance with RMC Section 18.224.020(F).

a. Developer shall purchase one (1) Omnitrans Premium Shelter manufactured by Tolar Mfg. Co., 17 feet in length with a solar e-sign for real-time bus arrival information (or an equivalent approved by the City in consultation with Omnitrans) for delivery to Omnitrans. Omnitrans will be responsible for installing the new shelter at the location.

35. Bicycle Facilities: New nonresidential and multi-family (of 10 or more units) developments shall install bicycle racks or secured lockers at a rate of one per thirty (30) parking spaces with a minimum of a three (3) space bicycle rack. A bicycle storage room within each multifamily residential building providing the required facilities will satisfy this requirement. Exterior bicycle racks shall also be required for visitors. Plans submitted to Plan Check shall include information and specifications to verify this requirement has been met.

36. Before placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City. Sign locations and illumination are subject to review and approval by the Planning Division under separate permit.

Subdivision Conditions

37. Tentative Parcel Map No. 20175 authorizes the merging of 14 parcels and subdivision into one 1.49-acre parcel for development purposes. This Tentative Subdivision Map shall automatically expire 36 months after the approval date for the project, unless Developer has diligently developed the proposed project, as shown by the recordation of a Final Map with the San Bernardino County Recorder's Office.

38. This permit/approval is granted for the plans dated July 12, 2022 ("the plans") on file with the Planning Division. The project shall conform to the plans, except as otherwise specified in these conditions.

39. Any application(s) for an extension of time of the above expiration date shall be filed with the Planning Division not less than 90 days prior to the expiration date and shall comply with Title 17 (Subdivision Regulations) of the Redlands Municipal Code. Upon application by the subdivider prior to the expiration of the approved or conditionally approved tentative map, the tentative map shall be automatically extended in accordance with the Subdivision Map Act.

40. The Final Parcel Map(s) shall comply with the Subdivision Map Act and the Redlands Municipal Code (RMC). The Final Map shall be in substantial conformance with the Tentative Parcel Map and plans submitted by the applicant and placed on file in the office of the Planning Division.

41. Residential condominium construction or future condominium conversions, if any, shall comply with the requirements of Chapter 18.156, Article IV (Condominiums and Condominium Conversions), of the Redlands Municipal Code. Such requirements include but are not limited to:

    a. Wall and floor-ceiling assemblies shall conform to the sound insulation performance criteria promulgated in title 25, California Administrative Code, section 1092, or its successor.
    b. The consumption of gas and electricity within each dwelling unit shall be separately metered so that the unit owner can be separately billed for each utility. A water shutoff valve shall be provided for each unit.
    c. All permanent mechanical equipment, including domestic appliances, which is determined by the building official to be a source or potential source of vibration or noise, shall be shock mounted, isolated from the floor and ceiling, or otherwise installed in a manner approved by the building official to lessen the transmission of vibration and noise.

d. The anchorages of the permanent mechanical equipment are to be designed to resist the lateral seismic forces, as required by the current edition of the uniform building code. Failure of the city to identify potential sources of vibration on the approval of a specific vibration system does not prevent the city from subsequently requiring additional modification to the mechanical equipment to prevent vibration or noise from being detected in other condominium dwelling units.

e. Condominium dwelling units shall comply with all requirements of building, fire and housing codes, zoning provisions, and other applicable regulations in effect at the time of the condominium airspace subdivision application. This shall include preparation and submittal of Covenants, Conditions, and Restrictions (CC&R).

SCEA Mitigation Measures (MM), Project Design Features (PDF), and/or Existing Plans, Programs, Policies (PPP):

42. PPP AQ-1: Rule 403. All applicable measures included in Rule 403, shall be incorporated into Project plans and specifications as implementation of Rule 403, which include but are not limited to (1):

- All clearing, grading, earth-moving, or excavation activities shall cease when winds exceed 25 mph per SCAQMD guidelines in order to limit fugitive dust emissions.
- The contractor shall ensure that traffic speeds on unpaved roads and Project site areas are limited to 15 miles per hour or less.
- The contractor shall ensure that all disturbed unpaved roads and disturbed areas within the Project are watered at least three (3) times daily during dry weather. Watering, with complete coverage of disturbed areas, shall occur at least three times a day, preferably in the mid-morning, afternoon, and after work is done for the day.

43. PPP AQ-2: Rule 1113. The following measures shall be incorporated into Project plans and specifications as implementation of SCAQMD Rule 1113 (2):

- Only "Low-Volatile Organic Compounds (VOC)" paints (no more than 50 gram/liter of VOC) consistent with SCAQMD Rule 1113 shall be used.

44. PPP AQ-3: Rule 445. The following measures shall be incorporated into Project plans and specifications as implementation of SCAQMD Rule 445 (3):

- Rule 445 prohibits the use of wood burning stoves and fireplaces in new developments.

45. MM BIO-1: Pre-construction Nesting Bird Survey. Construction plans and Project specifications shall state that if construction or other Project activities are scheduled to occur during the bird breeding season (February through August for raptors and March through August for most migratory bird species), a pre-construction nesting bird survey shall be conducted by a qualified biologist to ensure that active bird nests, will not be disturbed or destroyed. The survey shall be completed no more than three days prior to initial ground disturbance. The nesting bird survey shall include the Project area and

adjacent areas where proposed Project activities have the potential to affect active nests, either directly or indirectly due to construction activity or noise. If an active nest is identified, a qualified biologist shall establish an appropriate disturbance limit buffer around the nest using flagging or staking. Construction activities shall not occur within any disturbance limit buffer zones until the nest is deemed inactive by the qualified biologist.

46. MM CUL-1: Archaeological Testing and Data Recovery Plan. Prior to approval of any grading permit, the Project Applicant shall retain a qualified archaeologist to prepare an Archaeological Testing and Data Recovery Program. The Archaeological Testing and Data Recovery Program shall be implemented after existing onsite buildings are demolished and prior to ground disturbance and grading. The Archaeological Testing and Data Recovery Program shall include, at minimum, the following procedures:

- Development of an Archaeological Testing and Data Recovery Plan, which shall include:
  - Background research and anticipated resource types
  - Research questions that can be addressed by the collection of data from the defined resource types
  - Field methods and procedures
  - Cataloging and laboratory analysis
  - Findings and interpretation
- Following the development of the Archaeological Testing and Data Recovery Plan, the Archaeological Testing and Data Recovery Plan shall be provided to the City of Redlands Development Services Director for review and approval. Archaeological testing shall occur, with oversight by the qualified archaeologist, ahead of Project-related ground disturbance to identify the presence of archaeological resources within the Project area.
- If no significant archaeological deposits are encountered during testing efforts, Project-related ground disturbance may continue. Archaeological monitoring shall occur during all Project-related ground disturbance, as stipulated in MM CUL-2. A final Archaeological Monitoring Report shall be prepared upon completion of ground disturbance.
- Should potentially significant archaeological deposits be identified during testing efforts, archaeological data recovery shall be implemented by the Project archaeologist. Any excavation and recovery of identified resources shall be performed using standard archaeological techniques and the requirements stipulated in the Archaeological Testing and Data Recovery Plan. Any excavations, testing, and/or recovery of resources shall be conducted by a qualified archaeologist. Following the completion of data recovery Project-related ground disturbance may continue. Archaeological monitoring shall occur during all Project-related ground disturbance, as stipulated in MM CUL-2. A final Archaeological Monitoring Report shall be prepared upon completion of ground disturbance.

47. MM CUL-2: Archaeological Monitoring. The Applicant shall retain a qualified archaeologist to perform archaeological monitoring and the archaeologist shall be present during initial ground-disturbing activities (e.g., site preparation, demolition of historic structures, and grading up to ten feet below surface) to identify and assess any known or

suspected archaeological and/or cultural resource. The qualified archaeologist shall develop a Cultural Resources Management Plan to address the details, timing, and responsibility of all archaeological and cultural resource activities that occur on the Project site. The plan shall include a scope of work, project grading and development scheduling, pre-construction meeting (with consultants, contractors, and monitors), a monitoring schedule during all initial ground-disturbance related activities, safety requirements, and protocols to follow in the event of previously unknown cultural resources discoveries that could be subject to a cultural resources evaluation. The plan shall be submitted to the City and the Consulting Tribe(s) for review and comment, prior to final approval by the City. The Monitoring and Treatment Plan shall incorporate the components described in Mitigation Measure TCR-1.

48. PPP GEO-1: California Building Code. The Project is required to comply with the California Building Code (CBC) as included in the City's Municipal Code Chapter 15.04 to preclude significant adverse effects associated with seismic hazards. CBC related and geologist and/or civil engineer specifications for the Project are required to be incorporated into grading plans and specifications as a condition of Project approval.

49. PPP WQ-1: SWPPP. As listed below in Section 10, Hydrology and Water Quality.

50. MM PAL-1: Paleontological Resources. Prior to the issuance of the first grading permit, the applicant shall provide a letter to the City of Redlands Planning Department, or designee, from a qualified professional paleontologist pursuant to the 2010 Standard Procedures for the Assessment and Mitigation of Adverse Impacts to Paleontological Resources by the Society for Vertebrate Paleontology (SRV), stating that the paleontologist has been retained to provide services for the project. The paleontologist shall develop a Paleontological Resources Impact Mitigation Plan (PRIMP) to mitigate the potential impacts to unknown buried paleontological resources that may exist onsite for the review and approval by the City. The PRIMP shall require that the paleontologist be present at the pre-grading conference to establish procedures for paleontological resource surveillance. The PRIMP shall also require paleontological monitoring pursuant to the 2010 Standard Procedures for the Assessment and Mitigation of Adverse Impacts to Paleontological Resources by the SRV for ground disturbing activities greater than five feet in depth within native soil, as determined by the Project paleontologist.

In the event paleontological resources are encountered, ground-disturbing activity within 50 feet of the area of the discovery shall cease. The paleontologist shall examine the materials encountered, assess the nature and extent of the find, and recommend a course of action to further investigate and protect or recover and salvage those resources that have been encountered.

Criteria for discard of specific fossil specimens will be made explicit. If a qualified paleontologist determines that impacts to a sample containing significant paleontological resources cannot be avoided by project planning, then recovery may be applied. Actions may include recovering a sample of the fossiliferous material prior to construction, monitoring work and halting construction if an important fossil needs to be recovered, and/or cleaning, identifying, and cataloging specimens for curation and research purposes.

Recovery, salvage and treatment shall be done at the Applicant's expense. All recovered and salvaged resources shall be prepared to the point of identification and permanent preservation by the paleontologist. Resources shall be identified and curated into an established accredited professional repository. The paleontologist shall have a repository agreement in hand prior to initiating recovery of the resource.

51. PPP PS-1: Schools Development Impact Fees. Prior to issuance of building permit, the Developer shall pay applicable school development impact fees levied by the Redlands Unified School District pursuant to the School Facilities Act (Senate Bill [SB] 50, Stats. 1998, c.407).

52. PPP PS-2: Park Fees. As a Condition of Approval of a tentative map, the Developer shall pay applicable park related fees pursuant to Redlands Municipal Code Chapter 3.32.

53. PPP PS-3: Development Impact Fees. As a standard requirement and included as a Condition of Approval for the Project, and prior to issuance of any building permits for the Project, the Developer shall pay all applicable City of Redlands Development Impact Fees (DIF) pursuant to the Redlands Municipal Code and/or adopted fee schedules.

54. PPP PS-2: Park Fees. Listed previously in Section 15, Public Services. (See PPP PS-3).

55. MM TCR-1: Retain a Native American Monitor Prior to Commencement of Ground-Disturbing Activities.
    A. The Project Applicant/Lead Agency shall retain a Native American Monitor from or approved by the Consulting Tribe(s), Gabrieleño Band of Mission Indians – Kizh Nation. The monitor shall be retained prior to commencement of any "ground-disturbing activity" for the subject Project at all Project locations (i.e., both onsite and any offsite locations that are included in the Project description/definition and/or required in connection with the Project, such as public improvement work). "Ground-disturbing activity" shall include, but is not limited to, demolition, pavement removal, potholing, auguring, grubbing, tree removal, boring, grading, excavation, drilling, and trenching.
    B. A copy of the executed monitoring agreement shall be submitted to the Lead Agency prior to the commencement of any ground-disturbing activity, or the issuance of any permit necessary to commence a ground-disturbing activity.
    C. The monitor will complete daily monitoring logs that will provide descriptions of the relevant ground-disturbing activities, the type of construction activities performed, locations of ground-disturbing activities, soil types, cultural-related materials, and any other facts, conditions, materials, or discoveries of significance to the Tribe. Monitor logs will identify and describe any discovered TCRs, including but not limited to, Native American cultural and historical artifacts, remains, places of significance, etc., (collectively, tribal cultural resources, or "TCR") as well as any discovered Native American (ancestral) human remains and burial goods. Copies of monitor logs will be provided to the Project Applicant/Lead Agency upon written request to the Tribe.

D. Onsite tribal monitoring shall conclude upon the latter of the following (1) written confirmation to the Kizh from a designated point of contact for the Project Applicant/Lead Agency that all ground-disturbing activities and phases that may involve ground-disturbing activities on the Project site or in connection with the Project are complete; or (2) a determination and written notification by the Kizh to the Project Applicant/Lead Agency that no future, planned construction activity, and/or development/construction phase at the Project site possesses the potential to impact Kizh TCRs.

E. Upon discovery of any TCRs, all construction activities in the immediate vicinity of the discovery shall cease (i.e., not less than the surrounding 50 feet) and shall not resume until the discovered TCR has been fully assessed by the Consulting Tribe(s), Kizh monitor and/or Kizh archaeologist. The Consulting Tribe(s) or Kizh will recover and retain all discovered TCRs in the form and/or manner the Consulting Tribe(s) deems appropriate, in the Tribe's sole discretion, and for any purpose the Tribe deems appropriate, including for educational, cultural and/or historic purposes.

56. TCR-2: Unanticipated Discovery of Human Remains and Associated Funerary Objects.

A. Native American human remains are defined in PRC 5097.98(d)(1) as an inhumation or cremation, and in any state of decomposition or skeletal completeness. Funerary objects, called associated grave goods in Public Resources Code Section 5097.98 are also to be treated according to this statute.

B. If Native American human remains and/or grave goods are discovered or recognized on the Project site, then all construction activities shall immediately cease. Health and Safety Code Section 7050.5 dictates that any discoveries of human skeletal material shall be immediately reported to the County Coroner and all ground-disturbing activities shall immediately halt and shall remain halted until the coroner has determinate the nature of the remains. If the coroner recognized the human remains to be those of a Native American, or has reason to believe they are Native American, he or she shall contact, by telephone within 24 hours, the Native American Heritage Commission, and Public Resources Code Section 5097.98 shall be followed.

C. Human remains and grave/burial goods shall be treated alike per California Public Resources Code section 5097.98(d)(1) and (2).

D. Construction activities may resume in other parts of the Project site at a minimum of 200 feet away from discovered human remains and/or burial goods, if the Kizh determines in its sole discretion that resuming construction activities at that distance is acceptable and provides the Project manager express consent of that determination (along with any other mitigation measures the Kizh monitor and/or archaeologist deems necessary). (CEQA Guidelines Section 15064.5(f).)

E. Preservation in place (i.e., avoidance) is the preferred manner of treatment for discovered human remains and/or burial goods. Any historic archaeological material that is not Native American in origin (non-TCR) shall be curated at a public, non-profit institution with a research interest in the materials, such as the Natural History

Museum of Los Angeles County or the Fowler Museum, if such an institution agrees to accept the material. If no institution accepts the archaeological material, it shall be offered to a local school or historical society in the area for educational purposes.

F. Any discovery of human remains/burial goods shall be kept confidential to prevent further disturbance.

57. TCR-3: Procedures for Burials and Funerary Remains.

A. As the Most Likely Descendant ("MLD"), the Koo-nas-gna Burial Policy shall be implemented. To the Tribe, the term "human remains" encompasses more than human bones. In ancient as well as historic times, Tribal Traditions included, but were not limited to, the preparation of the soil for burial, the burial of funerary objects with the deceased, and the ceremonial burning of human remains.

B. If the discovery of human remains includes four or more burials, the discovery location shall be treated as a cemetery and a separate treatment plan shall be created.

C. The prepared soil and cremation soils are to be treated in the same manner as bone fragments that remain intact. Associated funerary objects are objects that, as part of the death rite or ceremony of a culture, are reasonably believed to have been placed with individual human remains either at the time of death or later; other items made exclusively for burial purposes or to contain human remains can also be considered as associated funerary objects. Cremations will either be removed in bulk or by means as necessary to ensure complete recovery of all sacred materials.

D. In the case where discovered human remains cannot be fully documented and recovered on the same day, the remains will be covered with muslin cloth and a steel plate that can be moved by heavy equipment placed over the excavation opening to protect the remains. If this type of steel plate is not available, a 24-hour guard should be posted outside of working hours. The Tribe will make every effort to recommend diverting the project and keeping the remains in situ and protected. If the Project cannot be diverted, it may be determined that burials will be removed.

E. In the event preservation in place is not possible despite good faith efforts by the Project Applicant/developer and/or landowner, before ground-disturbing activities may resume on the Project site, the landowner shall arrange a designated site location within the footprint of the Project for the respectful reburial of the human remains and/or ceremonial objects.

F. Each occurrence of human remains and associated funerary objects will be stored using opaque cloth bags. All human remains, funerary objects, sacred objects and objects of cultural patrimony will be removed to a secure container on site if possible. These items should be retained and reburied within six months of recovery. The site of reburial/repatriation shall be on the project site but at a location agreed upon between the Tribe and the landowner at a site to be protected in perpetuity. There shall be no publicity regarding any cultural materials recovered.

G. The Consulting Tribe(s) will work closely with the Project's qualified archaeologist to ensure that the excavation is treated carefully, ethically and respectfully. If data recovery is approved by the Consulting Tribe(s), documentation shall be prepared

and shall include (at a minimum) detailed descriptive notes and sketches. All data recovery data recovery-related forms of documentation shall be approved in advance by the Consulting Tribe(s). If any data recovery is performed, once complete, a final report shall be submitted to the Tribe and the NAHC. The Tribe does NOT authorize any scientific study or the utilization of any invasive and/or destructive diagnostics on human remains.

Building & Safety Division

58. When the Entitlement Review is approved submit complete construction drawings including structural calculations, energy calculations and a soils report to Building and Safety at the One Stop Permit Center for plan review in accordance with the current edition of the California Building and Fire Codes including all local ordinances and standards which are effective at the time of Plan Check Submittal.

59. The new structures are required to be equipped with automatic fire sprinklers per the CBC/CFC, NFPA 13, and the Redlands Municipal Code §15.20.

60. Emergency escape and rescue openings are required in each sleeping room. Such openings shall open directly into a public way or to a yard or court that opens to a public way. Exception for R-2 occupancies constructed of Type I, IIA, IIIA or IV construction equipped throughout with an approved automatic sprinkler system as per the latest edition of the California Building Code Section 903.3.1.1.

61. Stairway access to the roof at the four-story section is required as per the latest edition of the California Building Code.

62. Office rooms in Units 1D and 2XD that have no emergency escape and rescue openings shall have at least one wall that is at least fifty percent open to the adjoining room. This wall opening shall have no framed in doors to the adjoining room.

63. Building floor allowable areas, area separations, and occupancy separations shall comply with the current edition of the California Building Code.

64. Disabled access for the site and buildings must be in accordance to the State of California and ADA regulations.

65. Required accessible parking for unassigned and visitor parking and assigned parking spaces shall comply with the latest edition of the California Building Code Chapter 11A.

66. The project site is in the FEMA Flood Plain Zone AO with a Base Flood Depth of +1 foot. An additional +2 foot is required to be added to the Base Flood Depth as per the Redlands Municipal Code §15.32.110 (C) 4. Provide a FEMA Elevation Certificate at time of Construction Drawings, Pad Certification, and at Finished Construction.

Other City Departments/Divisions

67. The attached conditions of approval from the following City Departments/Divisions are applicable to the project, and are hereby incorporated by reference:

    a. Development Services – Land Use Engineering Division (Exhibit B)

End of Conditions of Approval

Brian Desatnik
Development Services Director

EXHIBIT B
CONDITIONS OF APPROVAL
LAND USE ENGINEERING DIVISION

[Attached]

REDLANDS DEVELOPMENT SERVICES DEPARTMENT
LAND USE ENGINEERING
DEVELOPMENT REQUIREMENTS
TENTATIVE PARCEL MAP NO. 20175 AND COMMISSION REVIEW AND APPROVAL NO. 911

Date of P.C. Meeting:	**August 30, 2022**
Applicant:	**VantageOne Real Estate Investments, LLC**
Location:	**Northeast Corner of Redlands Boulevard and Eureka Street**
Project Description:	**Merge 14 Existing Parcels and Construct a 146 Unit Multi-Family Apartment Complex**

The applicant shall comply with the following engineering requirements to allow for the orderly development of the surrounding area and for public health and safety.

All requirements for development shall be consistent with requirements set forth in the Downtown Specific Plan; applicable sections of Redlands Municipal Code; latest edition of "Redlands Standard Specifications and Detail Drawings for Design and Construction of Public Improvements"; latest edition of American Public Works Association "Standard Plans for Public Works" and "Standard Specifications for Public Works Construction – Greenbook"; latest edition of "Redlands Water Systems Standard Specifications"; latest edition of "Redlands Sanitary Sewer Systems Standard Specifications"; and current Redlands policies and guidelines relative to development projects.

A. The following items are required prior to issuance of the GRADING PERMIT.

1. Pay plan check fee as established per resolution. The amount will be determined at plan check submittal.

2. Plans required to be submitted include:
   a. Precise Grading Plan. Grading plans shall be coordinated with the existing and proposed off-site improvements. (RMC 15.04)
   b. SWPPP/Erosion Control Plan. Erosion/Sediment Control Plan shall be submitted for review and approval. A copy of the project's Storm Water Pollution Prevention Plan (SWPPP) shall be submitted for review. SWPPP Best Management Practices (BMPs) to prevent and control discharges to the municipal separate storm sewer (drain) system shall be in effect for the entire duration of project construction to its completion and acceptance by the City. (RMC 13.54)
   c. Water Quality Management Plan. Submit preliminary/final Water Quality Management Plan (WQMP) for review and approval. WQMP shall consist of post construction Best Management Practices (BMPs) prepared in accordance with the requirements and guidelines of the San Bernardino County Stormwater Program. The requirements of the WQMP shall remain in effect throughout the life of the project. (California State Order No. R8-2010-0036)

All plans used as reference for design shall be listed on title sheet of all plans with reference numbers. All plans shall be submitted on 24" x 36" size sheets. Six (6) copies of each are required. After final review, grading and SWPPP plans shall be submitted on 24" x 36" size, min. 4 mil, mylar sheets for City's approval.

3. Submission of plan sets shall be complete and include all required engineering designs and drawings listed in No. 2 above. All plans submitted shall be substantially complete, and no plan check queue place-holder plans will be accepted. An incomplete plan submittal will not be accepted for plan check.

4. All support documentation shall be submitted with the plans to be checked. Submission shall include:
   a. Hydrology Report and Hydrologic Calculations; (RMC 17.11.020)
   b. Geotechnical Report; (RMC 17.07.040)
   c. Easement Documents. (RMC 17.11.090)

5. The post-construction stormwater discharge rate (Q) from a 100 year storm event shall not be greater than the pre-construction stormwater discharge rate (Q).

6. A final WQMP that is in substantial conformance with the preliminary WQMP and in full conformance with the WQMP Guidance Document shall be submitted and approved prior to the approval of precise grading plans.

7. Cash cleanup deposit shall be submitted ($3,000.00). Deposit will be reimbursed after the work is completed and accepted by the City upon written request. (RMC 12.16.290)

8. Truck route permit is required for all construction vehicles 5 tons and over gross vehicular weight (e.g. concrete trucks) using streets other than established truck routes. (RMC 10.54)

   NOTE: Cash cleanup deposit and truck route permit submitted during the grading process could be transferred to be used during building construction or off-site improvement construction if it is within the time limit specified in the truck route permit, otherwise a new truck route permit must be issued.

9. For all development requiring coverage under the state of California General Storm Water Permit, in effect at the time of permit issuance, and who have filed with the State Board a Notice of Intent (NOI), a copy of the Waste Discharge Identification Number (WDID) and NOI shall be submitted for review and file. Call (866) 563-3107. (RMC 13.54)

10. The Final WQMP shall also include a site trash plan detailing the installation, operation, and maintenance of a Full Capture System (FCS) for loose trash. The intent of the FCS is to capture loose trash preventing the trash from entering the site storm drains and basins. BMPs or devices used as FCS devices shall require acceptance by the City Engineer. Full Capture Systems are defined as treatment

controls (either a single device or a series of devices) capable of trapping all particles 5 mm or greater. In addition, the FCS shall trap trash from the greater of:

a. A flow not less than the peak flow rate, Q, resulting from a one-year, one-hour, storm. Precipitation intensity shall be determined using the NOAA ATLAS 14 Point Precipitation Frequency Estimates web site; or
b. A flow rate equal to the on-site storm water conveyance system including pipes, channels, and swales.

11. FEMA Elevation Certificate (Pre-Construction). All new construction or substantial improvements within a Special Flood Hazard Area (designated floodplain) shown on the FEMA flood map (FIRM) shall comply with the City's floodplain management regulations (Chapter 15.32, Redlands Municipal Code). For proposed developments within a floodplain, the applicant must submit a FEMA Elevation Certificate (EC) for review and acceptance by the Municipal Utilities and Engineering Department prior to issuance of the grading permit. This certification shall be made by a registered professional engineer or land surveyor in the State of California. The latest EC form and instructions can be downloaded from the FEMA website at www.fema.gov.

B. The following items are required prior to RECORDATION OF PARCEL MAP.

1. Pay plan check fee as established per resolution. The amount will be determined at plan check submittal.

2. Plans required to be submitted shall include (RMC 17.17.060):
   a. Parcel Map;
   b. Street Improvement (As needed);
   c. Street Tree Installation – Street trees shall be provided as per the approved Street Tree List;
   d. Recycled Water Main Installation; and
   e. Approved Onsite Potable and Irrigation Water Line Installation.

   All plans used as reference for design shall be listed on title sheet of all plans with reference numbers. All plans shall be submitted on 24" x 36" size sheets. Three (3) copies of each are required. After final review, plans shall be submitted on 24" x 36" size, min. 4 mil, mylar sheets for City's approval.

3. Submission of plan sets shall be complete and include all required engineering designs and drawings listed in No. 2 above. All plans submitted shall be substantially complete, and no plan check queue place-holder plans will be accepted. An incomplete plan submittal will not be accepted for plan check.

4. All support documentation shall be submitted with the plans to be checked. Submission shall include (RMC 17.11.020 and RMC 17.11.090):
   a. Title Reports and backup documents for the property;

b. All record maps and deeds referenced on the Tract/Parcel Map;
c. Easement Documents;
d. Boundary and Lot Closure Calculations; and
e. Record plans, maps and documents.

5. Pay the required development impact fees per ordinance in effect at time of approval of Final Parcel Map. The exact amount will be determined based upon the review of the final building plans and project information. Development Impact Fees shall include;
   - Water Source Acquisition Charge (RMC 13.40);
   - Water/Sewer/Recycled Water Frontage Charges; (RMC 13.44 and 13.12) and
   - Remaining Development Impact Fees will be due at time of building permit issuance or water meter installation (RMC 13.48.030 and Redlands Ordinance No. 2830).

6. All off-site improvements shall be designed by a Civil Engineer licensed in the State of California. All existing utilities shall be pot-holed to determine the actual depth if no signed plan is available. Field notes will be submitted at time of submitting the plan for review and plan checking (RMC 17.17.060).

7. The approximate locations of existing underground utilities shall be shown on the improvement/site/grading plans. The utilities shall be plotted from record and field data. The City of Redlands and the design Engineer assume no liability as to the exact location of said lines where locations are not shown.

8. Submission of approved onsite potable and irrigations plans is required prior to connection to recycled water system. All onsite improvements shall be done in accordance with the Water Resources Control Board, Division of Drinking Water requirements for recycled water. City shall submit plans to Division of Drinking Water for approval prior to final approval and installation of irrigation meters.

9. Final City approved mylars for all public improvements shall be on file with the Municipal Utilities and Engineering Department.

10. Requirements for Redlands Boulevard (RMC 17.15 and 17.17):

    a. Repair/replace altered, broken or substandard existing off-site improvements to the project boundary. This is to include, but is not limited to the installation/replacement of sidewalk to remove the green strip and the installation of street trees. Provide sidewalk easement(s) as needed;
    b. Provide full depth construction/reconstruction consistent with the City standard or alternative method of street rehabilitation as accepted by the City Engineer between the new curb and gutter to the street centerline verified through a geotechnical report;

c. Provide street trees as approved by the Facilities and Community Services Department Director avoiding sewer and water laterals. Prepare and submit a separate street tree plan for City approval;
d. Construct underwalk drain, if necessary;
e. Use traffic index of 9.0; and
f. Install residential/commercial fire hydrants as required by the Redlands Fire Department.

11. Requirements for Eureka Street (RMC 17.15 and 17.17):

a. Repair/replace altered, broken or substandard existing off-site improvements to the project boundary. This is to include, but is not limited to the installation/replacement of sidewalk for the installation of street trees. Provide sidewalk easement(s) as needed;
b. Provide full depth construction/reconstruction consistent with the City standard or alternative method of street rehabilitation as accepted by the City Engineer between the new curb and gutter to the street centerline verified through a geotechnical report;
c. Provide street trees as approved by the Facilities and Community Services Department Director avoiding sewer and water laterals. Prepare and submit a separate street tree plan for City approval;
d. Construct underwalk drain, if necessary;
e. Use traffic index of 9.0;
f. Install a minimum 8 inch diameter recycled water main including necessary valves and appurtenances; and
g. Install residential/commercial fire hydrants as required by the Redlands Fire Department.

12. Requirements for Third Street (RMC 17.15 and 17.17):

a. Repair/replace altered, broken or substandard existing off-site improvements to the project boundary. This is to include, but is not limited to the installation/replacement of sidewalk to remove the green strip and the installation of street trees. Provide sidewalk easement(s) as needed;
b. Provide full depth construction/reconstruction consistent with the City standard or alternative method of street rehabilitation as accepted by the City Engineer between the new curb and gutter to the street centerline verified through a geotechnical report;
c. Provide street trees as approved by the Facilities and Community Services Department Director avoiding sewer and water laterals. Prepare and submit a separate street tree plan for City approval;
d. Construct underwalk drain, if necessary;
e. Use traffic index of 6.0; and
g. Install residential/commercial fire hydrants as required by the Redlands Fire Department.

13. Provide for adequate drainage facilities (RMC 17.17).

14. Install reduced pressure principle backflow devices as required by City Engineer. (RMC 13.20)

15. Install onsite fire line with double detector check valve backflow devices at service connection satisfactory to the City Fire Department. (RMC 13.20)

16. Dedication documents shall be prepared by a licensed land surveyor or registered civil engineer (registered prior to January 1982) in the State of California and must be submitted for review and approval before recordation. (California B&P Code 8761 and CCR 4411)

17. Improvement bonds must be posted for the total estimated cost of off-site improvements as follows (RMC 17.17.080):

Performance	100% security (due prior to final map approval)
(Warranty)	10% security (due at time of acceptance of improvements)
Labor and Materials	50% security (due prior to final map approval)

Acceptable security forms: Surety Bond(s), Letter of Credit from a qualified bank or institution, Cash Deposits, or Set Aside Letter (savings account) in City's name subject to approval of the City Attorney and Finance Director.

18. Survey and Monumentation cash bond must be posted.

19.. The 10% warranty security will be retained for one year after acceptance of public improvements by the City for warranty of off-site work.

20. Execute Subdivision Improvement Agreement (RMC 17.17.070).

C. The following items are required prior to issuance of the BUILDING PERMIT

1. Pay plan check fee as established per resolution. The amount is to be determined at plan check submittal. (City Resolution No. 7671)

2. Provide pad certification and compaction report to the Building and Safety Department.

3. Pay the required development impact fees per ordinance in effect at time of issuing the building permit. The exact amount will be determined based upon the review of the final building plan or project information. Development Impact Fees shall include:

- Transportation Facilities; (RMC 3.54)
- Fire Facilities; (RMC 3.60)

- General Government Facilities; (RMC 3.60)
- Library Facilities; (RMC 3.60)
- Open Space/Park; (RMC 3.32)
- Police Facilities; (RMC 3.60)
- Storm Drain Facilities; (RMC 3.56)
- Water Capital Improvement Charge; (RMC 3.48)
- Recycled Water Capital Improvement Charge; (RMC 3.53)
- Water Source Acquisition Charge *; (RMC 13.40)
- Sewer Capital Improvement Charge; (RMC 3.44) and
- Solid Waste Capital Improvement Charge (RMC 3.70)

* These charges are required for building permit issuance if Final or Parcel Map was not required for the project or charges were not paid with the Final or Parcel Map approval.

4. Although this project will have an on-going inspection throughout construction, a final inspection for all off-site improvements must be scheduled by developer to certify that these improvements comply with City specifications. (RMC 12.16.090)

5. Comply with the Solid Waste Recycling Access Act of 1991 (AB 1327) and install double solid waste bin enclosure(s). Submit a plan prepared by a licensed engineer showing bin enclosure(s) location on the site plan with solid waste truck turning and/or turnaround track template superimposed.

6. Submit recycling plans for site demolition/construction for review and approval in accordance with Chapter 13.66 of the Redlands Municipal Code.

7. FEMA Elevation Certificate (Pre-Construction). All new construction or substantial improvements within a Special Flood Hazard Area (designated floodplain) shown on the FEMA flood map (FIRM) shall comply with the City's floodplain management regulations (Chapter 15.32, Redlands Municipal Code). For proposed developments within a floodplain, the applicant must submit a FEMA Elevation Certificate (EC) for review and acceptance by the Municipal Utilities and Engineering Department prior to issuance of the building permit. This certification shall be made by a registered professional engineer or land surveyor in the State of California. The latest EC form and instructions can be downloaded from the FEMA website at www.fema.gov.

8. Parcel map shall be recorded and proof of recordation provided.

D. The following items are required prior to approval of APPLICATION FOR WATER SERVICE CONNECTION and prior to WATER METER INSTALLATION.

1. Pay the Water Capital Improvement Charge; (RMC 3.48.030)

2. Water Source Acquisition Charge; (RMC 13.40)

3. Pay the Recycled Water Capital Improvement Charge; (RMC 3.53.050)

4. Pay the Water Meter Charge. (Redlands Ordinance No. 2830)

E. The following items are required prior to issuance of the ENCROACHMENT PERMIT.

1. Cash cleanup deposit shall be submitted ($3,000.00). Deposit will be reimbursed after the work is completed and accepted by the City upon written request. (Required unless previously submitted under Sections A, B or C.) (RMC 12.16.290)

2. Truck route permit is required for all construction vehicles 5 tons and over gross vehicular weight (e.g. concrete trucks) using streets other than established truck routes. (RMC 10.54)

3. Section 4216/4217 of the Government Code requires a Dig Alert Identification Number be issued before a "Permit to Excavate" will be valid. For your Dig Alert Identification Number, call Underground Service Alert toll free, 1-800-227-2600, two (2) working days prior to conducting any excavation. (RMC 12.20.120)

4. Encroachment Permit application and two (2) sets of City approved plans must be submitted for all off-site improvements. Encroachment Permit fees shall be paid prior to issuance of Encroachment Permit. (RMC 12.16.010)

5. A California OSHA Permit Number for all work that is 5 feet deep or deeper shall be provided. Call (909)383-4321. (RMC 12.16.040)

6. A copy of soils report is required with recommendation for the final pavement structural section to be submitted prior to placing of the street pavement. The report shall include test results and boring/sampling locations.

7. A traffic control plan shall be prepared in accordance with the latest revision of CA MUTCD or W.A.T.C.H. manual, submitted and accepted by the City Engineer prior to issuance of an encroachment permit. The plan shall show all required construction signage, warning devices, road closures, detours, delineation, phasing schedules and anticipated durations of closures and detours for any work within the public right-of-way. The plans shall provide names and 24-hour phone numbers of individuals who can be contacted regarding traffic control measures.

8. Improvement bonds must be posted for the total estimated cost of off-site improvements as follows:

Performance	100% security (due prior to final map approval)
(Warranty)	10% security (due at time of acceptance of improvements)
Labor and Materials	50% security (due prior to final map approval)

Acceptable security forms: Surety Bond(s), Letter of Credit from a qualified bank or institution, Cash Deposits, or Set Aside Letter (savings account) in City's name subject to approval of the City Attorney and Finance Director.

9. Execute Subdivision Improvement Agreement. (RMC 17.17.070).

10. The 10% warranty security will be retained for one year after acceptance of public improvements by the City for warranty of off-site work.

F. **The following items are required prior to issuance of CERTIFICATE OF OCCUPANCY.**

1. All requirements as described in Sections A, B, C, D and E of these conditions of approval shall be met.

2. All work shall be completed to the satisfaction of the City Engineer. All as-built plans shall be delivered to the Municipal Utilities and Engineering Department for review and approval.

3. The Engineer of Record shall file a Final Certification for all grading and improvements relating to the project development.

4. Owner's Licensed Land Surveyor shall reset survey points, monuments, record corners, and centerline ties that were destroyed during construction and shall file Corner Records for those points prior to completion of the project with San Bernardino County Surveyor. Copies of information shall be furnished to the Municipal Utilities and Engineering Department. [California B&P Code 8762, 8767, 8768, 8771, and 8773(b)]

5. FEMA Elevation Certificate (Finished Construction). A post-construction Elevation Certificate (EC) shall be submitted for all new construction or substantial improvements within a Special Flood Hazard Area (designated floodplain) shown on the FEMA flood map (FIRM). This certification shall provide as-built survey elevations to verify compliance with the City's floodplain management regulations (Chapter 15.32, Redlands Municipal Code). This certification shall be made by a registered professional engineer or land surveyor in the State of California and submitted to the Municipal Utilities and Engineering Department for review and acceptance prior to issuance of the Certificate of Occupancy. The latest EC form and instructions can be downloaded from the FEMA website at www.fema.gov.

6. One mylar copy of recorded parcel/tract map shall be furnished to the Municipal Utilities and Engineering Department.

7. A list of as-built infrastructure improvement quantities shall be provided in the Excel format provided by the City showing quantities for each street segment (i.e. pavement, curb and gutter, sidewalk, etc.)

8. Streets may be required to have a seal coat applied at the option of the City Engineer. Type of seal coat is to be determined by the City Engineer.

9. Resurface existing roadway as directed by the City Engineer due to utility installations and construction damage.

10. Existing striping shall be removed and replaced as necessary. New striping and pavement markings shall be installed as required by the City Engineer.

11. Owner/Developer shall provide recycling receipts as required by the recycling plan.

G. The following items are required prior to release of SECURITIES/WARRANTIES/DEPOSITS.

1. Prior to the release of the securities for the project, all improvements shall be reviewed and accepted by the City Engineer.

2. A recorded mylar copy of the Parcel map shall be submitted, if a part of a lot-sale subdivision and not included in Item E.

3. Tie sheets shall be submitted for all monuments found and/or set in the public right-of-way.

4. The release of securities/warranties/deposits must be requested in writing to the City Engineer. Allow 30 days for processing.

Donald Young

DONALD YOUNG, P.E., P.M.P.
One Stop Permit Center Manager

AC

Initial

FILE: TM 20175 & CRA 911

RESOLUTION NO. 8575

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING A ONE-YEAR EXTENSION OF TIME TO THE EXPIRATION DATES FOR BOTH TENTATIVE PARCEL MAP NO. 20175 AND COMMISSION REVIEW & APPROVAL NO. 911, TO MERGE FOURTEEN EXISTING PARCELS INTO ONE 1.49-ACRE PARCEL FOR DEVELOPMENT PURPOSES AND CONSTRUCT A 145-UNIT MULTI-FAMILY APARTMENT BUILDING FOUR STORIES IN HEIGHT, LOCATED AT 200-206 WEST REDLANDS BOULEVARD (APNS: 0169-281-30-0000 AND 0169-281-31-0000).

WHEREAS, the applicant, Thomas Robinson, has submitted an application for a one-year extension of time for Tentative Parcel Map No. 20175 and Commission Review & Approval No. 911, to merge fourteen existing parcels into one 1.49-acre parcel for development purposes and construct a 145-unit multi-family apartment building four stories in height, located at 200-206 West Redlands Boulevard (APNs: 0169-281-30-0000 and 0169-281-31-0000); and

WHEREAS, the Redlands Municipal Code provides for the extensions of expiration dates of Tentative Parcel Maps and Commission Review & Approval permits in accordance with Redlands Municipal Code Sections 17.07.120 and 18.12.130, respectively; and

WHEREAS, the applicant intends to develop the project, and requests the extension to allow additional time to obtain financing, finalize the final map and pull building and engineering permits; and

WHEREAS, on October 4, 2022, the City Council held a public hearing and adopted Resolution No. 8391 approving Tentative Parcel Map No. 20175 and Commission Review & Approval No. 911; and

WHEREAS, the project was approved with a Sustainable Communities Environmental Assessment document prepared and adopted in accordance with the applicable provisions of the California Environmental Quality Act Guidelines (Public Resources Code Section 21155.2 and SB 375); and

WHEREAS, on May 7, 2024, the City Council held a public meeting at the City Council Chambers and determined that approval of the requested one-year extension of time for Tentative Parcel Map No. 20175 and Commission Review & Approval No. 911 is in the best interests of the public health, safety, and general welfare.

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

SECTION 1. CALIFORNIA ENVIRONMENTAL QUALITY ACT. The Extension of Time application does not require any further environmental review pursuant to Section 15162(a) of the California Environmental Quality Act Guidelines.

SECTION 2. FINDINGS FOR TENTATIVE PARCEL MAP NO. 20175. The requested one-year extension of time for Tentative Parcel Map No. 20175 is hereby approved based upon the original findings of fact adopted in Resolution No. 8391, incorporated herein by reference. In addition, there will be no fiscal impacts that would result from an increase in applicable City development fees. Pursuant to the Housing Crisis Act of 2019, also referred to as Senate Bill 330 (SB 330), the subject entitlement is subject only to those ordinances, policies, and fees in effect when the preliminary application was submitted, for 2.5 years after final approval. However, development impact fees remain unchanged from the date of the original approval. The subdivider will pay all applicable fees (including development impact fees) currently in effect at the time of building permit issuance.

SECTION 3. FINDINGS FOR EXTENSION OF TIME FOR COMMISSION REVIEW & APPROVAL NO. 911. The requested one-year extension of time for Commission Review & Approval No. 895 is hereby approved based upon the original findings of fact adopted in Resolution No. 8391, incorporated herein by reference.

SECTION 4. APPROVAL FOR EXTENSION OF TIME. The requested one-year extension of time for Tentative Parcel Map No 20175 and Commission Review & Approval No. 911 is hereby approved in accordance with Sections 17.07.120 and 18.12.130 of the Redlands Municipal Code, subject to the original Conditions of Approval adopted with Resolution No. 8391.

SECTION 5. EXPIRATION DATE. The new expiration date for Tentative Parcel Map No 20175 and Commission Review & Approval No. 911 shall be October 4, 2025. The project shall remain subject to all original Conditions of Approval contained in City Council Resolution 8391, incorporated herein by reference in their entirety.

SECTION 6. EFFECTIVE DATE. This Resolution shall become effective upon adoption.

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, 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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

City Council Meeting **I. 5.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8585 approving the destruction of certain public records (Management Services/Finance Director Garcia)

MOTION(S):

I move to adopt Resolution No 8585.

RECOMMENDATION:

Staff recommends that Council approve Resolution No. 8585, authorizing the destruction of certain public records.

DISCUSSION:

Resolution No. 6576, a resolution of the City Council of the City of Redlands Adopting Regulations Governing the Retention and Disposition of Records, was adopted by the City Council on February 20, 2007. The resolution establishes a records retention and destruction policy to meet the City's requirements under the law and to provide staff with a thorough and useful tool to manage, retain and dispose of public records.

In accordance with Resolution No. 6576, Exhibit A Section 6.02 approval by the City Council and City Attorney is required when public records are destroyed without making a duplicate record. An application by the Finance/ Revenue department requesting the destruction of public records was submitted to the City Attorney for review and has been approved by them for presentation to the City Council. A description of the records is included as Exhibit "A" to Resolution No. 8585.

ALTERNATIVES:
Do not approve destruction of certain public records.

STRATEGIC PLAN:

Not Applicable.

SUBMITTED BY:
Danielle Garcia, Management Services/Finance Director

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

REVIEWED BY:
Yvette Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager

PREPARED BY:
Aimee Hoover, Revenue Supervisor

Fiscal Impact

Fiscal Year:	FY 2024
Revenue Generating:	No
Appropriation Required Y/N:	N
Amount:	500
Budgeted Y/N:	Y
Account No.:	101502
Discussion:	

Attachments

Resolution 6576 Retention Policy
Resolution 8585
Exhibit A - Request for Destruction

RESOLUTION NO. 6576

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ADOPTING REGULATIONS GOVERNING THE RETENTION AND DISPOSITION OF RECORDS

WHEREAS, the City of Redlands (the "City") is required by law to maintain public records, as defined by law, for certain periods of time; and

WHEREAS, the City may dispose of certain public records after the records have been maintained for the required period of time; and

WHEREAS, the City desires to update its records retention policy to ensure that the City satisfies its requirements under law and provides staff with a thorough and useful tool to manage, retain and dispose of public records;

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

SECTION 1. That the Regulations Governing the Retention and Disposition of Records, and the associated Retention Schedule, as attached in Exhibit "A,"are hereby adopted.

ADOPTED, SIGNED AND APPROVED this 20th day of February, 2007.

Mayor of the City of Redlands

ATTEST:

City Clerk, City of Redlands

I, Lorrie Poyzer, 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 20th day of February 2007, by the following vote:

AYES:	Councilmembers Gilbreath, Gil, Gallagher, Aguilar; Mayor Harrison
NOES:	None
ABSTAIN:	None
ABSENT:	None

City Clerk

EXHIBIT A

REGULATIONS GOVERNING THE RETENTION AND DISPOSITION OF RECORDS FOR THE CITY OF REDLANDS

The following shall constitute the Regulations Governing the retention and disposition of records for City of Redlands (the "City").

Section 1. Purpose of Rules and Regulations.

1.01. Guidelines. Public records, and other records governed by these regulations, shall be retained for a specified period of time as required by law. These regulations set forth the period of time during which a public record shall be retained by the City. The City may retain such records indefinitely or the City may, after the expiration of such mandatory retention periods, destroy or otherwise dispose of the records in accordance with these regulations and applicable law. These regulations provide guidelines that should be followed if the City elects to destroy a public record after the record has been retained for the period of time mandated by law. Questions regarding the application of these regulations should be directed to the City Attorney.

1.02 Retention of Documents for Longer Periods of Time. A City department head may elect to maintain certain records for a period of time that is longer than that called for in the Retention Schedule (attached hereto) if the record is of value for historical, reference, legal, or administrative reasons.

Section 2. Governing Law.

2.01 Rules. The retention and disposition of public records of the City shall be made pursuant to these regulations ("Regulations") and applicable law.

Section 3. Definitions.

3.01 Department. A department of the City of Redlands.

3.02 Duplicate Record. The original record, paper, or document as photographed, micro-photographed, reproduced by electronically recorded video images recorded in an electronic data-processing system, recorded on optical disk, reproduced on film or any other medium that does not permit additions, deletions or changes to the original document, or reproduced on film or optical disk.

3.03 Public Records. Any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by any Department of the City regardless of physical form or characteristics, as defined by the Public Records Act, and any amendments to that Act. A writing means any handwriting, typewriting, printing, photostating, photographing,

photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing, any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored. Computer software developed by the City is not itself a public record. Computer software includes computer mapping systems, computer programs, and computer graphics systems. "Public records" do not include materials not kept in the ordinary course of business, such as transitory documents, voicemail, e-mail, unofficial copies of documents kept only for convenience or reference, working papers, stocks of publications and blank forms, and library or museum material intended solely for reference or exhibition. Also, documents such as rough notes, calculations or drafts assembled or created and used in the preparation or analysis of other documents. **NOTE:** A draft that contains substantive comments from a project applicant, an applicant's attorney, consultant or agent, should be treated as a record of comments received from that source, and the draft or portions showing the substantive comments should ordinarily be retained accordingly.

3.04 Record Appraisal. The act of determining the relative activity in the use of records, value of records with regard to administrative, legal, fiscal, or historical interest, adequate, and essential periods of retention, and whether destruction of the record is appropriate.

3.05 Record Retention Schedule. A timetable or roster of records by classification category that lists the minimum periods of time that must elapse, as required by these Regulations and state law, before records may be destroyed. The Records Retention Schedule shall be considered a part of these Regulations and is incorporated herein.

Section 4. Responsibility for Retention and Disposition.

4.01 Heads of City Departments. The head of each City Department shall be responsible for the identification, classification, record appraisal, maintenance, protection, preservation, retention, and disposition of public records and other records in accordance with these Regulations and applicable law. The head of each City Department shall:

A. Categorize the Department's records using the attached Records Retention Schedule.

B. Maintain the Department's records in accordance with the Records Retention Schedule, these Regulations, and applicable law.

C. Preserve and protect records and information collected and retained in the regular course of the City's business.

D. Prepare and submit the appropriate forms for the destruction of records to the City Council and City Attorney, as required by these Regulations prior to the destruction of the record.

E. Conform to and implement the duplicate record requirements, standards, procedures, and limitations as set forth in these Regulations.

Section 5. Classification of Records.

5.01 Categorization of Records. The head of each Department, or an authorized designee, shall identify and designate records maintained by his or her department according to one or more of the classifications identified in the Records Retention Schedule. Once so classified, each record shall be retained for the retention time period specified in the Records Retention Schedule. If a record does not fit clearly into a specific category, the head of the Department shall request the advice of the City Attorney.

Section 6. General Approval Procedure for the Destruction of Public Records and Other Records Governed by These Regulations.

6.01 General Rule Prohibiting Destruction of Records. Except as otherwise provided in these Rules or state law, no officer or employee of the City shall destroy, cause to be destroyed, or permit to be destroyed, any public record as that term is defined in these Rules and the California Public Records Act, except in accordance with these Regulations, the Records Retention Schedule, and state law.

6.02 Approval by City Council and City Attorney is Required When Public Records Are Destroyed Without Making a Duplicate Record.

A. Standard. In accordance with Government Code section 34090, unless otherwise provided by law, with the approval of the City Council by resolution and the written consent of the City Attorney, the head of a City Department may destroy any City record, document, instrument, book, or paper without making a copy thereof, after the same is no longer required. This section does not authorize the destruction of:

(1) Records affecting the title to real property or liens thereon;
(2) Court records;
(3) Records required to be kept by statute;
(4) Records less than two (2) years old; or
(5) The minutes, ordinances, or resolutions of the City Council or of a City board or commission.

B. Procedure.

(1) Request for Document Destruction. In the event a City Department head, or an authorized designee, determines a public record has been retained for the requisite time period pursuant to the Records Retention Schedule and is no longer required, the head of the City Department, or authorized designee, shall prepare a request form as provided in subsection "C" below, to obtain approval for destruction.

(2) Submission to City Attorney. The request form and certification constitute the application for destruction of public records and shall be submitted to the

City Attorney for approval, conditional approval, or denial. Written approval of the City Attorney is a mandatory condition precedent to the destruction of public records.

(3) Submission to City Council. The City Attorney shall forward his or her decision to the head of the Department that submitted the application. If the City Attorney approves or conditionally approves destruction, the head of the City Department shall submit the application to the City Council. The City Council may approve, conditionally approve, or disapprove, either in whole or in part, the destruction of those records for which the City Attorney has provided his or her written consent. The City Council shall approve or conditionally approve the destruction of public records by adopting a resolution that so states. The resolution of the City Council is a mandatory condition precedent to the destruction of public records.

(4) Destruction of Documents. Upon receipt of the written approval of the City Attorney and resolution of the City Council approving or conditionally approving the destruction of public records, the head of the Department may arrange for such destruction in accordance with the standards set forth in these Regulations. If any conditions are attached to the approval by the City Attorney or the resolution of the City Council, those conditions must be fully satisfied prior to the destruction of any public record.

C. Request Forms. Requests for the authority to destroy public records shall be submitted on forms supplied by the City Clerk, which shall require the following information:

(1) The title or description of the Department requesting record destruction.
(2) The title or subject matter description of the records.
(3) The location of such records.
(4) The number or quantity of such records.
(5) Whether the records are originals or duplicates.
(6) Dates of each record or inclusive dates of each record series listed for destruction.
(7) Date, job title, and signature of the Department head, or authorized designee, requesting the destruction of records.

D. Certification. The head of the City Department, or authorized designee, shall make the following certifications and attach the certification to the request form for the destruction of the records:

(1) The record is under the management or control of the Department head;
(2) To the best of his or her knowledge, the descriptive titles, information, and classifications contained in the request form are true and accurate;
(3) The minimum retention time periods required by these Regulations have been satisfied for all records included in the request form;
(4) Retention of the record is no longer required for operation of the Department,

or to satisfy a City Council policy adopted by resolution, or a City Council request, or by the City for administrative, historical, research, fiscal, legal, or cultural purposes;

(5) The destruction or other disposition of the record will not violate state law, these Regulations, or other applicable law; and

(6) A recommendation by the head of the applicable City Department that the record(s) be destroyed.

E. Destruction of Records After Reproduction. In accordance with Government Code section 34090.5, the City Department head having custody of any public records may, without the approval of the City Council or the approval of the City Attorney, cause the public record to be destroyed, if all of the following conditions are met:

(1) The public record is photographed, micro-photographed, reproduced by electronically-recorded video images, recorded in the electronic data processing system, recorded on optical disk, reproduced on film or any other medium that is a trusted system and that does not permit additions, deletions, or changes to the original document, or reproduced on film, optical disk, or any other medium in compliance with Government Code section 12168.7 for recording of permanent or nonpermanent records;

(2) The device used to reproduce the public record is one that accurately and legibly reproduces the original in all details and does not permit additions, deletions, or changes to the original document image;

(3) The reproductions are made as accessible to the public as were the original records; and

(4) A true copy of archival quality of the reproduction shall be kept in the same manner as the original public record.

No page of a public record, or any part thereof, shall be destroyed under this section if any page cannot be reproduced with full legibility. Every page that cannot be satisfactorily reproduced shall be permanently preserved in the same manner as a similar public record.

7.03 Declaration of Duplication.

A. The head of each Department shall cause a declaration to be prepared for the duplication of an original public record contemplated to be destroyed that states with respect to the duplicated record that:

(1) The original public record has been duplicated prior to destruction;
(2) The reproduction is a true and correct copy of the original document; and
(3) The reproduction was made under the direction or control of a City employee.

B. The declaration shall be contained within the image or array of images of the reproduction and shall be signed by the City employee responsible for supervision of the duplication or by the corporate officer or manager of an entity performing the reproduction service.

7.04 Term of Maintenance of Original Records. If a reproduction of the original public record is made and preserved, and if the necessary declaration is completed as set forth above, the original public record may be destroyed without reference to the retention periods set forth in these Regulations and the Records Retention Schedule.

7.05 Duplicate Record Deemed an Original. Compliance with these duplication procedures ensures that every reproduction is deemed an original record and a transcript, exemplification, or certified copy of any reproduction shall be deemed to be a transcript, exemplification, or certified copy, as the case may be, of the original.

Section 8. Retention of Email.

8.01 Generally. Email is temporary in nature and is not a permanent repository for City documents. The City's limited computer storage capacity prohibits the extended storage of email. All emails that need to be preserved shall be done so pursuant to the City's Policy for Use of Electronic Communications. To preserve documents for pending litigation, the City Attorney may order that email or other electronic records be retained for a longer period then provided by this section or the City's Policy for Use of Electronic Communications.

8.02 Deletion of Email. Except as stated in section 8.02, email shall be deleted pursuant to the City's Policy for Use of Electronic Communications.

8.03 Email Messages to be Retained. Email messages shall be retained pursuant to the City's Policy for Use of Electronic Communications.

Section 9. Force and Effect.

9.01 If any provision of these Regulations is held to be invalid by a court of competent jurisdiction, that provision shall be deemed stricken from these regulations and all other provisions shall remain in full force and effect.

City of Redlands' Records Retention Schedule

The Records Retention Schedule specifies the retention period for City of Redlands records to ensure that legal, regulatory, fiscal, historical, and administrative record retention requirements are met, that records that are essential to the City are protected, and that proper procedures are followed in the retention and/or destruction of City records.

The attached schedule lists the type of record and includes the legally required retention period, a staff recommended retention period, and the appropriate legal citation, if applicable. The records listed in this Schedule have a legal, fiscal, administrative or historical value to the City. In most cases, public records not addressed in the attached schedule should be considered routine in nature and retained for two (2) years unless specific laws, decisions, or opinions would apply to the record. If a particular record is not addressed in the attached schedule and the department believes other legal requirements apply or it is an essential record for legal, historical, fiscal or administrative value, then that record can be added to the retention schedule with the assistance of the City Attorney's Office.

LEGEND

Records Retention:

A = Active
Ad = Adoption
AU = Audit
C = Current
CL = Closed
Co = Completion
E = Election
L = Life (of the equipment, structure, or item)
O = Obsolete
P = Permanent
S = Supersede
T = Termination

CITATIONS

B&P = California Business & Professions Code
CCP = Code of Civil Procedure
CCR = California Code of Regulations
CEQA = California Environmental Quality Act
CFR = Code of Federal Regulations
EC = Elections Code
EV = Evidence Code
GC = Government Code
H&S = Health & Safety Code
HUD = Housing & Urban Development
Local Government Guidelines = California Secretary of State's February 2006 Local Government Records Management Guidelines
LC = Labor Code
OMB = Federal Office of Management and Budget
OSHA = Occupational Safety & Health Agency
PC = Penal Code
POST = Police Officers Standards Training
UFC = Uniform Fire Code
USC = United States Code
WIC = Welfare & Institutions Code

RECORDS RETENTION SCHEDULE
CITY OF REDLANDS

City Department/ Record Series Title	Legal Retention In Years	Staff Recommended Retention In Years	Authority	Description
ADMINISTRATIVE SERVICES DEPARTMENT				
Building Maintenance				
Bids: Successful: Unsuccessful:	 2 2	 2 2	 GC § 34090 GC § 34090	Are public records under GC § 4004. Includes repairs and maintenance of City facilities
Capital improvements, construction	L	P	GC § 34090, H&S § 19850	Contains records re: planning, design, construction, conversion or modification of local government-owned facilities, structures and systems. These are public records under GC § 4004, 4005.
Facility rentals/use	2	5	GC § 34090	Permits, contracts, diagrams, insurance binders
Maintenance & Operations	2	3	GC § 34090, CCP § 338	Service requests, invoices, supporting documentation; buildings, equipment, field engineering, public facilities work orders
Schedules, class and event	2	C+5	GC § 34090	Enrollment, liability releases, evaluations, attendance, fliers in personnel files
Equipment Maintenance				
Accident reports	2	3	GC § 34090, CCP § 338	Memos and working documents.
Fueling	4	4	GC § 34090, CCP § 337	Fuel consumption reports, invoices, receipts and records pertaining to refueling operations.
Hazardous waste disposal	C+10	C+10	Local Government Guidelines; 40 CFR § 122.21	Documentation re the handling and disposal of hazardous waste.
Inventory, equipment, parts and supplies	2	L+2	GC § 34090	Includes vehicles and related documents re repairs.
Inventory, vehicle ownership and title	L	L+2	GC § 34090, VC § 9900 et seq.	Owner's manual, warranty documents, DMV title and registration and related documents.

Licenses, permits	2	2	GC § 34090	Forms, related documentation re licenses and permits required by federal and state agencies.
Maintenance/ operations	2	L+2	GC § 34090	Related to requests for service and work orders for fuel, vehicle and equipment maintenance and repairs.
Vehicle assignment	2	2	GC § 34090	Log books, request forms, lists.
Personnel				
Action Line Reports	Later of 2 years or 2 years after personnel action	7 years after personnel action	GC § 12946; 29 CFR § 1602.14; 29 CFR § 1627.3(b)(3)	May include complaints, grievances, sexual harassment and civil rights violations. *Final disposition is date of expiration of statutory period within which action may be brought or the date on which litigation is terminated
Action Line Reports log	Later of 2 years or 2 years after personnel action	10 years after personnel action	GC § 34090	
Administrative investigation records	Later of 2 years or 2 years after personnel action	After greater of 7 years after case closure or 3 years after subject separates from City employment	GC § 12956; 29 CFR § 1602.14; 29 CFR § 1627.3(b)(3)	Miscellaneous misconduct; often line department or City Manager will forward these records to HR for storage
Discrimination/ Harassment complaints and investigative reports	Later of 2 years or 2 years after personnel action	After greater of 7 years after case closure or 3 years after subject separates from City employment	29 CFR § 1602.14; 29 CFR § 1602.31; 29 CFR §1627.3 (b)(3); GC § 12946	
Discrimination/ Harassment complaints log	Later of 2 years or 2 years after personnel action	10 years after complaint date	GC §§ 34090, 12946	

EEOC/DFEH complaints and City responses	3	After greater of 7 years after case closure or 3 years after subject separates from City employment	29 CFR § 1602.14; 29 CFR § 1602.32	
EEOC/DFEH complaint log	3	10 years after complaint date	29 CFR § 1602.14; 29 CFR § 1602.32	
Eligibility lists	Later of 2 years or 2 years after personnel action	7 years from certification date	GC § 34090	
Employee benefits contracts for services for current and former vendors (medical plans, etc.)	1 year after termination of plan	T+5	29 CFR §1627.3(b)(2)	Destroy 5 years after expiration of contract.
Hearing transcripts and related records re PERS appeal	2 years or until final disposition	5 years after final disposition	29 CFR § 1602.14; 29 CFR § 1627.3 (b)(2)	
Informal complaints (per Personnel Rules)	Later of 2 years or 2 years after personnel action	7 years after date of complaint	GC § 12946	
Informal complaint log	Later of 2 years or 2 years after personnel action	10	GC § 12946; 29 CFR § 1602.14; 29 CFR § 1627.3(b)(3)	"Grievance log"
Meet and confer agreements, notes and minutes	3	20	29 USC §§ 211(c), 203(m), 2009(g)	Notes, correspondence, contracts, MOAs.
Personnel files for separated regular full time and part time employees	2 years after date of separation	10 years after date of separation	29 CFR § 1627 3(a); GC § 12946; 29 CFR § 1602.31	
Personnel files for separated temporary employees	2 years after date of separation	2 years after date of separation		

Recruitment records	Later of 2 years or 2 years after personnel action	5 years after exam final filing date	GC § 12946; 29 CFR § 1602 et seq.; 29 CFR § 1607; 29 CFR § 1627.3; 40	Employment applications, resumes, examination materials and test answer sheets, correspondence, eligibility lists, ethnicity disclosures, job bulletins, electronic database
CITY ATTORNEY				
Chronological files	2	2	GC § 34090	
Claims	2	CL+2	GC § 34090	
Contract	4	4	GC § 34090	
Damage reports	2	CL+2	GC § 34090	
Department budget	2	2	GC § 34090	
Department personnel records	2	4	GC § 34090, CCP § 337, § 338	
Insurance documents	2	4	GC § 34090, CCP § 337	
Litigation files	2	CL+2	GC § 34090	
Real property documents	2	2	GC § 34090	Unless affecting title, then P.
CITY CLERK				
Elections				
Affidavit, originals	C+5	C+5	EC § 17000(a)	
Affidavit index (County Elections Dept. maintains)	C+5	C+5	EC § 17001	
Applications, absentee ballots and envelopes (ROV maintains)	E+22 if federal election on ballot, else E+6 months	E+ 22	EC §§ 17505; 17302	From date of election. Includes those spoiled, canceled and surrendered.
Assisted challenged voters list (ROV. maintains)	E+22 if federal election on ballot, else E+6 months	E+22 months	EC §§ 17303(b), 17304	From date of election.
Ballots (ROV. maintains)	E+22 if federal election on ballot, else E+6 months	E+22 months	EC §§ 17302, 17303(b), 17304	From date of election.

Ballots - Prop 218 (Assessment Districts)	2	P	GC § 34090; California Constitution, Art. XIII	Property related fees (assessment ballot proceedings)
Calendar, Election	2	2	GC § 34090	
Campaign statements Elected	P	P	GC § 81009 (b)(g)	FPPC filings
Campaign statements: Not elected, local office	E+5	E+5	GC § 81009 (b)(g)	FPPC filings. If for state office, indefinitely
Campaign statements: PACs	E+7	E+7	GC § 81009 (c)(g)	FPPC filings
Candidate statements	E+4	E+4	EC § 17100	Sample ballot retained permanently.
Canvass (ROV maintains)	P	P	EC § 15300	Records used to compile final election results, including tally sheets, voting machine tabulation, detailed breakdown of results; special election results.
History	2	P	GC § 34090	History of elections, sample ballots, certificates of destruction, other resolutions re elections.
Maps, precincts/ voter information (ROV. maintains)	E+6	E+6	GC § 34090; EC § 17503	
New Resident Voters List	E+22 months	E+22 months	EC § 17506	
Nomination papers: Successful: Unsuccessful:	 T+4 T+4	 T+4 T+4	 EC § 17100 EC § 17100	
Oaths of office	2	T+6	GC § 34090, 29 USC § 1113	Elected officials
Petitions	E+8 months	E+8 months	EC §§ 17200, 17400	From date of certification of results of election, initiative, referendum, recall.
Precinct records (ROV maintains)	E+6 months	E+6 months	EC § 17503(b)	From date of election: Precinct official material; declaration of intention, precinct board member applications, orders appointing members of precinct boards and designating polling places. Includes notice of appointment of office and record of service.

Roster (of voters) (ROV maintains)	E+5	E+5	EC § 17300	From date of election, initiative, referendum, recall, general municipal election.
Statement of economic interest, copies, elected, local.	E+4	E+4	GC § 81009 (d) (f)	FPPC filings. For state office, indefinite. (copies, originals filled with FPPC).
Statement of economic interest, originals, not elected; and City employees	7	7	GC § 81009 (e)	FPPC filings (originals).
General Subject				
Annexation files	2	P	GC § 34090 (a)	Reports, agreements, public notices.
Bids, RFPs, RFQs, unsuccessful/ rejected	2	3	GC § 34090 (d), CCP § 338	Successful bids are filed in contract or public file.
Budget, official	2	P	GC § 34090	City annual operating budget.
Budget information department	2	2	GC § 34090 (d)	Documents used to prepare department budget.
Claims log	2	4	GC § 34090 (d), CCP § 337	Log of claims against City, claims forwarded to City Attorney.
Correspondence	2	2	GC § 34090 (d)	If not attached to agreement or project file.
Deeds, easements	P	P	GC § 34090 (a)	
Goals/Objectives	2	2	GC § 34090	Departmental goals and objectives.
Oaths of office employee	2	T+6	GC § 34090	
Policies and procedures	C+2	S+5	GC § 34090 (d)	Retain while current.
Proclamations	2	2	GC § 34090	
Reports: Departmental: Staff:	 2 2	 2 2	 GC § 34090 GC § 34090	Special/final summary; review or evaluation. Non agenda related, includes supporting documentation.
Speaker slips	2	2	GC § 34090	
Special projects	2	2	GC § 34090	
Travel records	2	2	GC § 34090	
Legal				
Affidavit of publication, public hearing notices	2	2	GC § 34090	

Affidavit of publication, ordinances	2	2	GC § 34090	
Agenda	2	2	GC § 34090 (d)	City Council agenda
Agenda reports (master, subject files)	2	2	GC § 34090 (d)	Documentation received, created and/or submitted to Council; retain agenda reports regarding development projects, planning, zoning matters, ordinances and other significant projects permanently in project file.
Agreements excluding subdivision	C+2	T+5	GC § 34090, CCP §§ 337.2, 343	Includes leases, equipment,
Agreements, development	2	P	GC § 34090 (a)	Records potentially affecting title to real property.
Agreements, subdivision	2	P	GC § 34090 (a)	Records potentially affecting title to real property.
Appeals, civil	3	3	CCP § 583.320	Appeals, civil.
Applications, boards, commissions, committees: Appointed: Not Appointed:	 2 2	 T+2 2	 GC § 34090 GC § 34090	
Articles of incorporation	2	P	GC § 34090; CCP § 337.2	
Assessment districts	2	P	GC § 34090	Original documentation
Claims log	2	4	GC § 34090, CCP § 337	
Contracts, capital improvement	2	P	GC § 37090 (a); 4004; H&S § 19850	
Contracts, real property	P	P	GC § 34090, CCP § 337	Can affect title to real property
Contracts, street improvement	4	P	CCP § 337	
Insurance policies	T+2	P	CCP § 337	
Legal Advertising	2	P	CCP §§ 343, 349 et seq.; GC § 911.2; GC § 40801	Includes public notices, legal publications.
Minutes	P	P	GC § 34090 (d); GC § 368.14; GC § 40801, GC § 54957.2	Official minutes and hearing proceedings of governing body or board, commission or committee.

Notices, meetings	2	2	GC §§ 34090.7, 54960.1(c)(1)	Special meetings.
Notices, public hearing	2	2	GC § 34090	
Ordinances	P	P	GC § 40806	Municipal Code.
Petitions	2	2	GC § 50115	Submitted to legislative bodies.
Real property contracts	P	P	GC § 34090	Can affect title to property.
Resolutions	P	P	GC §§ 34090 (d), 40801	Legislative actions.
Tapes, CDs, recordings: Audio: Video:	 30 days 90 days	 30 days 90 days	 GC §§ 54953.5 (b), 34090.7	When used for minute preparation; otherwise-2 years.
Inventory, records	2	2	GC § 34090	Inventory of non-current or inactive records holdings and location, indices. Tapes may be recycled.
Municipal Code	P	P	GC § 34090	Supplements included.
Public records request	2	2	GC § 34090	
Records management	2	2	GC § 34090	Document includes retrieval, transfers - inactive.

CITY COUNCIL / COMMISSIONS				
Agenda	2	P	GC § 34090(d)	City Commission agenda
Agenda reports (master subject files)	2	2	GC § 34090	Documentation received, created and/or submitted to City Council or City Commission, retain agenda reports regarding development projects, planning, zoning matters, ordinances and other significant projects permanently in project file.
Agreements	C+2	T+4	CCP §§ 337.2, 343	Includes leases, equipment, services,, or supplies
Applications, boards, commissions, committees: Appointed: Not appointed:	 2 2	 2 2	GC § 34090	
Contracts, capital improvements	C+2	P	GC § 37090(a); 4004; H&S § 19850	Construction
Correspondence	2	2	GC § 34090	
General subject files	2	5	GC § 34090 (d)	Internal working files including correspondence. Some files may require retention longer than prescribed here.
Legal advertising	2	2	CCP § 343, 349 et seq; GC § 911.2; GC § 34090	Includes public notices, legal publications
Minutes	P	P	GC § 34090 (d); GC § 36814; GC § 40801	Official minutes and hearing proceedings of governing body, board or commission.
Notices, meeting	2	2	GC § 34090.7; GC § 54960. 1c(1)	Special meetings
Petitions	2	2	GC § 34090 (d); GC § 50115; GC § 6253	Submitted to legislative bodies
Policies and procedures	2	2	GC § 34090	Includes rules, regulations, standards
Resolutions	P	P	GC § 34090 (d); § 40801	Legislative actions
Tapes, CDs, recordings Audio: Video:	 30 days 30 days	 30 days 90 days	GC § 54953.5 (b); GC § 34090.7	When used for minute preparation; otherwise-2 years
Request for proposals (RFPs)	2	2	GC § 34090	

Brochures, publications, newsletter, bulletins	2	2	GC § 34090	
CITY MANAGER				
Reports to Council	2	2	GC § 34090(d), GC § 50115	
Speeches	2	2	GC § 34090(d)	
Subject Files / Projects & Issues	2	2	GC § 34090(d)	
General administrative	2	S+3	GC §§ 34090, 40801, CCP § 338	All City policies and procedures.
Policy, City Council	2	S+3	GC § 34090, CCP § 338	Policies, directives rendered by City Council not assigned a resolution or ordinance number.
COMMUNITY DEVELOPMENT DEPARTMENT				
Administration				
Agendas	2	P	GC § 34090 (d)	City Planning Commission agendas.
Agenda reports	2	P	GC § 34090 (d)	Documentation received, created, and/or submitted to City Commissions.
Bids and proposals: Unsuccessful	2	2	GC § 34090 (d)	
Code books	P	P	GC § 34090 (e)	National Electrical Code, Uniform Building Code, Fire Code, Mechanical Code, Plumbing Code and supplements.
Committees	2	P	GC § 34090	Member lists, minutes/agendas, informational material, reports.
General subject files	2	2	GC § 34090 (d)	Internal working files including correspondence. Some files may require retention longer than prescribed here.
Grants, community/ urban development (includes CDBG)	CL+4	P	24 CFR § 570.490(d), 24 CFR § 570.502(b)(3); 24 CFR § 85.42 & OMB Cir. 110, Attachment C;*	Project files, contracts, proposals, statements, reports, sub-recipient dockets, environmental review, grant documents, applications, inventory, consolidated plan, etc. Includes Section 108 loan guarantee. *OMB A-102 & 128; HUD Regulations.
Legal advertising	2	P	CCP §§ 343, 349 et seq.;	Legal publications (public notices are part of project files).

Historic preservation inventory	2	P	GC § 34090 (d)	Historic structures and landmarks.
Logs	2	P	GC § 34090	Logs, registers or similar records listing permits, certificates of occupancy issued (may include inspection, building activity, daily plan check, utility).
Maps and plats	2	P	GC § 34090 (a)	Engineering and field notes and profiles; cross-section of roads, streets, rights-of-way, bridges (may include annexations, parks, tracts, block, storm drains, water easements, bench marks, trees, grading landfill, fire hydrants, base maps, etc.).
Master plans, annual	2	P	GC § 34090	Special or long-range program plan for municipalities - coordination of services; strategic planning.
Minutes	p	P	GC §§ 34090 (2), 36814, 40801	Official minutes and hearing proceedings of board, commission or committee.
Policies and procedures	S+2	P	GC § 34090	Includes rules, regulations, standards.
Project files	P	P	GC § 34090 (a); H&S §§ 19850; 4003, 4004	Pertains to real property, new construction, storefront improvements, rehabilitation projects, and promotions. May include blueprints, drawings, maps, photos (including negatives), plans, reports, evaluations, correspondence, uses, permits, variances, studies, appeals, compliance certificates, lot line adjustments, or other planning-related matters brought before the legislative body.
Project files not completed or denied	2	P	GC § 34090 (d)	Building, engineering, planning.
Resolutions	P	P	GC § 34090	Board, commission or committee.
Speaker slips	2	2	GC § 34090	
Seismic retrofit program	2	P	GC § 34090 (a)	
Street names and house numbers	2	P	GC § 34090 (a)	Street dedications, closings, address assignment/changes.
Studies, special projects and areas	2	P	GC § 34090 (d)	Engineering, joint powers, noise.

Subdivision agreements	P	P	GC § 34090	Potentially affecting title to real property,
Tapes, CDs, recordings: Audio: Video:	 30 days 30 days	 30 days 90 days	GC §§ 54953.5 (b); 34090.7	When used for minute preparation; otherwise-2 years.
California Environmental Quality Act (CEQA)	2	P	GC § 34090 (a) and CEQA Guidelines	Exemptions, environmental impact report, mitigation monitoring, negative declaration, notices of completion and determination, comments, statements of overriding considerations.
Environmental review	2	P	GC § 34090 (d)	Correspondence, consultants, issues, conservation.
Soils reports	2	P	GC § 34090 (d)	Final reports.

Building and Safety				
Blueprints, specifications, for building in which permit issued	L	L	H&S § 19850	Submitted by contractor for permits requiring plans.
Blueprints, specifications, permit not issued	2	2	GC § 34090 (d)	Submitted by contractors with application for permit never issued.
Certificates	2	P	GC § 34090 (a)	Compliance, elevation, occupancy that affect real property.
Flood reports	2	P	GC § 34090	
Inspection	2	P	GC § 34090 (d)	Correspondence, fees, appeal requests, reports.
Permits	2	P	GC § 34090; H&S § 19850	New commercial and residential construction, tenant improvements, room additions, spa, signs, block wall, remodel (including security bonds, plans, building, signs).
Signs (temporary)	2	2	GC § 34090 (d)	Home occupations, off-premise signs.
Planning				
Case files, Planning & Zoning	P	P	GC § 34090 (a); H&S §§ 19850, 4003, 4004	Pertains to real property. May include blueprints, drawings, maps, plans, reports, evaluations, correspondence, uses, permits, variances, studies, appeals, compliance certificates, lot line adjustments, or other planning-related matters brought before Zoning Administrator, commission or legislative body.
Correspondence	2	2	GC § 34090 (d)	Working documentation.
Development conditions	L, but not less than 2	P	GC § 34090	Mitigation measures; filed with case files.
Development agreements	P	P	CCP §§ 337, 337.1(a), 337.15; GC § 34090; 48 CFR § 4.703	Infrastructure contracts, franchises, original maintained for seven years.
Development Standards	2	P	GC § 34090 (a)	Landscape mediums, parkway landscape development, public works construction.
Drawings, project plan	2	P	GC § 34090 (d)	Does not include those usually filed with case or project.

Findings and decisions	P	P	GC § 34090	Board, commission, committee or City staff.
General Plan and elements and specific plans	P	P	GC § 34090	Includes sphere of influence.
General and Specific Plan Amendments: Approved: Denied:	 P P	 P P	GC §§ 34090, 65103, 50110	
Maps, Plans, drawings, exhibits, photos	P	P	GC § 34090; H&S § 19850; GC § 34090.7	Zoning, tentative subdivision, parcel, land use map, aerial photos, specific plans.
Minutes	P	P	GC § 34090	Planning and ARB.
FINANCE DEPARTMENT / TREASURER'S OFFICE				
Accounting and Administration				
Audit Report	P	P	GC § 34090	
Audited Financial Statements	2	P	GC § 34090	Independent auditor analysis
Bonds Account Statements	CL+10	CL+10	GC § 34090; CCP § 337.5	Final bond documentation, monthly statement of transactions
Bonds, coupons and other securities	CL+2	P	GC §§ 34090; 53921	Paid/canceled
Budget	AU+2	P	GC § 34090	Annual operating budget approved by Legislative Body (original budget retained by City Clerk)
Hearing or review	2	7	GC § 34090	Documentation created and/or received in connection with audit hearing or review
Reports	2	7	GC § 34090	Internal and/or external
Reviews, internal/ external periodic	2	7	GC § 34090	Daily, weekly, monthly, quarterly, or other summary, review, evaluation, log, list, statistics, except a report
Accounts payable	AU+4	AU+4	GC § 34090	Invoices from and payments to vendors, check copies, supporting documents
Agenda reports	2	2	GC § 34090	Council discretionary fund, City Manager discretionary fund, Investment policy, monthly investment reports, formal quotations for supplies and services

Accounts receivable	AU+4	AU+4	GC § 34090	Cash receipts for payments made to the City
Assessment districts	P	P	GC § 34090	Collection information; original documentation filed with City Clerk
Bank statements	AU+5	AU+5	GC § 34090; 26 CFR 16001-1	Statements, reconciliations
Budget adjustments, journal entries	2	2	GC § 34090(d)	Documents used to prepare department budget
Checks	AU+5	AU+5	GC § 34090; CCP § 337	Includes payroll, canceled and voided checks
Deposits, receipts	AU+4	AU+4	GC § 34090; CCP § 337	Checks, coins, currency
Invoices	AU+2	AU+2	GC § 34090	Copies sent for fees owed, billing, related documents
Ledger, general	P	P	GC § 34090; CCP § 337	
Voucher	AU+4	AU+4	GC § 34090; CCP § 337	Account postings with supporting documents
Petty cash reimbursements	AU+2	AU+2	GC § 34090	
Taxes, receivable	AU+2	AU+2	CCP § 338	
Warrant register	AU+2	AU+2	GC § 34090	
Licenses				
Business	C+2	7	GC § 34090; CCP § 337	Paid and reports
Parking Citations				
Citations	P	P	GC § 34090	

Payroll				
Adjustments	AU+4	AU+4	GC § 34090; 29 CFR § 516.5-516.6	Audit purposes
Deferred compensation	T+5	T+5	GC § 34090; 26 CFR § 16001-1*	Records of employee contributions and City payments *29 CFR § 1627.3(2)
Employee time sheets	AU+6	AU+6	GC § 34090; 29 CFR § 516.2*	Signed by employee for audit and FEMA reports *CFR § 516.6(1); IRS Reg. 31.6001-1(e)(z); R&T 19530; LC 1174(d)
Federal and State tax forms	AU+4	AU+4	GC § 34090	Forms 1096, 1099, W-4s and W-2s *26 CFR § 31.6001-1(2)(2); R&T § 19530; 29 CFR § 516.5-516.6
Payroll system history; roster of former City employees (regular employees)	3	P	29 CFR §1627.3(a); 29 CFR § 516.6	Time cards, payroll records
Payroll system history; roster of former City employees (temporary employees)	3	P	29 CFR § 516.5; 29 CFR § 1627.3(a)	
PERS Employee deduction reports	T+4	T+4	GC § 34090; CAC § 22; 1085-2	Record of deductions (PERS-Public Employee Retirement System) *26 CFR § 516.5, 516.6; LC § 1174(d)
Register	P	P	GC § 34090; GC § 37207	Labor costs by employee and program
Salary records	T+3	T+3	GC § 34090; 29 CFR § 516.2, 516.5	Deduction authorization, beneficiary designations, unemployment claims, garnishments
Purchasing				
Purchase orders	2	7	GC § 34090; CCP § 337	Original documents
Vendor register	2	7	GC § 34090	Alpha vendor listing of purchase orders, invoices, account numbers, and check date

Reports				
Audits	P	P	GC § 34090	
Investment transactions	P	P	GC § 34090; CCP § 337; GC § 53607	Summary of transactions, inventory and earnings report
Labor Distribution	AU+2	AU+2	GC § 34090	Costs by employee and program
State Controller	P	P	GC § 34090	Controller may destroy after five years
Stores				
Inventory	AU+6	AU+6	GC § 34090;	Reflects purchase date, cost, account number
Auction	AU+2	AU+2	GC § 34090	Listing of property
Disposal	AU+2	AU+2	GC § 34090; CCP § 337	Sealed bid sales of equipment
Risk Management				
Accident report - City assets	CL+7	CL+7	29 CFR § 1904 .2; 29 CFR § 1904.6	Reports and related records
Bonds, insurance	P	P	CCP §§ 337.2; 343	Bond and insurance policies insuring City property and other assets
Claims, damage	CL+5	CL+5	GC § 34090	Paid/denied
Incident reports	CL+7	CL+7	29 CFR § 1904 .2; 29 CFR § 1904.6	Theft, arson, vandalism, property damage or similar occurrence (excluding fire/law enforcement)
Insurance, joint powers agreement	P	P	GC § 34090	Accreditation/MOUs/agreements, agendas
Insurance, certificates	P	P	GC § 34090	Insurance certificates filed separately from contracts, includes insurance filed by licensees.
Insurance, liability/ property	P	P	GC § 34090	May include liability, property, Certificates of Participation, deferred, use of facilities
Insurance, Workers Compensation	P	P	LC § 5405, Local Government Guidelines	Indemnity; Claims Files, Reports, Incidents, PERS - working files, originals with Administrator
Photographs, negatives, film	CL+2	CL+2	GC § 34090	
Risk Management Reports	2	C+5	OMB § 1220-0029; 29 CFR § 1904.4; GC § 34090	Federal OSHA forms; loss analysis report; safety reports; actuarial studies
Grants				

Community Development Block Grant and urban development	CL+4	CL+4	24 CFR § 570.502(b)(3); 24 CFR 85.42 & OMB Cir. A-110, Attach. C*; OMB Cir. A-102 & 128, HUD regulations	Project files, contracts, proposals, statements, reports, sub-recipient dockets, Environmental review, grant documents, applications, inventory, consolidated plan, etc. Includes Section 108 loan guarantee *
Federal and State	CL+5	CL+5	GC § 34090	Refer to grant application close-out procedure.
Financial records	CL+5	CL+5	GC § 34090	Refer to grant application close-out procedure.
Unsuccessful	CL+2	CL+2	GC § 34090	Application not entitled.
FIRE DEPARTMENT				
ADMINISTRATIVE SERVICES				
Books, Fire Code	S+3	S+3	GC § 34090; CCP 340.5	Include OPS manuals
General Orders, Policies/Procedures	S+2	P	GC § 34090	
Inspections, Fire Prevention	CL+3	CL+3	UFC § 103.34	Alarm/sprinkler systems, prevention efforts
Investigations, Evidence Arson	P	P	PC § 799	Support prosecution resulting in homicide
Investigations, Evidence Arson	CL+6	CL+6	PC § 800	Great bodily harm, inhabited structure or property
Journals, Fire Station	C+2	C+2	GC § 34090	Activities, personnel, engine company
Permits, Uniform Fire Code	CL+2	CL+2	GC § 34090	
Chemical Emissions	C+2	C+2	GC § 34090	

EMERGENCY MANAGEMENT				
OPERATIONS/EMERGENCY MEDICAL SERVICES				
Mutual Aid, Strategic Plans	S+2	S+2	GC § 34090	
Exposure	T+30	T+30	29 CFR § 1910.1020	Sampling results, collection methodology, background
Exposure	T+1	T+1	29 CFR § 1910.1020	Laboratory reports and worksheets
Medical	T+30	T+30	29 CFR § 1910.1020	
Medical	T+2	T+2	29 CFR § 1910.1020	Employees less than one year GC § 34090
Training	T+2	T+2	GC § 34090	Certifications/designations
HAZARDOUS MATERIALS				
Hazardous Waste Disposal	C+10	C+10	Local Government Guidelines; 40 CFR § 122.21	Documentation re handling and disposal of hazardous waste
Permits, Hazardous Materials Storage	C+2	C+2	GC § 34090	Departments consistently recommend permanent retention of environmentally sensitive materials
Programs, Household Hazardous Waste	S+2	S+2	GC § 34090	
Training Materials	S+2	S+2	GC § 34090; 8 CCR § 3204(d), et seq.	
Underground Storage Tank Compliance Maintenance & Operation.	P C+2	P C+2	GC § 34090(a) GC § 34090	Documents re: storage Location, installation, removal, remediation
PROPERTY				
Apparatus/Vehicle	C+2	C+2	GC § 34090 CCP § 340.5*	Repair and Maintenance *8 CCR 3203(b)(1)
Inventory, Equipment and Supplies	C+2	C+2	GC § 34090	
Logs, Fire Equipment/Gear	C+2	C+2	GC § 34090	
REPORTS				

Incident	CL+3	CL+3	GC34090 CCP § 338 *	Dispatch and daily logs *CCP 340.5
Field, Non-fire and Logs	C+2	C+2	GC § 34090	
Fire, Non-arson and Logs	C+2	C+2	GC § 34090	
Investigations, Evidence Arson	CL+3	CL+3	PC § 801; UFC § 104.32	Structure
Weed Abatement	CL+2	CL+2	GC § 34090	Reports, assessments, resolutions, documentation
LIBRARY				
Borrower Registration Records Records documenting the registration of authorized borrowers.	2	5	GC § 34090	
Cash Receipts (for Daily deposit of monies from Library)	2	7	GC § 34090;	
Circulation Records Records documenting the circulation of library materials to individual borrowers	2	5	GC § 34090	
Circulation Statistical Reports	2	5	GC § 34090	
Library Catalog	2	5	GC § 34090	
Lost and Paid Receipts Copies of receipts issued when patron pays for a lost book	2	7	GC § 34090	
Overdue Records Library Fines Information	2	5	GC § 34090	
Purchase Orders	2	5	GC § 34090	
Records of Missing Books in Circulation	2	5	GC § 34090	
Vouchers - Vendor Invoices, Reference Information and Proof of payment	2	7	GC § 34090	

MUNICIPAL UTILITIES DEPARTMENT				
AIRPORT				
Accident and Incident Reports (Aircraft)	CL+8	CL+8	Local Government Guidelines	Accidents, injuries, property damages, general conditions re pilot and aircraft
Agreements	T+4	T+4	CCP § 337	Including concessionaire, slip rental, facility storage
Airport Certification	P	P	14 CFR § 139.207b; §§ 171.13-171.213	Federal Aviation Administration (FAA) required manuals
Airport Operational Reports (Regulatory)	P	P	Local Government Guidelines	Annual and special reports to federal and state regulatory agencies.
Airport Operational Reports (Administrative)	C+2	C+2	Local Government Guidelines	Logs, statistical summaries; administrative records
Airport Noise Monitoring and Complaint	C+10	C+10	Local Government Guidelines	Correspondence, studies, memos, reports, log books, documents related to assessment of noise levels at airports and resolution of complaints
Applications Aircraft Storage Parking Slip Rentals	T+2	T+2	GC § 34090	Payment invoices, inventory listings, billing correspondence and other related documents
Special Events	C+2	C+2	GC § 34090	Permits, correspondence, related documents re use of rights of way
Fueling	4	4	GC § 34090, CCP § 337	
Hazardous Waste Disposal	C+10	C+10	Local Government Guidelines; 40 CFR 122.21	Documentation re: the handling and disposal of hazardous waste
Inspection, Runway	C+10	C+10	Local Government Guidelines	Maintenance including Inspection reports, work orders and related records
Inspection, Safety Self	C+2	C+2	14 CFR § 139.327	Safety inspection and related document include reviews and analysis of all aspects of airport operation
Inventory, Equipment Parts & Supplies	L+2	L+2	GC § 34090	Includes vehicles, aircraft, vessels and related documents re repairs

Inventory, Vehicle Ownership and Title	L+2	L+2	GC § 34090	Owners manual, warranty documents, Department of Motor Vehicle title and registration, and related documents
Licenses, Permits	C+2	C+2	GC § 34090	Forms, related documentation re: licenses and permits required by federal and state agencies
Maintenance, FAA	P	P	14 CFR § 171.13-171.213	Forms and reports required by FAA including Forms FAA-198, -418, -6030-1, -6790-4
Maintenance/ Operations	L+2	L+2	GC § 34090	Related to requests for service and work orders for fuel, vehicle and equipment maintenance and repairs
NOTAM (Notice to Airmen)	C+3	C+3	Local Government Guidelines	Reports re: conditions affecting airport maintenance/operations
Report, Accident (Copies)	C+2	C+2	GC § 34090	Memos and working documents
Vehicle Assignment	C+2	C+2	GC § 34090	Log books, request forms, lists
Cemetery				
Burial records	P	P	GC § 34090	
Pre-Need Lot purchase	CL+2	CL+2	GC § 34090	
Customer Service				
Accounts Receivable	2	5	GC § 34090	
Customer Records	C+2	C+2	GC § 34090	Billing, correspondence, complaints
Rates	C+2	C+2	GC § 34090	
Refunds	2	5	GC § 34090	
Solid Waste				
Collections / Landfill	C +2	C +2	GC § 34090	Daily records, usage
Facilities	C +2	C +2	GC § 34090	Correspondence, maps
History, Sanitation	P	P	GC § 34090	
Maintenance and Operations	C +2	C+2	GC § 34090	
Maps	P	P	GC § 34090	Location maps
Reports, studies	CL+2	CL+2	GC § 34090	
Reports, tonnage	C+2	C+2	GC § 34090	

Wastewater				
Facilities	C+2	C+2	GC § 34090	Correspondence, maps, patron list
History, Sanitation	P	P	GC § 34090	Where City-owned
Maintenance and Operations	C +2	C+2	GC § 34090	
Maintenance and Operations	C+2	C+2	GC § 34090	Includes work orders, inspection, repairs, cleaning, reports, complaints
Maps	P	P	GC § 34090	Location maps
Maps, Septic Tank	P	P	GC § 34090	Location maps
Rates	C+2	C+2	GC § 34090	
Recycling Programs	S+2	S+2	GC § 34090	
Regulations	S+2	S+2	GC § 34090	Includes legislation
Reports, Studies	CL+2	CL+2	GC § 34090	
Sludge	C +2	C+2	40 CFR § 61.54	Sludge, sampling, charging rate to measure mercury content
Treatment Plant	C+2	C+2	40 CFR § 60.153	Gas flow through wet scrubbing, oxygen content of exhaust gas, sludge rate, temperatures, fuel flow, total solids and volatile solids
Water				
Billing/Customer Records	C+2	C+2	GC § 34090	Billings, correspondence, complaints
Connection Records	P	P	GC § 34090	Maps, water line connections
Inventory, Equipment	C+2	C+2	GC § 34090	
Locations	P	P	GC § 34090	Mains, valves, hydrants, wells
Maintenance and operations	C+2	C+2	GC § 34090	Includes work orders, inspection, repairs, cleaning, reports, complaints
Service	C+2	C+2	GC § 34090	Includes work orders, entry cards, manholes, service to property owners
Well & Pumping	C+2	C+2	GC § 34090	Times operational, power used and quantity
Maps	P	P	GC § 34090	Line location; easements
Master Plans	C+2	C+2	GC § 34090	Copies
Meter Operations	C+2	C+2	GC § 34090	Reader reports, orders, tests Maintenance Reports
Permits				

National Pollutant Discharge Elimination System NPDES	P	P	GC § 34090 40 CFR § 122.28	Compliance with Clean Water Act re: pollutants
Others	C+2	C+2	GC § 34090	May depend on terms of state or federal agency
Policies and Procedures	S+2	S+2	GC § 34090	Includes rules and regulations
Rates	S+2	S+2	GC § 34090	
Reclamation	C+5	C+5	40 CFR § 122.41	Daily operations including sewage flow, grit removal, chlorine usage, lab analysis results, etc.
Reports				
Conservation	C+2	C+2	GC § 34090	
Consumption	C+2	C+2	GC § 34090	
Corrosion Control	C+12	C+12	40 CFR § 141.91	Compliance documentation
Discharge Monitoring	C+5	C+5	40 CFR § 122.41	Average amount of pollution discharged into waters of municipality.
Drinking Water Corrections	C+10	C+10	40 CFR § 141.33	
Hydrograph	P	P	GC § 34090	Daily flow of streams
Lead Service Line	C+12	C+12	40 CFR § 141.91	Compliance documentation
Public Education	C+12	C+12	40 CFR § 141.91	Compliance documentation
Quality Parameters	C+12	C+12	40 CFR § 141.91	Compliance documentation
Sanitary Surveys	C+10	C+10	40 CFR § 141.33	Statistics, reports, correspondence
Source Water	C+12	C+12	40 CFR § 141.91	Compliance documentation, e.g. lead & copper
State Certification	C+12	C+12	40 CFR § 141.91	Compliance documentation
Variances, Water System	C+5	C+5	40 CFR § 141.33	
Well Level	C+2	C+2	GC § 34090	
Sources	C+2	C+2	GC § 34090	May include wells, rivers, lakes, districts
Surveyor Field Notes	P	P	GC § 34090	Notes preparatory to maps of water installations

Surveys, Water System Sanitary	C+10	C+10	40 CFR § 141.33	Statistics, reports, correspondence
Tests				
Bacteriological Analysis	C+5	C+5	40 CFR § 141.33	Compliance records include location, date, method and results; corrections, analysis of bacterial content
Chemical Analysis	C+10	C+10	40 CFR § 141.33	Compliance records include location, date, method used and results; corrections, analysis of chemical content
Quality	C+12	C+12	40 CFR § 141.91	Compliance documentation including sampling data, analysis, reports, surveys, documents, evaluation, schedules, valves, etc.
Valve Main Records	P	P	GC § 34090	
Violations, Drinking Water	C+3	C+3	40 CFR § 141.33	Retention applies to each violation
POLICE				
ADMINISTRATION				
Accounting/Cash Reconciliation	C+2	C+2	GC § 34090	
Alarm Records	C+2	C+2	GC § 34090	
Chemical Emissions	C+2	C+2	GC § 34090	
Claim Files	CL+5	CL+6	PC § 832.5; Local Government Guidelines	Claim copy, correspondence, photographs, supporting documents relative to incidents involving the Police Department filed by citizens
Department Manual	S	S	Local Government Guidelines	Changes to manual are recorded in the General Orders (permanent)
Equipment Communication	T+2	T+2	GC § 34090	Retained until termination of equipment use; Manuals, instructions, procedures
Inventory	S+2	S+2	GC § 34090	Listing of equipment assigned to division, to whom it is assigned
Reports - Activity	C+2	C+2	GC § 34090	Weekly/monthly/quarterly/annual activity/statistical reports by division. Retain only one form for retention period
Survey Response Files	C+2	C+2	GC § 34090	Surveys, responses, correspondence with other agencies requesting statistical data

INVESTIGATIONS				
Administrative/ Internal	CL+5	CL+5	PC § 832.5 EV § 1045 GC § 12946 PC § 801.5; PC § 803(c) VC § 2547	Initiated by citizens complaints or internally initiated; includes complaint, reports, findings
Asset Forfeiture Investigations/ Proceedings Case File	CL+2	CL+2	GC § 34090	
Notifications	C+2	C+2	GC § 34090	To legal property owner prior to case filing that property is subject to asset forfeiture proceedings. If case is filed, notification becomes part of forfeiture case file.
Case Books, Investigative	CL+2	CL+2	GC § 34090	Retained by division until a case is suspended/closed; transfer to Records Division to be filed with associated Daily Report (DR) file
Case Files Homicide Investigator's File	P	P	PC § 799	
Narcotics (No arrest, Narcotics Cases)	CL+2	CL+2	GC § 34090	Retained by division until no longer useful for investigative purposes
Officer Involved Shootings	CL+25	CL+25	GC § 34090; Local Government Guidelines	
Court Daily Schedule	C+1	C+1	GC § 34090.7	Printouts of daily court scheduling
Sign-In Logs	C+2	C+2	GC § 34090	Logs officers' names, time in/out for court appearances
Tracking System Records	C+2	C+2	GC § 34090	Database records subpoena number, officer name, case number, defendant name, district attorney name, court information disposition
Evidence, Disposition Forms			Local Government Guidelines	Attach to duplicate Property Report, file w/DR in Records Division
Fingerprint Applicants Files	T+2	T+2	GC § 34090	Paperwork authorizing fingerprinting and background checks for city employment applicants and business license applicants

Inked/Palm Cards	AC+20	AC+20	GC § 34090; Local Government Guidelines	Persons booked into detention facility; (Copies distributed to county, state, federal agencies)
Records Latents			Appropriate PC Section	1) Retain for applicable case statute of limitation; 2) or until evidence in case is destroyed; Hard copy and digitized
Suspect, Adult/Juvenile	CL	CL	Law Enforcement Management Guide by POST	Adults/juveniles suspected of a crime, taken for comparison. Destroy after original purpose achieved
Guns, Dealers Record of Sale	C+6	C+6	PC § 12070	Applicants, Monthly Gun Audits, Applications Denied, Stolen (DOG File)
Informant Files	T+10	T+10	Local Government Guidelines	Legal notifications, identification information, payment information, activities information
Jail Daily Logs	C+6	C+6	GC § 34090	Daily report of staffing, bookings/releases, transfers, transportation
Inmate Record			Local Government Guidelines	Dependent on facility's classification; see Laws and Guidelines for Local Detention Facilities by Board of Corrections (State of California)
Inspection Files	CL+6	CL+6	Local Government Guidelines	Inspections by various agencies
Surveys	CL+2	CL+2	GC § 34090	Prepared quarterly, forwarded to State Board of Corrections
Licenses Bicycle	C+2	C+2	GC § 34090	
Bingo, Mace	C+2	C+2	GC § 34090	
Duplicate (Pink), Secondhand Dealer, Pawn Brokers	C+2	C+2	GC § 34090	
Logs Auto Theft	S	S	Local Government Guidelines	
Case Assignment	C+1	C+1	Local Government Guidelines	
Daily Activity	C+2	C+2	GC § 34090	

Officer	C+2	C+2	GC § 34090	Daily activity of incidents not reported by use of official report
Report Summary	C+2	C+2	GC § 34090	Report numbers, type, names, dates retained for research value
Investigative (Pre-Arrest)	CL+10	CL+10	GC § 34090	Retained by division until cases are suspended and closed
Juvenile Detention	C+2	C+2	GC § 34090	Logs document juvenile processing per CYA
Property Control	C+2	C+2	GC § 34090	Logs items coming into and going out of property room
Rap Sheet	CL+2	CL+2	GC § 34090	Requests for criminal history
Subpoena	C+2	C+2	GC § 34090	Subpoenas received/served daily
Pawn Slips/Tickets	C+3	C+3	B&P § 21628	
Photographs			Local Government Guidelines	Crime Scene, Registrant/Applicant, Photo file, Accident. Retain according to practical and functional association.
Daily Report (Negatives)	T	T	GC § 34090	Assigned DR number, retained as form of evidence, destroyed at same time evidence for associated case is destroyed
Inmates (Negatives)	C+20	C+20	Local Government Guidelines	By Prisoner number
Registration Files, Arson, Sex and Narcotics	Life of registrant within jurisdiction	Life of registrant within jurisdiction	Local Government Guidelines	Fingerprint Card, photo, information also forwarded to DOJ
Arrest/Conviction H&S Section 11357 (b), (c), (d), (e) or H&S Section 11360 (b) violations (Occurring after January 1, 1996)	2 (Mandatory destruction from date of conviction or date of arrest with no conviction)	2 (Mandatory destruction from date of conviction or date of arrest with no conviction)	H&S § 11361.5	Applicable to convictions occurring after January 1, 1996 or arrests not followed by a conviction occurring after January 1, 1996; Exception: H&S 11357(e), the record shall be retained until a juvenile offender attains the age of 18 years, then destroyed pursuant to 11361.5
Arrest/Conviction H&S Section 11357 (b), (c), (d), (e) or H&S Section 11360 (b) violations (Occurring before January 1, 1996)	Mandatory Destruction (Upon notice from Department of Justice)	Mandatory Destruction (Upon notice from Department of Justice)	H&S § 11361.5(c)	Applicable to convictions occurring prior to January 1, 1996 or arrests not followed by a conviction occurring prior to January 1, 1996 for violations of H&S Code 11357, 11364, 11365 and 11550

Crime Felony Crimes With or Without Arrests	See descriptor	See descriptor	PC § 800 PC § 801	Prosecution for an offense punishable by imprisonment in state prison for eight years or more must commence within 6 years after offense commission. Commencement of prosecution defined in PC 804. Exception: See PC 803 - Tolling/Extension of time periods; Appeals process and "Three Strikes" also considerations in assigning retention.
Misdemeanor/ Infractions	CL+2	CL+2	GC § 34090	No arrests, identifiable property or missing persons (See: Note 1)
Supplemental Felony Capital Crimes, Crimes Punishable by Death, Life Imprisonment	P	P	PC § 799	No statutory limitation for prosecution. Includes Murder, kidnapping for ransom, treason, procuring execution by perjury, train wrecking, assault with a
Destruction Guns	P	P	Local Government Guidelines	
Narcotics	P	P	Local Government Guidelines	
Disposition of Arrest/ Court Action			Local Government Guidelines	Retention determined by action taken; i.e., recordable arrest or detention (released no arrest)
False Alarm (Duplicate)	C+2	C+2	GC § 34090	
Non-Criminal Occurrences	C+2	C+2	GC § 34090	Injured or sick persons; missing persons where person has been returned; traffic collision reports not used as the basis for criminal charges
Property Original	Until case is adjudicated/disposition determined	Until case is adjudicated/disposition determined	Local Government Guidelines	Copy retained in records case file; Refer to Managing Property in Law Enforcement Agencies (By POST)
Range Inventory	S+2	S+2	GC § 34090	Quarterly reports of inventories of weapons and ammunition held by Department Range

Reports	C+2	C+2	GC § 34090	Arrest & Citation Register; Arson Offenses; Crimes Against Senior Citizens; Death in Custody; Domestic Violence; FBI Include Return A/Supp; Hate Crime Incidents; Homicide Reports, Supp.; Officers Killed or Assaulted; Original to FBI - DOJ; Uniform Crime Reports
Research Project Files	CL+2	CL+2	GC § 34090	May include request forms, background materials, staff reports, final project reports and supporting data
Sealed Adult Found Factually Innocent	Mandatory Destruction Upon and Pursuant to Court Order	Mandatory Destruction Upon and Pursuant to Court Order	PC § 851.8	General provision: Upon petition, records of agency must be sealed and destroyed in accordance with the provisions set by court record; exceptions.
Juvenile	Mandatory Destruction upon and pursuant to court order	Mandatory Destruction upon and pursuant to court order	WIC § 826 (a) & (b) WIC § 781 (a)	Upon petition, local laws enforcement records, within WIC 826(b) may be destroyed as ordered by the court, if related probation and juvenile court records have been destroyed by the probation officer. Records involving arrests, detention and/or petitioning juvenile before juvenile court
Statistical (Crime Analysis)	C+2	C+2	GC § 34090	Internally generated information using activity logs, citizen calls, current and past crime statistic reports, finance dept expenditure and budget records; citations, crime reports, accident reports, permits, receipts. Reports created for variety of purposes including increases/decreases in criminal activity; officer workload, deployment, time usage

Statistical (UCR), Uniform Crime Reports Mandatory to DOJ (LEIC); FBI Include Return A/Supplement; Supplementary Homicide Report; Law Enforcement Officers Killed or Assaulted; Monthly Return of Arson Offenses Know to Law Enforcement; Number of Violent Crimes Committed Against Senior Citizens; Monthly Report of Domestic violence Related Calls for Assistance; Monthly Arrest and Citation Register; Monthly Hate Crimes Incidents' Death In Custody Reporting.	C+2	C+2	GC § 34090	Originals sent to FBI, DOJ
Subpoenas (Duplicate)	C+2	C+2	GC § 34090	
Tapes Audio, Telephone and Radio Communications	C + 180 days	C + 180 days	GC § 34090.6	Exception: Recordings used as evidence in a criminal prosecution or claim filed or litigation or potential claims and litigation shall be preserved for 100 days after conclusion of the court action
Surveillance/ Security Video (Jail)	C+13 mos.	C+13 mos.	GC § 34090.6	
Use of Force Supervisory Review Files	C+2	C+2	GC § 34090	Includes review forms, arrest report copies, logs
Warrants Felony	Recall after 10 years. Exception: Murder/ Escape	Recall after 10 years. Exception: Murder/ Escape	Local Government Guidelines	Recommended by the California Law Enforcement Warrant Officer's Association
Misdemeanor Criminal	Recall after 5 years	Recall after 5 years	Local Government Guidelines	Recommended by the California Law Enforcement Warrant Officer's Association
Served	C	C	Local Government Guidelines	Includes Warrant Service Information Card, alpha index card
Unserved (Local)	Until served, recalled or purged	Until served, recalled or purged	Local Government Guidelines	

PATROL				
California Vehicle Code Infractions (Duplicates)	C+90 days	C+90 days	GC § 34090	Original is forwarded to court
Parking/Traffic, Duplicates	C+2	C+2	GC § 34090	Originals are forwarded to court after agency processing; includes citations electronically created
Transmittals	C+2	C+2	GC § 34090	Listing of citations forwarded to court, filed for reference
Cards Dispatch	C+2	C+2	GC § 34090	
Field Interview	CL+2	CL+2	GC § 34090	
Citations 11357(e), Juvenile	CL+2	CL+2	H&S § 11361.5	
11357b H&S, 11357c H&S, 11360b H&S Violations	CL+2	CL+2	H&S § 11361.5	CA Admin Code, Chapter 1, Title II, Sec. 708
Cite and Release	CL+2	CL+2	GC § 34090	
Equipment Radio Logs (Communication)	C+2	C+2	GC § 34090	Documents problems, malfunctions, resolution to provide equipment performance history
General Orders	P	P	GC § 34090; Local Government Guidelines	
Patrol Requests (Correspondence)	C+2	C+2	GC § 34090;	From citizens for patrol presence
Radar Calibration Records	T+2	T+2	GC § 34090	Documentation of Radar instruments retained during use/ownership
Reports Accident	CL+2	CL+2	GC § 34090	Non-Jury
Traffic Collision Fatalities	P	P	Local Government Guidelines	
Vehicle Assignment Reports	S	S	Local Government Guidelines	Record of assignments
Down Reports	C+1	C+1	Local Government Guidelines	Printouts reporting which vehicles are down for repair, maintenance, etc.

Repossession/ Private Impounds	C+2	C+2	GC § 34090	
Service Schedules	S	S	GC § 34090	
Vests, Bulletproof Letters	C+2	C+2	GC § 34090	Authorization to purchase
Warrants Parking	Recall after 1 year	Recall after 1 year	Local Government Guidelines	Recommended by the California Law Enforcement Warrant Officer's Association
Traffic	Recall after 5 years	Recall after 5 years	Local Government Guidelines	Recommended by the California Law Enforcement Warrant Officer's Association
Weapons, Database	P	P	Local Government Guidelines	Departmentally-owned weapons, personal weapons, alternate weapons, secondary handguns; produces inventory reports
SERVICES				
Chemicals/Film Inventories	S	S	Local Government Guidelines	
Equipment Inventory/Sign-out Cards - Photo Lab	T	T	Local Government Guidelines	
Operations Files - Photo Lab	P	P	Local Government Guidelines	Retain until equipment no longer owned/used by department; Manuals, instructions, procedures for use/operations of photographic equipment
Grievance Files	S	S	GC § 34090	Grievance filed by employees, supporting documentation
Investigations, Background	C+1	C+1	GC § 34090	Non hired
Background Hired	C+2	C+2	Local Government Guidelines	Include original reports re: PC 832.5 investigations
Parades & Special Events File	S	S	GC § 34090	Reports, memos, correspondence, scripts, supplier information, assignments, deployments, supporting documentation
Permits Alcoholic Beverage Control License	L+2	L+2	GC § 34090	Approval Process
Concealed Weapons	CL+2	CL+2	GC § 34090	

Photographs Personnel	S+2	S+2	GC § 34090	
Negative Log	C+2	C+2	GC § 34090	
Negatives, Misc.	C+2	C+2	GC § 34090	Not case-related (Public relations, promotions, events, ceremonies, staff photos)
Press Releases	C+2	C+2	GC § 34090	
Press, Video Programs (Community Relations)	C+2	C+2	GC § 34090	Collection of videos of programs and events; outside press coverage of department
Property Files	C+2	C+2	GC § 34090	Original reports and supplemental documentation (Lost, Found, Safekeeping)
Property, Pawn Broker/Secondhand	C+2	C+2	GC § 34090	Sales, slips. Dealer required to file duplicate with agency
Reports Dealer of Gun Sales, Duplicate	C+6 mos.	C+6 mos.	GC § 34090.7	Original maintained by DOJ. Dealer required to file duplicate with agency
Restraining Orders, Emergency Protective Orders, Temporary Restraining Orders, Legal Stipulations, Orders After Hearing	C	C	Local Government Guidelines	Destroy after law enforcement actions described in PC 273.5, 273.6, 646.9, 12028.5, 13700 and Family Code Sections 6380-6383 are fulfilled and effective date of restraining order has expired.
Rosters (Divisional)	S+2	S+2	GC § 34090	Personnel assigned to division.
Schedules Daily	P	P	GC § 34090	
Watch Assignment/ Timekeeping Records	S	S	GC § 34090	
Speaker Requests	C+1	C+1	GC § 34090	Community and business requests for public appearances, speakers
Tests, Densitometer Results (Photo Lab)	C+2	C+2	GC § 34090	Daily tests of development chemicals/processes for quality control.
Training Bulletins	S	S	GC § 34090	
Event Files	Recall after 1 year	Recall after 1 year	GC § 34090	Correspondence, brochures, promotional materials, info on speakers, guests, supporting documents
Lesson Plans, Range	T+2	T+2		Scope, content, time period of courses

Personnel (by name)	CL+2	CL+2	GC § 34090	Paperwork documenting officers' internal and external training
Schedules, Range	P	P	GC § 34090	Daily, weekly, monthly schedules of training events at range
Volunteer Card Files	S	S	GC § 34090	Volunteers' identification, contact information
Animal Control				
Complaints	CL+2	3	GC § 34090 (d)	
Bite Report	P	3	GC § 34090 (d)	
Citations	S	CO + 2	GC § 34090 (d)	
Daily Logs	C+1	3	GC § 34090 (d)	
Impound records	C+2	3	GC § 34090 (d)	
Spay and Neuter Refunds	S	3	GC § 34090 (d)	
Code Enforcement				
Abandoned vehicles	Recall after 1 year	2	GC § 34090 (d)	
Case files	2	P	GC § 34090 (d)	Building, housing, and mobile home code violation records (including inspections, public nuisance, rubbish and weed abatement, vehicle abatement, citations, massage parlor permits, general).
Liens and releases, supporting	P	P	GC § 34090	Abatement.
Logs	2	2	GC § 34090 (d)	Lien recovery, citations, complaints.
Regulations	2	P	GC § 34090 (d)	Includes rules.
Reports, federal and state	2	P	GC § 34090 (a)	Code enforcement statistics (may contain records affecting title to real property or liens thereon).
Violations, building, property, and zoning	2	P	GC § 34090 (d)	Supporting code enforcement activity.
Management Information Systems				
Inventory, information systems	2	2	GC § 34090	Hardware/software inventory logs; systems manuals.

Program files and directories: Annual backup: Daily backup; Monthly backup: Weekly backup:	 2 C+2 mos. C+1 C+5	 2 C+2 mos. C+1 C+5	GC §§ 34090, 34090.7	
Tapes, information systems	2	2	GC § 34090	System generation.
Public Information				
Publications	2	2	GC § 34090	Brochures, newsletter, bulletins, press releases.
Recreation				
Inventory, records	2	2	GC § 34090	Inventory of non-current or inactive records holdings and location, indices
Public Records Requests	2	2	GC § 34090	
TAXIS	T+4	T+4	GC § 34090	License, permits for Taxicabs, shuttles, etc.

Note 1: The destruction of felony, misdemeanor and infraction Crime/Supplemental Reports permitted providing:
1. They do not relate to an unadjudicated arrest except for H&S 11357 or H&S violations;
2. They do not relate to unserved warrants;
3. They do not involve identifiable items which have not been recovered;
4. They do not relate to PC 290, PC 457.1, or H&S 11590 registrants;
5. They do not relate to violations listed in PC Sections 799 and 800;
6. The cases are not presently involved in either a civil or criminal litigation.

PUBLIC WORKS DEPARTMENT

Administration				
Agendas	C+2	P	GC § 34090 (d)	City Planning Commission agendas.
Agenda Reports	C+2	P	GC § 34090 (d)	City Council and Planning Commission.
Committees	2	P	GC § 34090	Member lists, minutes/agendas, informational material, reports.
Correspondence	2	P	GC § 34090 (d)	Working documentation.
General subject files	2	C+5	GC § 34090 (d)	Internal documentation.
Minutes	P	P	GC §§ 34090 (d), 36814, 40801	Official minutes and hearing proceedings of board or commission.
Permits	2	2	GC § 34090	Tree removal.

Photographs	2	P	GC § 34090 (d)	Aerial photographs.
Policies and procedures	2	2	GC § 34090	Includes, rules, regulations, standards.
Resolutions	P	P	GC § 34090	Board, commission, or committee.
Request for proposals (RFPs)	2	2	GC § 34090	
Speaker slips	2	2	GC § 34090	Information submitted by speakers at commission and committee meetings.
Studies and special reports	2	2	GC § 34090 (d)	
Tapes, CDs, recordings: Audio: Video:	 30 days 90 days	 30 days 90 days	GC § 54953.5 (b); GC § 34090. 7	When used for minute preparation; otherwise-2 years.
Engineering				
Bridges and overpasses	L	L	GC § 34090	Life of Structure.
Inspection	2	2	GC § 34090	Includes intersection, sidewalks, bridges, and overpasses.
Capital improvement projects	2	CL+10	CCP § 337.15	Supporting documents, including bidders' list, specifications, reports, plans, work orders, schedules, etc.
Construction traffic control plan	2	CL+10	CCP § 337.15	Daily tracking.
Drawings, traffic control plan	2	P	GC § 34090	Signs, signing and striping, road construction.
Flood control	2	2	GC § 34090 (d)	Storm drains.
Drainage Facilities	P	P	GC § 34090	Includes dams, lakes, basins, creeks
Flood Zones	P	P	GC § 34090	Includes flood maps
Insurance Programs	S+2	S+2	GC § 34090	Includes copies of policies, rules, programs
Policies/Procedures	S+2	S+2	GC § 34090	Rules and Regulations
Reports/Studies	CL+2	CL+2	GC § 34090	
Flood records	2	P	GC § 34090	
Permits	2	P	GC § 34090	Grading, encroachment.
Photographs	2	P	GC § 34090	Includes aerials.
Plans, capital improvement, projects	2	P	GC § 34090	Streets, curbs, gutters, sidewalks, storm drains, water, sewer, parks.

Policies and procedures	2	P	GC § 34090	Includes rules, regulations, standards.
Relocation files	2	CL+2	GC § 34090	Redevelopment.
Special districts	2	P	GC § 34090 (a)	Supporting documents re improvement, lighting, underground utility; bonds, taxes, and construction.
Street/alley (abandonment/ vacation)	P	P	GC § 34090 (a)	Relinquishment of rights and fee title.
Street naming and numbering	2	P	GC § 34090	
Studies	2	2	GC § 34090	Traffic volume, accident history, requests, statistics, drawings, supporting traffic devices.
Surveys	2	P	GC § 34090 (a)	Recording data and maps.
Parks and Street Trees				
Accident reports - employees	T+2	T+5	GC § 34090	Employees - kept in personnel file.
Accident reports - patrons	CL+2	CL+2	GC § 34090	Accidents of patrons using park facilities.
Inventory, equipment	AU+2	AU+2	GC § 34090	Warranties, purchase orders.
Landscape	C+2	C+2	GC § 34090	Contracts, complaints, specifications, photos, reports.
Landscape drawings	C+2	P	GC § 34090	Drawings.
Maintenance and operations	2	C+5	GC § 34090	Includes work orders, inspection, repairs, cleaning, reports, complaints.
Maps	P	P	GC § 34090	Irrigation, plot plans.
Pest Control	2	2	GC § 34090 (d)	Pesticide applications, inspections and sampling, documents.
Photographs	2	P	GC § 34090	
Plans, proposed	CU+2	2	GC § 34090	Future plans, new sites, expansions or until superceded.
Policies and Procedures	S+2	S+2	GC § 34090	Includes rules and regulations
Schedules, class and events	CU+2	CU+2	GC § 34090	Enrollment, liability releases, evaluations, attendance, fliers in personnel file.
Studies	CL+2	CL+2	GC § 34090	Future sites, expansions.
Streets and Electrical				

Abandonments/ Vacations	P	P	GC § 34090	
Closures	P	P	GC § 34090	
Easements, dedications, rights-of-way	P	P	GC § 34090	
Field books	P	P	GC § 34090	
Intersection records	C+2	C+2	GC § 34090	Includes correspondence, volume counts, accident history.
Landscaping	C+2	C+2	GC § 34090	Plants, tree maintenance, work orders.
Lighting	C+2	C+2	GC § 34090	Maintenance, work orders.
Maintenance/ Operations	C+2	C+2	GC § 34090	Includes work orders, inspection, repairs, cleaning, reports, complaints, signals, striping.
Maps	P	P	GC § 34090	Fire hydrants, lighting districts, wheelchair ramps, storm drains, streets, sidewalks, utilities.
Master Plans	CU+2	P	GC § 34090	Copies.
Parking: Lots/garages: Regulations: Parking meters:	 2 S+2 2	 2 P 2	GC § 34090	
Permit, parking	2	5	GC § 34090	Residential.
Signage	2	L+2	GC § 34090	Log books, index register cards, inventory lists, records of traffic signs.
Speed limits	S+2	L	GC § 34090	
Traffic count	2	2	GC § 34090	Evaluation of traffic volume.
Traffic safety	2	2	GC § 34090	Pedestrian safety, bicycle lanes.
Traffic signals	2	L	GC § 34090	Logs, drawings, wiring diagrams, codes, circuit numbers, installation records, testing and maintenance.
REDEVELOPMENT AGENCY				
Bonds	2	P	CCP § 337	Revenue bond documentation.
Loans	P	P	GC § 34090	Promissory notes, deeds of trust, detail information.
Programs	CL+3	P	24 CFR § 570. 502(b)(3); 24 CFR § 85.42, and OMB Cir. A-110, No. C	Includes comprehensive Housing Authority strategy, meeting credit certificate, housing bond advisory, in-lien housing mitigation, low/moderate housing, rental housing assistance.

Reports	2	P	GC § 34090	Activity, periodic.
Reports, federal and state	2	P	GC § 34090 (a)	Grants, community/urban development (includes CDBG)

RESOLUTION NO. 8585

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING THE DESTRUCTION OF CERTAIN PUBLIC RECORDS

WHEREAS, the City Council of the City of Redlands adopted Resolution No. 6576 on February 20, 2007, which established regulations governing the retention and disposition of records; and

WHEREAS, in accordance with the requirements of Resolution No. 6576, the Management Services/Finance Department Revenue and Customer Service Divisions have submitted an application for the destruction of certain public records which are described in Exhibit "A" to this Resolution;

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

Section 1. That the application for the destruction of public records as described in Exhibit "A" is hereby approved.

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, hereby certify that the foregoing resolution was 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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"
REQUEST TO DESTROY
PUBLIC RECORDS

Requesting Department/Division: MANAGEMENT SERVICES/FINANCE-REVENUE	**Request Date:** 04/02/24
Requesters Name and Job Title: AIMEE HOOVER, REVENUE SUPERVISOR	
Requesters Signature: Aimee Hoover	
Department Head Signature: ☑ **Approved, by:**	
Description of Records: 2017-2018 DAILY JOURNAL REPORTS 2018-2019 UTILITY BILL STUBS 2018-2019 DAILY ENQUESTA REPORTS 2017-2018 GAS BOY REPORTS 2017-2018 BANK STATEMENTS (DUPLICATE COPIES) 2016-2017 ACCOUNTS RECEIVABLE INVOICES 2016-2017 ACCOUNTS RECEIVABLE CASH BATCH POSTS 2016-2017 ACCOUNTS RECEIVABLE CASH RECEIPTS 2018-2019 A/P CHECKS/INVOICES/REGISTERS 2013-2019 MISCELLANEOUS RECEIPTS 1980-2013 W-2'S 2014-2016 TIMESHEETS 2015-2018 JOURNAL ENTRIES 2007-2015 BANK RECONCILIATION WORKING PAPERS	
Location of Records: REVENUE DIVISION STORAGE ROOM	
Number or Quantity of Records to be destroyed: 60 BOXES	
This request is to destroy the: ☐ ORIGINALS ☐ DUPLICATES ☒ BOTH (Originals & Duplicates)	
Dates of each record or inclusive dates of each record series: From 1980-2019	

This request is approved by City Council on:

_____

Eddie Tejeda
Mayor of the City of Redlands

ATTEST:

_____

Jeanne Donaldson, City Clerk

and approved by the City Attorney on:

4/22, 2024

_____

City Attorney

NOTE: Attach the department head Certification to this request when submitting for approval.

City Council Meeting **I. 6.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Reject bids received for Water and Wastewater Laboratory Services and direct staff to solicit new bids (Municipal Utilities and Engineering Director Harris)

MOTION(S):

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

I move to reject all bids received for Water and Wastewater Laboratory Services and direct staff to solicit new bids.

RECOMMENDATION:

Staff recommends City Council reject all bids received for Water and Wastewater Laboratory Services and direct staff to solicit new bids.

DISCUSSION:

The City is mandated to regularly monitor concentrations of various elements in both water and wastewater streams in accordance with California State Water Resource Control Board and Federal Environmental Protection Agency regulations. Occasionally, this requires assistance from a certified laboratory service provider. Typically, such services are required during emergencies or when the City's Joint Utilities Laboratory is not certified to perform specific tests. Staff issued a Request for Bids to qualified laboratory testing and analysis providers on February 13, 2024, and received proposals from the following four (4) consultants prior to the March 7, 2024 submittal deadline:

Bid Opening Report Summary

Company Name, Location	Total Bid Amount
1. Eurofins Eaton Analytical LLC, Pomona CA	$122,938.00
2. BSK Associates, Fresno CA	$126,703.75
3. Babcock Laboratories, Inc., Riverside CA	$135,726.85
4. ALS Group USA, Corp., Irvine CA	$159,211.00

Staff reviewed these proposals and discovered that all four (4) consultant proposals failed to acknowledge the addendum(s) and/or did not meet the specific requirements outlined in the bid. Consequently, Staff recommends that the City Council reject all bids and direct staff to solicit new bids for these services.

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:
Janice McConnell, Assistant City Manager

PREPARED BY:
Jungjoon Park, Laboratory Manager

Fiscal Impact

Discussion:
There is no fiscal impact associated with this action.

Attachments

Bid Opening Report
Bid Analysis

CITY OF REDLANDS
OFFICE OF THE CITY CLERK
BID OPENING REPORT

The following bids were opened on the **7th day of March 2024 at 10:00 a.m.** on behalf of the Municipal Utilities and Engineering Department for **Laboratory Services for Water and Wastewater – 20240213-02JP**. 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 (2)	Total Bid Amount
1	Eurofins Eaton Analytical LLC, Pomona CA	Yes	None acknowledged	$122,938.00
2	BSK Associates, Fresno CA	Yes	1 addenda acknowledged	$126,703.75
3	Babcock Laboratories, Inc., Riverside CA	Yes	None acknowledged	$135,726.85
4	ALS Group USA, Corp., Irvine CA	Yes	2 addenda acknowledged	$159,211.00

Jeanne Donaldson, City Clerk
City of Redlands, California

Emailed: Councilmembers,
City Manager, PIO, Press
Department Head: John Harris
Staff: Jung Park; LaWanda Butler

Company Name, Location	Total Bid Amount
1. Eurofin Eaton Analytical LLC, Pomona CA	$122,938.00
2. BSK Associates, Fresno CA	$126,703.75
3. Babcock Laboratories, INC., Riverside CA	$135,726.85
4. ALS Group USA, Corp., Irvine CA	$159,211.00

- Two (2) addendums were issued in total: 1. Addressing the inclusion of a missing appendix (Significant), and 2. Post of Q&A (Nonsignificant).

1. Eurofin Eaton Analytical LLC, Pomona CA

    a. None of addendums were acknowledged.

2. BSK Associates, Fresno CA

    a. One (1) significant addendum was acknowledged.

    b. BSK failed to comply with the specific requirements outlined in the bid. The City requested specific methods for analysis, yet BSK altered the method and provided pricing for alternative methods. This presents a significant unfairness to other bidders who adhered to the specified methods requested by the City.

3. Babcock Laboratories, INC., Riverside CA

    a. None of addendums were acknowledged.

4. ALS Group USA, Corp., Irvine CA

    a. Two (2) addendums were acknowledged.

    b. ALS Group submitted bids for all the specific methods requested by the City.

    c. ALS Group failed to adhere to the specific requirements detailed in the bid. Staff conducted cross-referencing with their certification from the Environmental Laboratories Accredited Program and discovered that they do not meet the requirement of performing 95% of analyses in-house or within their network laboratories, which is one of the qualifications necessary for this Request for Bid (RFB).

City Council Meeting **I. 7.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the Informational Technology Service Contract with the County of San Bernardino Information Technology Department for maintenance and repair services of Fire Department emergency radios (Fire Chief Sessler)

MOTION(S):

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

I move to approve the Information Technology Service Contract with the San Bernardino County Information Technology Department for maintenance and repair services of Fire Department emergency radios.

RECOMMENDATION:

Staff recommends the City Council approve a five-year Information Technology Service Contract with the San Bernardino County Information Technology Department for maintenance and repair services of Fire Department emergency radios.

DISCUSSION:

The County of San Bernardino Information Technology Department provides maintenance and repair services for the 800 MHz radios used by the Redlands Fire Department. In past years, the cost for services provided by the County has been included in the CONFIRE JPA membership contract. However, in October 2023, CONFIRE elected to no longer manage the services provided by the County of San Bernardino. The complexity, interoperability and specialization of public safety communication systems precludes the City's internal IT resources from supporting the radios. As a result, the County is now contracting with each individual fire department and has submitted an

Information Technology Contract for services with the Redlands Fire Department.

The Information Technology Service Contract has a five-year term and is based on actual usage. As a result, the cost for this service has been removed from the CONFIRE JPA membership contract. Therefore, staff is seeking approval to contract this service through the San Bernardino County Information Technology Department.

ALTERNATIVES:

The City Council may opt not to approve the Information Technology Service Contract and provide alternate direction.

STRATEGIC PLAN:

Priority B - Public Health and Safety

SUBMITTED BY:
Rich Sessler, Fire Chief

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

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

PREPARED BY:
Bruni Reyes, Management Analyst

Fiscal Impact

Fiscal Year:	2024-2025
Revenue Generating:	N
Appropriation Required Y/N:	N
Budgeted Y/N:	Y
Account No.:	101250-6907
Discussion:	

The Information Technology Service Contract with the San Bernardino County Information Technology Department is based on actual usage. Based on past usage, the cost for the maintenance and repair services of emergency radios is estimated at $80,000 per year. The Fire Department has allocated this amount in their FY2024-2025 operations budget.

Attachments

IT Service Contract

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

SAN BERNARDINO COUNTY

Contract Number

ITD-24001

SAP Number

N/A

Innovation and Technology Department

Department Contract Representative	Jeremiah Thomas
Telephone Number	(909) 388-0641
Customer	Redlands Fire Department (6000-00EH)
Customer Representative	Reginald Brown
Telephone Number	(909) 798-7600
Contract Term	7/1/2024 – 6/30/2029
Original Contract Amount	Based on Actual Usage
Amendment Amount	N/A
Total Contract Amount	Based on Actual Usage
Cost Center	Varies

INFORMATION TECHNOLOGY SERVICE REVENUE CONTRACT

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

Name
City of Redlands/Redlands Fire Department

Address
35 Cajon St Suite 12

Redlands, CA 92373

Telephone
(909) 798-7600

Federal ID No. or Social Security No.

IT IS HEREBY AGREED AS FOLLOWS*:*

A. CONTRACTED SERVICES (Select all that apply):

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

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

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

B. PROVISION OF SERVICES

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

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

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

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

C. CUSTOMER RESPONSIBILITIES

Customer will:

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

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

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

D. COUNTY RESPONSIBILITIES

County will:

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

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

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

E. GENERAL CONTRACT REQUIREMENTS

E.1 Contract Amendments

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

E.2 Contract Assignability

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

E.3 Permits

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

E.4 Attorney's Fees and Costs

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

E.5 Change of Address

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

E.6 Choice of Law

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

E.7 Confidentiality

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

To the extent permitted by law, Customer shall hold as confidential and use reasonable care to prevent unauthorized access by, storage, disclosure, publication, dissemination to and/or use by third parties of, confidential information that is either: (1) provided by the County to Customer or an agent of Customer or otherwise made available to Customer or Customer's agent in connection with this Contract; or, (2) information and/or data acquired, obtained, or learned by Customer or an agent of Customer regarding this Contract.

For the purposes of this provision and consistent with California Civil Code Section 1798.29, personal identifying information (PII), is any information that can be used to distinguish or trace an individual's identity, for example, any combination of name, social security number, date and place of birth, mother's maiden name, or biometric records; and any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information.

E.8 Primary Point of Contact

Customer will designate an individual to serve as the primary point of contact for the Contract. Customer shall not change the primary contact without prior written notice to the County. Customer will also designate a back-up point of contact in the event the primary contact is not available.

E.9 Contract Authorization

Customer warrants and represents that the individual signing this Contract is a properly authorized representative of the Customer and has the full power and authority to enter into this Contract on the Customer's behalf.

E.10 County Representative

The County Chief Information Officer or his/her designee shall represent the County in all matters pertaining to the Services to be rendered under this Contract, including termination and assignment of this Contract, and shall be the final authority in all matters pertaining to the Services/Scope of Work by County.

E.11 Duration of Terms

This Contract, and all of its terms and conditions, shall be binding upon and shall inure to the benefit of the heirs, executors, administrators, successors, and assigns of the respective parties, provided no such assignment is made in violation of the provisions of this Contract.

E.12 Legality and Severability

The parties' actions under the Contract shall comply with all applicable laws, rules, regulations, court orders and governmental agency orders. The provisions of this Contract are specifically made severable. If a provision of the Contract is terminated or held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall remain in full effect.

E.13 Mutual Covenants

The parties to this Contract mutually covenant to perform all of their obligations hereunder, to exercise all discretion and rights granted hereunder, and to give all consents in a reasonable manner consistent with the standards of "good faith" and "fair dealing".

E.14 Relationship of the Parties

Nothing contained in this Contract shall be construed as creating a joint venture, partnership, or employment arrangement between the parties hereto, nor shall either party have the right, power or authority to create an obligation or duty, expressed or implied, on behalf of the other Party hereto.

E.15 Release of Information

No news releases, advertisements, public announcements, or photographs arising out of the performance of the Contract or Customer's relationship with County may be made or used without prior written approval of the County, as applicable.

E.16 Strict Performance

Failure by a party to insist upon the strict performance of any of the provisions of this Contract by the other party, or the failure by a party to exercise its rights upon the default of the other party, shall not constitute a waiver of such party's right to insist and demand strict compliance by the other party with the terms of this Contract thereafter.

E.17 Subpoena

In the event that a subpoena or other legal process commenced by a third party in any way concerning the Services provided under this Contract is served upon Customer or County, such party agrees to notify the other party in the most expeditious fashion possible following receipt of such subpoena or other legal process. Customer and County further agree to cooperate with the other party in any lawful effort by such other party to contest the legal validity of such subpoena or other legal process commenced by a third party as may be reasonably required and at the expense of the party to whom the legal process is directed.

E.18 Termination for Convenience

The County and the Customer each reserve the right to terminate the Contract, for any reason, with a thirty (30) day written notice of termination. Such termination may include all or part of the Services provided hereunder. Upon such termination, payment will be made to the County for Services rendered and expenses reasonably incurred prior to the effective date of termination. Upon receipt of termination notice County shall promptly discontinue Services unless the notice directs otherwise.

E.19 Contract Exclusivity

This is not an exclusive Contract. Customer reserves the right to enter into a contract with other contractors for the same or similar services. The Customer does not guarantee or represent that

the County will be permitted to perform any minimum amount of work, or receive compensation other than on a per order basis, under the terms of this Contract.

E.20 Information Dispute Resolution

In the event the Customer determines that Service in unsatisfactory, or in the event of any other dispute, claim, question or disagreement arising from or relating to this Contract or breach thereof, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, they shall consult and negotiate with each other in good faith, and recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties.

E.21 Venue

The parties acknowledge and agree that this Contract was entered into and intended to be performed in San Bernardino County, California. The parties agree that the venue of any action or claim brought by any party to this Contract will be the Superior Court of California, San Bernardino County, San Bernardino District. Each party hereby waives any law or rule of the court which would allow them to request or demand a change of venue. If any action or claim concerning this Contract is brought by any third party and filed in another venue, the parties hereto agree to use their best efforts to obtain a change of venue to the Superior Court of California, San Bernardino County, and San Bernardino District.

F. TERM OF CONTRACT

This Contract is effective as of July 1, 2024 (Effective Date) and remains in effect for a period of five (5) years, unless terminated earlier in accordance with provisions of this Contract.

G. TERMINATION OR SUSPENSION OF SERVICES

G.1 Immediate Suspension, Uncured Termination

The County may, in its sole discretion and without prior notice, immediately suspend all or part of the Services for breach of any of the conditions identified below. The County will provide Customer a written notice of breach and allow the Customer 30 days to correct the condition giving rise to such breach. If the Customer fails to remedy the breach within the 30-day cure period, the County may immediately terminate the Services with no further notice required.

G.1.1 Customer shall comply with all applicable laws, statutes, ordinances, administrative orders, rules or regulations relating to its duties, obligations and performance under the terms of the Contract. Customer shall ensure that it has all necessary licenses and permits required by the laws of the United States, State of California, County, and all other appropriate governmental agencies, and agrees to maintain these licenses and permits in effect for the duration of the Agreement. Customer shall notify County immediately of loss or suspension of any such required licenses and permits.

G.1.2 Customer represents and warrants to County that (i) the information Customer provides in connection with registration for the Services is accurate and complete; (ii) Customer's use of the System is not illegal, defamatory, malicious, harmful, or discriminatory based on race, sex, religion, nationality, disability, sexual orientation, or age; (iii) Customer's use of the Services complies with all applicable laws, rules and regulations; (iv) Customer has obtained all consents and licenses required to legally access and use the System; (v) the execution and delivery of this Agreement will not conflict with, or violate any provision of, Customer's charter, by-laws or other governing documents; and (vi) Customer has otherwise taken all necessary steps to legally execute this Agreement.

G.1.3 Customer agrees to abide by all existing and future security practices, policies and protocols established by the County, which the County has established to ensure the integrity of the System. Customer understands that the County closely monitors the System and may perform periodic security audits to provide insight into any potential abnormalities that may impact ensuring confidentiality, integrity, and availability.

G.1.4 Customer agrees to implement measures that are reasonable for Customer's use of the System to prevent interference with the operation of the System. **NEITHER COUNTY**

NOR ANY OF ITS EMPLOYEES, AGENTS, REPRESENTATIVES, SERVICE SUPPLIERS OR LICENSORS WILL BE LIABLE FOR UNAUTHORIZED ACCESS TO, MISUSE OF, CUSTOMER'S INABILITY TO ACCESS, OR DAMAGE TO THE SYSTEM OR CUSTOMER'S FIELD EQUIPMENT, EXCEPT TO THE EXTENT CAUSED BY COUNTY'S NEGLIGENCE OR INTENTIONAL MISCONDUCT, UNLESS AND ONLY TO THE EXTENT THAT THIS DISCLAIMER IS PROHIBITED BY APPLICABLE LAW.

G.2 Immediate Termination

The County may, in its sole discretion and without prior notice, immediately suspend or terminate all or part of the Services for any of the conditions identified below. The County will promptly provide Customer a written notice of termination or suspension of Services to Customer.

G.2.1 County discovers that Customer provided false registration information, or that Customer lacked the capacity to enter into this Agreement at the time of its consummation;

G.2.2 County determines, in its sole discretion, that Customer's use of the Services poses a threat or an adverse effect to the security, privacy, or performance of the System or to any of County's other users or suppliers;

G.2.3 County determines, in its sole discretion, that Customer's use of the Services is illegal;

G.2.4 County reasonably believes that Customer's use of the Services has or will subject County to civil or criminal liability;

G.2.5 Customer fails to make any payment when due; or

G.2.6 Customer breaches any of the other material terms and conditions in this Agreement.

H. FISCAL PROVISIONS

H.1 There is no minimum or maximum amount of payment under this Contract.

H.2 Services are charged equitably to all customers in accordance with State Controller's Handbook of Cost Plan Procedures for California Counties.

H.3 Charges will be based on actual usage at the rates effective at the time Services are rendered (see Attachment A "ITD Rate Sheet – External Customers" and Attachment C "Wide Area Network Services", if applicable). Rates are reviewed and subject to change annually based on the cost to provide services to Customers and are effective July 1st of each year. Rates are also subject to change throughout the year via a mid-year rate change, if deemed appropriate based on the cost to provide services to Customers being significantly higher or lower than anticipated during the annual review. County will not amend this Contract due to rate changes or changes in usage amounts by Customer. Attachment A includes the list of County service rates effective at the time this Contract is entered into. County will attempt to provide at least thirty (30) days advance written notice of any rate change, which will be sent to Customer at the following address:

Redlands Fire Department
ATTN: Reginald Brown, Deputy Chief
35 Cajon St Suite 12 Redlands, CA 92373

H.4 Services will be billed on a monthly basis for actual expenses incurred and claimed by ITD for the preceding month.

H.4.1 For Customers that use the County's Enterprise Financial Management System:

Monthly charges will be handled by an automated transfer processed by ITD via the County's Enterprise Financial Management System. A copy of the billing statement can be accessed via the ITD Billing System by Customer, provided that Customer has the necessary permission on the County's network.

H.4.2 For Customers that do not use the County's Enterprise Finance Management System:

County will mail an invoice on a monthly basis starting on the Effective Date of this Contract, or starting on the installation or implementation date, if applicable. Payment shall be due sixty (60) days from date of invoice.

Payment can be made by check or electronic funds transfer (EFT). Checks shall be made payable to San Bernardino County. Customers requesting to make payments to County via electronic funds transfer (EFT) directly deposited into the County's designated bank account shall provide County with instructions to process EFT payments.

Payment address is:

Innovation and Technology Department
670 E. Gilbert Street, First Floor
San Bernardino, CA 92415-0915
Attn: Administration Services

I. DEFAULT

If the Customer does not make timely payment of amounts due under this Contract or breaches any term or condition of this Contract, County may declare immediately due and payable the entire unpaid amount, plus all other amounts due hereunder, less any unearned charges.

J. INDEMNIFICATION

The County agrees to defend and indemnify the Customer and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising solely out of the acts, errors or omissions of County in the performance of this Agreement, except where such indemnification is prohibited by law. At its sole discretion, Customer may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Contract. Customer shall notify County promptly of any claim, action or proceeding and cooperate fully in the defense. Customer hereby agrees to defend and indemnify the County, its agents, officers and employees from any claim, action, or proceeding against County, arising solely out of the acts or omissions of Customer in the performance of this Agreement. At its sole discretion, County may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve Customer of any obligation imposed by this Contract. County shall notify Customer promptly of any claim, action or proceeding and cooperate fully in the defense. In the event that County and/or Customer are determined to be comparatively at fault for any claim, action, loss or damage that results from their respective obligations under this Agreement, County and/or Customer shall indemnify the other to the extent of its comparative fault.

K. INSURANCE

County is an authorized self-insured public entity for purposes of General Liability and warrants that through its program of self-insurance, it has adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Agreement.

L. NOTICES

All written notices provided for in this Contract or which either party desires to give to the other shall be deemed fully given, when made in writing and either served personally, or by facsimile, or deposited in the United States mail, postage prepaid, and addressed to the other party as follows:

San Bernardino County Innovation and Technology Department	Redlands Fire Department
670 E. Gilbert Street, First Floor San Bernardino, CA 92415-0915	35 Cajon St Suite 12 Redlands, CA 92373
Attn: Administration Services	Attn: Reginald Brown, Deputy Chief

Notice shall be deemed communicated two (2) County working days from the time of mailing if mailed as provided in this paragraph.

M. FORCE MAJEURE

Except for payment obligations and as otherwise provided herein, when either party has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this Contract, that party shall, within twenty-four (24) hours, give notice thereof, including all relevant information with respect thereto, to the other party. County shall not be held liable for any delay or failure in performance of any part of this Contract from any cause beyond its control and without its fault or negligence, such as acts of God, acts of civil or military authority, government regulations, strikes, labor disputes, embargoes, epidemics, war, terrorist acts, riots, insurrections, fire, explosions, earthquakes, nuclear accidents, floods, power blackouts, brownouts, or surges, volcanic action, other major environmental disturbances, unusually severe weather conditions, inability to secure product or services of other persons or transportation facilities, or acts or omissions of transportation common carriers.

N. ENTIRE AGREEMENT

This Contract, including all Attachments, which are attached hereto and incorporated by reference, and other documents incorporated herein, represents the final, complete and exclusive agreement between the parties hereto. Any prior agreement, promises, negotiations or representations relating to the subject matter of this Contract not expressly set forth herein are of no force or effect. This Contract is executed without reliance upon any promise, warranty or representation by any party or any representative of any party other than those expressly contained herein. Each party has carefully read this Contract and signs the same of its own free will. This Contract may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Contract. The parties shall be entitled to sign and transmit an electronic signature of this Contract (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Contract upon request.

IN WITNESS WHEREOF, San Bernardino County and Customer have each caused this Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

► _____

Lynn Fyhrlund, Chief Information Officer

Dated: _____

CITY OF REDLANDS

(Print or type name of Customer)

By ► _____

(Authorized signature - sign in blue ink)

Name Eddie Tejeda

(Print or type name of person signing contract)

Title Mayor

(Print or Type)

Dated: _____

Address _____

FOR COUNTY USE ONLY

Approved as to Legal Form
► County Counsel Date

ATTACHMENT A
ITD RATE SHEET – EXTERNAL CUSTOMERS
2023-24 Approved Rates

Service	Service Description
Business Solutions Development	
Business Solutions Labor Services	Hourly labor programming services for the development, enhancement and maintenance of business solutions on a variety of hardware and software platforms.
Computer Operations	
CPU Usage	Access to applications and processing of data on the enterprise server.
Network Labor Services	Hourly labor services for Local Area Network and Wi-Fi services. Includes labor services to connect a location to the Wide Area Network (WAN) via the Internet and to connect a site to the County's WAN. Customer is responsible for all costs related to circuit installation, ongoing circuit charges, and office cabling.
Payroll System Services (EMACS)	Maintenance, support, and enhancements of the EMACS system and infrastructure.
Virtual Private Network (VPN)	Access for a single user to remotely connect to the wide area network.
Geographic Information System	
Aerial Imagery	Augments and enhances GIS data visualization tools, applications and solutions developed for County departments and the public.
Telecommunication Services	
Public Safety Communications Services:	
Dispatch Console Access, Maintenance, and Replacement	Repair, maintenance, programming, and replacement of Motorola radio dispatch console equipment.
Pager Access	Access for a single pager to connect to the County's Digital Paging System.
Radio Access and Maintenance	Access for a single radio connected to the County's Public Safety Radio frequencies and repair and maintenance of that radio or radio's accessories, excluding batteries; covers normal wear and tear.
Radio Labor Services	Hourly labor services for installation and repair of radio and other related equipment in vehicles, not including materials; or escort of other government agencies to County communication sites to access their equipment.
Radio Mobile Data Access	Access and maintenance for radio modems in vehicles.
Telephone Services:	
Dial Tone	Single line telephone services. Includes voicemail, local, long distance, Telephone Service Specialist consulting services, and software changes.
Telecommunication Labor Services – Normal Hours	Hourly labor services for telephone, data, cabling, repair, and other specialized services – Normal Hours (Monday through Friday, 7:00 am – 5:00 pm, excluding weekends and holidays).
Telecommunication Labor Services – After Hours	Hourly labor services for telephone, data, cabling, repair, and other specialized services – After Hours (Monday through Friday, 5:00 pm – 7:00 am, and all weekends and holidays).
All Funds	
Parts and Materials	Parts and Materials provided per customer request.

Service	2023-24 Rate	Charge Measurement
Business Solutions Development		
Business Solutions Labor Services	$128.21	Per hour
Computer Operations		
CPU Usage	$99.63	Per CPU hour
Network Labor Services	$96.84	Per hour
Payroll System Services (EMACS)	$6.99	Per payroll warrant
Virtual Private Network (VPN)	$3.46	Per VPN/month
Geographic Information System		
Aerial Imagery	Cost Pass Through	Per customer
Telecommunication Services		
Public Safety Communications Services:		
Dispatch Console Access, Maintenance, and Replacement	$693.48	Per console/month
Pager Access	$16.22	Per pager/month
Radio Access and Maintenance	$53.58	Per radio/month
Radio Labor Services	$88.97	Per hour
Radio Mobile Data Access	$103.58	Per modem/month
Telephone Services:		
Dial Tone	$31.23	Per phone/month
Telecommunication Labor Services – Normal Hours	$95.56	Per hour
Telecommunication Labor Services – After Hours	$110.52	Per hour
All Funds		
Parts and Materials	Actual cost plus 15% processing and handling	Per order

ATTACHMENT B
PUBLIC SAFETY COMMUNICATIONS SERVICES

I. SERVICES UNDER THIS ATTACHMENT

This Attachment B is applicable for Public Safety Communications services which consist of the following services as defined in Attachment A, "ITD Rate Sheet – External Customers", and as further defined within this Attachment B:

Dispatch Console Access, Maintenance, and Replacement
Pager Access
Radio Access and Maintenance
Radio Labor Services
Radio Mobile Data Access

II. SAN BERNARDINO COUNTY PUBLIC SAFETY COMMUNICATIONS SYSTEM ACCESS

The San Bernardino County (County) Public Safety Communications System, hereinafter called "System", is composed of two components known as the backbone and field equipment. The Backbone is defined as a portion of the System that provides the means by which dispatch centers, public safety locations, mobile radios, and portable radios communicate with each other through voice transmission. It is composed primarily of fixed relay equipment and associated centralized dispatch and control equipment, including Radio Mobile Data Access modems owned and maintained by the County. Field Equipment is defined as that portion of the System that uses the Backbone for communications and consists primarily of local dispatch equipment, mobile radios, and portable radios.

a) <u>System Purpose and Objective</u>
The primary purpose of the System is to serve the County and accommodate participation by public safety and local governmental agencies in the County. Secondarily, other governmental and safety related non-governmental users may be allowed access to the System as conditions warrant and as provided for by this Contract. During a disaster, public safety users will receive priority in all areas, based entirely on emergency response responsibilities and access to the System by non-public safety users may be limited or suspended.

b) <u>Backbone Operational Policies</u>
Public safety and local governmental users shall have operational priority over all other users. In the case of a disaster, public safety users affected by the disaster shall have operational priority over all other public safety users, with County public safety users afforded the highest priority.

County has the final authority, at all times, to exercise discretionary control over the Backbone, and to otherwise manage Backbone traffic to ensure the ability of immediate-need public safety agencies to effectively communicate and for the overall benefit of all Backbone users. **EXCEPT FOR GROSSLY NEGLIENT ACTS OR OMISSIONS IN EXERCIZING ITS AUTHORITY UNDER THIS SECTION, THE COUNTY WILL HAVE NO LIABILITY WHATSOEVER FOR SYSTEM ALLOCATION DECISIONS.**

c) <u>Backbone Modification (Post Backbone Implementation)</u>
(i) The County may determine that Backbone modification is needed from time to time to meet the changing needs of County and/or users.

(ii) Costs for Backbone modifications made after the execution of this Agreement shall be assessed as follows:

(a) If the modification benefits all users, each user will bear the pro rata cost of the modification based on the user's derived benefit. Derived benefit shall be determined as a percentage based on the number of units that are in service by each end user divided by the total units being serviced by the Backbone infrastructure at the time the modification is made.

(b) If the modification improves service only for users in a definable local area, all users in such definable local area, and participating in and receiving direct benefit from the modification, shall share the costs for its implementation, operation, and maintenance equally.

(c) If the modification only applies to a specific subset of users, the subset of users that caused the modification shall share the costs of the modification its implementation, operation, and maintenance equally.

(d) if the modification is requested by, and benefits only Customer, Customer shall bear the entire cost of the modification, its implementation, operation, and maintenance.

(iii) Customer acknowledges and agrees that the County is the sole decision-maker in determining the allocation of costs for all Backbone modifications.

d) Field Equipment

(i) Customer shall, at Customer's expense and future financial liability, purchase and maintain its own Field Equipment.

(ii) Customer shall, at Customer's expense, expand or modify existing Customer structures, facilities, or dispatch centers as required to support the installation of Customer's Field Equipment.

(iii) Customer is solely responsible for ensuring that the Field Equipment is compatible with the System.

e) Related Non-Governmental Users

(i) At times, Customer's non-governmental users may have a need to communicate with public safety/local government services during emergencies, or in their daily support of public safety/local government services. Where it is not in conflict with Federal Communications Commission (FCC) Regulations or other laws, and subject to approval by County, Customer's non-governmental users may be allowed to have Backbone access. However, Customer's non-governmental use of the Backbone for day-to-day operations shall be on a non-interfering, prioritized basis, and subject to channel loading limits, as determined by County.

(ii) County shall be responsible for coordinating Backbone access and implementing terms and conditions of such use, including one-time and recurring costs to be paid by new users.

(iii) County shall monitor non-governmental users of the Backbone. If the needs of public safety/local government expand to the point of competition with non-governmental use of the Backbone, Customer's non-governmental users may be required by the County to terminate their use of the Backbone.

(iv) Customer's non-governmental users will be removed in reverse order of their entry into the System, i.e., the last user to enter the System will be the first user to be removed unless any other Customer's non-governmental user voluntarily relinquishes access.

(v) County will provide Customer ninety (90) days prior written notice of termination of access to allow Customer's non-governmental users to remove their equipment or transfer their operations to another communications system. At the expiration of the notice period, the Customer's non-governmental users will be denied access to the System.

f) Backbone Ownership

It is understood that County has ownership of the Backbone, and upon any termination of this Agreement by County or by Customer, any and all rights, title, and interest in the Backbone shall remain with the County.

III. PUBLIC SAFETY RADIO AND EQUIPMENT MAINTENANCE SERVICES

The County Innovation and Technology Department (ITD) offers a number of radio and equipment maintenance services to public safety and local governmental agencies in the County of San Bernardino, as well as other governmental and safety-related non-governmental users. Services provided under this Contract consist of Public Safety Radio, Backbone radio equipment maintenance, radio, mobile/portable radio equipment maintenance, Mobile Data Access Modems maintenance, public safety radio dispatch equipment maintenance, and radio battery replacement.

a) County Responsibilities in Providing Maintenance Services
If providing maintenance services to Customer, ITD:

(i) Will maintain sufficient spare mobile radios to temporarily replace equipment that is removed from service for maintenance reasons;

(ii) Will remove, reinstall, and maintain Customer-owned radios or other covered equipment that has become defective from normal wear and usage, as solely determined by ITD, and perform repairs at ITD or elsewhere as determined by ITD;

(iii) Will provide a two-hour response time from notification for problems with radio dispatch equipment and Backbone radio equipment, and reasonable response time during normal County work hours on normal County business days for maintenance of Mobile Data Access Modems, and mobile/portable radios with afterhours service available at premium rates;

(iv) Reserves the right to subcontract for all or part of services;

(v) Assumes no liability for equipment failure in the field, or for any adverse consequences caused by such failed equipment;

(vi) Assumes no liability for failure to provide or delay in providing services, under this Agreement.

b) County Services Provided on a Time and Materials Basis
(i) Service required due to Customer abuse or abnormal wear;

(ii) Service to correct attempts by Customer or unauthorized third parties to repair or modify equipment;

(iii) Facility electrical problems at Customer location(s) or vehicle electrical problems;

(iv) Services in addition to those identified above, to the extent feasible and cost-effective, as determined by ITD;

(v) Program or re-program radios at Customer's request or in response to abnormal wear and usage, except for County-originated systems reconfigurations;

(vi) Replacement of accessories and consumable items, including batteries, antennas, and microphone cords;

(vii) Radio reactivations are processed within 5 business days after the request is received and are billed for each serial number reactivated at one-half of the Board-approved hourly rate in effect at the time reactivation is ordered.

c) Customer Responsibilities
Customer shall procure its own Field Equipment and shall:

(i) Provide ITD with model and serial numbers of all equipment to be covered under this Contract.

(ii) Designate an individual as the single point of contact for maintenance coordination.

(iii) Coordinate and schedule service requirements with ITD reasonably in advance whenever possible.

(iv) Advise ITD of all radio relocations or reassignments within their fleet, within 24-hours of relocation or reassignment.

(v) Have sole responsibility to maintain a current inventory of its Field Equipment using the System and to approve and validate billing of that inventory. **Customer must notify ITD in writing when any Field Equipment is no longer in use by Customer, including notification of damaged, lost, or stolen Field Equipment. ITD will continue to bill Customer until notification is received, and Customer remains responsible for payment of charges for such Field Equipment.** If Customer identifies discrepancies between billing and its inventory, a dispute notice should be sent by e-mail to isdbilling@isd.sbcounty.gov along with a justification and related documentation. If ITD determines that a charge was billed incorrectly, ITD will issue the applicable credit on the next monthly billing cycle.

City Council Meeting **I. 8.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8582 establishing the rate for the voter-approved special tax for emergency paramedic services for Fiscal Year 2024-2025 (Fire Chief Sessler)

MOTION(S):

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

I move to adopt Resolution No. 8582.

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 8582 establishing the rate for the voter-approved special tax for emergency paramedic services for Fiscal Year 2024-2025.

DISCUSSION:

Ordinance No. 1900, approved by the voters in 1985, authorizes the City Council of the City of Redlands to establish a rate for the special tax assessment necessary to fund anticipated paramedic expenses, provided the special tax rate does not exceed the maximum allowance limits as set forth in Ordinance No. 1900. The Ordinance permits the continuation of the tax on each improved parcel of property, each residential unit in a multiple dwelling, or each of the mobile home sites in the City of Redlands. The San Bernardino County Auditor-Controller/Treasure/Tax Collector requires that this resolution be approved prior to August 10, 2024, in order to apply this special assessment to the tax rolls for Fiscal Year 2024-2025.

ALTERNATIVES:

Not adopt Resolution No. 8582 establishing the rate for the voter-approved special tax for emergency paramedic services.

STRATEGIC PLAN:

Priority B - Public Health and Safety

SUBMITTED BY:
Rich Sessler, Fire Chief

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

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

PREPARED BY:
Bruni Reyes, Management Analyst

Fiscal Impact

Fiscal Year:	FY 2024-25
Revenue Generating:	Y
Appropriation Required Y/N:	N

Discussion:

The special assessment for Paramedic Service is expected to generate approximately $1,005,300 to Fund 205250 (Emergency Medical Services).

Attachments

Resolution No. 8582 Paramedic Tax Rate

RESOLUTION NO. 8582

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS SETTING THE SPECIAL TAX FOR EMERGENCY PARAMEDIC SERVICE

WHEREAS, ORDINANCE NO. 1900 permits the levy of a special tax by the City Council of the City of Redlands ("this City Council") on each improved parcel of property, each residential unit in a multiple dwelling, and each mobile home site in the City of Redlands; and

WHEREAS, ORDINANCE NO. 1900 further empowers this City Council to establish, by Resolution, the rate of special tax to fund anticipated expenses in an effort to provide an adequate level of paramedic service, but in no event, shall the special tax exceed the maximum allowable limits as set forth in Ordinance No. 1900;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDLANDS does hereby resolve as follows:

The rate of the special tax for emergency paramedic service shall be as follows for the Fiscal Year 2024-2025 only:

Multi-family and Mobile Home Units			$ 29.70
Single Family (Including condominiums)			$ 39.70
Commercial and Industrial:			
0	to	4,999 Square feet	$ 39.70
5,000	to	9,999 Square feet	$ 79.45
10,000	to	19,999 Square feet	$ 119.20
20,000	to	39,999 Square feet	$ 158.95

Greater than 39,999 Square feet = $158.95 plus $39.70 for each 20,000 Square foot Increment of floor area, or portion thereof, in excess of 39,999 Square feet.

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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

City Council Meeting **I. 9.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a request to hold the Redlands Firefighter's Car show event hosted by the Redlands Professional Firefighters Association on May 26, 2024, at Ed Hales Park and along East State Street and Citrus Avenue; authorize temporary street closures related to the event; approve a request for in-kind support in the amount of $9,598; authorize the sale and consumption of alcoholic beverages at the event, 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 Director Crocker)

MOTION(S):

If the City Council determines that the requests are appropriate, the following motions are provided:

1. I move that the City Council determine that the Redlands Firefighter's Car Show event to be held on May 26, 2024, at Ed Hales Park and along East State Street and Citrus Avenue 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 authorize the temporary closures associated with the event from 3:00 a.m. to 7:00 p.m; approve the expenditure of city resources and in-kind support in the amount of $9,598.00; and authorize the sale and consumption of alcoholic beverages during the Redlands Firefighter's Car Show event.

RECOMMENDATION:

Staff recommends that the City Council approve a request to hold the Redlands Firefighter's Car show event hosted by the Redlands Professional Firefighters Association on May 26, 2024, within Ed Hales Park and along East State Street and Citrus Avenue within the downtown area; authorize street closures; approve a request for in-kind support in the amount of $9,598.00; authorize the sale and consumption of alcoholic beverages; 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 (CEQA).

DISCUSSION:

The Facilities and Community Services Department manages the administration and issuance of permits for special events held in public areas of the City. Upon the 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 organizations to provide services beneficial to the community. Therefore, in an effort to provide support for programs that provide a community benefit, the City Council, from time to time, will consider the authorization of the expenditure of city resources related to a specific special event from non-profit agencies and organizations.

The Redlands Professional Firefighters (RPFA) is requesting to hold the annual Redlands Firefighter's Car Show event at Ed Hales Park and along East State Street and Citrus Avenue in the downtown area on Sunday, May 26, 2024, from 6:00 a.m. to 6:00 p.m. The RFPA is requesting street closures from 3:00 a.m. to 7:00 p.m to allow for vendor and entry vehicle check in, set up and clean up. The RFPA is requesting the traditional closure area of East State Street between Orange Street and Redlands Boulevard; 5th Street between Redlands Boulevard and Citrus Avenue; 6th Street between the alleyway north of East State Street and the south side of Citrus Avenue; 7th, and 8th Streets between the alleyway north of East State Street and the alleyway south of East State Street; 9th Street between Redlands Boulevard and the alleyway south of East State Street.

Due to the increased attendance of entry vehicles and the public, RFPA is asking for the additional closure of Citrus Avenue between Cajon /Orange Street and the east side of 6th Street & Citrus Avenue intersection. This additional area will allow for not only more area to ease some of the congestion but, more importantly, a continuous route of travel for the show vehicles to move through from check in to staging that will not require any moving against potential oncoming traffic. This year marks the 25th Anniversary of the event and is anticipated to bring approximately 3,000 visitors into the downtown area. The

additional closure area will, in addition to easing the foot and vehicle congestion, allow for additional patron traffic to the downtown businesses along Citrus Avenue.

In the past, the event has raised between $6,000 to $10,000 per year. The RPFA is requesting permission to serve alcohol at the event that will end no later than 6:00 pm. In addition, the RPFA is requesting in-kind support and departmental resources, including personnel and equipment from the Police, Facilities and Community Services, and Fire Departments in the amount of $9,598.00. The RPFA is registered as a non-profit organization operating out of the City of Redlands. The City Council have approved similar fees in the past for this event. The RPFA will be responsible for operating and obtaining the Daily License to Serve Alcohol from the Office of Alcohol Beverage Control.

City Council approval is also necessary to authorize the consumption of alcohol for this event due to its proposed location. 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. 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 has the option of denying the request, waiving a portion of the fees, or directing staff with alternatives.

STRATEGIC PLAN:

Supports Objective B-2: Tourism: Increase tourism by marketing Red lands as a destination.

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, Administrative Assistant

Fiscal Impact

Fiscal Year: FY 2023/24

Amount: $9,598.00

Discussion:

Please see "Fiscal Impact" attachment for reference.

Attachments

Street Closure Request Orange
Street Closure Request
Event Maps
ABC Permit Request
In-Kind Support Request
Fiscal Impact
Verification of Non-Profit

Event: 25th. Redlands Firefighters Car Show

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: Redlands Firefighter's Car Show

To close (street names) Orange St

Between (street names) Redlands Blvd. and Citrus

On (date) 5-26-24 **Event times -** from (time) 3 ☑ am ☐ pm to (time) 7 ☐ am ☑ pm

Address of Applicant: P.O. Box 784 Redlands, Ca. 92373

Signature of Applicant: [signature] 1-30-24 Phone No. (909) 215-6457

Condition(s): Same set up as classic market night.

Event Description: Charity Car 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: 25th. Redlands Firefighters Car Show

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: Redlands Firefighter's Car Show

To close (street names) State Street

Between (street names) Orange Street to 9th. Street

On (date) 5-26-24 **Event times -** from (time) 3 ☑ am ☐ pm to (time) 7 ☐ am ☑ pm

Address of Applicant: P.O. Box 784 Redlands, Ca. 92373

Signature of Applicant: [signature] 1-30-24 Phone No. (909) 215-6457

Condition(s): Same set up as classic market night.

Event Description: Charity Car 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

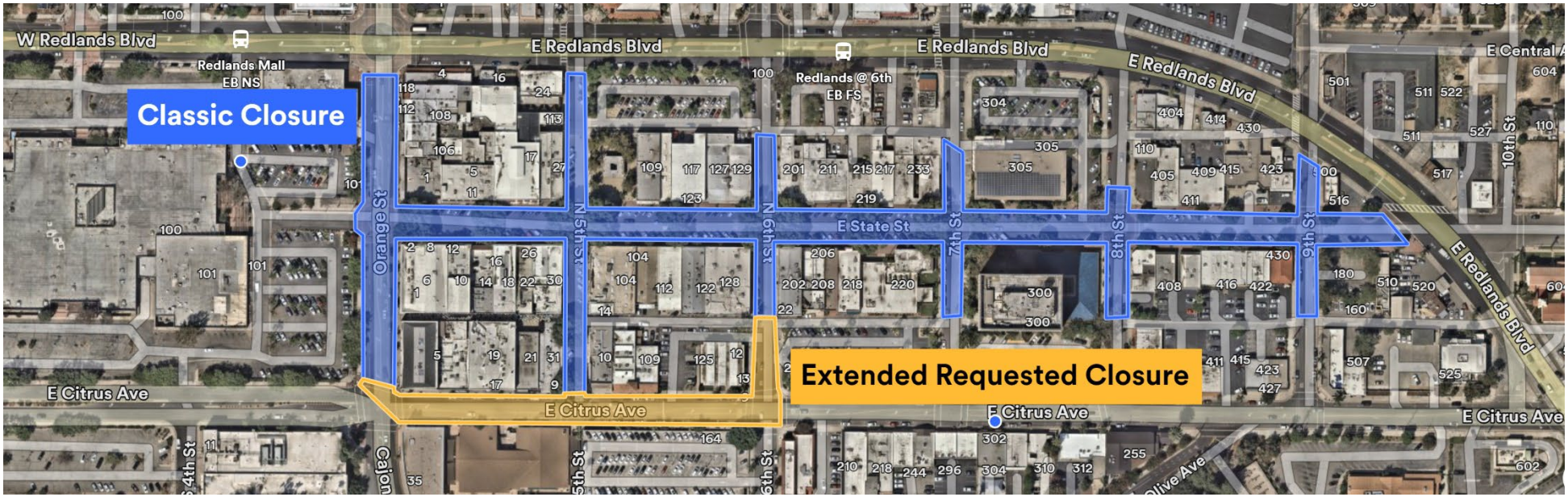
2. _____ _____
   Municipal Utilities & Engineering Department — Date

3. _____ _____
   Facilities & Community Services Department — Date

4. _____ _____
   Risk Management Division — Date

Street Closure time: From _____ ☐ am ☐ pm To _____ ☐ am ☐ pm

Staff Notes:


Classic Closure
Extended Requested Closure
W Redlands Blvd
E Redlands Blvd
Redlands Mall
EB NS
Redlands @ 6th
EB FS
Orange St
N 5th St
N 6th St
7th St
8th St
9th St
10th St
E State St
E Citrus Ave
E Central A
4th St
5th St
6th St
Olive Ave

CITY OF REDLANDS
APPLICATION REQUESTING AUTHORIZATION TO SERVE ALCOHOL

TYPE OF EVENT 25th Annual Redlands Firefighters Car Show

PROPOSED LOCATION Ed Hales Park

APPLICANT'S INFORMATION

ORGANIZATION'S NAME: Redlands Professional Firefighters

CONTACT PERSON: Bill Conway PHONE: 909-855-4449

ADDRESS P.O. Box 754 Redlands, Ca. 92373

EVENT INFORMATION

DATE OF EVENT 5-26-24 HOURS 08:00 AM. 5:00 PM

NAME OF EVENT 25th Annual Redlands Firefighters Car Show

ARE FEES BEING CHARGED FOR EVENT? ☐ YES ☑ NO PRICE

ARE FEES BEING CHARGED FOR ALCOHOL? ☑ YES ☐ NO PRICE $5-30

TYPE OF ALCOHOL BEING SERVED? Beer Wine Distilled Spirits

RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE

I, the undersigned, representing the Redlands Professional Firefighters and in consideration of being permitted to conduct the Event, agree that the members/participants of 25th Annual Redlands Firefighters Car Show 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' park facilities.

The members/participants of 25th Annual Redlands Firefighters Car Show. hereby release, discharge and agree not to sue the City of Redlands for any injury, death or damage 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 SUE 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 Fire Car Show AND THAT I HAVE SIGNED THIS AGREEMENT ON

Date 1-30-24 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, "through the permitting process, the consumption of alcoholic beverages or liquors in enclosed public areas in public parks. The enclosed area is comprised of these areas which have been approved for use and secured by a barrier, portable fence, screen or materials approved by the Quality of Life Director.

Tape or ribbon of some kind may also be used for setting off the area for which the alcoholic beverage is served and consumed. Alcohol sales and distribution shall stop one hour prior to end of event unless otherwise directed by PD 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. (Ord. 1431 § C(4), 1971)

DEPARTMENT REQUIREMENTS

DEPARTMENT	REQUIREMENTS	FEES	APPROVAL SIGNATURE
QUALITY OF LIFE			☐ E-mail attached
POLICE DEPT			☐ E-mail attached
FIRE DEPT			☐ E-mail attached
MUED			☐ E-mail attached
RISK MANAGEMENT			☐ E-mail attached
	TOTAL FEES DUE:		

APPROVED _____ DENIED _____ DATE _____

_____ _____

AUTHORIZED SIGNATURE TITLE

City of Redlands

In-Kind Support Request

Event Name: 25th. Annual Redlands Firefighters Car Show

Event Date(s): 5-26-24 **Location(s):** State St. Ed Hales Park

Rain Out Date: **Beginning Time:** 3:00am **End Time:** 7:00pm

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.

Fee waiver for Police and Fire. It is a requirement for a police presence for the one day alcohol use permit.Additional security will also be provided by event personnel at the beer garden. Also, possible use of the fire department ARV.

Select and Describe All City Provided Services That May Apply to Your Request :

- [x] Traffic (*Personnel, equipment, cones, barricades, no-parking* — Barricades in classic market night set up.
- [x] Police (*Public Safety Personnel)* — Required for the beer garden
- [x] Fire (*Paramedics, Inspectors)* — Fire department ARV
- [ ] Parks *(Cleanup Personnel, Ball Field Lights)*
- [x] Facility — Event volunteers will assist in clean up of State St. and Ed Hales Park

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.

- [x] Other — Refuse boxes will be placed along State St. and Ed Hales park.

Group/Organization Name: Redlands Professional Firefighters

Is your Group/Organization a Registered Non-Profit: [x] Yes [ ] No **Non-Profit Federal Tax ID Number:** REDACTED

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: William Dye

Mailing Address: P.O. Box 784 Redlands, Ca. 92373

Phone Number: (909) 215-6457 **E-Mail Address:** wdyeiii96@gmail.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

Proceeds from the event are used to support the local community through the Redlands Firefighters Benevolent Fund. The fund has supported local charities, youth sports orgnizations,and families in need.

Describe what economic benefit and impact this event will bring to the City:

The Redlands Firefighters Car Show attracts hundreds of spectators to downtown Redlands.Spectatorsnot only enjoy the car show, but also frequent local businesses and dining establishments.

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	500-1000	500-1,000	8-10
Attendance: Non-Residents	Appox. 1,000	Approx 1,000	
Food & Beverage Sales	Local vendors		
Merchandise Sales	Local vendors		
Ticket/Entrance Fees	$30.00 car registration		
Other			
Total Revenue	$8,000		

I certify that all statements on this application are true and complete to the best of my knowledge.

Signature: **Title:**

Please Print Your Name: William H. Dye III **Date:** 1-31-24

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]	$6,804.00	Hard Cost	$6,500.00
Fire Personnel[1]	$0.00	Hard Cost	$0.00
Facilities & Community Services Personnel[1]	$2,700.00	Hard Cost	$0.00
Personnel & Equipment Subtotal	**$9,504.00**		**$6,500.00**
Fees Established by City Council Resolution			
Park Reservation	$94.00	Soft Cost	$94.00
FCS Equipment	$0.00	Soft Cost	$0.00
Fire Equipment	$0.00	Soft Cost	$0.00
Fees Subtotal			
Total Departmental Charges and Fees	**$ 94.00**		**$ 94.00**
	$** 9,504.00 **$ 94.00 **$ 9,598.00**		**$ 6,500.00** **$ 94.00** **$ 6,594.00**

[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 2022-23 to date:

TABLE 2: FY 2023-24 Fee Waivers to date

Hard Costs	**Soft Costs**	**Deposits Refunded**	**Waiver Amount**	**Net Amount**
$371,055.14	$26,876.96	$0.00	$397,932.10	$397,932.10

Redlands Community Foundation

EIN: [redacted] Redlands, California, United States

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC

Copies of Returns (990, 990-EZ, 990-PF, 990-T)

Electronic copies (images) of Forms 990, 990-EZ, 990-PF or 990-T returns filed with the IRS by charities and non-profits.

Tax Year 2022 Form 990

Organization Name:
REDLANDS COMMUNITY FOUNDATION

EIN:
[redacted]

Tax Period:
202206

Return ID:
4275333

Filing Type:
E

Return Type:
990

Copy of Return:

2022 Form 990 Filing [https://apps.irs.gov/pub/epostcard/cor/912143250_202206_990_2023053021322576.pdf]

Tax Year 2021 Form 990

Organization Name:
REDLANDS COMMUNITY FOUNDATION

EIN:
[redacted]

Tax Period:
202106

Return ID:
3408366

Filing Type:
E

Return Type:
990

Copy of Return:
2021 Form 990 Filing [https://apps.irs.gov/pub/epostcard/cor/912143250_202106_990_2022052520142258.pdf]

Tax Year 2020 Form 990

Tax Year 2019 Form 990

Tax Year 2018 Form 990

Tax Year 2017 Form 990

Tax Year 2016 Form 990

City Council Meeting **I. 10.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Adopt Resolution No. 8542 initiating proceedings to continue levying assessments, appointing an assessment engineer, and ordering the preparation of the Engineer's Reports for Street Lighting District No. 1 and Landscape Maintenance District No.1, rescind Resolution No. 8434, and determine that adoption of the resolution is exempt from environmental review pursuant to the general rule of the California Environment Quality Act (CEQA) guidelines (Facilities and Community Services Department Director Crocker)

MOTION(S):

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

1. I move that the City Council determine that the adoption of Resolution No. 8542 is exempt from environmental review pursuant to the general rule of the California Environment Quality Act (CEQA) guidelines, and

2. Adopt Resolution No. 8542 and rescind Resolution No. 8434.

RECOMMENDATION:

Staff recommends City Council adopt Resolution No. 8542 initiating proceedings to continue levying assessments, appointing an assessment engineer, and ordering the preparation of Engineer's Reports for Street Lighting District No. 1 and Landscape Maintenance District No.1 and determine adoption of Resolution No. 8542 is exempt from environmental review pursuant to the general rule of the California Environment Quality Act (CEQA) guidelines.

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, material, 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 burnt out or damaged streetlight bulbs, damaged streetlight poles, and provide SL District management.

Proposition 218 (Prop 218) requires a public notice and protest hearing process prior to increasing assessments. No such process is required if assessments are not increased. At this time, staff is not proposing to increase assessments in the LM District or SL District.

Staff recommends City Council initiate proceedings to continue levying assessments at the existing rates, and appoint Donald Young, One Stop Permit Center Manager, as the Assessment Engineer for both districts. Mr. Young will prepare the Engineer's Reports required to levy annual assessments in accordance with the California Streets and Highways Code. Approval of the Engineer's Reports is necessary prior to requesting the San Bernardino County Assessor's Office to levy the FY 24/25 assessments within the districts.

Adoption of Resolution No. 8542 is exempt from environmental review pursuant to the general rule of the California Environment Quality Act (CEQA) guidelines.

ALTERNATIVES:

City Council may deny the staff recommendation. However, these assessments can not be levied without adoption of the Resolution.

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
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
Brian Desatnik, Development Services Department Director

PREPARED BY:
Donald P. Young, One Stop Permit Center Manager

Fiscal Impact

Fiscal Year: 24/25
Revenue Generating: No
Appropriation Required Y/N: N
Discussion:
Appointment of the Assessment District Engineer is not revenue generating.

Attachments

Resolution No. 8542
Resolution No. 8434 (Rescinded)

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.

Section 8. Resolution No. 8434 is hereby rescinded.

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. 8434

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 require 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 require 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 of 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 the fiscal year 2023-2024 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 require 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 require 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 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 2nd day of May, 2023.

Eddie Tejeda

Eddie Tejeda, Mayor

ATTEST:

Jeanne Donaldson

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 2nd day of May, 2023 by the following vote:

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

Jeanne Donaldson, City Clerk

City Council Meeting **I. 11.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a Facility Use Agreement with the University of Redlands for use of classrooms at the Redlands Community Center, and Smiley Library to provide K - 12 tutoring at no cost 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 Guidelines (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 the City Council determine that approval of the Facility Use Agreement with the University of Redlands is exempt from environmental review in accordance with California Environmental Quality Act Guidelines Section 15061 (b)(3), and

2. Approve the Facility Use Agreement with the University of Redlands.

RECOMMENDATION:

Staff recommends that the City Council approve the Facility Use Agreement with the University of Redlands. In addition, staff recommends that the City Council determine that the approval of the Agreement is exempt from environmental review in accordance with California Environmental Quality Act Guidelines Section 15061 (b)(3).

DISCUSSION:

The attached Facility Use Agreement (Agreement) with the University of Redlands (“University”) allows use of a classroom located at 111 W. Lugonia Avenue at the Redlands Community Center and the Smiley Library at 125 West Vine Street ("Premises"). With the approval of the Agreement, the Recreation Division, Library and the University will continue a partnership that allows the University use of the Premises to provide youth from the community with free college tutors to help with homework for grades K - 12.

Jasper's Corner has been providing homework assistance to Redlands residents and surrounding communities since the program was established in 2003. Jasper's mission is to use University students to provide academic assistance with the goal of fostering the skills necessary to become independent, successful learners in the community. The program is available at no cost and offered Monday through Thursday and provides assistance in almost all subjects for kindergarten through 12th grade. In prior years, Jasper's Corner homework club was able to help over 2,500 students per year with their schoolwork.

This proposed Facility Use Agreement begins a new agreement term between the City and the University. The new agreement is attached for the City Council's consideration. Furthermore, the approval of the Facility Use Agreement is categorically exempt from environmental review in accordance with California Environmental Quality Act Section 15061 (b)(3). Section 15061 (b)(3) refers to the leasing of existing city facilities. Approval of the Agreement authorizes the use of an existing city facility and will not result in the expansion of the existing or former use.

ALTERNATIVES:

The City Council may deny the approval of the Agreement.

STRATEGIC PLAN:

Supports Objective E-8: Enhance recreational program services

SUBMITTED BY:

Tabitha Crocker, Facilities and Community Services Director

RECOMMENDED BY:

Charles M. Duggan Jr., City Manager

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Dave Jaffe, Recreation Supervisor

Fiscal Impact

Fiscal Year: FY 2022-24
Revenue Generating: N
Appropriation Required Y/N: N
Discussion:

Should the agreement be approved, the per hour room use fee which covers staff time will be waived. Based on the reported numbers from the previous fiscal year, the value of the room use fees which would normally be collected could amount to $2,944.00.

Attachments

UoR Letter

Facility Use Agreement

To whom it may concern,

I am writing to request the agreement between the City of Redlands and the University of Redlands to be renewed to support the Jasper's Corner program. Jasper's Corner would like to request approval for the use of the Community Center and A.K. Smiley Library.

Jasper's Corner is operated by the Office of Community Service Learning. Since 1991, our office has believed that student learning beyond the classroom broadens awareness, empowers contribution, and strengthens connections to the larger community. By supporting, recognizing, and promoting the educational benefits of learning through service, The Office of Community Service Learning encourages University of Redlands students to build a healthier, stronger community.

Our office offers multiple children's programs, one of them being Jasper's Corner. Jasper's mission is to provide academic assistance to local K-12 students by utilizing University of Redlands undergraduates as tutors. Through this program, tutors aim to help youth develop the skills necessary to become independent, successful learners in our community. Jasper's Corner has been providing homework help to the Redlands and surrounding communities since the program was established in 2003.

The University is pleased to offer homework assistance free of charge. The program is offered Monday through Thursday and provides assistance in almost all subjects for kindergarten through 12th grade.

We appreciate the opportunity to continue this partnership.

In gratitude,

Katie Machado

Director, Children's Program

Community Service Learning

FACILITY USE AGREEMENT

This Facility Use Agreement ("Agreement") is made and entered into this 7th day of May, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation and general law city ("City"), and the University of Redlands, a private university and California nonprofit corporation, ("University"). City and University are sometimes individually referred to herein as a "Party" and, together, as the "Parties."

ARTICLE 1. PREMISES

1.1 City agrees to permit University the use of City's classroom, consisting of approximately five hundred (500) square feet within the Redlands Community Center located at 111 West Lugonia, Redlands, California and City's Teen Underground space, consisting of approximately (500) square feet within the, A.K. Smiley Public Library located at 125 West Vine Street, Redlands, California (collectively; the "Premises") on the terms and conditions hereinafter set forth.

ARTICLE 2. TERM

2.1 This Agreement shall be for a term of three (3) years commencing on its Effective Date, unless earlier terminated as provided for herein.

2.2 Either Party may terminate this Agreement, without cause, by providing ninety (90) days prior written notice to the other Party specifying the date for termination of this Agreement.

ARTICLE 3. RENTAL FEE

3.1 Except as provided in Section 4.2 below, City will waive the City's per hour facility rental fee, and the per hour staff attendant fee, in connection with the use of the Premises during the term of this Agreement.

ARTICLE 4. USE OF PREMISES

4.1 The Premises shall be used for the exclusive purpose of operating the Jasper’s Corner Homework Club. The program will provide youth from the community with free college tutors to help with homework for children grades K-12. University will provide students to deliver homework assistance offered through this program. University shall not use or permit the Premises to be used for any other purpose without the prior written consent of City.

4.2 During the term of this Agreement, University shall, unless prevented by conditions beyond its control, conduct business of the type and nature specified in Section 4.1 of this Agreement on the Premises in a safe and business-like manner. The Premises shall be used only for the time and dates approved for University, as identified on City's Facility Rental form for the same. In the event that scheduling modifications are necessary,

University shall make a forty-five (45) day advance schedule change request to City indicating the proposed modification. City shall respond to such requests within two (2) weeks of receipt. City may charge University a fee in the amount of sixty-one dollars ($61.00) per hour for any scheduling changes made by the University without the aforementioned forty-five (45) day notice.

University shall assume full responsibility for its personal property used at the Premises, and shall hold City harmless for any theft or damage relating to University's personal property.

4.3 University shall be solely responsible for any set up and cleaning associated with its use of the Premises, and shall maintain the Premises in a clean and litter-free manner.

4.4 University shall not commit, or permit the commission of, any acts on the Premises, or use or permit the use of the Premises, in any manner that will increase the existing rates for, or cause the cancellation of, any fire, liability, or other insurance policy insuring the Premises or the improvements on the Premises. University shall, at its own cost and expense, maintain insurance for all personal property and improvements on the Premises.

4.5 University shall not commit, or permit the commission by others, of any waste on the Premises. University shall not maintain, commit, or permit the maintenance or commission of any nuisance on the Premises, and University shall not use or permit the use of the Premises for any unlawful purpose.

ARTICLE 5. INDEPENDENT CONTRACTOR

5.1 It is the express intention of the Parties that University is, and shall remain during the term of this Agreement, an independent contractor and not be an agent or employee of City. University represents to City that is free from the control of City as to how University’s services are provided to the public; the services provided by University are not part of City’s business, and University is providing the same or similar Services to other persons and entities through University’s own business, or through other businesses; and that University agrees its provision of the Services within the Premises is not University’s sole source of business. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between University and City. The Parties acknowledge that University is not a City employee for state tax, federal tax, or any other purpose.

ARTICLE 6. COMPLIANCE WITH LAWS

6.1 University shall, at University 's sole cost and expense, comply with all statutes, ordinances, regulations, and requirements of all governmental entities, federal, state and county or municipal, relating to University 's use and occupancy of the Premises for University 's operation of business whether those statutes, ordinances, regulations, and requirements are now in force or are subsequently enacted. The judgment of any court of competent jurisdiction, or the admission by University in a proceeding brought against University by any government entity that University has violated any such statute,

ordinance, regulation, or requirement shall be conclusive as between City and University and shall constitute grounds for termination of this Agreement by City.

ARTICLE 7. INDEMNITY AND INSURANCE

7.1 University shall defend, indemnify, and hold harmless City, and its elected officials, officers, employees and agents from and against any and all claims, causes of action, damages and liability resulting from AARP's negligent acts or omissions, and the willful misconduct of University, and that of University 's agents, employees and invitees, during University's occupation and use of the Premises during the term of this Agreement. This section shall survive any termination or expiration of this Agreement.

A Comprehensive general liability insurance, with carriers acceptable to City, with minimum coverage 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. City shall be names as an additional insured and such insurance shall be primary and non-contributing to any insurance or self-insurance maintained by City. A certificate of insurance with endorsements evidencing such coverage shall be provided to City prior to University's occupancy of the Premises.

B. 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 University is self-insured or exempt from the worker's compensation laws of the State of California. University shall provide City with Exhibit "A," titled "Workers' Compensation Insurance Certification," which is attached hereto and incorporated herein by this reference prior to occupancy of the Premises.

C. University shall defend, indemnify and hold harmless City, and its elected officials, officers, employees, agents, and volunteers, from any and all damages, costs, suits, claims, losses and liability for injury to persons including death, and damage to property, arising out of, or in connection with, any act or omission of University or its officers, employees, agents or volunteers, in connection with operation of its business at the Premises.

ARTICLE 8. TAXES AND UTILITIES

8.1 City shall pay, and hold University free and harmless from, all charges for the furnishing of gas, water, sewer, electricity, solid waste disposal and other public utilities provided to the Premises during the term of this Agreement. University shall pay, and hold City free and harmless from, all charges for telephone usage by University at the Premises.

ARTICLE 9. ATTORNEYS' FEES

9.1 In the event any action is commenced to enforce or interpret the tern1s 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 use of in-house counsel by a Party.

ARTICLE 10. NOTICES

10.1 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, 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
jdonadlson@cityofredlands.org
(909) 798-7531

UNIVERSITY OF REDLANDS:
Donna Eddleman

Vice President of Student Affairs
1200 E Colton Avenue
Redlands, CA 92374
donna_eddleman@redlands.edu
(909)748-8917
Fax 909-335-5162
Copy to:
University of Redlands
General Counsel at the same address

ARTICLE 11. MISCELLANEOUS

11.1 University shall not encumber, assign, or otherwise transfer this Agreement, any right or interest in this Agreement, or any right or interest in the Premises or any improvements that may now or hereafter be constructed or installed on the Premises. Any encumbrance, assignment, transfer or subletting by University without the prior written consent of City, whether voluntary or involuntary, by operation of law or otherwise, is void and shall, at the option of the City, result in immediate tem1ination of this Agreement.

11.2 This Agreement constitutes the entire agreement between City and University respecting University use of the Premises, and correctly sets forth the obligations of City and University to each other as of its Effective date. Any agreements or representations between the Parties respecting the Premises not expressly set forth in this Agreement are null and void.

11.3 In the event any action is commenced to enforce or interpret 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 use of in-house counsel by a Patty.

11.4 This Agreement may be terminated by either Party by giving ninety (90) days prior written notice to the other Party.

Executed as of the 7th day of May 2024, at Redlands, California.

CITY OF REDLANDS

_____
Eddie Tejeda, Mayor

UNIVERSITY OF REDLANDS

_____
Donna Eddleman, Vice President of Student Affairs

ATTEST

_____
Jeanne Donaldson, City Clerk

EXHIBIT " A "

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.

UNIVERSITY OF REDLANDS

By:_____ Date: _____

Donna Eddleman,
Vice President of Student Affairs

City Council Meeting **I. 12.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve the request for in-kind support in the amount of $900 related to the Loma Linda University Behavioral Health Institute Stand-Up to Stigma 5K to be held on Sunday, May 19, 2024, and approve the temporary street closures related to the event (Facilities and Community Services Director Crocker)

MOTION(S):

If the City Council determines that this request is appropriate, the following motions are provided:

1. I move to approve the request for in-kind support in the amount of $900.00 related to this event; and the temporary street closures related to the event.

RECOMMENDATION:

Staff recommends that the City Council direct staff accordingly concerning the request for in-kind support and approve the temporary street closures related to the Loma Linda University Behavioral Health Institute Stand-Up to Stigma 5K event to be held on Sunday, May 19, 2024.

DISCUSSION:

The Facilities and Community Services Department manages the administration and issuance of permits for special events held in public areas of the City. Upon the 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 in-kind support including the use of city resources and facilities in support of a special event.

The Loma Linda University Behavioral Health Institute is requesting approval to temporarily close Iowa Street from Citrus Avenue to Barton Road on May 19, 2024, from 6:00 a.m. to 12:00 p.m. for this event. Additionally, they are requesting in-kind support in the amount of $900 for departmental resources including Facilities and Community Services Personnel. Loma Linda University is a registered non-profit organization operating out of the City of Loma Linda. According to the submitted application, the event is held to bring awareness to mental health, reduce stigma, and provide mental health resources to the community. The event this year is expected to draw 800 participants for the 5K event.

ALTERNATIVES:

The City Council may deny the request to hold the event, 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, Administrative Assistant

Fiscal Impact

Fiscal Year:	FY 2023/24
Appropriation Required Y/N:	N
Amount:	$900.00

Discussion:

Please see attachment "Fiscal Impact" for reference.

Attachments

Street Closure Request
In-Kind Support Request
Event Maps
Traffic Diversion Plan
Verification of Non-Profit
Fiscal Impact

Event: 2024 Stand Up to Stigma

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: Loma Linda University Behavioral Health

To close (street names) Iowa St

Between (street names) Barton Rd & Orange

On (date) 5/19/24 from (time) 6am am/pm to (time) 12 pm am/pm

Address of Applicant: 11215 Mountain View Ave #165 Loma Linda, Ca 92354

Signature of Applicant: Lorina Guzman Digitally signed by Lorina Guzman Date: 2024.01.16 10:05:24 -08'00' Phone No. 626-590-6691

Condition(s): LLUBH will supply own security, traffic control and road blocks.

Event Description: Family friendly, 5k event.

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

Staff Notes:

City of Redlands *In-Kind Support Request*

Event Name: Stand Up to Stigma 5k

Event Date(s): 5/19/24 **Location(s):** Loma Linda University Behaviral Health Institute

Rain Out Date: None **Beginning Time:** 6am **End Time:** 12pm

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 are requesting that any fees associated with our 5k event are waived since we are a non-profit organization.

Select and Describe All City Provided Services That May Apply to Your Request :

- [x] Traffic (*Personnel, equipment, cones, barricades, no-parking* — Street Closure & Barricades
- [ ] Police (*Public Safety Personnel*)
- [ ] Fire (*Paramedics, Inspectors*)
- [x] Parks (*Cleanup Personnel, Ball Field Lights*)
- [ ] 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: Loma Linda University Behavioral Health

Is your Group/Organization a Registered Non-Profit: [x] Yes [ ] No **Non-Profit Federal Tax ID Number:** [redacted]

Does your Group/Organization Presently Have Liability Insurance? [ ] 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: Lorina Guzman, Sr. Marketing Specialistq

Mailing Address: 11215 Mountain View Ave #165 Loma Linda, Ca 92354

Phone Number: 6265906691 **E-Mail Address:** lguzman@llu.edu

Updated 6/2021

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

We are hoping to raise awareness for mental health, reduce stigma, and provide resources to the community.

Describe what economic benefit and impact this event will bring to the City:

N/a

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			
Attendance: Non-Residents			
Food & Beverage Sales			
Merchandise Sales			
Ticket/Entrance Fees			
Other			
Total Revenue	11,000	11,000	$0

I certify that all statements on this application are true and complete to the best of my knowledge.

Signature: Lorina Guzman Digitally signed by Lorina Guzman Date: 2024.01.16 10:11:36 -08'00' **Title:** Sr. Marketing Specialist

Please Print Your Name: Lorina Guzman **Date:** 1/16/24

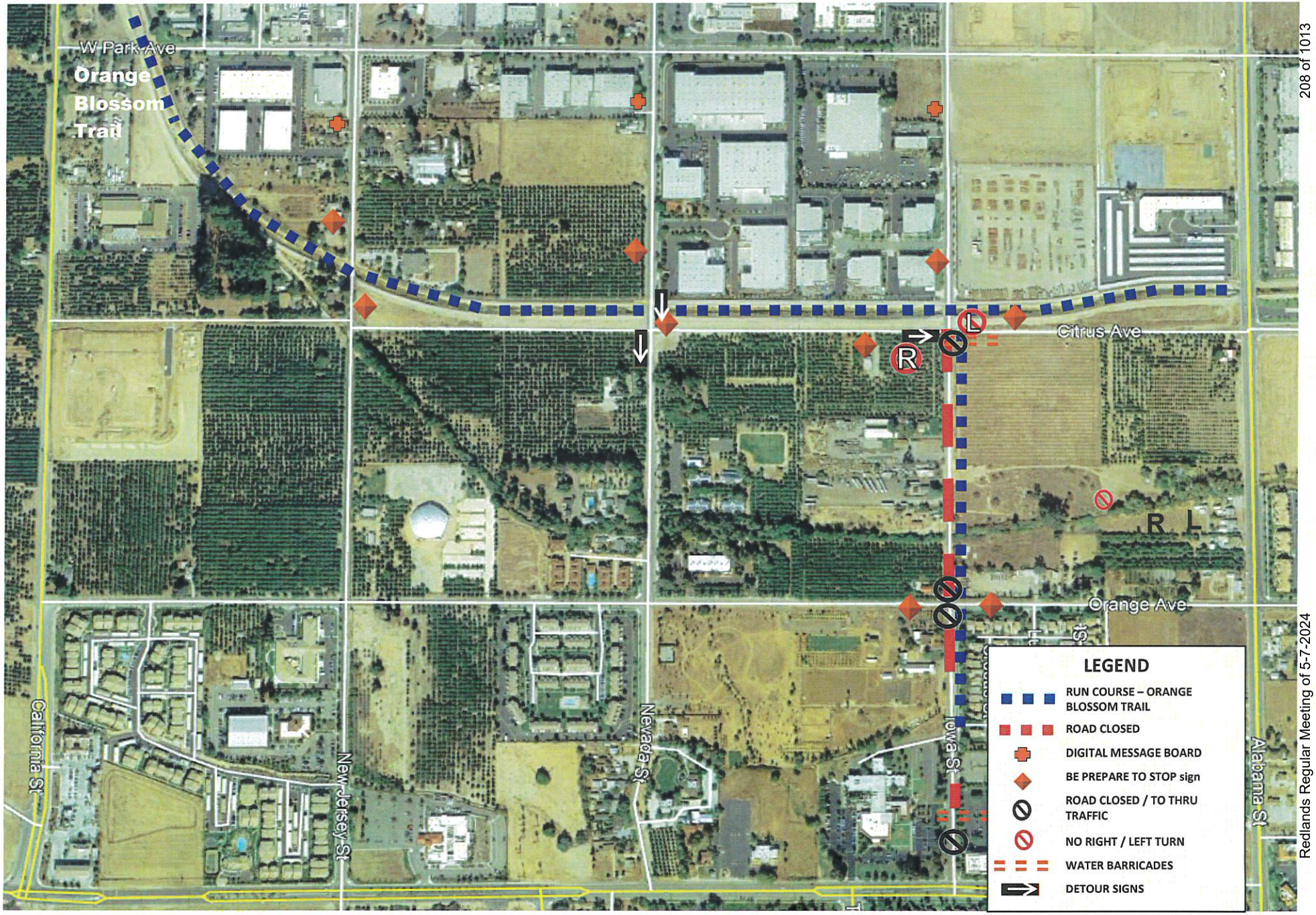
To Be Completed by the City of Redlands

Date Received: **Received By:**

Notes:

City Manager Approval: City Council Approval:

STAND UP TO STIGMA – BMC 5K – SUNDAY MAY 19 2024



LOMA LINDA UNIVERSITY
SHARED SERVICES

Department of Parking & Traffic
11206 Campus Street
Loma Linda CA 92354
P: 909-651-3035 | F: 909-651-5488

Sunday May 19, 2024
Behavioral Medicine Center

Loma Linda University Health – BMC 5K

Traffic Diversion Plan

Project Scope:

This plan is established to eliminiate possible issues from vehicles and pedestrians occupying the same common areas.

Project Information Signage:

This plan calls for the installation of the following safety equipment and direction information signs in accordance with the CVC & City of Redlands Municipal Codes.

Iowa Street will be the only hard road closure. The majority of the course is on the Orange Blossom Trail. Runners will traverse at listed locations with the direction of the traffic officer. The course will be assumed an open course with traffic officers present to direct or hold vehicular traffic as needed. Particpants will be directed to stop in the event of any emergency vehicles travesing the course.

Safety Equipment

The following will be located at:

- Iowa Street from north of Barton Road to Citrus Avenue
  - Road Closure
    - 4 - Road Closed Signs
    - 24 – Safety Cones
    - 12 – 36" Delineators
    - 6 - Water Barricades
    - 1 – Detour Sign, directing to Alabama Street
    - 1 – No Right Turn – to be placed at eastbound Citrus and Iowa
    - 1 – No Left Turn – to be placed at westbount Citrus and Iowa

- Digital Message Boards
  - Iowa Street and Park Avenue
  - Nevada Street and Park Avenue
  - New Jersey and Park Avenue

- Be Prepared to Stop
  - Iowa and Citrus
  - Iowa and Orange
  - Nevada and Orange Blossom Trail
  - New Jersey and Orange Blossom Trail

- Detour Signs
  - Iowa and Citrus
  - Nevada and Citrus

Traffic officers will be present at each intersection listed below with the following signs to assure pedestrians and vehicles safety. Vehicles will be detoured or requested to wait for a break in participant runners. See map for detour.

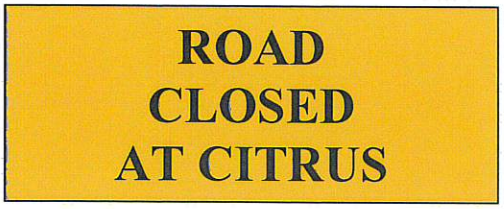
- Citrus Avenue at Iowa Street
  - North and Southbound traffic
  - East and west bound traffic
    - 3 Prepare to Stop Ahead signs – 300' from posted officer
    - 1 - Digital Message Board 1000'(min) from posted officer (southbound only)
- Iowa Street, north of Orange Blossom Trail
  - Southbound traffic
    - 1 - Prepare to Stop Ahead signs – 300' from posted officer
    - 1 - Digital Message Board 1000'(min) from posted officer
- Nevada Street north of Orange Blossom Trail
  - South bound traffic
    - 1 - Prepare to Stop Ahead signs – 300' from posted officer
    - 1 - Digital Message Board 1000'(min) from posted officer
- Nevada Street south of Orange Blossom Trail
  - Northbound traffic
    - 1 - Prepare to Stop Ahead signs – 300' from posted officer
- New Jersey Street north of Orange Blossom Trail
  - South bound traffic
    - 1 - Prepare to Stop Ahead signs – 300' from posted officer
    - 1 - Digital Message Board 1000'(min) from posted officer
- New Jersey Street south of Orange Blossom Trail
  - Northbound traffic
    - 1 Prepare to Stop Ahead signs

Digital Message Board Locations and Messages

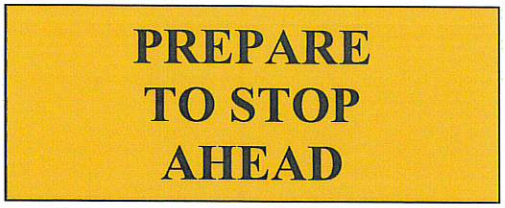
1. Southbound Iowa Street at Park Avenue

Slide One:

Slide Two:



Slide Three:



2. Southbound Nevada Street at Park Avenue

Slide One:

Slide Two:

3. Southbound New Jersey Street at Park Avenue

Slide One:

Slide Two:

SIGN KEY:

C36 – PREPARE TO STOP
36 x 36”

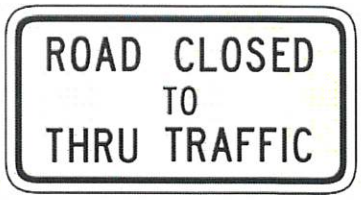
C005 DETOUR
C-005-LR1 (Left and Right)

R16 – No Right Turn

R17 – No Left Turn

C2 - Road Closed

C3A – Road Closed to Thru Traffic



Traffic Message Board – see Sign Board Message for message details

SIGN PLACEMENT

C36 – PREPARE TO STOP

IOWA	North of Citrus
CITRUS	East of Iowa, west of Iowa
CITRUS	East of Nevada, west of Nevada
CITRUS	East of New Jersey, west of New Jersey
NEVADA	North and south of Orange Blossom Trail
NEW JERSEY	North and south of Orange Blossom Trail

C005 DETOUR

CITRUS	West of Iowa
CITRUS	East of Nevada, west of Nevada

R16 – No Right Turn

CITRUS	West of Iowa

R17 – No Left Turn

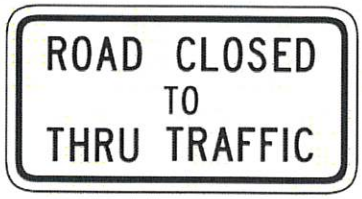
CITRUS	East of Iowa

SIGN PLACEMENT CONT.

C2 - Road Closed

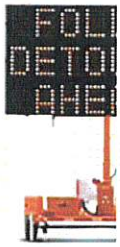
IOWA North of Barton Road
South of Orange Ave

C3A – Road Closed to Thru Traffic



IOWA North of Orange Ave
South of Citrus Ave

Traffic Message Board – see Sign Board Message for message details



IOWA South of Park Avenue
NEVADA South of Park Avenue
NEW JERSEY South of Park Avenue Trail

SEVENTH-DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

EIN: [redacted]

Other Names

SEVENTH DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

Copies of Returns (990, 990-EZ, 990-PF, 990-T)

Electronic copies (images) of Forms 990, 990-EZ, 990-PF or 990-T returns filed with the IRS by charities and non-profits.

Tax Year 2022 Form 990

Organization Name:
SEVENTH-DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

EIN:
9[redacted]

Tax Period:
202206

Return ID:
4057789

Filing Type:
E

Return Type:
990

Copy of Return:
2022 Form 990 Filing [https://apps.irs.gov/pub/epostcard/cor/953522679_202206_990_2023061221435326.pdf]

Tax Year 2021 Form 990

Organization Name:

Return ID:

Copy of Return:

SEVENTH-DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

EIN: [redacted]

Tax Period: 202106

3572615

2021 Form 990 Filing [https://apps.irs.gov/pub/epostcard/cor/953522679_202106_990_2022052420128829.pdf]

Filing Type: E

Return Type: 990

Tax Year 2020 Form 990

Organization Name: SEVENTH-DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

EIN: [redacted]

Tax Period: 202006

Return ID: 2723515

Copy of Return: 2020 Form 990 Filing [https://apps.irs.gov/pub/epostcard/cor/953522679_202006_990_2021051818121813.pdf]

Filing Type: E

Return Type: 990

Tax Year 2020 Form 990T

Organization Name: SEVENTH DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

EIN: [redacted]

Tax Period: 202006

Return ID: 2902199

Copy of Return: 2020 Form 990T Filing [https://apps.irs.gov/pub/epostcard/cor/953522679_202006_990T_2021063018452568.pdf]

Filing Type: P

Return Type: 990T

Tax Year 2019 Form 990T

Organization Name:
SEVENTH-DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

EIN:
95-3522679

Tax Period:
201906

Return ID:
2909543

Filing Type:
P

Return Type:
990T

Copy of Return:
2019 Form 990T Filing [https://apps.irs.gov/pub/epostcard/cor/953522679_201906_990T_20210706185305 10.pdf]

Tax Year 2019 Form 990

Organization Name:
SEVENTH-DAY ADVENTISTS LOMA LINDA UNIVERSITY MEDICAL CENTER

EIN:
95-3522679

Tax Period:
201906

Return ID:
2008636

Filing Type:
E

Return Type:
990

Copy of Return:
2019 Form 990 Filing [https://apps.irs.gov/pub/epostcard/cor/953522679_201906_990_20201110174171 91.pdf]

Tax Year 2018 Form 990T

Tax Year 2018 Form 990T

Tax Year 2018 Form 990

- Tax Year 2018 Form 990T
- Tax Year 2017 Form 990
- Tax Year 2017 Form 990T
- Tax Year 2017 Form 990T
- Tax Year 2017 Form 990T
- Tax Year 2017 Form 990T
- Tax Year 2016 Form 990T
- Tax Year 2016 Form 990T
- Tax Year 2016 Form 990T
- Tax Year 2016 Form 990
- Tax Year 2016 Form 990T
- Tax Year 2016 Form 990T

- **Tax Year 2016 Form 990T**
- **Tax Year 2016 Form 990T**
- **Tax Year 2015 Form 990**
- **Tax Year 2015 Form 990T**

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]	$0.00	Hard Cost	$0.00
Fire Personnel[1]	$0.00	Hard Cost	$0.00
Facilities & Community Services Personnel[1]	$900.00	Hard Cost	$0.00
Personnel & Equipment Subtotal	**$900.00**		**$0.00**
Fees Established by City Council Resolution			
Park Reservation	$0.00	Soft Cost	$0.00
FCS Equipment	$0.00	Soft Cost	$0.00
Fire Equipment	$0.00	Soft Cost	$0.00
Fees Subtotal			
Total Departmental Charges and Fees	**$0.00**		**$0.00**
	$** 900.00 **$ 0.00 **$ 900.00**		**$0.00** **$ 0.00** **$ 0.00**

[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**
$371,055.14	$26,876.96	$0.00	$397,932.10	$397,932.10

City Council Meeting **I. 13.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Approve a request by the Redlands Arts Festival, Inc. to hold the Redlands Festival of Arts event on May 25-26, 2024; authorize street closures related to the event; approve a request for in-kind support in the amount of $5,407.00; authorize the sale and consumption of alcoholic beverages at the event; and determine that the event is categorically exempt from environmental review pursuant to Section 15061(b)(3) of the state's guidelines implementing the California Environmental Quality Act (Facilities and Community Services Director Crocker)

MOTION(S):

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

1. I move that the City Council determine that approval of the Redlands Festival of Arts event is categorically exempt from environmental review pursuant to Section 15061 (b)(3) of the state's guidelines implementing the California Environmental Quality Act, and;

2. I move to approve the request by the Redlands Arts Festival, Inc. to hold the Redlands Festival of Arts event, authorize the sale and consumption of alcoholic beverages during the event, street closures related to the event, and the expenditure of City resources and in-kind support.

RECOMMENDATION:

Staff recommends the City Council determine that the event is categorically exempt from environmental review pursuant to Section 15061 (b)(3) of the State's guidelines implementing the California Environmental Quality Act (CEQA) and further recommends that the City Council authorize the request to temporarily close streets, the expenditure of city resources and in-kind support in the amount of $5,407.00, and the sale and consumption of alcoholic beverages during the Redlands Festival of Arts events to be held on May 25 and

May 26, 2024.

DISCUSSION:

The Facilities and Community Services Department manages the administration and issuance of permits for special events held in public areas of the City. Upon the issuance of a special event permit, the event may take place contingent on the event organizer paying the required fees. However, the City recognizes the value of partnering with non-profit agencies and organizations to provide services beneficial to the community. Therefore, 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 expenditure of City resources related to a specific special event.

The Redlands Arts Festival Inc. (RAFA) has reserved Smiley Park and is requesting to hold the Redlands Festival of Arts event on Saturday, May 25 and Sunday, May 26. According to the application, the event will showcase over 100 artist booths, seven food trucks, a beer garden and two locations for small musical groups to perform. This is the 11th anniversary of the event which started in 2013. The estimated attendance for this year's event is 6,500.

The reservation is requesting setup to begin Friday, May 24 at 8:00 a.m. RAFA is requesting permission to serve alcohol at the event that will end no later than 5:00 p.m. on each of the two event dates. They are requesting the approval to close Eureka Street, from the south side of the Joslyn Senior Center parking lot to the north side of the Contemporary Club parking lot on Friday, May 24 between 7:00 a.m. and 7:00 p.m. for set up. RAFA is also requesting approval to close 4th Street, from Vine Street to the south side of the Contemporary Club parking lot and Eureka Street, from the south side of the Joslyn Senior Center parking lot to Olive Avenue from Saturday, May 25 at 9:00 a.m. through Sunday, May 26 at 8:00 p.m. RAFA is also requesting in-kind support in the amount of $5,407.00 for departmental resources including personnel and equipment from the Police and Facilities and Community Services departments.

RAFA is a registered non-profit organization operating out of the City of Redlands. The City Council has approved in-kind support for this event in the past as it serves as a public benefit to the community by promoting economic development and tourism within the community. RAFA will be responsible for operating and obtaining the Daily License to Serve Alcohol from the Office of Alcohol Beverage Control.

City Council approval is also necessary to authorize the consumption of alcohol for this event due to its location. 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 event is categorically exempt from the requirements of the California Environmental

Quality Act’s guidelines pursuant to Section 15061 (b)(3). 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 waiving a portion of the fees.

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, Administrative Assistant

Fiscal Impact

Fiscal Year:	FY 2023/24
Revenue Generating:	No
Amount:	5407.00
Discussion:	

Please see "Fiscal Impact" attachment for reference.

Attachments

ABC Permit Request
Art Festival St. Closure Form
In-Kind Support Request

CITY OF REDLANDS
APPLICATION REQUESTING AUTHORIZATION TO SERVE ALCOHOL

TYPE OF EVENT Redlands Festival of Arts / art show

PROPOSED LOCATION Smiley Park

APPLICANT'S INFORMATION

ORGANIZATION'S NAME: Redlands Festival of Arts

CONTACT PERSON: Jerry Bean PHONE: 909 816-9913

ADDRESS 1940 Country Club Drive, Redlands CA 92373

EVENT INFORMATION

DATE OF EVENT May 25-26, 2024 HOURS 10 am to 5 pm

NAME OF EVENT Redlands Festival of Arts

ARE FEES BEING CHARGED FOR EVENT? ☐ YES ☒ NO PRICE

ARE FEES BEING CHARGED FOR ALCOHOL? ☒ YES ☐ NO PRICE $6 per drink

TYPE OF ALCOHOL BEING SERVED? (Beer) (Wine) Distilled Spirits No

RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE

I, the undersigned, representing the Redlands Festival of Arts (DOA) and in consideration of being permitted to conduct the Event, agree that the members/participants of Redlands Arts Festival Assn., 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' park facilities.

The members/participants of Redlands Arts Festival Assn Inc. hereby release, discharge and agree not to sue the City of Redlands for any injury, death or damage 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 SUE 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 Arts Festival Assn Inc. AND THAT I HAVE SIGNED THIS AGREEMENT ON

Date 3/25/24 Signature Jerry Bean

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, "through the permitting process, the consumption of alcoholic beverages or liquors in enclosed public areas in public parks. The enclosed area is comprised of these areas which have been approved for use and secured by a barrier, portable fence, screen or materials approved by the Quality of Life Director.

Tape or ribbon of some kind may also be used for setting off the area for which the alcoholic beverage is served and consumed. Alcohol sales and distribution shall stop one hour prior to end of event unless otherwise directed by PD 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. (Ord. 1431 § C(4), 1971)

Event: Redlands Festival of Arts

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).** Attached
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: Redlands Festival of Arts

To close (street names) Eureka St. and 4th St.

Between (street names) Contemporary Club parking lot and Vine St on 4th St and Library On on Eureka St.

On (date) May 25-26 2024 **Event times -** from (time) 10 ☑ am ☐ pm to (time) ____ ☐ am ☑ 5 pm

Address of Applicant: 1940 Country Club Dr., Redlands 92373

Signature of Applicant: Jerry Beau Phone No. 909 816-9913

Condition(s): Gary McCormick will supervise closing and opening of streets each day. 4th St will be opened as needed for access to library handicapped entrance.

Event Description: Art show with beer & wine garden.

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 _____

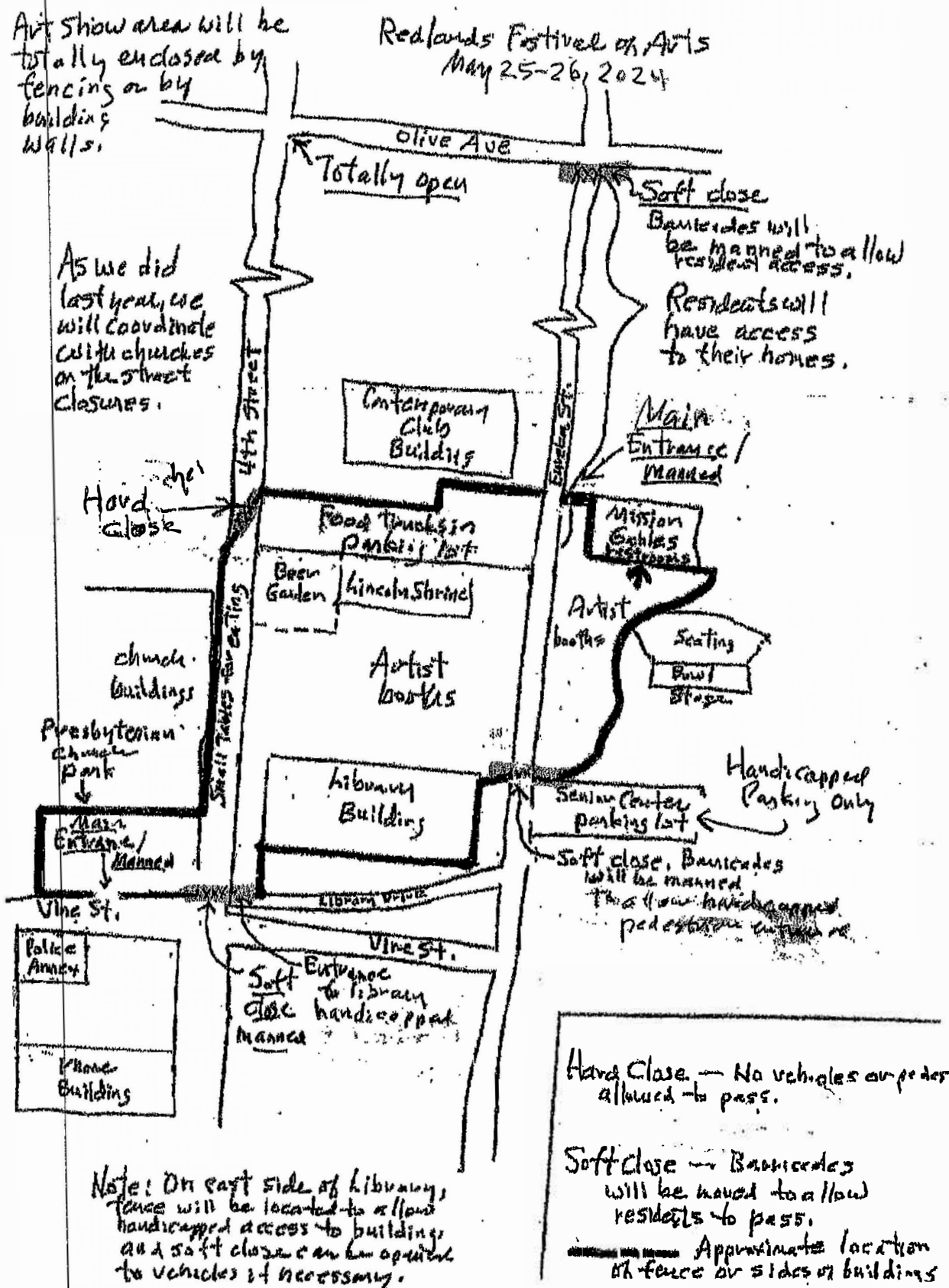
3. _____ Facilities & Community Services Department — Date _____

4. E. Reeves Digitally signed by Erik Reeves Date: 2024.04.08 15:18:29 -07'00' Risk Management Division — Date 4/8/24

Street Closure time: From 7; 9 ☑ am ☐ pm To 7; 8 ☐ am ☑ pm

Staff Notes:

Outside of above noted Event Dates/Times, Staff will also close Eureka Street for set up on Friday May 24, from 7am to 7pm for artist load in and set up.


Art Show area will be totally enclosed by fencing or by building walls.
Redlands Festival of Arts
May 25-26, 2024
Olive Ave
Totally open
Soft close
Barricades will be manned to allow resident access.
Residents will have access to their homes.
As we did last year, we will coordinate with churches on the street closures.
4th Street
Eureka St.
Contemporary Club Building
Main Entrance / Manned
Hard close
Food Trucks in parking lot
Mission Gables restrooms
Beer Garden
Lincoln Shrine
Artist booths
Seating
Bowl Stage
church buildings
Small Tables for eating
Artist booths
Presbyterian church park
Library Building
Senior Center parking lot
Handicapped Parking Only
Main Entrance / Manned
Soft close. Barricades will be manned to allow handicapped pedestrian entrance.
Vine St.
Library Drive
Vine St.
Police Annex
Soft close Entrance to library handicapped manned
Phone Building
Hard Close — No vehicles or pedestrians allowed to pass.
Soft Close — Barricades will be moved to allow residents to pass.
Approximate location of fence or sides of buildings
Note: On east side of Library, fence will be located to allow handicapped access to building, and soft close can be opened to vehicles if necessary.

City of Redlands *In-Kind Support Request*

Event Name: Redlands Festival of Arts

Event Date(s): May 24, 2024 to May 26, 2024 **Location(s):** Smiley Park

Rain Out Date: None **Beginning Time:** 8 a.m. **End Time:** 5 pm

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.

Art Show with more than 100 artist booths, seven food trucks, one beer & wine garden, two locations for small musical groups to perform. All totally gated. Our 13th show. Founded in 2013 Always in Smiley Park including Bowl Stage

Select and Describe All City Provided Services That May Apply to Your Request :

- [X] Traffic (*Personnel, equipment, cones, barricades, no-parking*) — Street barricades at 7 locations
- [X] Police (*Public Safety Personnel*) — To be determined by Police Dept. In the past we have had two officers 10 am to 5 pm on Saturday and Sunday.
- [ ] Fire (*Paramedics, Inspectors*)
- [X] Parks (*Cleanup Personnel, Ball Field Lights*) — Turn off water sprinklers ahead of event.
- [X] Facility — We do not use Bowl Stage and seating, but we do use the grounds immediately around them.

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.

- [X] Other — We will rent large city trash bin and cardboard trash boxes, See attached recycling plan.

Group/Organization Name: Redlands Arts Festival Assn., Inc.

Is your Group/Organization a Registered Non-Profit: [X] Yes [ ] No **Non-Profit Federal Tax ID Number:** [redacted]

Does your Group/Organization Presently Have Liability Insurance? [ ] 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.* to be provided in May prior to the festival

Has your Group/Organization received fee waivers from the City in the past? Yes, every year.

Primary Contact Name & Title: Shirley Harry, Chairman
Jenny Bean, treasurer

Mailing Address: 1940 Country Club Lane, Redlands CA 92373

Phone Number: Jenny: Publisher@RedlandsCommunityNews.com **E-Mail Address:** 909 816-9913

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

Provides avenue for local and area artists to exhibit and sell their works. Funds raised by the show are granted to youth art education groups

Describe what economic benefit and impact this event will bring to the City:

Helps establish Redlands as a center for Arts activities, a quality town. Some hotel and restaurant sales. Some city sales tax from artists' sales 7,000 people enjoy attending the show.

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	Est. 5,000	4,500	
Attendance: Non-Residents	Est. 2,000	2,000	
Food & Beverage Sales	$10,000 in community + hotel		$5,000 beer Garden
Merchandise Sales	$5,000 (art)		$50,000 artist sales
Ticket/Entrance Fees	-0- free		
Other			
Total Revenue			$55,000

I certify that all statements on this application are true and complete to the best of my knowledge.

Signature: Jerry Bean **Title:** Treasurer

Please Print Your Name: Jerry Bean **Date:** 3/18/2024

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]	$3,392.00	Hard Cost	$ 4,000.00
Fire Personnel[1]	$0.00	Hard Cost	$ 0.00
Facilities & Community Services Personnel[1]	$1,800.00	Hard Cost	$ 0.00
Personnel & Equipment Subtotal	**$5,192.00**		**$ 4,000.00**
Fees Established by City Council Resolution			
Park Reservation	$215.00	Soft Cost	$ 363.00
FCS Equipment	$0.00	Soft Cost	$ 282.00
Fire Equipment	$0.00	Soft Cost	$ 150.00
Fees Subtotal	$215.00		$ 795.00
Total Departmental Charges and Fees	**$215.00**		**$ 795.00**
	$5,192.00 (hard) **$215.00** (soft) **$5,407.00 (Total)**		**$ 4,000.00** **$ 795.00** **$ 4,795.00**

[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**
$371,055.14	$26,876.96	$	$397,932.10	$397,932.10

Redlands Arts Festival Association

EIN: [redacted] Redlands, California, United States

Publication 78 Data

Organizations eligible to receive tax-deductible charitable contributions. Users may rely on this list in determining deductibility of their contributions.

On Publication 78 Data List: Yes

Deductibility Code: PC

Determination Letter

A favorable determination letter is issued by the IRS if an organization meets the requirements for tax-exempt status under the Code section the organization applied.

Final Letter(s)

- FinalLetter_46-2194386_REDLANDSARTSFESTIVALASSOCIATION_08282013_01.tif [https://apps.irs.gov/pub/epostcard/dl/FinalLetter_46-2194386_REDLANDSARTSFESTIVALASSOCIATION_08282013_01.tif]
- FinalLetter_46-2194386_REDLANDSARTSFESTIVALASSOCIATION_08282013_02.tif [https://apps.irs.gov/pub/epostcard/dl/FinalLetter_46-2194386_REDLANDSARTSFESTIVALASSOCIATION_08282013_02.tif]

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than $50,000 fall into this category.

Tax Year 2023 Form 990-N (e-Postcard)

Tax Period:
2023 (01/01/2023-12/31/2023)

EIN:
[redacted]

Organization Name (Doing Business as):
REDLANDS ARTS FESTIVAL ASSOCIATION

Mailing Address:
1940 Country Club Drive
Redlands, CA 92373
United States

Principal Officer's Name and Address:
Shirley Harry

1940 Country Club Drive
Redlands, CA 92373
United States

Gross receipts not greater than:
$50,000

Organization has terminated:
No

Website URL:
RedlandsFestivalArts.com

Tax Year 2022 Form 990-N (e-Postcard)

Tax Period:
2022 (01/01/2022-12/31/2022)

EIN:
[redacted]

Organization Name (Doing Business as):
REDLANDS ARTS FESTIVAL ASSOCIATION

Mailing Address:
1940 Country Club Drive
Redlands, CA 92373
United States

Principal Officer's Name and Address:
Shirley Harry

1940 Country Club Lane
Redlands, CA 92373
United States

Gross receipts not greater than:
$50,000

Organization has terminated:
No

Website URL:
RedlandsFestivalArts.com

Tax Year 2021 Form 990-N (e-Postcard)

Tax Period:
2021 (01/01/2021-12/31/2021)

EIN:
[redacted]

Organization Name (Doing Business as):
REDLANDS ARTS FESTIVAL ASSOCIATION

Mailing Address:
1940 Country Club Drive
Redlands, CA 92373
United States

Principal Officer's Name and Address:
Shirley Harry

1940 Country Club Lane
Redlands, CA 92373
United States

Gross receipts not greater than:
$50,000

Organization has terminated:
No

Website URL:
www.redlandsfestivalarts.com

Tax Year 2020 Form 990-N (e-Postcard)

Tax Year 2019 Form 990-N (e-Postcard)

Tax Year 2018 Form 990-N (e-Postcard)

Tax Year 2017 Form 990-N (e-Postcard)

Tax Year 2016 Form 990-N (e-Postcard)

Tax Year 2015 Form 990-N (e-Postcard)

Tax Year 2014 Form 990-N (e-Postcard)

Tax Year 2013 Form 990-N (e-Postcard)

City Council Meeting **J. 1.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Conference Report- 2024 Regional Conference of the Southern California Association of Governments (SCAG) and General Assembly (Council Member Davis and Council Member Saucedo)

DISCUSSION:

For this evening's City Council Meeting, Council Members Davis and Saucedo will provide reports relating to their attendance at the 2024 Regional Conference of the Southern California Association of Governments (SCAG) and General Assembly held May 2-3, 2024, at the JW Marriott Desert Springs Resort & Spa in Palm Desert, California.

City Council Meeting **J. 2.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Report on 2024 State Water Project Tour in Sacramento (Council Member Saucedo)

DISCUSSION:

For this evening's City Council Meeting, Council Member Saucedo will provide a report relating to his attendance at the 2024 State Water Project Tour in Sacramento April 5-7 jointly hosted by East Valley Water District and Yucaipa Valley Water District.

Attachments

Map of Locations

California Water Projects

City Council Meeting **J. 3.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Discussion and possible action relating to a letter of support for State Senator Ochoa Bogh's $45 million grant funding request for local growers (Council Member Saucedo)

MOTION(S):

If the City Council wishes to support State Senator Ochoa Bogh's $45 million grant funding request for local growers, the following motion is provided:

I move the City Council authorize Mayor Tejeda to sign a letter of support for State Senator Ochoa Bogh's $45 million grant funding request for local growers.

RECOMMENDATION:

Councilmember Saucedo recommends the City Council authorize Mayor Tejeda to sign a letter of support for State Senator Ochoa Bogh's $45 million grant funding request for local growers.

DISCUSSION:

At the April 16 City Council meeting, Councilmember Saucedo requested that the City Council consider submitting a letter to California Governor Gavin Newsom indicating their support of State Senator Rosalicie Ochoa Bogh's $45 million grant funding request to help local growers. California is currently experiencing the highest level of exotic fruit fly infestation in its recorded history, as more than 900 fruit fly detections have occurred in 15 counties, significantly higher than the seven flies found in a typical year. As a result of this infestation, local growers within the quarantined areas in the State Senator's district, Redlands included, are suffering significant losses to this year's crop because of compliance with the quarantine standards.

State Senator Ochoa Bogh, along with three other State Senators and three members of the State Assembly, recently submitted a letter to Governor Newsom and the State's Budget Committee requesting a $45 million emergency allocation from the 2024-25 State Budget to the California Department of Food & Agriculture (CDFA). The $45 million appropriation would be available in the form of grants to growers within the quarantine areas who have significant crop loss and are not eligible for crop insurance to cover their losses. Per the letter, "...provision of financial support to these struggling growers better incentivizes compliance with quarantine standards, which prevents the spread of fruit flies and keeps California's agricultural sector competitive."

Authorizing Mayor Tejeda to submit a letter of support for State Senator Ochoa Bogh's $45 million grant funding request does not commit the City to anything financially, rather it supports the concept of local growers seeking remedies for lost income.

ALTERNATIVES:

The City Council may elect not to submit a letter of support for State Senator Ochoa Bogh's $45 million grant funding request for local growers.

STRATEGIC PLAN:
N/A

SUBMITTED BY:
Janice McConnell, Assistant City Manager

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

PREPARED BY:
Ross Wittman, Project Manager

Fiscal Impact

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

Discussion:

There is no fiscal impact associated with the submittal of a letter of support for State Senator Ochoa Bogh's $45 million grant funding request for local growers.

Attachments

Letter of Support - State Senator Ochoa Bogh

State Senator Ochoa Bogh Grant Request Letter

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

May 7, 2024

The Honorable Eloise Gomez Reyes
Governor, State of California
1021 O Street, Suite 9000
Sacramento, CA 95814

Re: State Senator Ochoa Bogh Request for $45 Million Grant Funding to Assist Growers

The City of Redlands is proud to support State Senator Rosalicie Ochoa Bogh's March 1, 2024, letter to you in which she requested $45 million in grant funding to assist growers. Contained within that letter specifically was a request $45 million emergency allocation from the 2024-25 State Budget to the California Department of Food and Agriculture (CDFA) to fund a grant program that would provide relief to commercial citrus and other growers experiencing economic hardship brought on by the exotic fruit fly infestation. As was stated in the Senator's letter, as of early 2024, there have been more than 900 fruit fly detections in 15 counties, a significant increase from the seven flies found in a typical year.

The City of Redlands and its local growers have been directly impacted by the presence of the Oriental Fruit Fly (OFF). As a result of the OFF's presence, significant portions of the City have been placed in quarantine and growers have had an almost total loss of their crop this year. The $45 million appropriation would be available in the form of grants to growers within the quarantine areas who have significant crop loss and are not eligible for crop insurance to cover their losses.

In order to assist those growers who have been so severely impacted by the OFF quarantine, the City of Redlands City Council and I wholeheartedly support State Senator Ochoa Bogh's $45 million emergency allocation from the 2024-25 State Budget to the California Department of Food and Agriculture (CDFA)

Sincerely,

Eddie Tejeda
Mayor
City of Redlands

CC: City Council
Charles M. Duggan, Jr. City Manager

March 1, 2024

The Honorable Gavin Newsom
Governor, State of California
1021 O Street, Suite 9000
Sacramento, CA 95814

Honorable Mike McGuire
President Pro Tempore of the Senate
1021 O Street, Room 8518
Sacramento, CA 95814

Honorable Robert Rivas
Speaker of the Assembly
1020 O Street, Room 8330
Sacramento, CA 95814

Honorable Scott Wiener, Chair
Senate Budget and Fiscal Review Committee
1020 N Street, Room 502
Sacramento, CA 95814

Honorable Jesse Gabriel, Chair
Assembly Committee on Budget
1021 O Street, Room 8230
Sacramento, CA 95814

Honorable Josh Becker Chair
Senate Budget and Fiscal Review Subcommittee #2
1020 N Street, Room 7250
Sacramento, CA 95814

Honorable Steve Bennett, Chair
Assembly Budget Subcommittee #4
1021 O Street, Room 4710
Sacramento, CA 95814

RE: REQUEST FOR $45 MILLION GRANT FUNDING TO ASSIST GROWERS

Dear Governor Newsom and Members,

We are writing to request a $45 million emergency allocation from the 2024-25 State Budget to the California Department of Food and Agriculture (CDFA) to fund a grant program that would provide relief to commercial citrus and other growers experiencing economic hardship brought on by the exotic fruit fly infestation affecting the counties we represent.

While we are deeply grateful for the $22.1 million allocated in the Governor's January budget proposal to fund the actions needed to suppress and eradicate these invasive pests, we were disappointed that no funding was allocated to provide aid to the growers impacted within the quarantine zones.

California is experiencing the highest level of exotic fruit fly infestations in its recorded history. As of early 2024, there have been more than 900 fruit fly detections in 15 counties, a significant increase from the seven flies found in a typical year.

Exotic fruit fly species pose the greatest risk and highest impacts to California agriculture because these invasive species can produce large population numbers through high reproductive rates and short generation times, which is worsened due to a relatively dry, warm winter season. Fruit flies are prolific feeders that can consume hundreds of different plant hosts, and the larvae (maggots) are internal fruit feeders that render plant material completely inedible. CDFA, in cooperation with the U.S. Department of Agriculture (USDA) and County Agricultural Commissioners, has initiated local regulatory measures to eradicate and prevent the statewide spread of the Queensland fruit fly, Tau fruit fly, Mediterranean fruit fly and Oriental fruit fly.

The infestation has led to restrictions on moving fruit from the quarantine areas. While we understand there will be catastrophic consequences for California's economy if the outbreaks are not controlled, these restrictions are currently having a significant impact on commercial growers within the quarantined areas.

The $45 million appropriation would be available in the form of grants to growers within the quarantine areas who have significant crop loss and are not eligible for crop insurance to cover their losses. Providing financial support to these struggling growers better incentivizes compliance with quarantine standards, which prevents the spread of fruit flies and keeps California's agricultural sector competitive.

We are thankful for your leadership on California's most pressing challenges and appreciate your commitment to finding solutions to assist the commercial growers located in the quarantined areas.

Sincerely,

ROSILICIE OCHOA BOGH
Senator, 23rd District

JOSH NEWMAN
Senator, 29th District

KELLY SEYARTO
Senator, 32nd District

GREG WALLIS
Assemblymember, 47th District

TOM LACKEY
Assemblymember, 34th District

SCOTT WILK
Senator, 21st District

BILL ESSAYLI
Assemblymember, 63rd District

cc: Joe Stephenshaw, Director, Department of Finance
Karen Ross, Secretary, California Department of Food and Agriculture
Kirk Feely, Fiscal Director, Senate Republican Caucus

City Council Meeting **K. 1.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Public Hearing to consider the following applications for 9.01 acres of land located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) in the Single Family Residential (R-1) Zoning District by applicant Vanita Soni Puri. (Mayor to declare meeting open as a public hearing)

1. **Reso No. 8576 - Mitigated Negative Declaration and Socio-Economic Cost/Benefit Study** prepared for the project in accordance with Section 15074 of the California Environmental Quality Act.
2. **Reso No. 8577 - Land Conversion -** A request to approve the conversion of agricultural land to residential land pursuant to Section 4.40s of the Redlands General Plan (Measure “U”) for the project site consisting of 9.01 acres.
3. **Reso No. 8578 - General Plan Amendment No. 147 -** A request to amend the General Plan land use designation of 9.01 acres from Low Density Residential to Medium Density Residential.
4. **Reso No. 8579 - Specific Plan No. 66 -** A request to adopt the “Madera at Citrus Trail Specific Plan” (Specific Plan No. 66) as the new underlying zoning designation for 9.01 acres and establish development standards to accommodate single family residential development at a density of 11.3 dwelling units per acre. The project proposes to construct 102 single-family two-story homes, new interior streets to serve the project, private recreational open space areas and on-site amenities, landscape and lighting, and related improvements including drainage basins and public/private utility connections.
5. **Reso No. 8580 - Tentative Tract Map No. 20571 and Commission Review & Approval No. 965 -** A request to subdivide 9.01 acres for residential development and condominium purposes, as well as site plan approval and architectural design review to construct a total of 102 single-family detached motorcourt homes up to two stories

high within the proposed Madera at Citrus Trail Specific Plan. (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 upon applicant, or his/her representative, for comments and testimony.
5. Mayor calls for comments/questions/testimony from members of the public
   (3 minutes per speaker).
6. Mayor calls upon City Clerk to note any written comments received.
7. Mayor calls upon the applicant, or representative, for rebuttal comments (5 minutes).
8. Mayor closes the public hearing.
9. City Council considers the motion and votes.

MOTION(S):

If the City Council determines that the Planning Commission's recommendation is appropriate, the following motions are provided:

1. I move that the City Council adopt Resolution No. 8576, 8578, 8579, and 8580 to approve the Madera at Citrus Trail Specific Plan residential project.

(Requires a 3/5 vote for approval.)

2. I move that the City Council adopt Resolution No. 8577 to approve the Measure U findings for the Madera at Citrus Trail Specific Plan residential project.

(Requires a 4/5 vote of the City Council because of the Measure "U" requirements.)

COMMISSION RECOMMENDATION:

On March 12, 2024, the Planning Commission reviewed the proposed project and voted 7 to 0 adopting resolutions making recommendations that the City Council approve the following actions:

- Adopt a Mitigated Negative Declaration and Mitigation Monitoring &

Reporting program for the proposed project;
- Adopt the Socio-Economic Cost/Benefit Study for the project;
- Approve General Plan Amendment No 147;
- Approve Specific Plan No. 66;
- Approve Tentative Tract Map No. 20571;
- Approve Commission Review & Approval No. 965; and
- Approve the Inclusionary Housing Plan for the project.

BACKGROUND:

The project site is currently made up of vacant land. Aerial photography indicates that prior to the 1960's, the area was comprised mostly of citrus groves, with a railway line running through the area adjacent to the flood control channel south of the project site. These citrus groves were present on the property until the mid-1980's. The remaining trees were cleared by 2002 and the site has remained in its present condition since then.

Industrial development adjacent directly to the east of the project site occurred beginning in the 1960's and through the 1990's in both the City and County's jurisdiction. Most land east of Wabash Avenue and adjacent to Colton Avenue is in the County of San Bernardino's jurisdiction, within the County's Community Industrial or "IC" zoning district.

Two large mobile-home developments surround the project site on three sides. The largest is the Orange Grove Mobile Estates development, located to the south of the project site, which consists of 209 mobile home units on 30.2 acres, at density of 6.9 dwelling units per acre. To the west of the project site is the Redlands Ranch Mobile Home Park was constructed in 1988 and contains 122 units on 19.3 acres, at a density of 6.3 dwelling units per acre.

The site is located approximately one third mile north of Crafton Elementary School, and is also near Redlands East Valley High School, located one half mile east of the project site on Colton Avenue. Redlands East Valley High School was constructed in 1997 and has influenced development in the area, increasing residential development in the immediate vicinity of the project site.

PROPOSAL:

The applicant proposes to establish the "Madera at Citrus Trail Specific Plan" (Specific Plan No. 66) as the new underlying zoning designation for the 9.01-acre project site, located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) (see Attachment A – Location Map and Aerial Photo), and establish development standards to accommodate single family residential development at a density of 11.3 dwelling units per acre. The project proposes to subdivide the site for condominium purposes and construct 102 single family two-story homes, new interior streets to serve the project,

private recreational open space areas and on-site amenities, landscape and lighting, and related improvements including drainage basins and public/private utility connections (see Attachment B – Site Plan). Proposed access to the site would be provided via two entry points, one from East Colton Avenue and one from North Wabash Avenue.

In order to implement the proposed residential project, a General Plan Amendment is proposed, to amend the General Plan land use designation for approximately 9.01 gross acres from Low Density Residential to Medium Density Residential (up to 15 dwelling units per acre). Additional detailed analysis of the project is contained in the Planning Commission staff report (See Attachment C).

ANALYSIS:

A) General Plan

Existing Land Use Designation: The subject site is located within the Low Density Residential land use designation (see Attachment D-1 – Existing General Plan Land Use Map) which is intended to provide for areas of single-family residential developments, at a density of up to 6 units per acre. Surrounding land use designations include Low Density Residential to the north, Medium Density Residential to the south and west, and Light Industrial to the east.

General Plan Amendment: The project proposes a residential density of 11.3 units per acre, which is consistent with the Medium Density Residential land use designation. In order to implement the proposed residential project, a General Plan Amendment is proposed (see Attachment D-2 – Amended General Plan Land Use Map), to amend the General Plan land use designation for approximately the 9.01 acre project site, from the Low Density Residential land use designation to the Medium Density Residential land use designation (up to 15 dwelling units per acre).

As the project site is bounded by medium density residential development to the south and west, and industrial to the east, the proposed General Plan land use designation would be consistent with residential neighborhoods to the south and east and would also provide a buffer between the higher intensity land uses to the east, and lower density neighborhoods directly to the north of the project site, and further to the west. Additionally, specific design features of the project, such as landscaping, decorative masonry walls and internally facing streets drive aisles, ensure further compatibility through the increased noise reduction and physical separation.

2021-2029 Housing Element: The City's current 2021-2029 Housing Element (a part of the General Plan) states the City's need for a total of 3,516 housing units, 1,282 of these units can be in the above-moderate income (or market-rate) category. The proposed project, if approved, will contribute an additional 102

new housing units that will help the City meet its overall housing goals.

General Plan Policies: The project, including the proposed General Plan Amendment, is consistent with several General Plan policies, as analyzed in the table contained in Attachment E, including those which promote the buffers and transitions between low- and high-intensity land uses, a variety of residential densities, single-family residential development, and development on small lots.

Measure U: Measure 'U' also contains provisions applicable to the project site and proposed project. As the land on the project site was in active agricultural production on November 3, 1986, regardless of zoning, the adoption/incorporation of the project site of the Specific Plan at a density consistent with Medium Density Residential would require a four-fifths vote of the City Council, and is discussed further in this report.

B) Current Zoning

The property is currently located in the Single Family Residential (R-1) zoning district, (Attachment F – Existing Zoning Map) which is intended to provide for the development of low-density single-family homes, lot sizes typically around 7,200 square feet. A Specific Plan is proposed for the 9.01-acre project site, which would facilitate the higher density development proposed by the project. If the proposed Specific Plan is approved, it will act as the zoning for the subject properties, as detailed below.

C) Madera at Citrus Trail Specific Plan (proposed)

The project includes the establishment of a new Specific Plan (Specific Plan No. 66) titled as the "Madera at Citrus Trail Specific Plan". A specific plan may encompass a large area, such as the East Valley Corridor Specific Plan (4,350 acres) or an area as small as one acre. The Madera at Citrus Trail Specific Plan provides the framework and guidelines for the design and development of a cohesive master planned residential community. The Specific Plan has been written and prepared to focus upon design guidelines and development standards tailored to the project. As mentioned previously, a development of this nature could not normally be accommodated under the conventional zoning regulations of the site. Through the specific plan, the applicant is able to establish development standards that accommodate this specific type of development. The complete Madera at Citrus Trail Specific Plan Document is included with this report as Attachment G.

Land Use and Development Standards: The permitted uses in the Specific Plan include only single-family residential, and the project proposes the development of 102 single-family motor court homes. Each unit is accessed by a system of private streets and "motor courts". The specific plan provides the planning framework for the development of the project site while ensuring compatibility with the surrounding area, through cohesive design and planning of architectural

design, landscaping, circulation, and screening. The specific plan establishes custom development standards and design guidelines for the project site, shown in Table 1 below.

Table 1: Property Development Standards

Max. Coverage	80% (55% proposed)
Max. Building Height	35'
Building Setbacks	Front Yard - 25’ (from public streets) Side Yard – N/A Rear Yard - 5’ Motorcourt - 3’

Design, Landscaping, and Open Space: The Specific Plan establishes conceptual architectural design for buildings within the Specific Plan area. The development consists of two-story homes 1,544 square feet to 1,858 square feet in size, with four "neo-traditional" architectural styles in three different floor plans, depicted in Attachment H. Building elevations facing areas viewable to the public streets, trails, parks and private open space areas will be further enhanced with window surrounds and treatments similar to those found on the front elevations. Plotting and maintenance responsibilities are shown on Attachment I. Common landscaped areas, parks, and parkways are provided throughout the development (see Conceptual Landscaping Plans in Attachment J). Landscaped areas in the interior of the development and exterior landscape areas adjacent to the right of way will be required to be maintained by a Home Owner’s Association. Two community parks are proposed: a centrally located 0.64-acre community park, and a pocket park located in the southwest corner of the development. Private open space areas are also provided for each home. In total,the 3.68 acres of open space represents 43% of the project site excluding areas adjacent to public streets. Additional site design and development analysis is provided within the Planning Commission staff report.

Fences & Walls: The Specific Plan includes a fence and wall exhibit (Attachment K). A split-face masonry wall with top cap, 6 feet in height is proposed at the perimeter of the residential development, with 24-inch square stucco pilasters placed at right angles and at regular intervals in areas visible from the public right-of-way. Privacy walls screen rear yards along the internal streets. Fencing between each of the residences will be tan vinyl, 5'6" feet high. The stormwater capture basins will be fenced with tubular steel fencing 5 feet in height. Where fence and wall locations conflict with required Fire Access and hose pull locations, access gates will be provided for emergency access only (see Attachment L - Fire Access Plan).

Retaining walls will be constructed along the west and north sides of the project site. On the west side, the proposed retaining wall height varies from 4'6" to 5'0"

maximum. On the north side, the proposed retaining wall height varies from 3'0" to 3'6" maximum (see Attachments M-1 and M-2). This does not include the above-ground perimeter wall consisting of 6'0" split-face CMU block, which is placed directly atop the retaining wall in those areas. The neighboring properties have existing walls and fences approximately 6 feet high along their rear property lines, and will view the additional new wall height up to 9 feet to 11 feet high (height will vary), however, the new wall design will be decorative with split-face CMU block and cap rock. A condition of approval requires that a Minor Exception Permit approval be obtained prior to building permit issuance for any wall or fence combination exceeding six feet high.

Circulation & Access: Proposed access into the project site will be from West Colton Avenue to the south, and from North Wabash Avenue to the east. Three internal private streets 32 feet in width provide access to the private community park and access to the alleys, or “auto-courts”. The auto courts provide direct access to the residential dwellings and have a 24-foot pavement width.

Both Colton and Wabash Avenue are fully improved adjacent to the project site, with paving, curb and gutter and sidewalks. Implementation of the project will include changing the sidewalk configuration from curb adjacent sidewalks to right-of-way adjacent sidewalks, to allow for a parkway to separate the travel lanes and the sidewalk. Additional improvements could include the repair or reconstruction of any street facilities that are damaged during construction.

D) Tentative Tract Map

Tentative Tract Map 20571: The proposed tentative tract map (Attachment M-1) would subdivide the 9.01-acre project site for condominium purposes, into a total of 102 lots, and sets forth the lot configuration, street design, easements and overall site planning for the project. As described earlier in this report, the primary access will be from two driveways, one on Wabash Avenue (east side of project site) and another on Colton Avenue (south side of project site). Interior private streets and alleys within the project will provide vehicular access into the motor courts. The tentative map (Attachment M-1) shows finished pad elevations to indicate how the subdivision will be graded, and includes sections that provide greater detail on the retaining walls around the perimeter of the site.

E) Inclusionary Housing

In accordance with the City's adopted Inclusionary Housing Program, Chapter 18.230 of the Redlands Municipal Code, the applicant has submitted an Inclusionary Housing Plan in conjunction with their applications for discretionary approvals, for review and approval by the City Council (see Attachment N). The applicant proposes to comply with the inclusionary housing requirement through the by-right payment of an in-lieu fee, totaling approximately $1,572,916.80). The fee must be paid prior to the issuance of building permits for the project.

G) Socio-Economic Cost/Benefit Study

In accordance with the provisions of the Principles of Management Development within the Redlands General Plan, the project was required to undergo a Socio-Economic Cost Benefit study (Attachment O). The study recommends that the project will not create an unmitigable physical blight or overburden public services in the community because project design features as well as mitigation measures described in the Initial Study/Mitigated Negative Declaration, and incorporated in the Socio-Economic Cost Benefit Study and Conditions of Approval will reduce effects to a less than significant level. In addition, the project will result in a positive annual revenue/cost ratio of 2.33, with annual residential revenues anticipated to be approximately $160,030 to the City upon project completion and annual ongoing costs of approximately $68,552. This results in an annual positive balance of approximately $91,478 (or ratio +2.33).

H) Rezoning Prior Agricultural Land

The entitlements require a majority vote (3/5) to approve the project. However, Measure "U" limits residential density to the "Residential Estate R-E)" standards for any land that was in active agricultural production on November 3, 1986, regardless of zoning. The R-E zoning district has a maximum density of three (3.0) units per acre, and the project proposes 11.3 units per acre. The City Council is authorized to approve rezoning to higher densities with a 4/5 vote of the total authorized membership of the City Council, upon making the mandatory findings. These findings are contained in Attachment N-2.

Two motions are provided the first motion for the project entitlements (which require a 3/5 vote for the approval) and the second motion to approve the Measure "U" findings (which requires a 4/5 vote for approval).

J) Findings

The appropriate findings supporting approval for each entitlement are included within the attached resolutions (Attachments N-1 through N-5).

ENVIRONMENTAL REVIEW:

The City retained an environmental consultant to fully analyze the project and prepare an Initial Study in accordance with the California Environmental Quality Act (CEQA). Pursuant to the CEQA Guidelines, the Initial Study/Mitigated Negative Declaration (IS/MND) was made available for public review and comment for 30 days (State Clearinghouse No. 2023100328). A Notice of Intent was filed with the County Clerk on October 12, 2023, and with the State Clearinghouse, and the IS/MND was circulated for 30 days between October 12, 2023, and November 14, 2023. The Public Review Draft of the Initial Study and

Mitigated Negative Declaration is attached to this staff report as Attachment P-1. All environmental documents were also made available via the City's website (www.cityofredlands.org/post/environmental-documents).

One public comment was received during the public comment period. The comment raises concerns about air quality, the project's potential to displace common species, and traffic safety. The comments did not identify any significant effects that have not already been studied. Therefore, no further analysis is required. Additionally, the San Manuel Band of Mission Indians commented on the project shortly after the public comment period ended, clarifying the nature of the tribe's participation in the tribal consultation process. Their changes have been addressed in the Final Mitigated Negative Declaration.

The Initial Study recommends a Mitigated Negative Declaration with 15 mitigation measures pertaining to Air Quality, Biological Resources, Cultural Resources, Tribal Cultural Resources, Geology & Soils, and Noise & Vibration. All mitigation measures will ensure that any potential effects will remain less than significant. After mitigation, no significant effects were identified as a result of the project, and the recommended mitigation measures will be incorporated into the project as mandatory Conditions of Approval.

The City's consultant has prepared a Final IS/MND that includes the errata, response to comments and a Mitigation Monitoring & Reporting Program (MMRP), included with the IS/MND as Attachment P-2. The full ISMND and all technical studies is available at the City's website (www.cityofredlands.org/post/environmental-documents).

ALTERNATIVES:

1. The City Council may continue the public hearing and direct staff to address any issues or bring back additional information; or
2. The City Council may continue the public hearing and direct staff to prepare findings supporting denial of this request.

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

PREPARED BY:
Ryan Murphy, Senior Planner

Attachments

Attachment A - Location Map and Aerial Photo
Attachment B - Site Plan
Attachment C - PC Staff Report 3.12.2024
Attachment D-1 - Existing General Plan Land Use Map
Attachment D-2 - Proposed Amendment - General Plan
Attachment E - Table of General Plan Policies
Attachment F - Existing Zoning Map
Attachment G - Specific Plan 66 - proposed
Attachment H - Floor Plans and Elevations
Attachment I - Plotting and Private Ownership Exhibit
Attachment J - Conceptual Landscape Plan
Attachment K - Wall and Fence Plan
Attachment L - Fire Master Plan
Attachment M-1 - Tentative Tract Map No. 20571
Attachment M-2 - Preliminary Grading Plan
Attachment N - Inclusionary Housing Plan
Attachment O - Socio-Economic Cost/Benefit Study
Attachment P-1 - Initial Study/Mitigated Negative Declaration
Attachment P-2 - Public Comments, Responses to Comments, Errata, and MMRP
Attachment N-1 - Resolution 8576 (CEQA and SECB)
Attachment N-2 - Resolution 8577 (Measure U for Agricultural Land)
Attachment N-3 - Resolution 8578 (General Plan Amendment)
Attachment N-4 - Resolution 8579 (Specific Plan No. 66)
Attachment N-5 - Resolution 8580 (TTM No. 20571 and CRA No. 965)

Redlands Regular Meeting of 5-7-2024

Location Map

This map was produced by the City of Redlands, Geographic Information System.
The City of Redlands assumes no warranty or legal responsibility for the information contained on this map.
The data used to generate this map is dynamic in nature, therefore the information shown may or may not be the most current.

N
W E
S

Scale
0 350 700
Feet

City of Redlands
Department of Innovation & Technology
Geographic Information Systems

City of REDLANDS "A City That Works"

February 20, 2024

OneStop.mxd

Aerial Photo

This map was produced by the City of Redlands, Geographic Information System.
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N
W E
S

Scale
0 100 200
Feet

City of Redlands
Department of Innovation & Technology
Geographic Information Systems

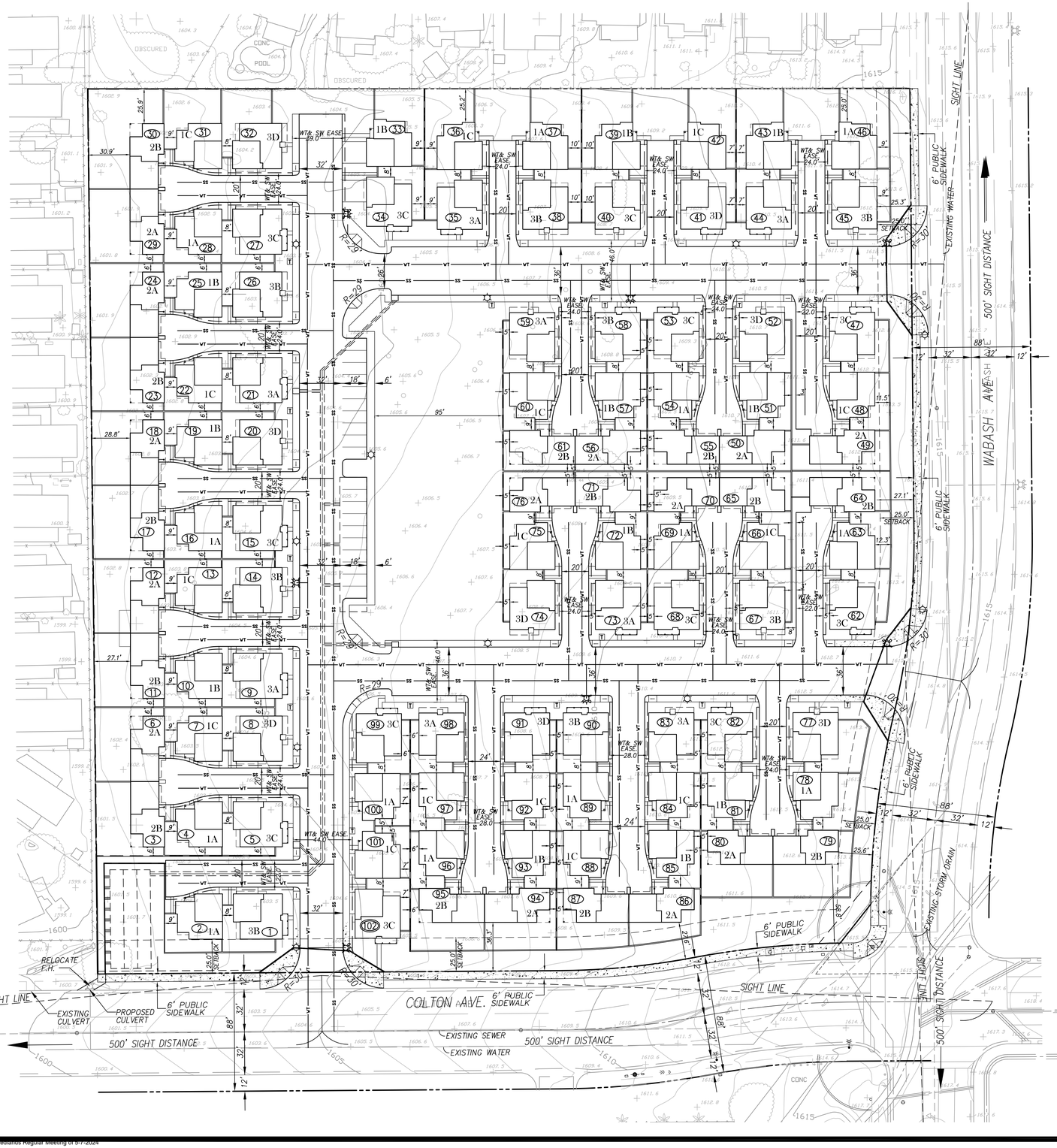
City of REDLANDS "A City That Works"

February 20, 2024

OneStop.mxd

SITE PLAN

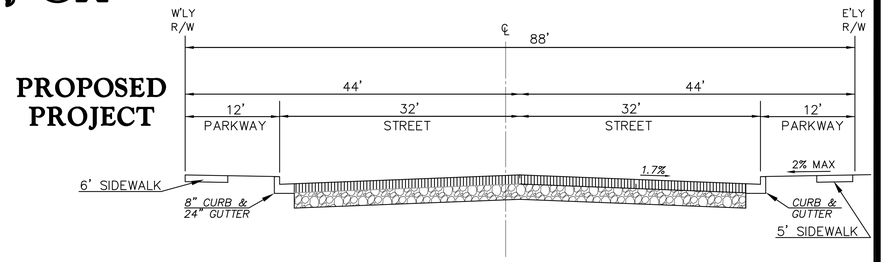
COLTON AVE & WABASH AVE, REDLANDS, CA



WABASH AVE.
TYPICAL SECTION

N.T.S.

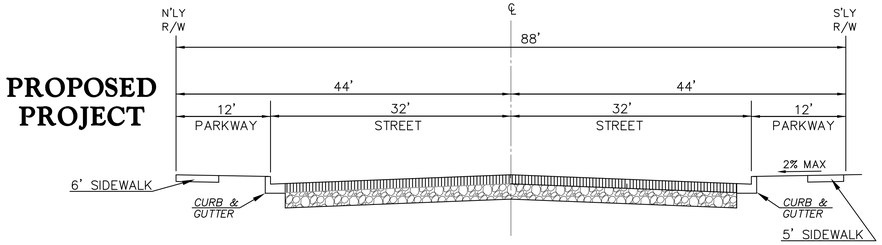
PROPOSED PROJECT

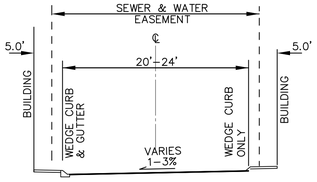


COLTON AVE.
TYPICAL SECTION

N.T.S.

PROPOSED PROJECT

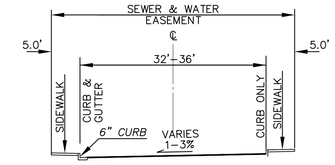




PRIVATE ON-SITE ALLEY

STREET SECTION

NO SCALE



PRIVATE ON-SITE STREET

STREET SECTION

NO SCALE

LEGEND

PROP. LOT LINE
BOUNDARY LINE
PROP. CURB
EX. CURB
PROPOSED SEWER
EXISTING SEWER
PROPOSED WATER
EXISTING WATER
PROPOSED STORM DRAIN
EXISTING STORM DRAIN

THE ON-SITE STORM DRAIN WILL BE MAINTAINED BY THE H.O.A.

NORTH

CA

GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)
1 inch = 40 ft.

PROJECT SUMMARY

9.00 ACRES (GROSS)
8.91 ACRES (NET)
11.33 DU/ACRE
102 TOTAL UNITS

PRODUCT 1
40 UNITS
1,544 SF

PRODUCT 2
26 UNITS
1,700 SF

PROCUCT 3
36 UNITS
1,858 SF

PARKING SUMMARY
63 GUEST STALLS
204 GARAGE STALLS
267 TOTAL STALLS

MIX SUMMARY
PRODUCT 1 – 40 UNITS 39.2%
PRODUCT 2 – 26 UNITS 25.5%
PRODUCT 3 – 36 UNITS 35.3%

Soni 2012 Irrevocable Trusts
1423 Georgina Avenue Santa Monica
Santa Monica, CA 90402
(949) 922-7075
Contact: Vanita Soni Puri

CA ENGINEERING, INC.
Planning · Engineering · Surveying
13821 NEWPORT AVE., STE 110
TUSTIN, CA 92780
949-724-9480 949-724-9484 FAX

SHEET C1.2
Dec 15 2023
JOB NO. 816-1
SHEET NO. 1 OF 1 SHTS.

Redlands Regular Meeting of 5-7-2024
259 of 1013

City of Redlands
REQUEST FOR PLANNING COMMISSION ACTION

Planning Commission **Agenda Item NO. 5.D.**
Meeting Date: 03/12/2024

APPLICANT:
VANITA SONI PURI
(PROJECT PLANNER: RYAN MURPHY, SENIOR PLANNER)

PUBLIC HEARING to consider the following applications, for 9.01 acres of land located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) in the Single Family Residential (R-1) Zoning District:

1. A recommendation to the City Council on a **Mitigated Negative Declaration** prepared for the project in accordance with Section 15074 of the California Environmental Quality Act.

2. A recommendation to the City Council on a **Socio-Economic Cost/Benefit Study** prepared for the project in accordance with Measure U.

3. A recommendation to the City Council on **General Plan Amendment No. 147** – A proposal to amend the General Plan land use designation of 9.01 acres from Low Density Residential to Medium Density Residential (maximum density of 15.0 dwelling units per acre).

4. A recommendation to the City Council on **Specific Plan No. 66** - A proposal to adopt the “Madera at Citrus Trail Specific Plan” (Specific Plan No. 66) as the new underlying zoning designation for 9.01 acres and establish development standards to accommodate single family residential development at a density of 11.3 dwelling units per acre. The project proposes to construct 102 single family two-story homes, new interior streets to serve the project, private recreational open space areas and on-site amenities, landscape and lighting, and related improvements including drainage basins and public/private utility connections.

5. A recommendation to the City Council on **Tentative Tract Map No. 20571** – A request to subdivide 9.01 acres for residential development and condominium purposes.

6. A recommendation to the City Council to approve **Commission Review and Approval No. 965** – A request for site plan approval and architectural design review to construct a total of 102 single-family detached motor court homes up to two stories high within the proposed Madera at Citrus Trail Specific Plan.

SYNOPSIS

1. General Plan Designation:	Low Density Residential
2. Existing Zoning:	Single Family Residential (R-1)
3. Surrounding Zoning:	North: Single Family Residential District (R-1) South: Single Family Residential District (R-1) East: General Industrial District (M-1); Commercial Industrial (IC), RM and RS zones in the County’s jurisdiction West: Single Family Residential District (R-1)
4. Existing Land Use:	Vacant Land

5. Surrounding Land Use:	North: Single-family residential neighborhood South: Mobile Home Park East: Industrial developments (City and County); Redlands East Valley High School (County); single-family and multifamily developments to the southeast (County) West: Mobile Home Park	
6. Area/Topography:	Relatively flat property with an approximately 2% slope downward toward the southwest.	
7. Environmental Assessment:	A Mitigated Negative Declaration has been prepared for the project in accordance with Section 15074 of the CEQA Guidelines.	
8. Socio-Economic/Cost Benefit Study:	A Socio-Economic Cost/Benefit Study has been prepared, and resulted in an annual revenue/cost ratio of positive 2.33.	
9. Planning Commission Submittal Dates:	(A) Date Submitted: (B) Date Accepted As Complete: (C) Planning Commission Meeting:	August 3, 2022 June 5, 2023 March 12, 2024

PROPOSAL

The applicant proposes to establish the “Madera at Citrus Trail Specific Plan” (Specific Plan No. 66) as the new underlying zoning designation for the 9.01-acre project site, located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) (see Attachment A – Location Map and Aerial Photo), and establish development standards to accommodate single family residential development at a density of 11.3 dwelling units per acre. The project proposes to subdivide the site for condominium purposes and construct 102 single family two-story homes, new interior streets to serve the project, private recreational open space areas and on-site amenities, landscape and lighting, and related improvements including drainage basins and public/private utility connections (see Attachment B – Site Plan). Proposed access to the site would be provided via two entry points, one from East Colton Avenue and one from North Wabash Avenue.

In order to implement the proposed residential project, a General Plan Amendment is proposed, to amend the General Plan land use designation for approximately 9.01 gross acres from Low Density Residential to Medium Density Residential (up to 15 dwelling units per acre).

BACKGROUND

The project site is currently made up of vacant land. Aerial photography indicates that prior to the 1960's, the area was comprised mostly of citrus groves, with a railway line running through the area adjacent to the flood control channel south of the project site. These citrus groves were present on the property until the mid-1980's. The remaining trees were cleared by 2002 and the site has remained in its present condition since then.

Industrial development adjacent directly to the east of the project site occurred beginning in the 1960's and through the 1990's in both the City and County's jurisdiction. Most land east of Wabash Avenue and adjacent to Colton Avenue is in the County of San Bernardino's jurisdiction, within the County's Community Industrial or "IC" zoning district.

Two large mobile-home developments surround the project site on three sides. The largest is the Orange Grove Mobile Estates development, located to the south of the project site, which consists of 209 mobile home units on 30.2 acres, at density of 6.9 dwelling units per acre. To the west of the project site is the Redlands Ranch Mobile Home Park was constructed in 1988 and contains 122 units on 19.3 acres, at a density of 6.3 dwelling units per acre.

The site is located approximately one third mile north of Crafton Elementary School, and is also near Redlands East Valley High School, located one half mile east of the project site on Colton Avenue. Redlands East Valley High School was constructed in 1997 and has influenced development in the area, increasing residential development in the immediate vicinity of the project site.

ANALYSIS

A) General Plan

Existing Land Use Designation: The subject site is located within the Low Density Residential land use designation (see Attachment C – Existing General Plan Land Use Map) which is intended to provide for areas of single-family residential developments, at a density of up to 6.0 units per acre. Surrounding land use designations include Low Density Residential to the north, Medium Density Residential to the south and west, and Light Industrial to the east.

General Plan Amendment: The project proposes a residential density of 11.3 units per acre, which would be consistent with the proposed Medium Density Residential land use designation. In order to implement the proposed residential project, a General Plan Amendment is needed (see Attachment D – Amended General Plan Land Use Map) to change the General Plan land use designation from Low Density Residential to the Medium Density Residential land use designation (allows up to 15 dwelling units per acre).

As the project site is bounded by medium density residential development to the south and west, and industrial to the east, the proposed Medium Density Residential designation would be consistent with residential developments to the immediate south and east. Medium-density development would also provide a buffer or transition between the higher-intensity land uses to the east (light industrial developments and Redlands East Valley High School) and the lower-density single-family neighborhoods to the north of the project site and further to the west. Additionally, specific design features of the project (such as landscaping, decorative masonry walls, and internally-facing street and drive aisles) ensure compatibility through greater noise reduction and physical separation.

2021-2029 Housing Element: The City's current 2021-2029 Housing Element (a part of the General Plan) states the City's need for a total of 3,516 housing units. 1,282 of these units can be in the above-moderate income (or market-rate) category. The proposed project, if approved, will contribute an additional 102 new housing units that will help the City meet its overall housing goals.

General Plan Policies: The project, including the proposed General Plan Amendment, is consistent with several General Plan policies, as analyzed in the table contained in Attachment E, including those which promote the buffers and transitions between low- and high-intensity land uses, a variety of residential densities, single-family residential development, and development on small lots.

Measure U: Measure 'U' also contains provisions applicable to the project site and proposed project. As the land on the project site was in active agricultural production on November 3, 1986, regardless of zoning, the adoption/incorporation of the project site of the Specific Plan at a density consistent with Medium Density Residential would require a four-fifths vote of the City Council. The necessary findings are included in Attachment Q (Planning Commission Resolutions).

B) Current Zoning

The property is currently located in the Single Family Residential (R-1) zoning district, (Attachment F – Existing Zoning Map) which is intended to provide for the development of low-density single-family homes, lot sizes typically around 7,200 square feet. A Specific Plan is proposed for the 9.01-acre project site, which would facilitate the higher density development proposed by the project. If the proposed Specific Plan is approved, it will act as the zoning for the subject properties, as detailed below.

C) Madera at Citrus Trail Specific Plan (proposed)

The project includes the establishment of a new Specific Plan (Specific Plan No. 66), the "Madera at Citrus Trail Specific Plan." A specific plan may encompass a large area, such as the East Valley Corridor Specific Plan (4,350 acres) or an area as small as one acre. The Madera at Citrus Trail Specific Plan provides the framework and guidelines for the design and development of a cohesive master-planned residential community. The Specific Plan has been written and prepared to focus upon design guidelines and development standards tailored to the project. As mentioned previously, a development of this nature could not normally be accommodated under the conventional zoning regulations of the site. Through the establishment of a new specific plan, the applicant is able to establish development standards that accommodate this specific type of development. The complete Madera at Citrus Trail Specific Plan Document is included with this report as Attachment G.

Land Use and Development Standards: The permitted uses in the Specific Plan include only single-family residential, and the project proposes the project proposes the development of 102 single family motor court homes. As a unique development of this nature could not normally be accommodated under the conventional zoning regulations of the site, the specific plan provides the planning framework for the development of the project site while ensuring compatibility with the surrounding area, through cohesive design and planning of architectural design, landscaping, circulation, and screening. The specific plan establishes custom development standards and design guidelines for the project site, shown in Table 1 below. Plotting and other site details are shown on Attachment H.

Table 1: Development Standards

Development Standard	*Proposed*
Maximum Coverage	80% (55% coverage proposed)
Maximum Building Height	35 feet
Building Setbacks	· Front Yard - 25' (from public streets) · Side Yard – N/A · Rear Yard - 5'

	· Motorcourt - 3’

Proposed Architecture: The Specific Plan establishes conceptual architectural design for buildings within the Specific Plan area. The development will utilize three different floor plans will be provided, consisting of two-story homes ranging in size from 1,544 square feet to 1,858 square feet.. Four “neo-traditional” architectural styles are proposed, which include styles of Farmhouse, Ranch, Mediterranean and Spanish, and Monterey. Architectural styles are depicted in the Specific Plan and included with his report as Attachment I. Building elevations facing areas viewable to the public streets, trails, parks and private open space areas will be further enhanced with window surrounds and treatments similar to those found on the front elevations.

Landscaping and Open Space: The conceptual landscape plan, which includes a variety of deciduous and evergreen trees are part of the common landscaped areas, parks, and parkways (see Conceptual Landscaping Plans in Attachment J).

A broad range of trees and plants are provided within the plant palette for the development. A total of 338 trees will be planted on site. Additionally, the specific plan identifies various shrubs, lawn substitutes and groundcover to be used within the development. Common landscaped areas in the interior of the development and exterior landscape areas adjacent to the right of way will be required to be maintained by a Home Owner’s Association.

The provision of open space throughout the project site is integral to the design of the community. A project community park is planned for the central portion of the subject development. This park will consist of approximately 27,920 square feet (0.64 acres) and will provide active and passive recreational uses. Included in the park will be a parking lot, picnic areas, tot lot, dog park and other amenities. In addition, a pocket park will be located in the southwest corner of the development. This park will consist of approximately 3,030 square feet (0.07 acres) and will provide an informal decomposed granite path, bench and meadow in the center.

Private open space areas are also provided for each home. In total, 1.72 acres of common open space and 1.96 acres of private open space is proposed. The total 3.68 acres of open space represents 43% of the project site excluding areas adjacent to public streets.

Circulation & Access: Proposed access into the project site will be from West Colton Avenue to the south, and from North Wabash Avenue to the east. Three internal private streets 32 feet in width provide access to the private community park and access to the alleys, or “auto-courts”. The auto courts provide direct access to the residential dwellings and have a 24-foot pavement width.

Both Colton Avenue and Wabash Avenue (abutting the project site frontage) are fully improved with paving, curbs and gutters, and sidewalks. Implementation of the project will include changing the sidewalk configuration from curb adjacent sidewalks to right-of-way adjacent sidewalks, to allow for a parkway to separate the travel lanes and the sidewalk. Additional improvements could include the repair or reconstruction of any street facilities that are damaged during construction.

Fencing & Walls: The Specific Plan includes a fence and wall exhibit (Attachment K). A split-face masonry wall with top cap, 6'0" high is proposed along the perimeter of the residential development, with 24-inch square stucco pilasters placed at right angles and at regular intervals in areas visible from the public right-of-way. Several 6-foot high privacy stucco walls will screen rear yard areas from views along the internal streets. A retaining wall with a maximum height of 4'0" is proposed at the north and west property lines (combined with a 6'0" perimeter wall would be ten feet total height on the exposed side). A condition of approval has been added requiring that a Minor Exception Permit be obtained prior to Building Permit issuance for any wall or fence combination that exceeds six feet

in height. Fencing between each of the residences will be tan vinyl, 5-½ feet in height. The stormwater capture facilities will be fenced with tubular steel fencing 5'0" high.

E) Tentative Tract Map

Tentative Tract Map No. 20571: The proposed tentative tract map (Attachment L) would subdivide the 9.01-acre project site for condominium purposes, into a total of 102 lots, and sets forth the lot configuration, street design, easements and overall site planning for the project. As described earlier in this report, the primary access will be from two driveways, one on Wabash Avenue on the east side of the project and another on Colton Avenue to the south. A system of local private streets and alleys provides vehicular access into the motor court neighborhoods.

Grading: The tentative map provides finished pad elevations to indicate how the subdivision will be graded (See Attachment M). The site slopes downward from northeast to southwest with an elevation change from 1,604 to 1,618 feet above mean sea level. The maximum grade difference between abutting properties to the north and west (i.e., at the north and west property lines) would be 4 feet, where a retaining wall is proposed on the project site. The tentative tract map (Attachment L) includes cross-sections showing wall heights, and shows a total 10-foot high wall (4'0" of retaining wall plus 6'0" of perimeter wall) with exposed sides facing the abutting properties to the north and west. The perimeter walls will be decorative on both sides with split-face CMU block and cap rock (note there are already existing 6'0" screen walls or fences on the abutting properties to the north and west).

F) Inclusionary Housing

Chapter 18.230 of the Redlands Municipal Code was recently adopted by the Redlands City Council on July 5th, 2023, and established an Inclusionary Housing Program for the City of Redlands. This ordinance requires any Residential Development that includes ten (10) or more units to provide affordable housing, as defined, through a range of means, including the payment of an in-lieu fee pursuant to an In-Lieu Fee Schedule that was adopted by the City Council on December 19, 2023. For-sale Residential Developments are permitted to pay an in-lieu fee by right. The In-Lieu Fee payment obligation is calculated against the entire Habitable Area of the proposed Market Rate Project, and is required to be paid at the time that the first building permit is issued. The project's compliance with the applicable provisions of the ordinance is discussed below.

Inclusionary Housing Plan: The applicant has submitted an Inclusionary Housing Plan in conjunction with their applications for discretionary approvals, for review and approval by the City Council (see Attachment N).

Methods of Compliance with Inclusionary Housing Requirements: The Inclusionary Housing Plan provided by the applicant utilizes the alternative methods provided within the ordinance, and the applicant proposes to comply with the inclusionary housing requirement through an In-lieu fee payment for entire obligation. The fee must be paid prior to the issuance of building permits for the project.

G) Socio-Economic Cost/Benefit Study

In accordance with the provisions of the Principles of Management Development within the Redlands General Plan, the project was required to undergo a Socio-Economic Cost Benefit study (Attachment O). The study recommends that the project will not create an unmitigable physical blight or overburden public services in the community because project design features as well as mitigation measures described in the Initial Study/Mitigated Negative Declaration, and incorporated in the Socio-Economic Cost Benefit Study and Conditions of Approval will reduce effects to a less than significant level. In addition, the project will result in a positive annual revenue/cost ratio of 2.33, with

annual residential revenues anticipated to be approximately $160,030 to the City upon project completion and annual ongoing costs of approximately $68,552. This results in an annual positive balance of approximately $91,478 (or ratio +2.33).

ENVIRONMENTAL REVIEW

The City retained an environmental consultant, MIG, Inc., to fully analyze the project and prepare an Initial Study in accordance with the California Environmental Quality Act (CEQA).

Pursuant to the CEQA Guidelines, the Initial Study/Mitigated Negative Declaration (IS/MND) was made available for public review and comment for 30 days (State Clearinghouse No. 2023100328). A Notice of Intent was filed with the County Clerk on October 12, 2023, and with the State Clearinghouse, and the IS/MND was circulated for 30 days between October 12, 2023, and November 14, 2023. The Public Review Draft of the Initial Study and Mitigated Negative Declaration is attached to this staff report as Attachment P-1. All environmental documents were also made available via the City's website (www.cityofredlands.org/post/environmental-documents). One public comment was received during the public comment period. The comment raises concerns about air quality, the project's potential to displace common species, and traffic safety. The comments did not identify any significant effects that have not already been studied. Therefore, no further analysis is required.

Additionally, the San Manuel Band of Mission Indians commented on the project shortly after the public comment period ended, clarifying the nature of the tribe's participation in the tribal consultation process. Their changes have been addressed in the Final Mitigated Negative Declaration.

The Initial Study recommends a Mitigated Negative Declaration with fifteen (15) mitigation measures which pertain to Air Quality, Biological Resources, Cultural Resources, Tribal Cultural Resources, Geology and Soils, and Noise and Vibration. All mitigation measures will ensure that any potential effects will remain less than significant.

After mitigation, no significant effects were identified as a result of the project, and the recommended mitigation measures will be incorporated into the project as mandatory Conditions of Approval.

The City's consultant has prepared a Final IS/MND that includes the Errata, Responses to Comments, and a Mitigation Monitoring & Reporting Program (MMRP), all of which are included as Attachment P-2. The full IS/MND and all technical studies are available at the City's website (www.cityofredlands.org/post/environmental-documents).

FINDINGS

Each of the entitlements for the proposed project has specific findings, which are established by the Redlands Municipal Code, and are required to be made by Planning Commission before the Commission can recommend approval for the requested entitlements for the project. A complete list of findings is included in the Planning Commission Resolutions (see Attachments Q-1 through Q-3).

RECOMMENDATIONS

Based on the above analysis and findings, staff recommends that the Planning Commission adopt Resolution Nos. 1660, 1661, and 1662 recommending to the City Council: adoption of the Socio-Economic Cost/Benefit Study and the Initial Study/Mitigated Negative Declaration for the project; and approval of the General Plan Amendment, Specific Plan No. 66, Tentative Tract Map, and Commission Review & Approval for the project.

MOTIONS

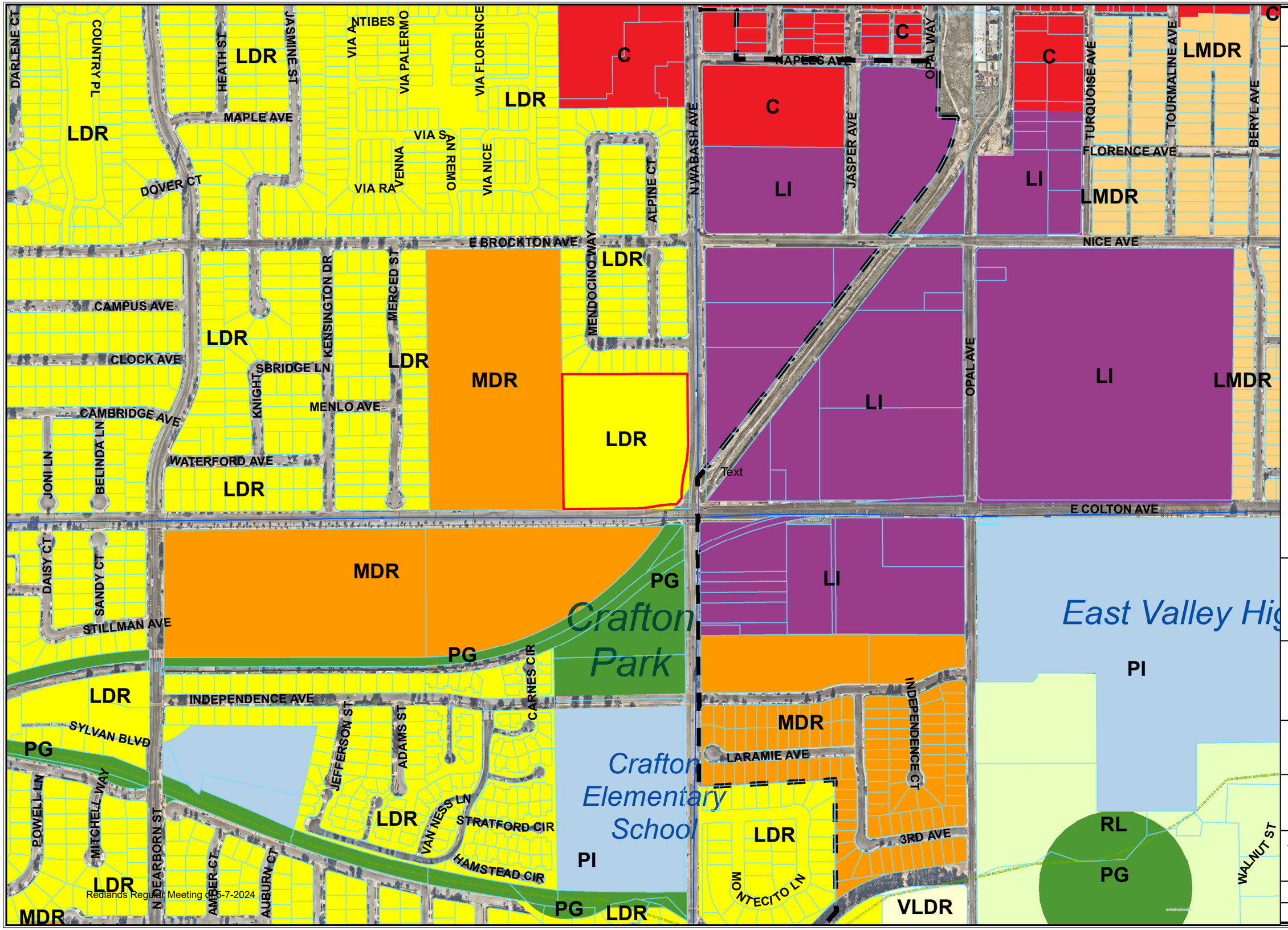
If the Planning Commission concurs with staff's recommendation, the following motion has been provided:

"I move that the Planning Commission adopt Resolution Nos. 1660, 1661, and 1662 recommending that the City Council:

- Adopt a Mitigated Negative Declaration and Mitigation Monitoring & Reporting Program for the proposed project;
- Adopt the Socio-Economic Cost/Benefit Study for the project;
- Approve General Plan Amendment No. 147;
- Approve Specific Plan No. 66;
- Approve Tentative Tract Map No. 20571;
- Approve Commission Review and Approval No. 965; and
- Approve the Inclusionary Housing Plan for the project."

Attachments

Attachment A - Location Map and Aerial Photo
Attachment B - Site Plan
Attachment C - General Plan Land Use Map (existing)
Attachment D - General Plan Amendment (proposed)
Attachment E - Table of General Plan Policies
Attachment F - Zoning Map (existing)
Attachment G - Specific Plan No. 66 (proposed)
Attachment H - Plotting and Private Ownership Exhibit
Attachment I - Floor Plans and Elevations
Attachment J - Conceptual Landscape Plan
Attachment K - Wall and Fence Plan
Attachment L - Tentative Tract Map No. 20571
Attachment M - Preliminary Grading Plan
Attachment N - Inclusionary Housing Plan
Attachment P-1 - Initial Study/Mitigated Negative Declaration
Attachment P-2 - Response to Comments, Errata, and MMRP
Attachment Q-1 - Resolution 1660 (GPA 147, Socio-Economic Study, and CEQA)
Attachment Q-2 - Resolution 1661 (Specific Plan No. 66 and Measure U findings)
Attachment Q-3 - Resolution 1662 (TTM 20571 and CRA 965)



General Plan

Existing Designation:

Low Density Residential

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City of Redlands
Department of Innovation & Technology
Geographic Information Systems

City of REDLANDS "A City That Works"

February 20, 2024

OneStop.mxd

General Plan

Proposed Amendment

to

Medium Density Residential

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February 20, 2024

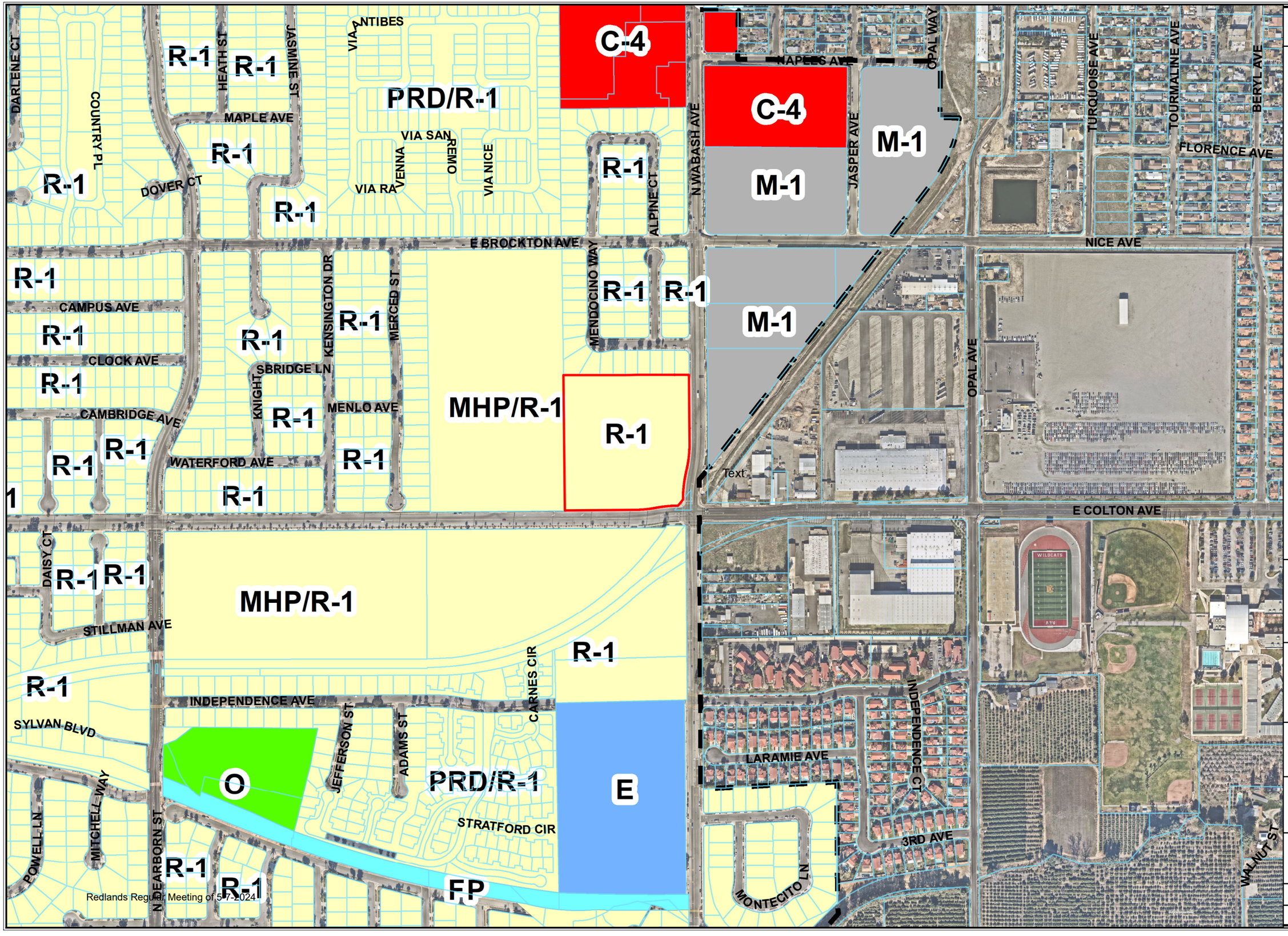
OneStop.mxd

General Plan Analysis

General Plan Policy	Consistency
Policy 2-A.4 – Maintain continuity in streetscape design along major streets and avenues that traverse north and south – California, Nevada, Alabama, Tennessee, Orange, Church, University, Judson, and Wabash; and those that traverse east and west – Pioneer, San Bernardino, Lugonia, Redlands Boulevard, and Citrus.	The proposed project will provide a north south streetscape (consisting of a property line adjacent sidewalk and parkway between vehicle travel lanes) that is consistent with the streetscape conditions adjacent to the project area, and will utilize street trees approved by the Facilities and Community Services Division.
Policy 2-A.17 – Establish meeting areas in new neighborhoods, and ensure a safe and secure environment.	A private community park is proposed within the development that will establish a safe and secure meeting area for the residents of the project.
Policy 2-A.19 – Develop entryways and gateways that define Redlands' major points of entry.	The proposed project provides enhanced gateway and enhanced landscape features that help define Colton Avenue as a point of entry into the City.
4-A-150 - Encourage the undergrounding of utilities for all new development	The proposed project will underground all project adjacent utilities as required by the Municipal Code.
4-P.8 - Provide for buffers between low and high-intensity land uses	The project will be designated as Medium Density Residential in the General Plan. Properties to the north are designated as Low Density Residential, to the west as Medium Density Residential and Low Density Residential beyond, to the east as Light Industrial and to the south as Medium Density Residential and Parks/Golf Courses. The project provides smaller single family residential lots which creates a sensible buffer and transition from the east to the west, where less intense residential development is located.

General Plan Policy	Consistency
4-P.10 - Ensure that the scale and character of new development is appropriate for surrounding terrain and the character of existing development.	The proposed project proposes two-story single-family homes, which is consistent with other neighborhoods in the immediate vicinity, and proposes a density of development that is consistent with other residential developments in the immediate vicinity.
Policy 4-A.6 – Provide for the extension of public services in a logical and functional manner to minimize impacts on service providers while focusing development in infill areas that can accommodate development in a timely manner.	The project extends public services in manner that facilitates the project, which can be considered an infill development project.
Policy 4-A.7 – Promote a range of residential densities to encourage a mix of housing types in varying price ranges and rental rates. Policy 4-P.16 – Promote a variety of housing types to serve the diverse needs of the community. Policy 4-P.16 – Promote a variety of housing types to serve the diverse needs of the community.	The project will contribute to the range of residential densities allowed for in the Redlands General Plan by providing additional area for Medium Density Residential development, contributing to available housing within the City. The small-lot style development will provide for housing options in price ranges that are likely to be more affordable than larger estate-style residential lots under development elsewhere in the City.
Policy 4-A.8 – Promote the development of a greater variety of housing types, including single-family homes on small lots, accessory dwelling units, townhomes, lofts, live-work spaces, and senior and student housing to meet the needs of future demographics and changing family sizes.	The General Plan specifically promotes a greater variety of housing types, including single-family homes on small lots, which are proposed under the Specific Plan and Tentative Tract Map.
Measure U (Section 4.40q) – Plan for a housing mix at buildout consisting of 75 percent single family dwelling units and 25 percent multi-family dwelling units.	The proposed project consists of entirely single-family units, and will further implement the City's goal of achieving 75 percent (or more) single family units at buildout.

Zoning Map



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February 20, 2024

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SPECIFIC PLAN NO. 66

MADERA AT CITRUS TRAIL

CITY OF REDLANDS, CALIFORNIA

December 14, 2023

A Residential Community in

the City of Redlands

Applicant

Vanita Soni Puri
Soni 2012 Irrevocable Trust
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PREFACE

Specific Plan No. 66, has been written and prepared to serve as a planning tool for the City of Redlands to review a residential community with unique design characteristics. This Specific Plan No. 66 has been prepared according to accepted professional principles fulfilling the criteria of the City of Redlands. In the preparation of the Specific Plan, a commitment has been made to produce a unique residential community integrated with abundant open space and amenities. The land owner has assembled a team of architects, landscape architects, civil engineers and city planners which have strived to produce a master-planned residential community incorporating small lot housing under a motor court design of single family homes.

SECTION 1. INTRODUCTION AND BACKGROUND

A. Introduction

1. Purpose and Intent

The Specific Plan No. 66 is intended to provide the framework and property guidelines for the design and development of a master-planned residential community in conformance with the goals and objectives of the City of Redlands General Plan. Specific Plan No. 66 has been written and prepared to focus upon design solutions, regulations and development standards specifically tailored to the project site and residential design while insuring a commitment to the ordinances of the City of Redlands in both spirit and intent. The Specific Plan intends to develop a residential community in such a manner so as to produce a cohesive, unified development sensitive to the project site and surrounding area through the integration of special buffer treatments, architectural theming, placement of structures, and the integration of passive and active open space and recreational uses. The incorporation of the design guidelines and development standards contained in the Specific Plan will provide the City of Redlands with a desirable residential neighborhood with abundant amenities and housing opportunities.

The Specific Plan includes text and exhibits which specify the following in detail:

- The distribution, location, and extent of the uses of the land, including open space, within the area covered by the Specific Plan.
- The proposed distribution, location, and extent and intensity of major components of public or private transportation, sewage, water, drainage, solid waste disposal, energy, and other essential facilities to be located within the area covered by the plan and needed to support the land uses described in the plan.
- Standards and criteria by which development will proceed.
- A program of implementation measures including regulations, programs, public works projects, and financing measures necessary to carry out the project.
- The Specific Plan shall include a statement of the relationship of the Specific Plan to the General Plan.

8. Project Setting

1. Project Location

Specific Plan No. 66 encompasses approximately 9.01 acres located at the northwest corner of Wabash Avenue and Colton Avenue, along the City's eastern city limit. Exhibit 1 depicts the Regional Setting of the project site, while Exhibit 2 depicts the Project Boundaries, in addition to its relationship to the surrounding area. To the north of the project site is a residential subdivision of single family homes; to the west of the site is a mobile home park; to the south of the project site is a mobile home park; and, to the east are industrial buildings located in an unincorporated portion of San Bernardino County.

The site is relatively flat, having a gentle slope (2%) from east to west. The project site is currently vacant land.

2. Legal Description

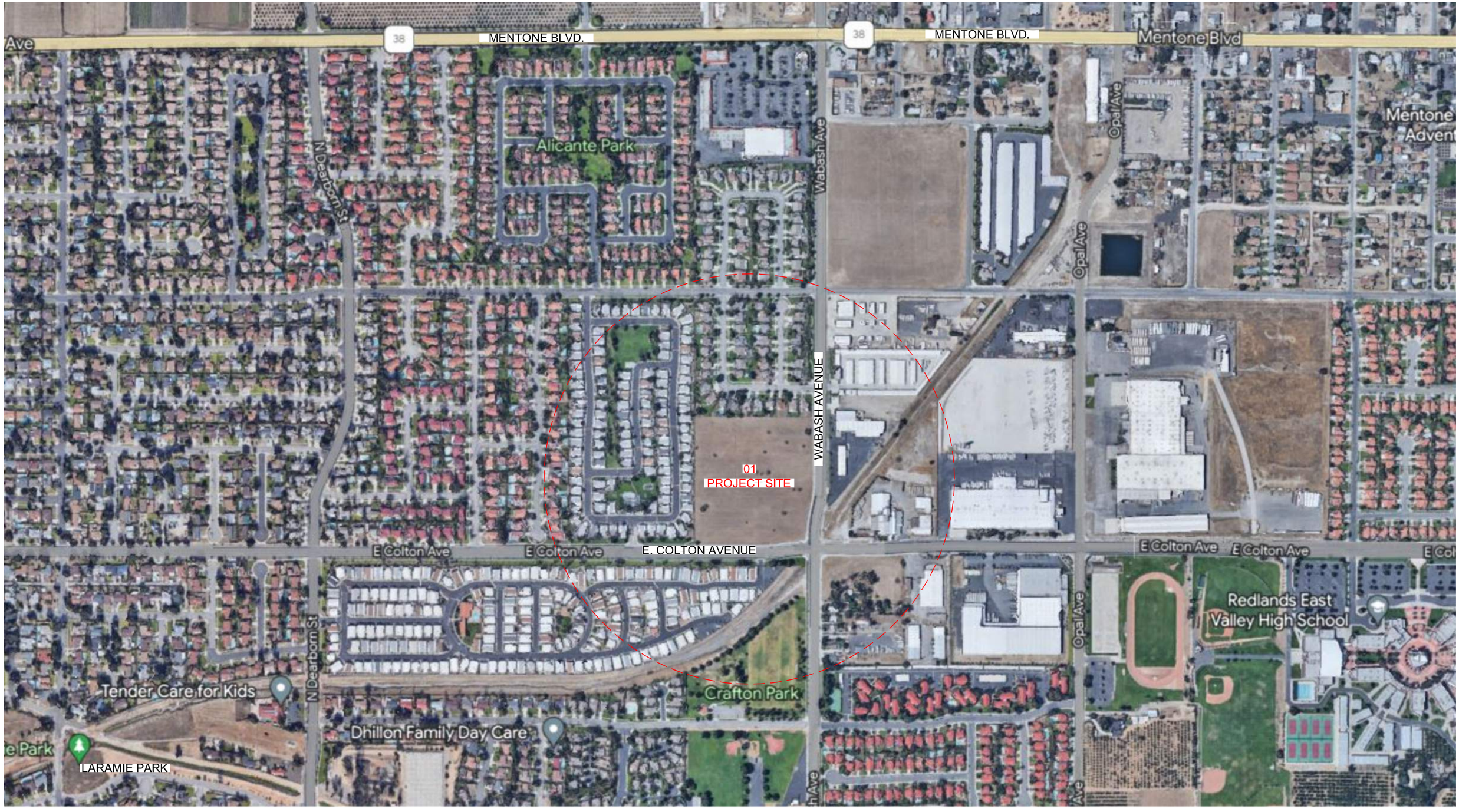
The land referred to herein is situated in the City of Redlands, County of San Bernardino, State of California, and is described as a portion of the Southeast Quarter of Section 24, Township 1 South, Range 3 West, San Bernardino Base and Meridian.

The land consists of the following Assessor's Parcel:

APN 0168-291-020-000 9.01 acres

EXHIBIT 1

PROJECT LOCATION



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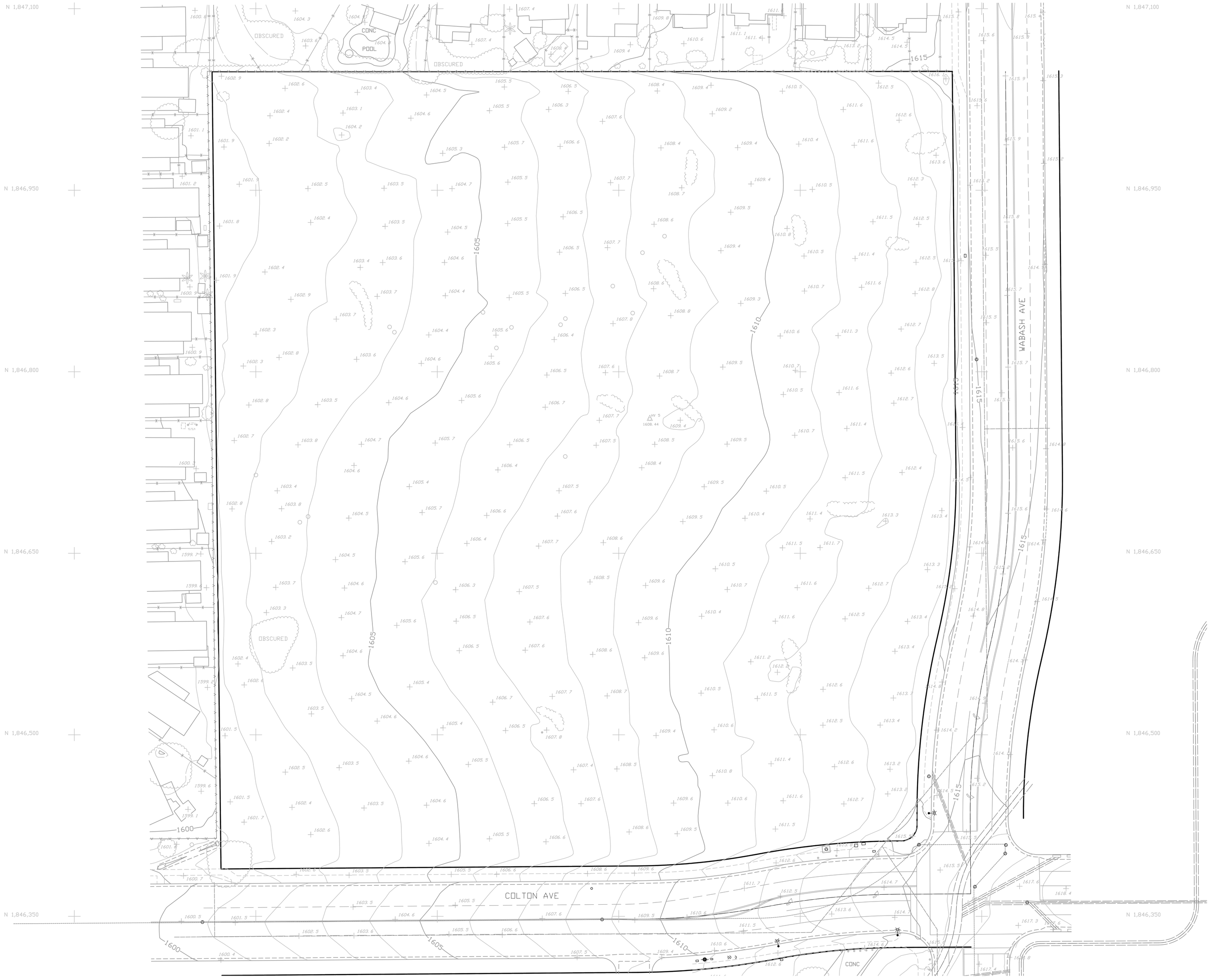
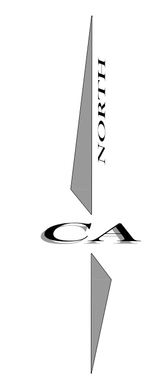
MADERA AT CITRUS TRAIL
SPECIFIC PLAN

EXHIBIT 1.1

TOPOGRAPHICAL SURVEY

EXISTING TOPOGRAPHY





GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)
1 inch = 40 ft.

REVISIONS	BY	DATE

PREPARED BY:

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ADDRESS

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EXHIBIT 2

PROJECT BOUNDARIES/EXISTING CONDITIONS

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MADERA AT CITRUS TRAIL
SPECIFIC PLAN

3. Project Description

The concept of Specific Plan No. 66 is to provide the planning framework which will guide the future development of the project site in a manner that responds to the unique characteristics of the site, fosters a sense of community and neighborhood, and responds to the residential market conditions of the City of Redlands. The master-planned residential development envisioned by this specific plan will complement the existing neighborhood and will provide additional housing opportunities.

The Specific Plan has been prepared in the spirit and intent with the City's Planned Residential Development Regulations (PRO). The PRO is defined as a development located on a site approved as a subdivision, to be constructed by a person or corporate body, involving a variety of residential structure types, planned as a total entity and, therefore, subject to approval, development and regulation as one land use complex. The purpose of the PRO provisions is to provide for greater flexibility in the design of residential developments and the promotion of a more efficient, aesthetically pleasing and desirable use of land.

An Illustrative Site Plan is depicted in Exhibit 3, representing a conceptual depiction of the development as proposed within this Specific Plan.

The project has been designed as motor court housing, consisting of 102 single family homes integrated with active and passive open space. An additional 1.72 acres of common open space and 1.96 acres of private open space is proposed. The 3.68 acres of open space represents 43% of the project site excluding public street perimeters. The interior street system is a combination of private streets and alleys servicing the individual units.

EXHIBIT 3

ILLUSTRATIVE SITE PLAN

SITE PLAN

ktgv

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JOB# 22-026 DATE: 12-12-23

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

C. Project Goals and Objectives

The concept of the Specific Plan is to provide a framework which will guide the future development of the project site in a manner which responds to the unique characteristics of the site and fosters a sense of community identity. In order to ensure the creation of a superior residential community sensitive to the needs of the Redlands community, the following goals and objectives have been incorporated:

- The creation of an enriched residential community taking advantage of the characteristics of the project site.

- To establish an aesthetically appealing project along Wabash Avenue and Colton Avenue by incorporating attractive site planning techniques, architectural design, and incorporating an abundant amount of visible open space.

- To foster a sense of community and pride within the residential neighborhoods comprising the project site.

- To insure the compatibility with surrounding land uses and residential neighborhoods through utilization of landscaping and buffer treatments as well sensitive site planning techniques.

- To locate initial phases of development in coordination with the extension of public services and infrastructure.

- To provide a circulation system to conveniently serve the needs of the development.

D. Relationship to the City's General Plan

The Governor's Office of Planning and Research defines a specific plan as "...a tool for the systematic implementation of the general plan." As such, a discussion of the relationship between the Specific Plan and the General Plan is required. This section describes how Specific Plan No. 66 implements various polices and actions of the City of Redlands General Plan.

The Redlands General Plan is a "blueprint" that documents the City's vision for the future and provides goals, policies, and implementation measures that can be utilized by City staff and decision makers to proactively influence physical growth and change in a manner consistent with this vision. The General Plan provides the City with multi-disciplinary strategy for achieving the vision in the context of land use, circulation & mobility, housing, open space, conservation, public safety, noise, cultural resources & historic preservation, growth management, economic development, infrastructure and urban design elements.

The Madera at Citrus Trails community is designed to encourage logical and orderly growth and to consider both existing conditions and future development surrounding the entire property. The property, which is located within and at the eastern boundary of the City, is situated immediately north of the existing Crafton Park and an entrance to the Orange Blossom Trail, and further south of Crafton Park is Crafton Elementary School. New housing and parks on the site adjacent to the existing park, school and trail entrance will result in a walkable and bikable community while taking advantage of and highlighting existing infrastructure already available in the area. The corner features on the northwest and southwest corners of the intersection of Wabash and Colton provide a green gateway entrance for visitors entering Redlands from the east, and welcomes residents to the existing Orange Blossom Trail.

The development also acts as a buffer between the industrial parcels to the east and existing mobile home park and residential developments to the west, and provides the higher density close to the park and school.

Housing in this area of the City allows for the expansion of much needed housing and reduces development pressure on older established neighborhoods. The housing proposed by the specific plan includes a range of housing types and sizes currently

underdeveloped within Redlands: small lot single family homes with ample open space and pedestrian connectivity.

The design of residential neighborhoods and land uses within the specific plan implements the following polices and actions:

2-A.19 Develop entryways and gateways that define Redlands' major points of entry.

4-A.6 Provide for the extension of public services in a logical and functional manner to minimize impacts on service providers while focusing development in infill areas that can accommodate development in a timely manner.

4-P .8 Provide for buffers and transitions between low- and high- intensity land uses.

4-P .10 Ensure that the scale and character of new development is appropriate for surrounding terrain and the character of existing development.

4-P.16 Promote a variety of housing types to serve the diverse needs of the community.

4-A.8 Promote the development of a greater variety of housing types, including single-family homes on small lots, accessory dwelling units, townhomes, lofts, live-work spaces, and senior and student housing to meet the needs of future demographics and changing family sizes.

4-A.49 Ensure that opportunities are available for the development of parks and open space areas to meet the community's recreational needs in a meaningful way.

4-A.50 Ensure that opportunities are available for community-oriented services.

The City of Redlands General Plan Land Use Element (adopted 2017) identifies a vision for future development and land uses in the Specific Plan Area. This Specific Plan is a land use tool to more specifically guide, control, and regulate future development in the Specific Plan area in a manner that implements the land use vision and the goals and policies identified in the General Plan. Exhibit 4, Land Use Plan shows the existing and proposed project site land use designation.

E. General Notes

The following general notes shall apply to all land contained within the Specific Plan boundaries.

1. Any details or issues not specifically addressed by this Specific Plan shall be subject to the regulations of the City of Redlands. Definition of terms shall also be as defined in the codes of the City of Redlands.

2. Water service shall be provided by the City of Redlands.

3. Sewer service shall be provided by the City of Redlands.

4. Electrical power will be provided by the Southern California Edison Company.

5. Natural Gas service will be provided by the Southern California Gas Company.

6. Telephone service will be provided by Verizon.

7. Solid waste disposal will be provided by the City of Redlands.

SECTION 2. MASTER PLANS

A. Land Use

The Specific Plan No. 66, encompasses approximately 9.01 acres accommodating the development of 102 motor court single family homes. In conjunction with the Specific Plan, a General Plan Amendment has been requested to amend the designation of the property from Low Density Residential to Medium Density Residential, permitting 8-15 dwelling units per acre. The Specific Plan has envisioned a somewhat lower density, 102 dwelling units on 9.01 units, for a density of 11.3 dwelling units per acre. The existing and proposed Land Use Plan is depicted in Exhibit 4.

The provision of open space and park land throughout the project site is integral to the design of the community. A project community park is planned for the central portion of the subject development. This park will consist of approximately 27,920 square feet (0.64 acres) and will provide active and passive recreational uses. Included in the park will be a parking lot, picnic areas, tot lot, dog park and other amenities. In addition, a pocket park will be located in the southwest corner of the development. This park will consist of approximately 3,030 square feet (0.07 acres) and will provide an informal decomposed granite path, bench and meadow in the center.

EXHIBIT 4

LAND USE PLAN

B. Circulation Plan

The Circulation Plan is depicted in Exhibit 5, illustrating the vehicular circulation for the subject property. The primary access into the project site will be from Wabash Avenue on the east and Colton Avenue to the south. A system of local private streets will be developed within the project site to provide vehicular access into the motor court neighborhoods. The Typical Street Sections are depicted on Exhibit 6, and described as follows:

- Wabash Avenue - Wabash Avenue will provide the primary vehicular access into the project site. Wabash Avenue adjacent to the project site is currently improved with two travel lanes in each direction. Wabash Avenue is designated a Minor Arterial on the Redlands General Plan with an eighty-eight (88) foot right-of-way and a sixty-four (64) foot street section from curb to curb. Wabash Avenue is currently fully improved adjacent to the project site with paving, curb and gutter and sidewalks.

- Colton Avenue - Colton Avenue is designated as a Minor Arterial on the General Plan, having an eighty-eight (88) foot right-of-way and a sixty- four (64) foot street section from curb to curb. Colton Avenue is currently fully dedicated and improved adjacent to the project site.

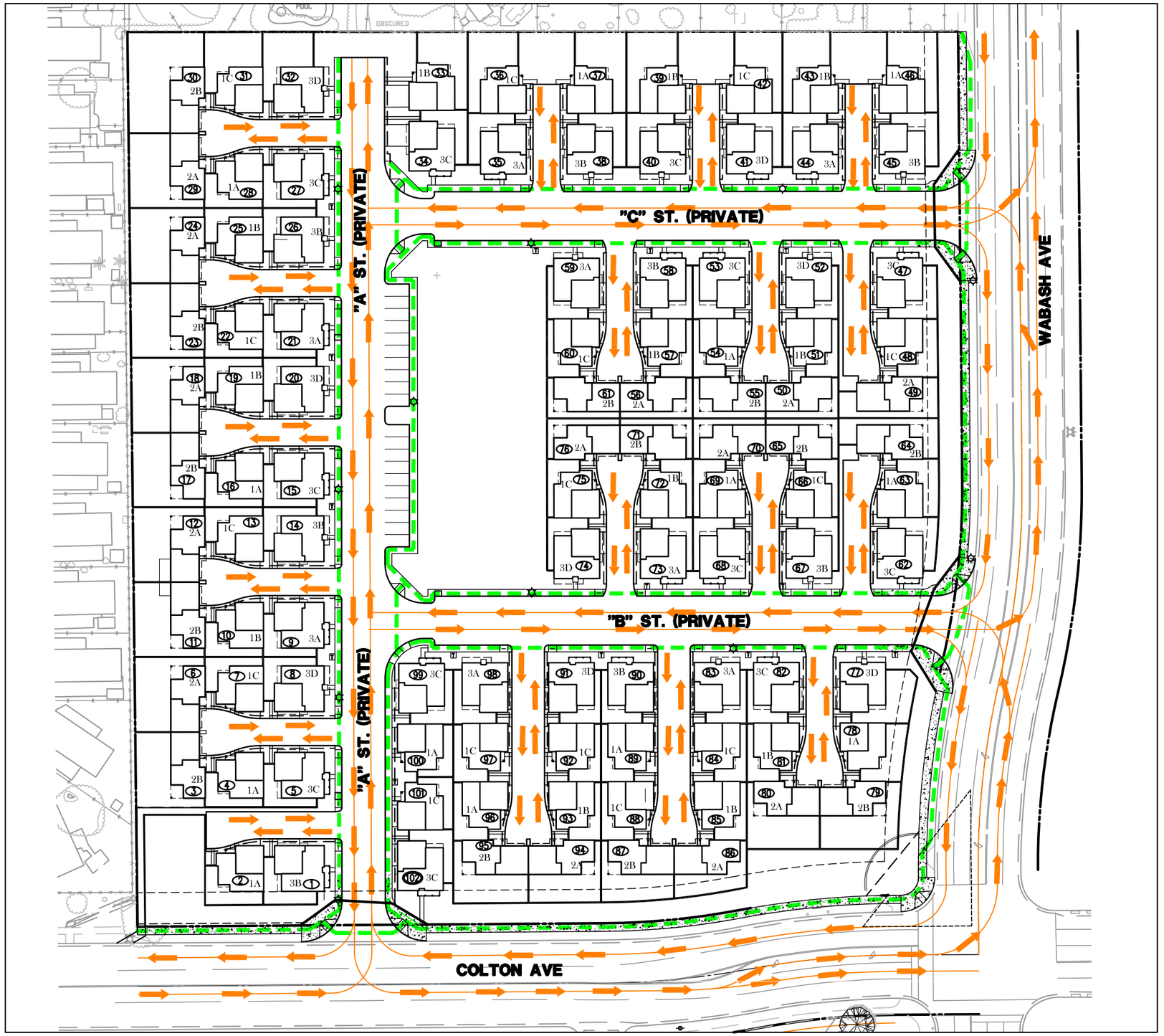
- Interior Private Streets - The interior streets servicing the various neighborhoods are planned as private streets, having a thirty-two foot (32) curb to curb section. The interior streets will remain private and maintained by a homeowner's association.

- Motor Court - A private "motor court" will be developed to provide access into the motor court homes within each neighborhood. The motor court will be developed as an alley with a pavement width of twenty-four (24) feet.

EXHIBIT 5

CIRCULATION PLAN

EXHIBIT 5
CIRCULATION PLAN



LEGEND

STREET & DRIVE AISLES

PEDESTRIAN SIDEWALKS

NORTH

GRAPHIC SCALE

80 0 40 80 160

(IN FEET)

1 inch = 80 ft.

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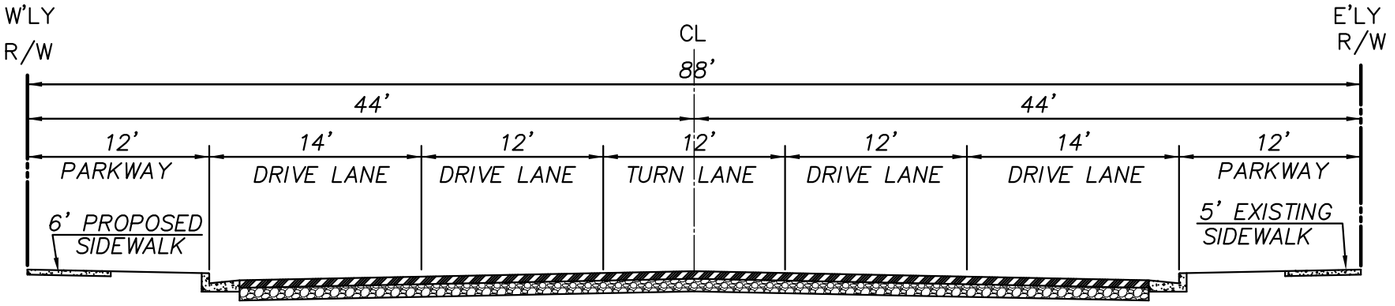
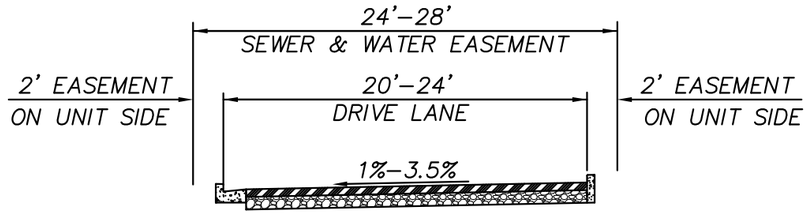
EXHIBIT 6

TYPICAL STREET SECTIONS

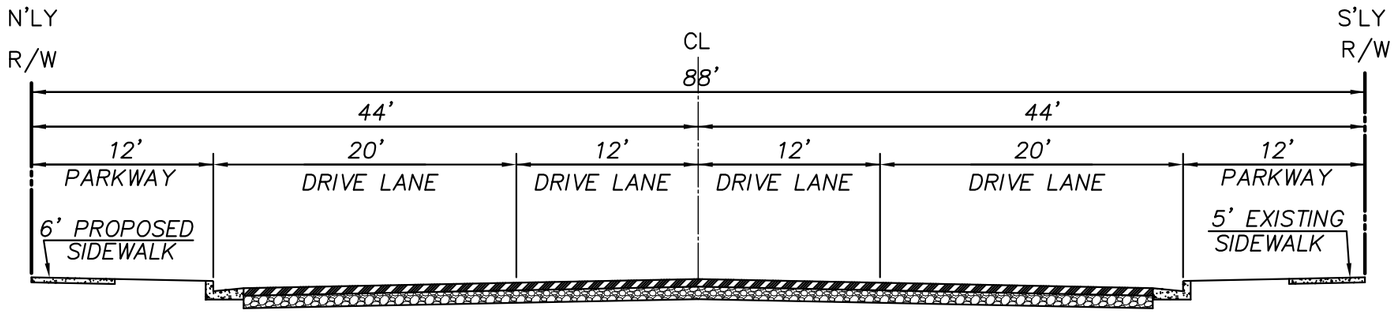
EXHIBIT 6
TYPICAL STREET SECTIONS



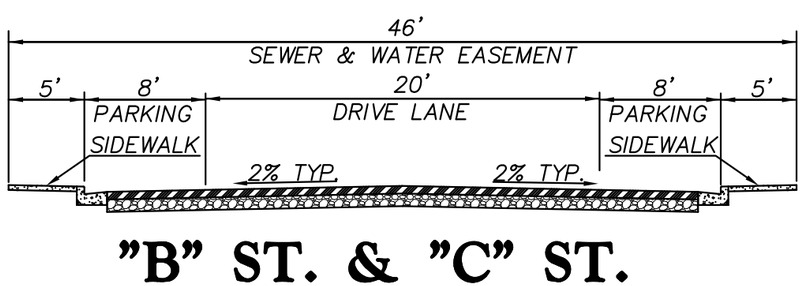
WABASH AVE.
TYPICAL SECTION



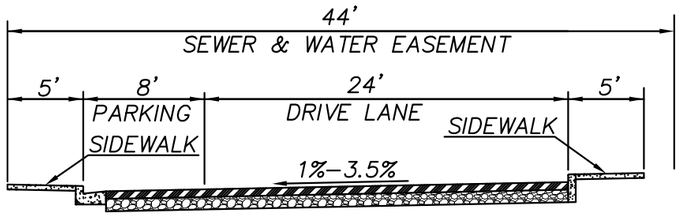
ALLEY
TYPICAL SECTION



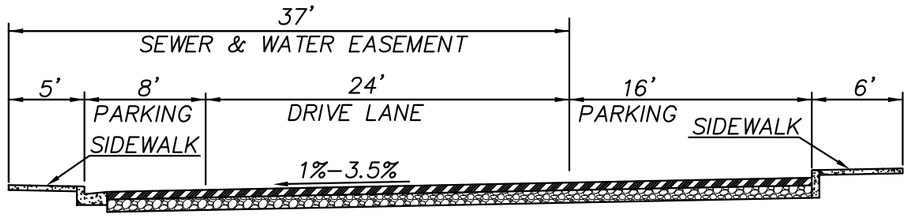
COLTON AVE.
TYPICAL SECTION



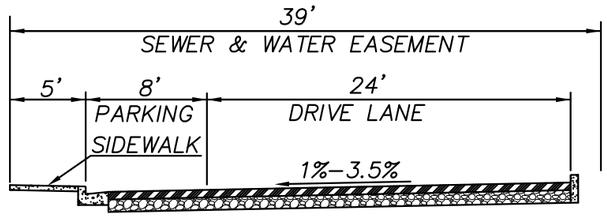
"B" ST. & "C" ST.
TYPICAL SECTION



"A" ST. (SECTION 1)
TYPICAL SECTION



"A" ST. (SECTION 2)
TYPICAL SECTION



"A" ST. (SECTION 3)
TYPICAL SECTION

ktgy

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C. Infrastructure Plans

The Infrastructure Plans designate the location and size of sewer, water and storm drain lines throughout the project. Private utility lines, including natural gas, electricity, telephone and cable are locally available and are not shown on the plan. The public sewer, water, and storm drain systems will be designed and installed in accordance with plans reviewed and approved by the City of Redlands. The entire storm drain located onsite will be maintained by the homeowners association.

The City of Redlands has established development impact fees that are required to be paid in order to off-set the impact of development upon the City's sewer, water, and storm drain system. The payment of these fees is considered to be adequate mitigation for both the direct and cumulative impact of the project's impact on the City's systems.

1. Water

   An existing 20 inch water main is located within Wabash Avenue and an existing 12 inch water main is located within Colton Avenue. A series of eight inch water mains will be constructed within future private streets to provide domestic water service to the project site, connecting to 8 inch water mains within the motor courts to service the dwelling units. The domestic water system will be designed and installed pursuant to City of Redlands standards, and appropriate easements will be dedicated to the City. The Domestic Water Plan is depicted on Exhibit 7.

2. Sewer

   An existing 8 inch sewer line is located in Colton Avenue adjacent to the project site. This sewer line conveys wastewater westerly under the 1-210 Freeway to the City of Redlands' Wastewater Treatment Facility. Within the project site, a series of eight inch sewer lines will be constructed within the private streets looping through the various neighborhoods. In addition, 8 inch sewer lines will be constructed within the motor courts to service individual dwelling units. The sewer system will be designed and installed pursuant to City of Redlands standards, and appropriate easements will be dedicated to the City. The Conceptual Sanitary Sewer Plan is depicted in Exhibit 8.

3. Storm Drainage

   The Conceptual Drainage Plan is depicted in Exhibit 9. Currently, project site is unimproved and existing runoff flows northerly and westerly via sheet flow, eventually flowing into the existing storm drain to the west within Colton Avenue. Existing drainage patterns will be modified to conduct storm water

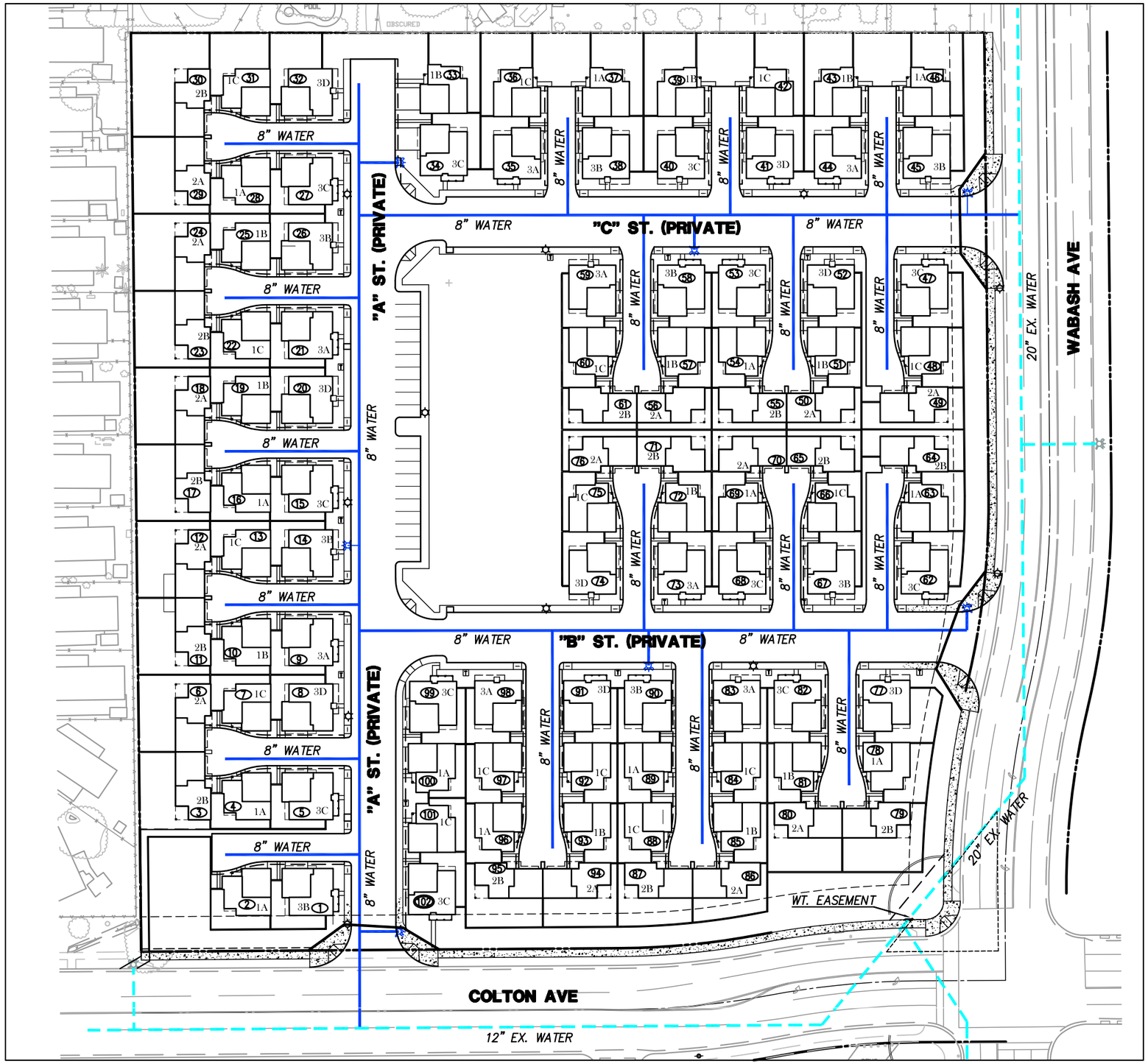
appropriately.

All lots will be graded to allow runoff to drain towards a designated street or area drain, leading to the proposed storm drain infrastructure. Grate inlets, curb and gutters and storm drain pipes appropriately sized will be utilized to collect the runoff and direct it to the infiltration basins located within the park and at the most southwesterly corner of the project. All storm drains in the project will be maintained by the community via a homeowners association. When the infiltration basins fill, the excess storm flows will be conveyed to a drainage channel that will be connected to Colton Ave. via a parkway culvert.

EXHIBIT 7

DOMESTIC WATER PLAN

EXHIBIT 7
DOMESTIC WATER PLAN



LEGEND

- PROPOSED DOMESTIC WATERLINE
- PROPOSED FIRE HYDRANT
- EXISTING DOMESTIC WATERLINE
- EXISTING FIRE HYDRANT

NORTH

CA

GRAPHIC SCALE

80 0 40 80 160

(IN FEET)
1 inch = 80 ft.

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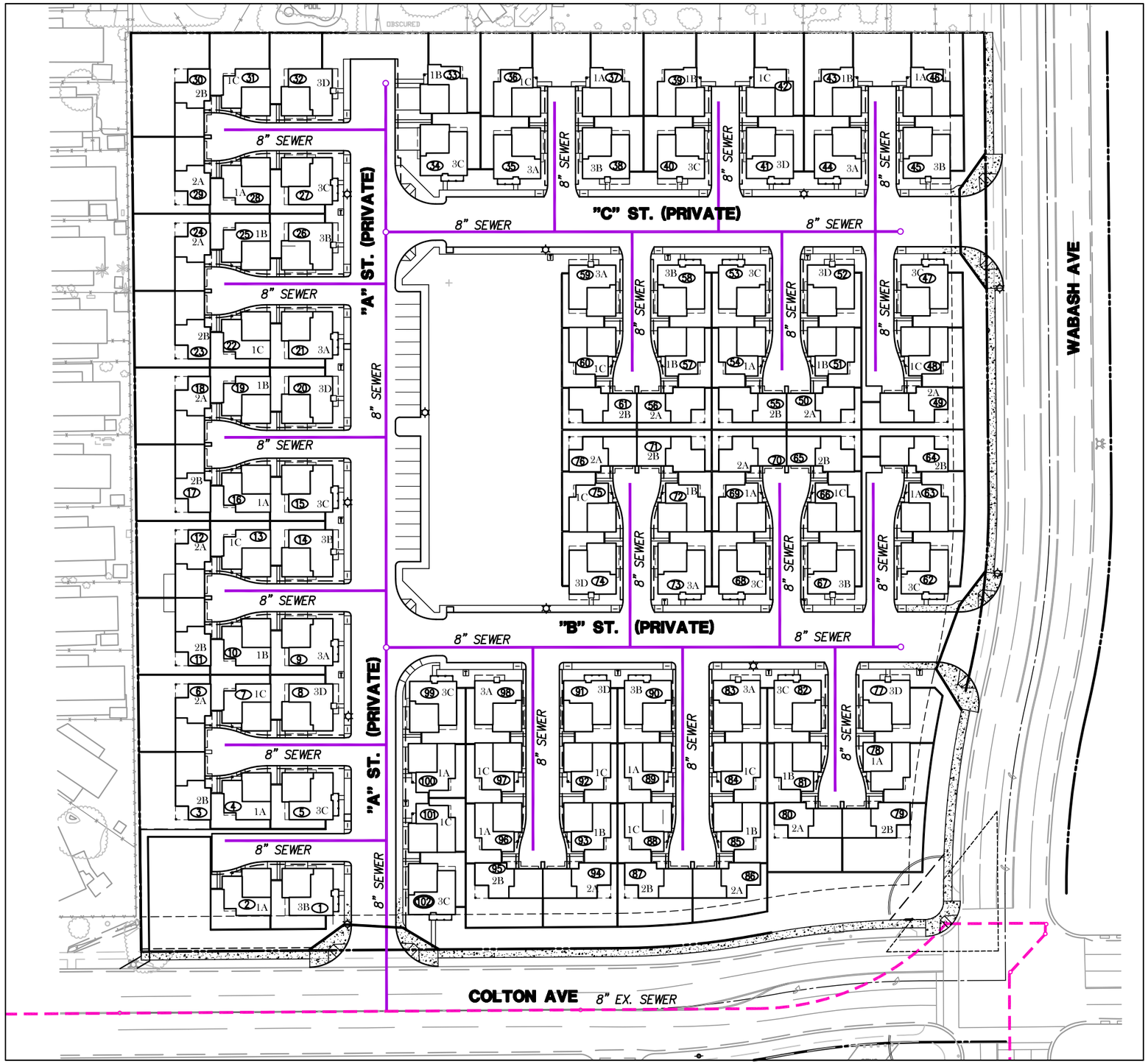
EXHIBIT 8

SANITARY SEWER PLAN

EXHIBIT 8
SANITARY SEWER SYSTEM



LEGEND

- PROPOSED SEWER SYSTEM
- PROPOSED MANHOLE
- EXISTING SEWER SYSTEM
- EXISTING MANHOLE

NORTH

CA

GRAPHIC SCALE

80 0 40 80 160

(IN FEET)
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EXHIBIT 9

DRAINAGE PLAN

EXHIBIT 9
DRAINAGE PLAN

LEGEND

- PROPOSED STORM DRAIN
- PROPOSED CATCH BASIN
- PROPOSED WQMP DEVICES

NORTH

CA

GRAPHIC SCALE

80 0 40 80 160

(IN FEET)
1 inch = 80 ft.

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D. Conceptual Landscape Plan

The Conceptual Landscape Plan is illustrated in Exhibit 10. The landscape and open space treatment for the project is important for the overall beauty and neighborhood enjoyment for the future residents. The landscape design incorporates a large central park with amenities, attractive streetscapes, and corner monumentation at the northwest and southwest intersections of Wabash Avenue and Colton Avenue.

Exhibit 11 depicts the Community Park and amenity details. As depicted, the community park will include a tot lot with climb-n-slide equipment, spinning play, enclosed dog park, open play turf area, matching steel shade structure, solid roof "farm house" structure with table seating below, outdoor kitchen with grills and counter top seating, and grove in raised planter. Exhibits 11.1 and 11.2 depict scenes of the community park.

Exhibit 12 depicts the typical motor court design. The motor court will include small strategic planters for trees and shrubs.

Exhibit 13 depicts the private yard areas within the motor courts and Exhibit 13.1 depicts an enlarged motor court scene.

A Fence and Wall Plan is illustrated in Exhibit 14. Fencing will consist of a variety of decorative block walls, vinyl fencing and tubular steel fencing.

EXHIBIT 10

CONCEPTUAL LANDSCAPE PLAN

PLANT LIST

SYMBOL	BOTANICAL NAME	COMMON NAME	WUCOLS (Zone 3)	SIZE	QTY
	TREES				
	Acacia stenophylla	Shoestring Acacia	L	24" Box	68
	Magnolia grandiflora 'Alta'	Southern Magnolia	M	24" Box	
	Cercidium hyb. 'Desert Museum'	Hybrid Palo Verde	L	24" Box	8
	Arbutus 'Marina'	Strawberry Tree	L	24" Box	83
	Bauhinia purpurea	Orchid Tree	M	24" Box	
	Lagerstroemia hybrids 'Natchez'	Crape Myrtle (White)	M	24" Box	
	Cupressus sempervirens 'Monshel'	Tiny Tower Cypress	L	24" Box	12
	Strelitzia nicholai	Giant Bird-of-Paradise	M	24" Box	
	Cedrus deodara	Deodar Cedar	L	24" Box	14
	Citrus sinensis	Orange Trees	M	24" Box	13
	Geijera parviflora	Australian Willow	L	24" Box	10
	Jacaranda mimosifolia	Jacaranda	M	36" Box	12
	Schinus molle	California Pepper Tree	L	36" Box	16
	Ulmus parvifolia 'True Green'	Evergreen Elm	M	24" Box	25
	PALMS				
	Phoenix dactylifera	Date Palm	L	16' BTH	26
	Washingtonia robusta	Mexican Fan Palm	L	24" Box	
	Brahea armata	Mexican Blue Palm	L	24" Box	24
	Syagrus romanzoffianum	Queen Palm	M	24" Box	27
	SHRUBS				
	Agave 'Blue Flame'	Blue Flame Agave	L	5G	100
	Agave desmettiana ' Variegata'	Dwarf Century Plant	L	5G	120
	Aloe arborescens	Tree Aloe	L	15G	30
	Bougainvillea 'La Jolla'	Bougainvillea	L	5G	50
	Buxus microphylla japonica	Japanese Boxwood	M	1G	1,100
	Carex divulsa	Berkeley Sedge	L	5G	1,000
	Carissa grandiflora 'Green Carpet'	Natal Plum	L	1G	450
	Chondropetalum tectorum	Cape Rush	L	5G	120
	Cordyline australis 'Red Star'	Red Grass Palm	L	15G	20
	Dianella revoluta 'DR5000'	Little Rev Flax Lily	M	1G	300
	Dianella tasmanica 'Silver Streak'	Silver Streak Flax Lily	M	5G	400
	Hesperaloe parviflora	Red Yucca	L	5G	20
	Ilex crenata 'Sky Pencil'	Sky Pencil Ilex	M	15G	50
	Juniperus scopulorum 'Skyrocket'	Skyrocket Juniper	M	15G	40
	Lantana hybrids 'New Gold'	New Gold Lantana	L	5G	30
	Ligustrum japonicum 'Texanum'	Wax Leaf Privet	M	5G	700
	Miscanthus sinensis 'Strictus'	Porcupine Grass	M	5G	40
	Olea europaea 'Montra' P.P.#6266	Little Ollie Dwarf Olive	L	5G	300
	Podocarpus elongatus 'Monmal'	Icee Blue Yellow-Wood	M	15G	100
	Rhaphiolepis indica 'Clara'	Dwarf Indian Hawthorne	M	5G	300
	Rosa f. 'Trumpeter'	Trumpeter Rose	M	5G	150
	Senecio mandraliscae	Blue Chalk Sticks	L	Root Cut	400
	Stipa tenuissima	Mexican Feather Grass	L	5G	120
	Tecoma stans 'Sierra Apricot'	Sierra Apricot	L	5G	40
	Trachelospermum jasminoides	Star Jasmine	M	5G	56
	Westringia 'Wynyabbie Gem'	Coast Rosemary	L	5G	56
	Yucca gloriosa	Spanish Dagger	L	5G	10
	Yucca recurvifolia	Pendulous Yucca	L	5G	10

LEGEND

1. COMMUNITY PARK
   - TOT LOT
   - DOG PARK
   - BBQ AREA
   - VINE COVERED SHADE STRUCTURE
2. COMMON AREA LANDSCAPE (TYP.)
3. PRIVATE OPEN SPACE (TYP.)
4. MOTOR COURT (SEE SHEET L2 FOR ENLARGEMENT)
5. COMMUNITY MONUMENTATION
6. ENTRANCE TO "ORANGE-BLOSSOM TRAIL"
7. OPEN SPACE W/ INFORMAL DG PATH, BENCH AND MEADOW IN THE CENTER

CONCEPTUAL LANDSCAPE PLAN

ktgy

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Richard Pelhamus, License # 3782
(949) 644-9370 FAX (714) 210-3140

JOB# 22-026 DATE: 12-12-23

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

EXHIBIT 11

COMMUNITY PARK PLAN

LEGEND

1. TOT LOT WITH CLIMB-N-SLIDE EQUIPMENT
2. SPINNING PLAY
3. ENCLOSED DOG PARK W/ DRINKING FOUNTAIN
4. OPEN PLAY TURF
5. MATCHING STEEL SHADE STRUCTURE
6. SOLID ROOF "FARM HOUSE" STRUCTURE W/ TABLE SEATING BELOW
7. OUTDOOR KITCHEN W/ (2) GRILLS AND COUNTER TOP SEATING
8. GROOVE IN RAISED PLANTER

COMMUNITY PARK ENLARGEMENT

ktgy

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JOB# 22-026 DATE: 12-12-23

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

EXHIBIT 11.1

COMMUNITY PARK SCENE

ktgy

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EXHIBIT 11.2

COMMNITY PARK SCENE

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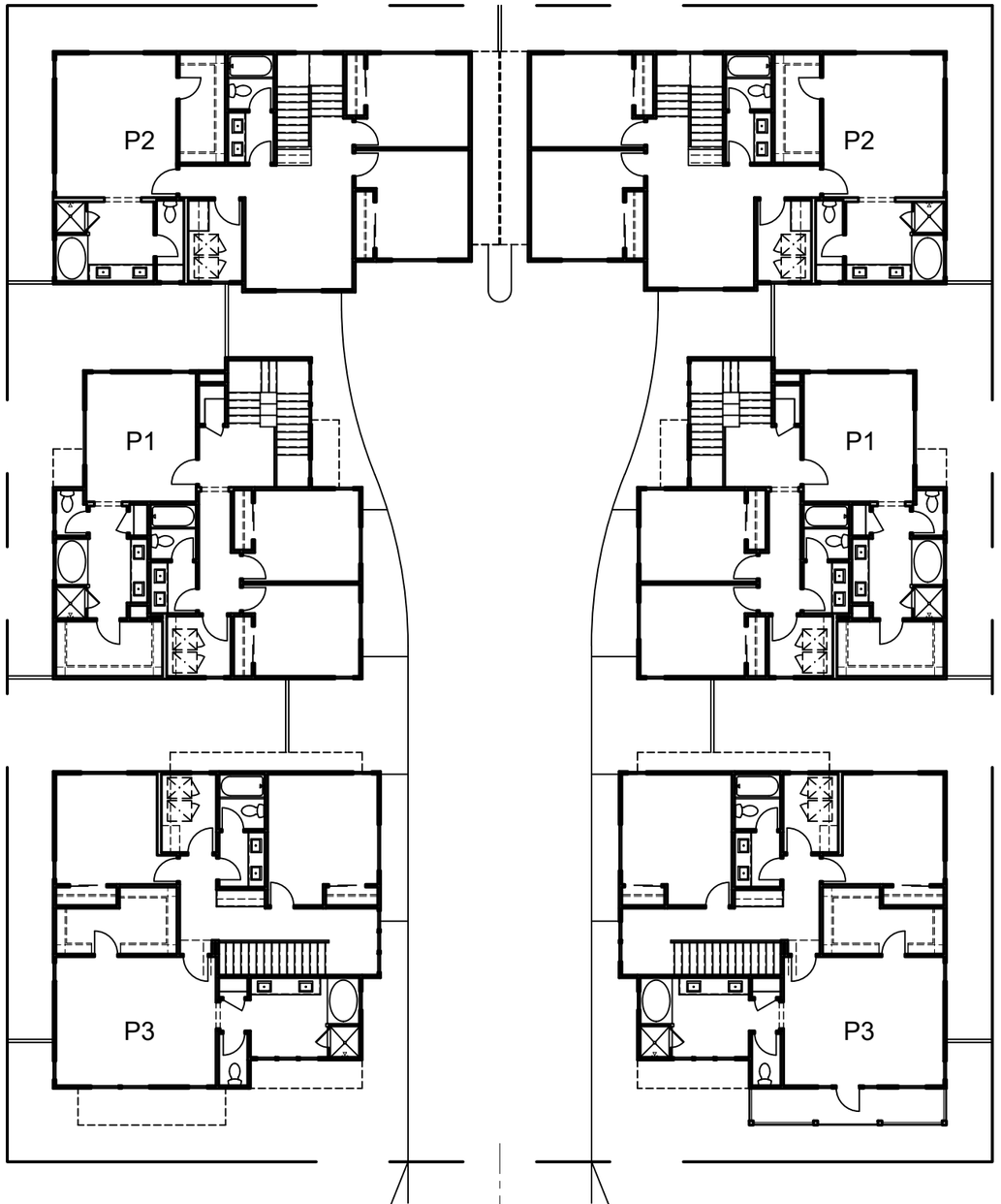
Redlands Regular Meeting of 5-7-2024

EXHIBIT 12

TYPICAL MOTOR COURT PLAN



Second Floor

First Floor

Scale: 1/16" = 1'-0"

0 8 16

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

ktgv

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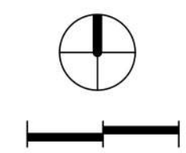
EXHIBIT 13

MOTOR COURT ENLARGEMENT



MOTOR COURT ENLARGEMENT

ktgv

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MADERA AT CITRUS TRAIL
SPECIFIC PLAN

EXHIBIT 13.1

MOTOR COURT SCENE

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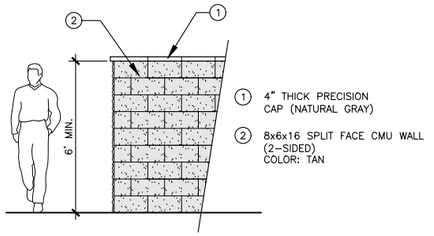
MADERA AT CITRUS TRAIL
SPECIFIC PLAN

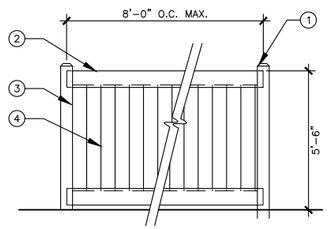
EXHIBIT 14

FENCE AND WALL PLAN



1. 4" THICK PRECISION CAP (NATURAL GRAY)
2. 8x6x16 SPLIT FACE CMU WALL (2-SIDED) COLOR: TAN

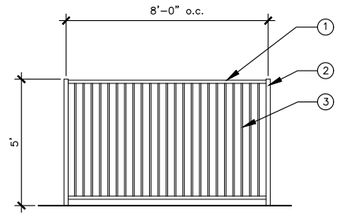
PERIMETER SPLIT FACE (2-SIDED) WALL



1. DOMED CAP
2. 2"x7" TOP & BOTTOM RAIL
3. 5"x5" VINYL POST
4. 6" TONGUE & GROOVE

FENCEWORKS, INC. #V-001
OR EQUAL
1-800-350-5620
COLOR: "WHITE"

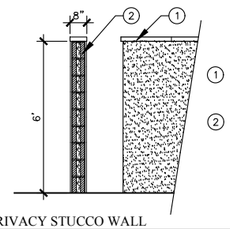
PRIVACY VINYL FENCE



1. 1½" SQ. RAILS @ TOP & BOTTOM
2. 2½" SQ. POST
3. ¾" SQ. PICKET 4" O.C.

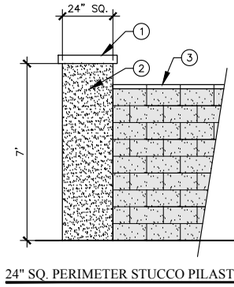
* T.S. FENCE
COLOR: BLACK

TUBULAR STEEL FENCE



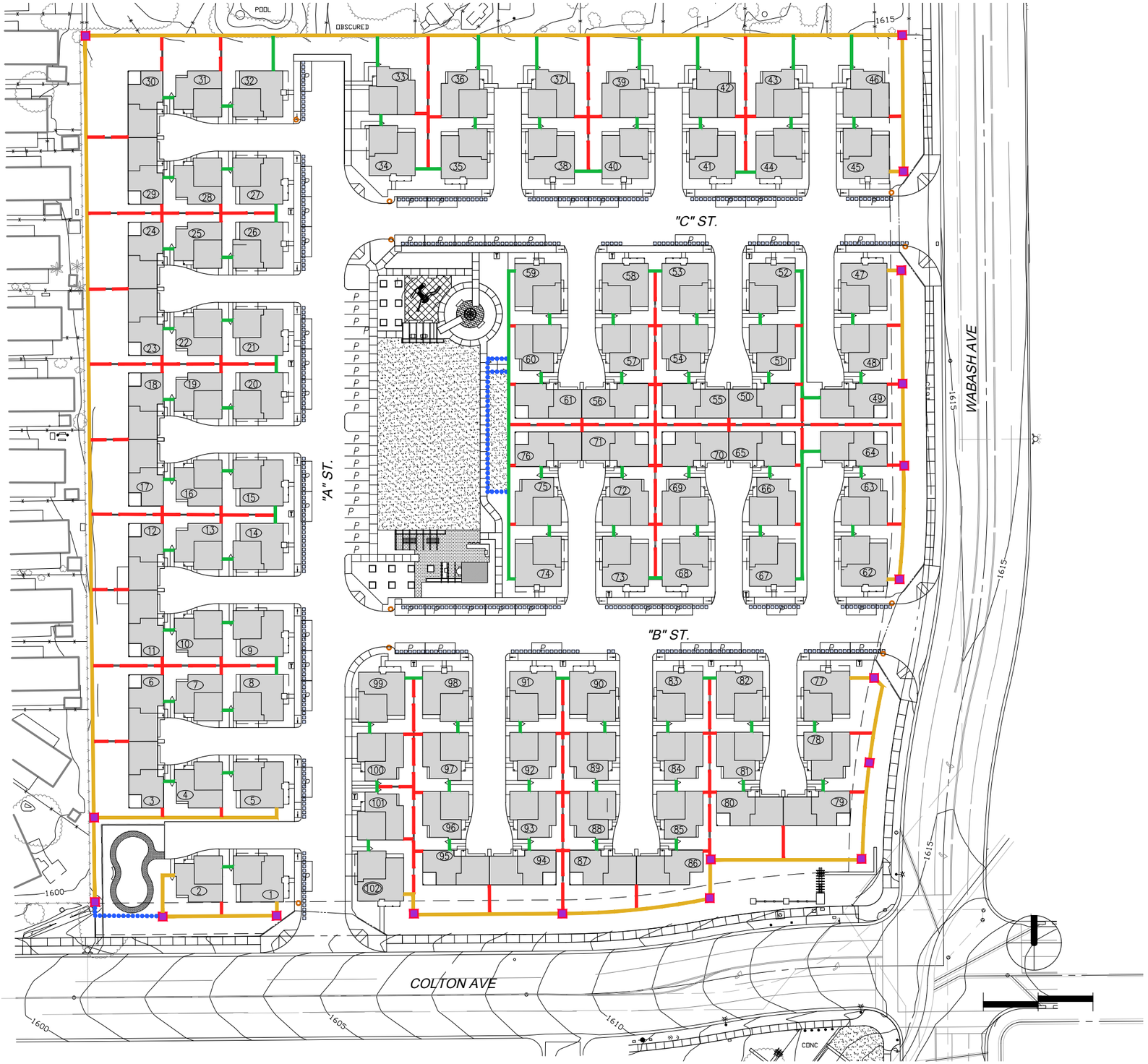
1. 2" THICK X 8"W PRECAST CAP (NATURAL GRAY)
2. 6" CMU PRECISION BLOCK WALL WITH STUCCO FINISH (SMOOTH WHITE)

PRIVACY STUCCO WALL



1. 4" THICK X 28" SQ. PRECAST CAP (NATURAL GRAY)
2. 24" SQ. PILASTER TO BE CMU BLOCK CONSTRUCTION WITH STUCCO FINISH (SMOOTH WHITE)
3. PERIMETER SPLIT FACE W

24" SQ. PERIMETER STUCCO PILASTER



OVERALL FENCE & WALL PLAN

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Richard Fotheringham, License # 3782
(949) 644-9370 FAX (714) 210-3140

JOB# 22-026 DATE: 12-12-23

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

E. Conceptual Architecture

The architectural design and site planning of the homes within the project is important to create the sense of the nee-traditional design of the neighborhoods. Redlands is well known for its eclectic mix of architectural styles and themes, and the conceptual architecture will include styles of Farmhouse, Ranch, Mediterranean and Spanish, and Monterey. This combination will provide for a variety of styles creating aesthetic streetscapes and housing choices.

Madera at Citrus Trails has been designed as a "motor court" neighborhood consisting of 102 single-family dwelling units as depicted on Exhibit 15, Conceptual Plotting Plan. The units will be serviced by an alley system or motor court. Three different floor plans will be provided, consisting of two-story homes ranging in size from 1,544 square feet to 1,858 square feet. Exhibits 16, 17 and 18 depict conceptual floor plans.

Architectural styles are depicted in Exhibit 19, and described as follows:

- Style "A" draws from Mediterranean and Spanish influences - seen with the inclusion of corbels, exterior plaster surround, enhanced window trim style, and includes a monochrome color scheme with a notable pot shelf with kickers. Style "A" salutes its Spanish Mediterranean feel with muted monochromatic tones, Spanish roof tiles and trim wainscot band.
- Style "B" - The frequently desired Farmhouse style showcases a variety of textures including Board and Batten and Lap siding alluding to typical Farmhouse architectural features. Additionally, metal roofing was chosen on the lower roof segments, creating diversity from the other styles. Style "B" features color schemes of high contrast of cool and neutral colors adding further variation to the site.
- Style "C" depicts a Monterey style most notable by the Monterey balcony and steeper roof pitches with the use of slate tile. Incorporating cool, light and airy schemes gestures to a Monterey feel. The front elevation is enhanced with the inclusion of shutters and thin stacked brick while the lap siding and shutters included in the architectural details heightens the side and rear elevation design. Style "C" includes a monochrome color scheme with a notable accent color to add interest and complexity to the style.
- Style “D” delineates a modern Ranch architectural style which also incorporates a balcony with double French doors enhancing the front elevations. Shutters and lap siding details combined with accent color blocking help create visual interest on the other elevations for both color schemes.

A series of perspectives and renderings has been created to elaborate on the attention to detail and design elements of the Madera at Citrus Trail project. These exhibits are as follows:

Exhibit 20 – Interior Streetscape Scene

Exhibit 21 – Community Edge Enhancements (Wabash Avenue)

Exhibit 22 – Community Edge Enhancements (Colton Avenue)

EXHIBIT 15

CONCEPTUAL PLOTTING

EXHIBIT 14
CONCEPTUAL PLOTTING

LEGEND

BOUNDARY LINE
PROP. CURB
SIDEWALK

LIMITS OF PRIVATE OWNERSHIP — "A" ELEVATION

LIMITS OF PRIVATE OWNERSHIP — "B" ELEVATION

"C" ELEVATION — LIMITS OF PRIVATE OWNERSHIP

"D" ELEVATION — LIMITS OF PRIVATE OWNERSHIP

NORTH

CA

GRAPHIC SCALE

80 0 40 80 160

(IN FEET)
1 inch = 80 ft.

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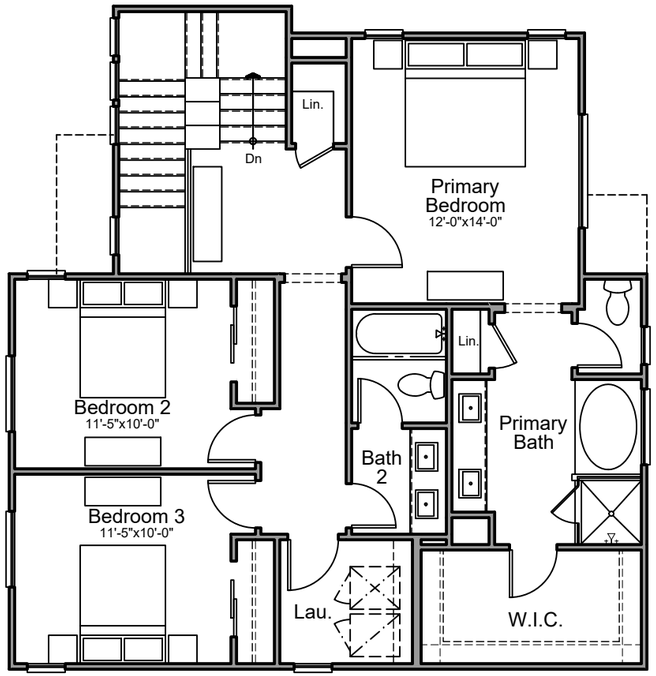
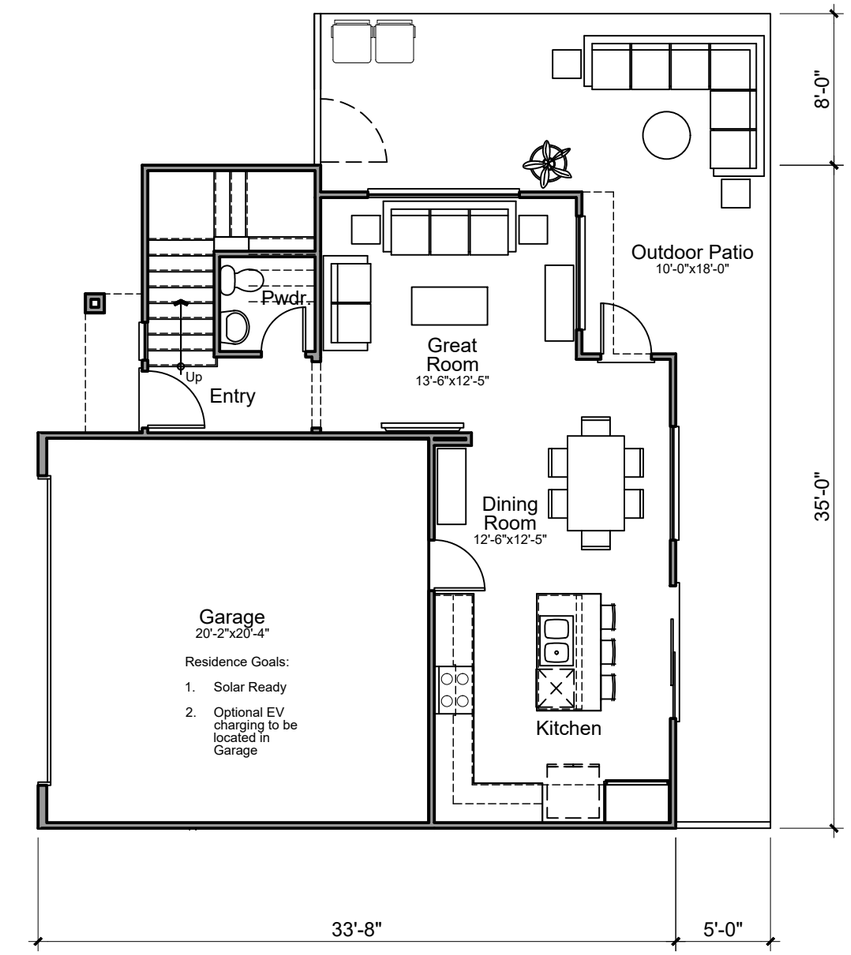
Redlands Regular Meeting of 5-7-2024

EXHIBIT 16

CONCEPTUAL FLOOR PLAN – PLAN 1



Second Floor



First Floor

PLAN 1 (3 BED / 2.5 BATH)	
FIRST FLOOR	606 SQ. FT.
SECOND FLOOR	938 SQ. FT.
TOTAL	1,544 SQ. FT.

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Scale: 1/8" = 1'-0"

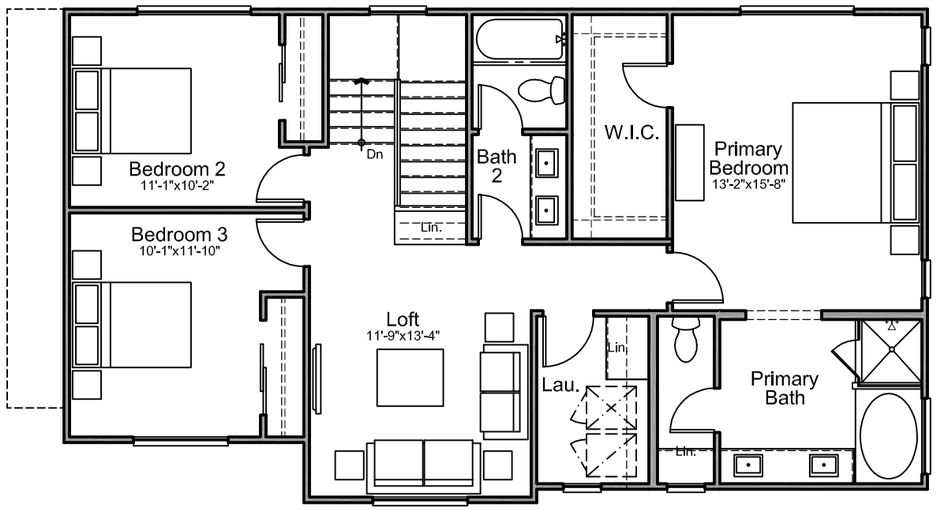
0 4 8

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

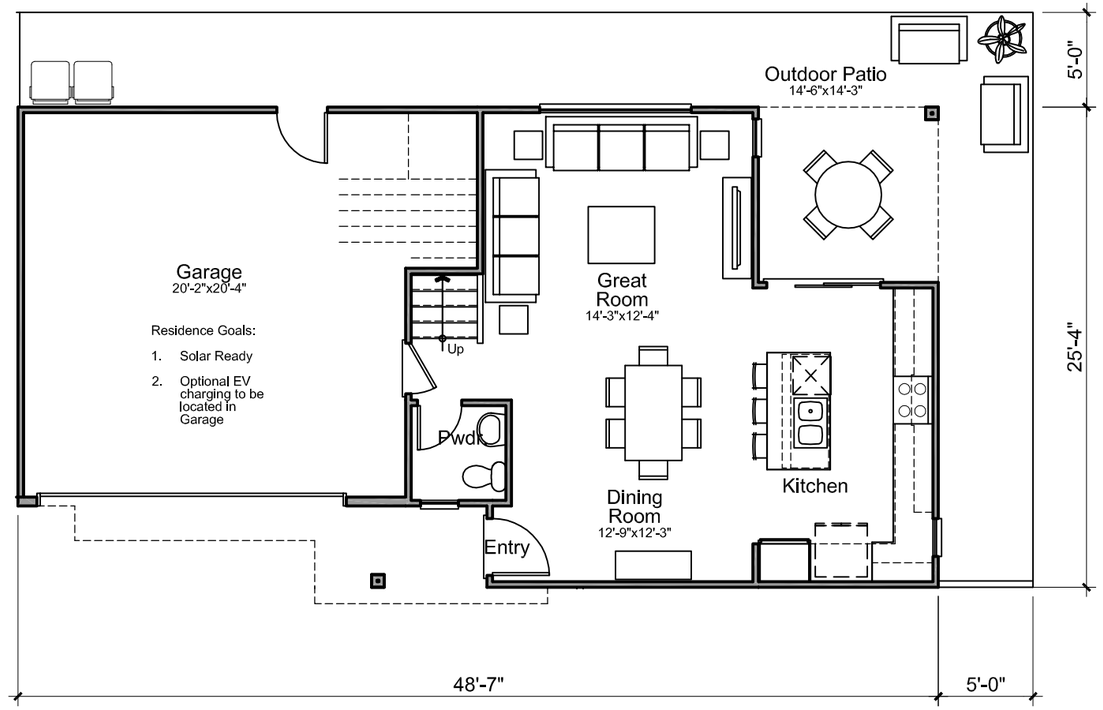
Redlands Regular Meeting of 5-7-2024

EXHIBIT 17

CONCEPTUAL FLOOR PLAN – PLAN 2



Second Floor



First Floor

PLAN 2 (3 BED / 2.5 BATH)	
FIRST FLOOR	631 SQ. FT.
SECOND FLOOR	1069 SQ. FT.
TOTAL	1,700 SQ. FT.

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Scale: 1/8" = 1'-0"

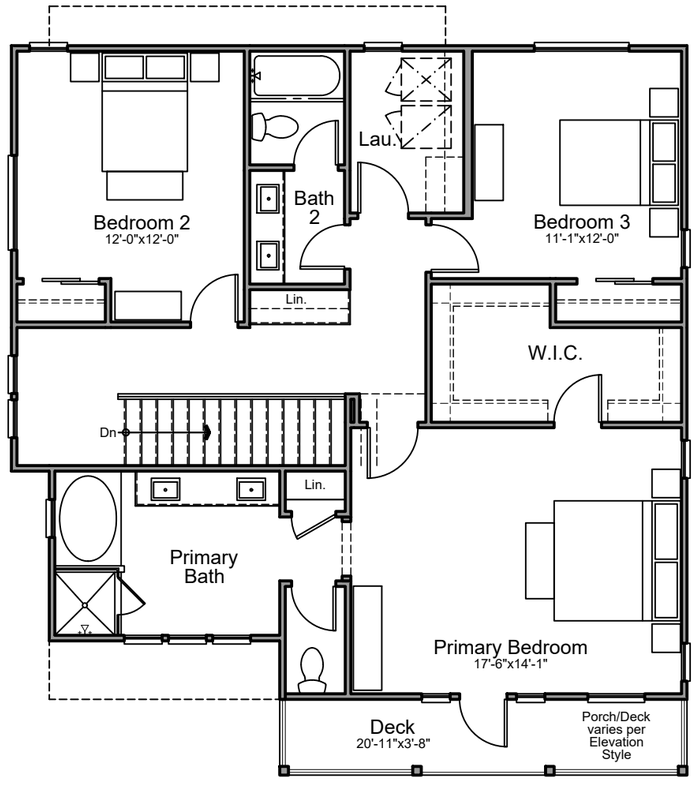
0 4 8

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

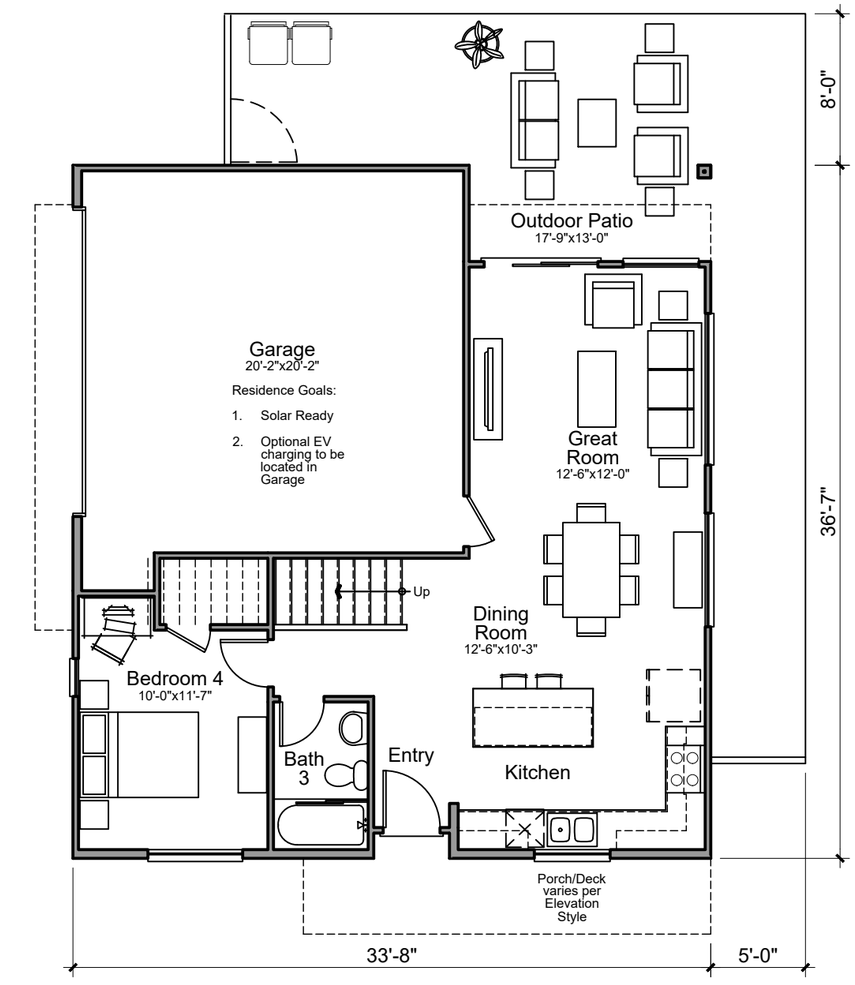
Redlands Regular Meeting of 5-7-2024

EXHIBIT 18

CONCEPTUAL FLOOR PLAN – PLAN 3



Second Floor



First Floor

PLAN 3 (4 BED / 3 BATH)	
FIRST FLOOR	730 SQ. FT.
SECOND FLOOR	1127 SQ. FT.
TOTAL	1,858 SQ. FT.

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Scale: 1/8" = 1'-0"

0 4 8

MADERA AT CITRUS TRAIL
SPECIFIC PLAN

Redlands Regular Meeting of 5-7-2024

EXHIBIT 19

ARCHITECTURAL STYLES

STYLE A

STYLE B

STYLE C

STYLE D

Redlands Regular Meeting of 5-7-2024

EXHIBIT 20

INTERIOR STREETSCAPE SCENE

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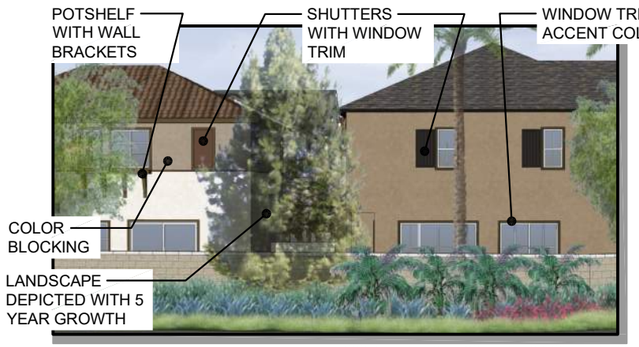
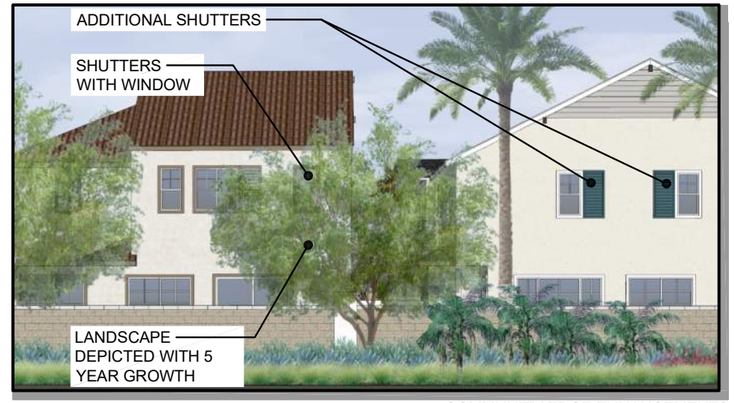
EXHIBIT 21

COMMUNITY EDGE ENHANCEMENTS (WABASH AVENUE)

[2] WABASH AVENUE



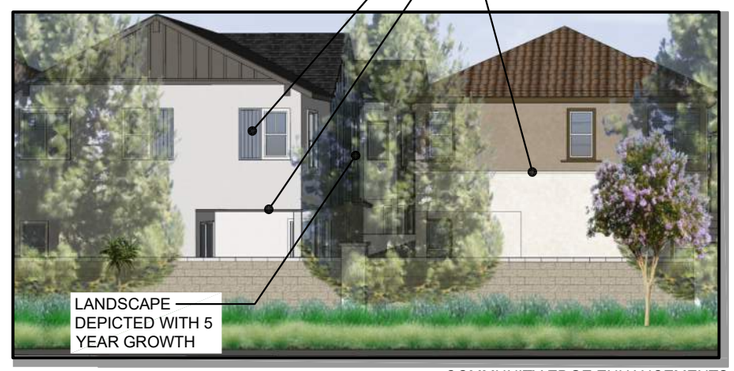
COMMUNITY EDGE ENHANCEMENTS



COMMUNITY EDGE ENHANCEMENTS

COMMUNITY EDGE ENHANCEMENTS

Existing



COMMUNITY EDGE ENHANCEMENTS

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EXHIBIT 22

COMMUNITY EDGE ENHANCEMENTS (COLTON AVENUE)

[1] COLTON AVENUE

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MADERA AT CITRUS TRAIL
SPECIFIC PLAN

SECTION 3. DEVELOPMENT STANDARDS

The Development Standards for Specific Plan No. 66 have been designed to ensure the proper and orderly development of the project site into a unique neo-traditional master planned community. These development standards shall apply to all land and buildings within the project boundaries.

1. Permitted Uses - The principal permitted use is single family residential.
2. Accessory Uses - Accessory uses listed in Section 18.40.040 of the Redlands Municipal Code are permitted.
3. Property Development Standards
   a. Minimum lot area - The project has been designed as a condominium subdivision, therefore, no minimum lot size and dimensions is required.
   b. Minimum lot dimensions - No minimum lot and depth is required.
   c. Maximum coverage by structures - The maximum coverage by structures shall be eighty (80) percent of the lot area.
   d. Maximum building height - The maximum building height shall be two stories or thirty-five (35) feet.
   e. Building setbacks:
      - Front yard - Each building shall have a twenty-five (25) foot setback to a public street (Wabash and Colton Avenues).
      - Side yard - No minimum side yard is required.
      - Rear yard - Each lot shall have a minimum rear yard of five (5) feet.
      - Motor court - Each lot shall have a minimum motor court setback of three (3) feet.

SECTION 4. PROCEDURAL IMPLEMENTATION

A. Specific Plan

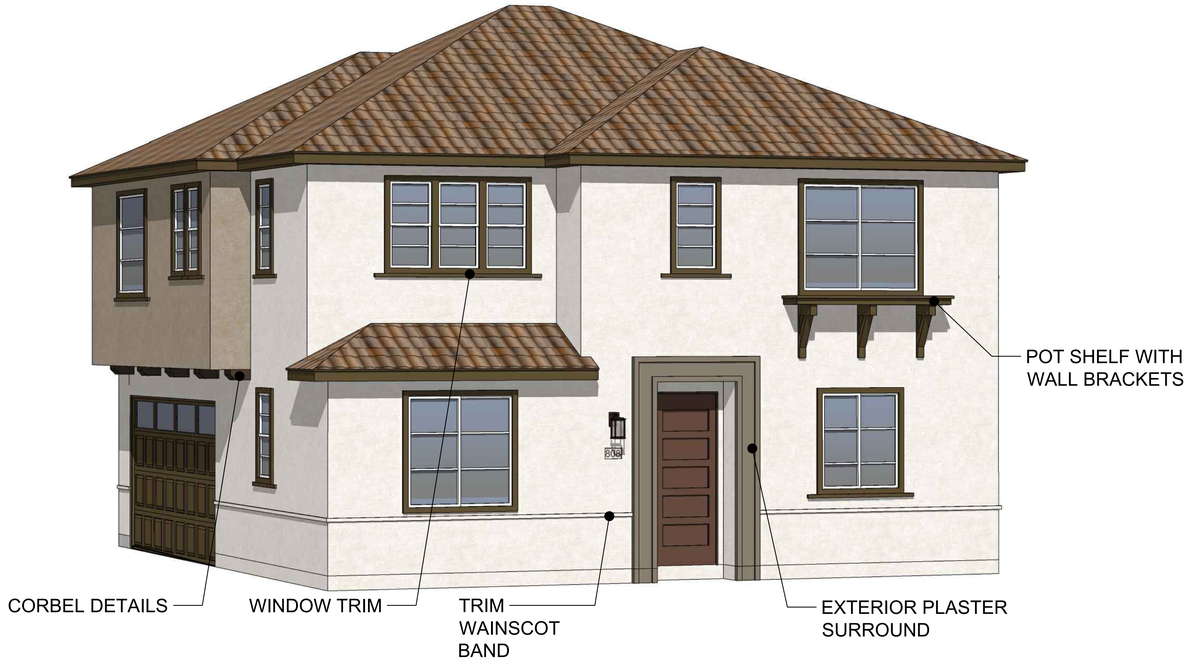
Specific Plan No. 66, has been prepared and processed pursuant to the Specific Plan guidelines of the City of Redlands. An amendment to the adopted Specific Plan shall require the same procedures as the adoption.

B. In conjunction with the processing of the Specific Plan, Tentative Tract Map No. 20571 has been prepared as the primary implementation tool for the project. Tentative Tract Map No. 20571 sets forth the lot configuration, street design, easements and overall site planning for the project. Following approval of the Tentative Tract Map, the applicant shall prepare the Final Tract Map and accompanying civil engineering plans for final approval by the City. The Tentative and Final Tract Map are being processed in conformance with Chapter 17 of the Redlands Municipal Code, Subdivision Ordinance.

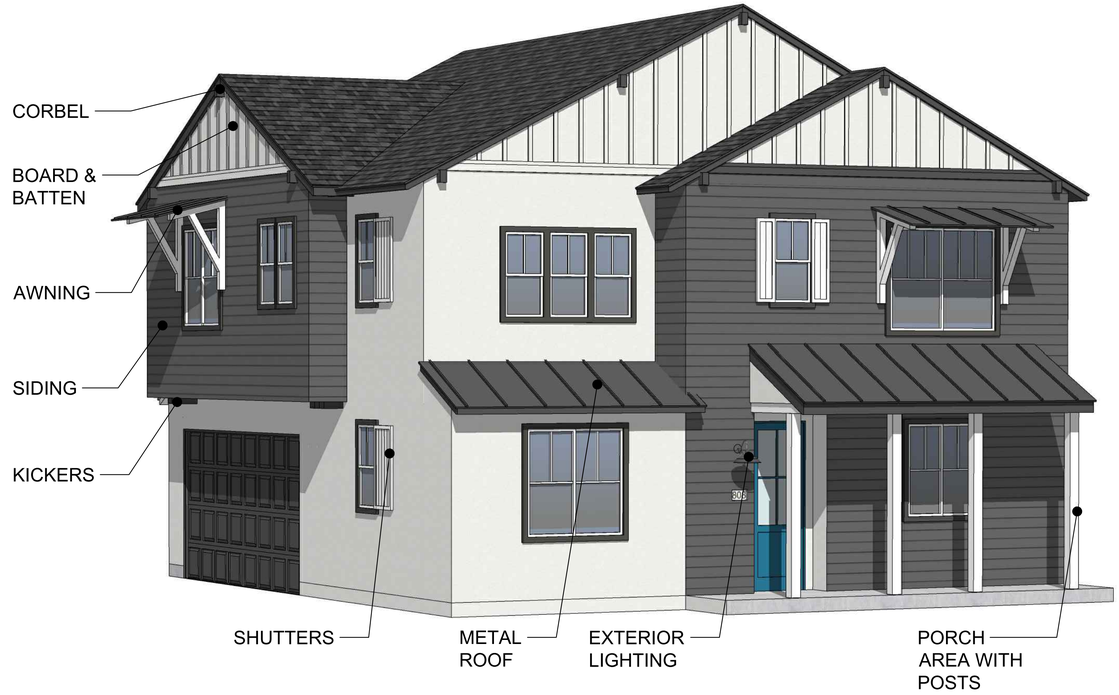
C. A Commission Review and Approval (CRA) No. 965 has been filed in conjunction with Specific Plan No. 66 and Tentative Tract Map No. 20571. The CRA is utilized by the City of Redlands as a land use permit that authorizes the construction of a new building for a permitted use. Specific criteria for a CRA are listed in the Redlands Municipal Code. The application for the construction of the single family residences shall be reviewed by the Planning Commission and shall include preliminary site plans, architectural elevations and floor plans, types of materials and colors to be utilized, locations and types of walls and fences, and a conceptual landscape plan (including types and sizes of plants).

D. Phasing and Maintenance - The project will provide three distinct floor plans all of which will be developed during the initial phase of development. Therefore, all grading, infrastructure, and home construction will be provided during one phase of construction. Individual home construction will proceed as project sales and absorption continues through to project completion.

A series of private streets and parks and open space will be constructed and maintained by a Homeowner's Association.



STYLE A



STYLE B

STYLE C

STYLE D

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SONI FAMILY
1423 Georgina Avenue
Santa Monica, CA 90402

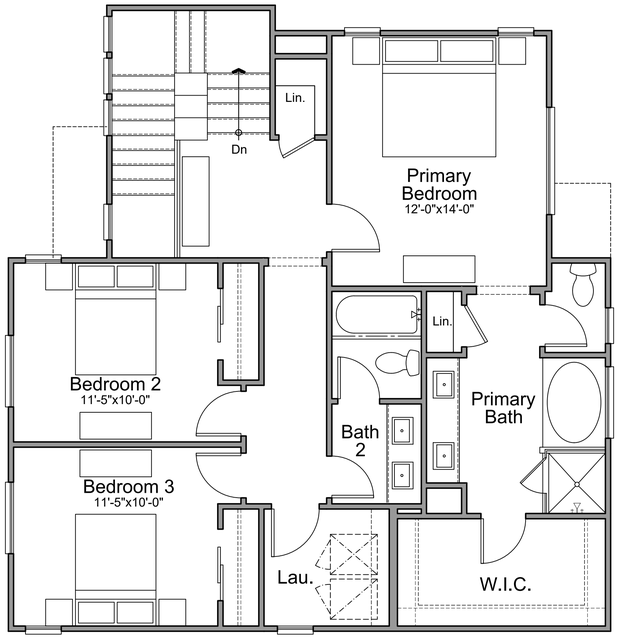
MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

SCHEMATIC DESIGN
December 15, 2023

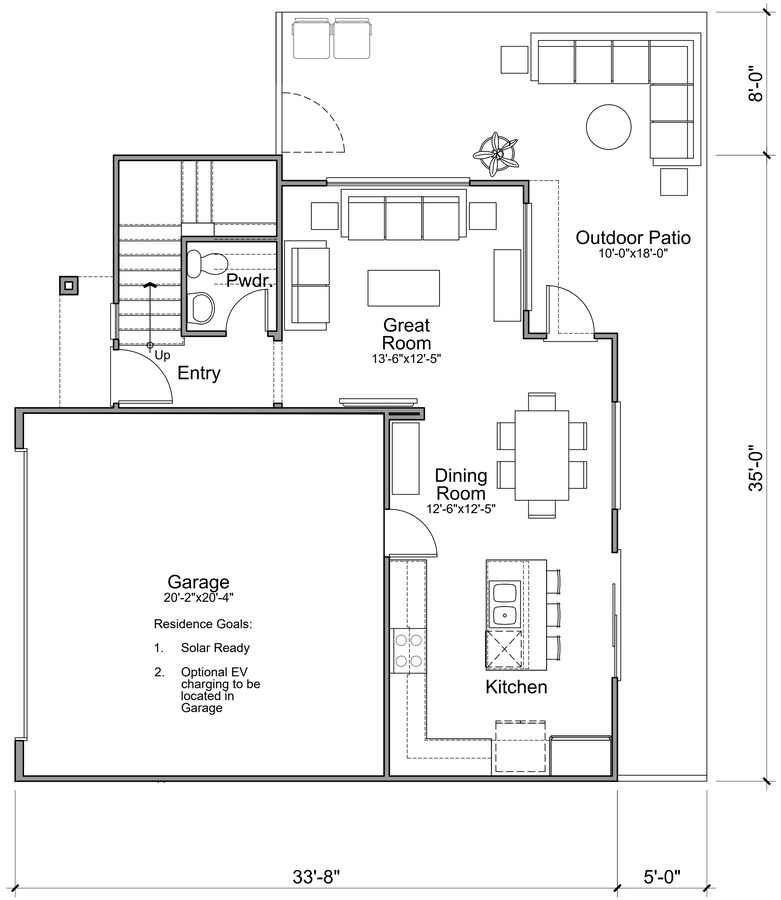
Scale: 1/8" = 1'-0"
0 4 8 16

VIGNETTES
ENHANCEMENTS

A2.0



Second Floor



First Floor

PLAN 1 (3 BED / 2.5 BATH)	
FIRST FLOOR	606 SQ. FT.
SECOND FLOOR	938 SQ. FT.
TOTAL	1,544 SQ. FT.

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SONI FAMILY
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MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

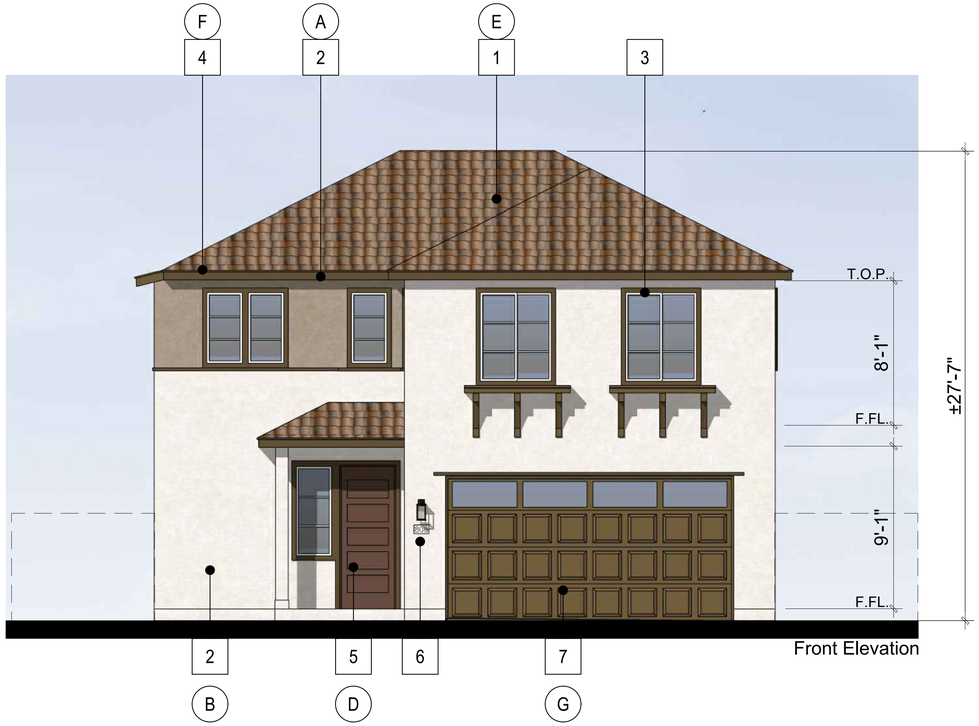
SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

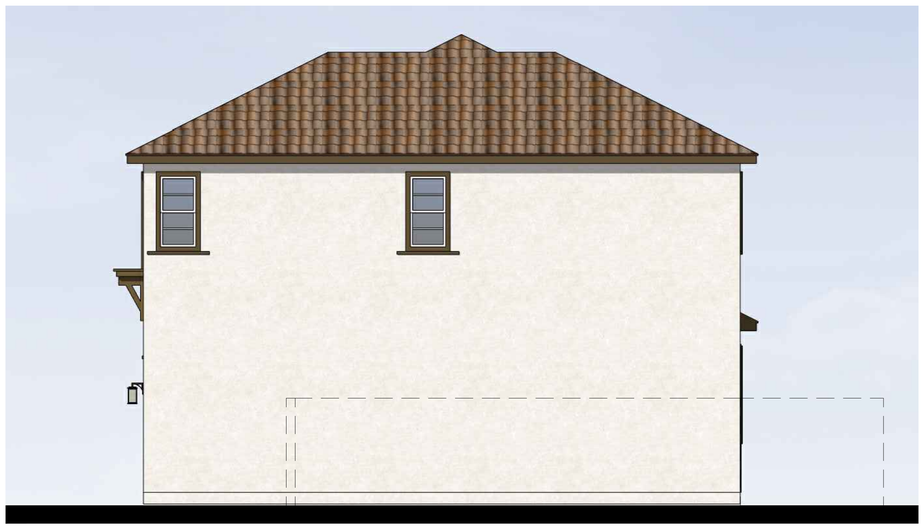
UNIT PLANS
PLAN 1

A3.0

Left Elevation



Front Elevation



Right Elevation

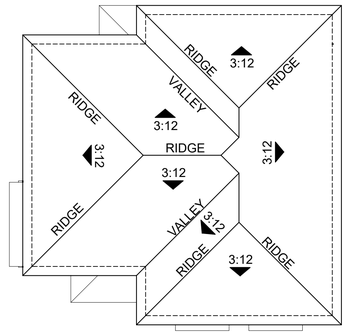
Rear Elevation

MATERIAL LEGEND STYLE A

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 6203 SPARE WHITE
B	STUCCO 2: SW 7504 KEYSTONE GRAY
C	ENTRY DOOR: SW 6055 FIERY BROWN
D	-
E	ROOFING: BARCELONA - CASA GRANDE BLEND
F	TRIM / ACCENT: SW 7041 VAN DYKE
G	GARAGE DOOR: SW 6103 TEA CHEST



Roof Plan 1/8" = 1'-0"

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SONI FAMILY
1423 Georgina Avenue
Santa Monica, CA 90402

MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

ELEVATIONS
PLAN 1 STYLE A SCHEME 1

A3.1

Left Elevation

Front Elevation

MATERIAL LEGEND STYLE A

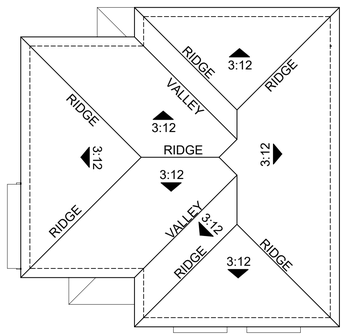
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 6203 SPARE WHITE
B	STUCCO 2: SW 7504 KEYSTONE GRAY
C	ENTRY DOOR: SW 6055 FIERY BROWN
D	-
E	ROOFING: BARCELONA - CASA GRANDE BLEND
F	TRIM / ACCENT: SW 7041 VAN DYKE
G	GARAGE DOOR: SW 6103 TEA CHEST

Right Elevation

Rear Elevation



Roof Plan 1/8" = 1'-0"

8

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SONI FAMILY
1423 Georgina Avenue
Santa Monica, CA 90402

MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

ELEVATIONS
PLAN 1 STYLE A ENHANCEMENTS

A3.2

Left Elevation

Front Elevation

Right Elevation

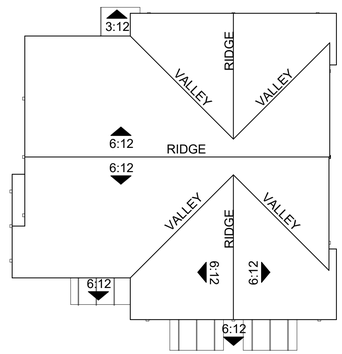
Rear Elevation

MATERIAL LEGEND STYLE B

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	LAPSIDING: HARDIE BOARD CHARCOAL GRAY
B	STUCCO 1: SW 7008 ALABASTER
C	STUCCO 3: SW 27006 EXTRA WHITE
D	ENTRY DOOR 1: SW 6509 GEORGIAN BAY
E	ROOFING: SLATE 900 SHADOW BLACK
F	TRIM / ACCENT: SW 902 NIGHT OWL
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 7006 EXTRA WHITE



Roof Plan 1/8" = 1'-0"

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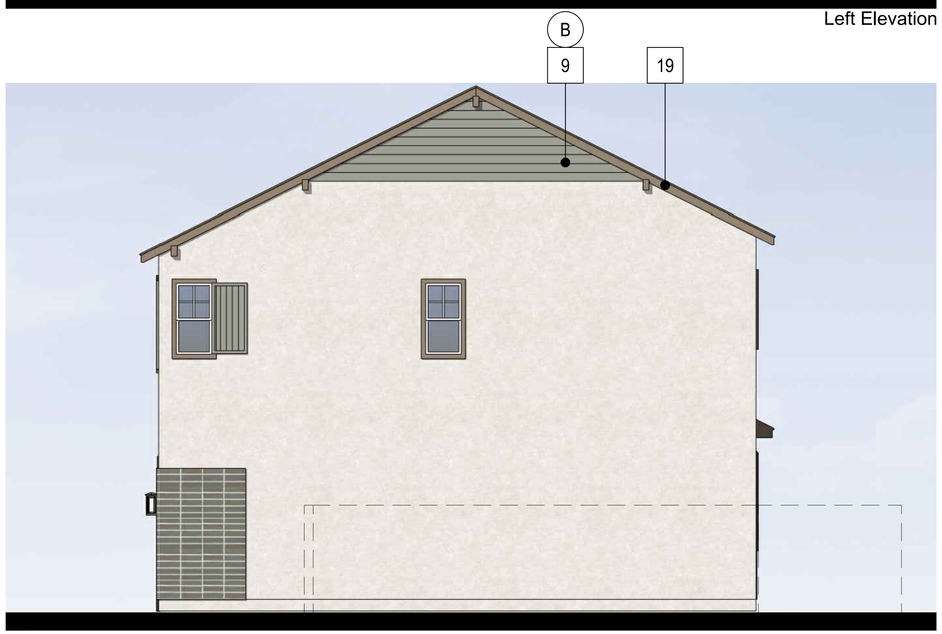
ELEVATIONS
PLAN 1 STYLE B SCHEME 1

A3.3

Left Elevation

Front Elevation



Right Elevation

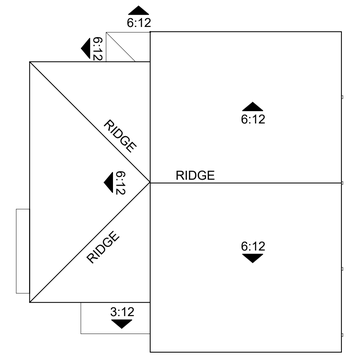
Rear Elevation

MATERIAL LEGEND STYLE C

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	STACKED BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS
20	MCELROY METAL STANDING SEAM ROOF

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 9622 WHITE SAIL
B	STUCCO 2: SW 6164 SVELTE SAGE
C	BRICK: BELDEN BRICK - THIN - TITANIUM VELOUR
D	ENTRY DOOR: SW 6178 CLARY SAGE
E	ROOFING: BARCELONA VERONA CLAY
F	TRIM / ACCENT: SW 2841 WEATHERED SHINGLE
G	GARAGE DOOR: SW 2846 ROYCRAFT BRONZE GREEN



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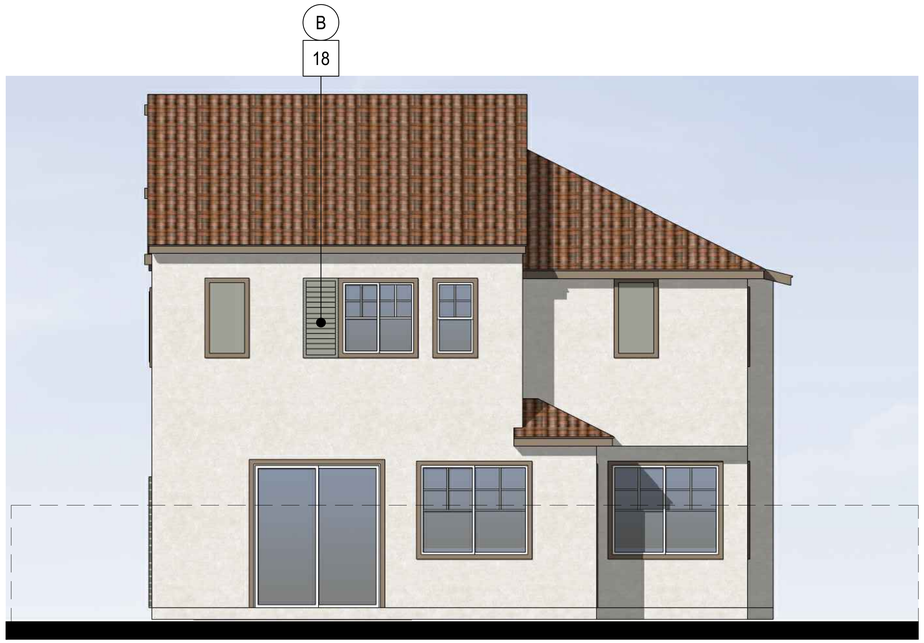
ELEVATIONS
PLAN 1 STYLE C SCHEME 1

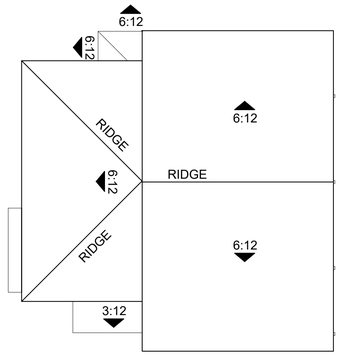
A3.4

MATERIAL LEGEND STYLE C	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	STACKED BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS
20	MCELROY METAL STANDING SEAM ROOF

COLOR LEGEND - SCHEME 1	
A	STUCCO 1: SW 9622 WHITE SAIL
B	STUCCO 2: SW 6164 SVELTE SAGE
C	BRICK: BELDEN BRICK - THIN - TITANIUM VELOUR
D	ENTRY DOOR: SW 6178 CLARY SAGE
E	ROOFING: BARCELONA VERONA CLAY
F	TRIM / ACCENT: SW 2841 WEATHERED SHINGLE
G	GARAGE DOOR: SW 2846 ROYCRAFT BRONZE GREEN



Rear Elevation



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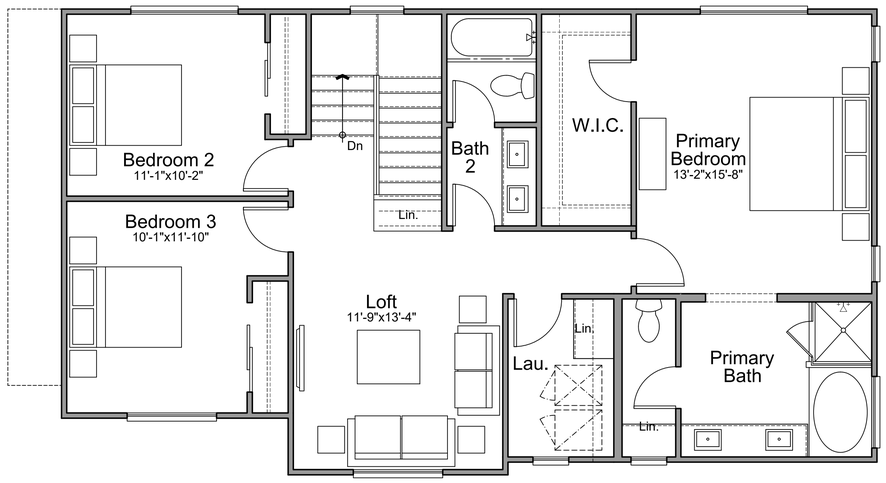
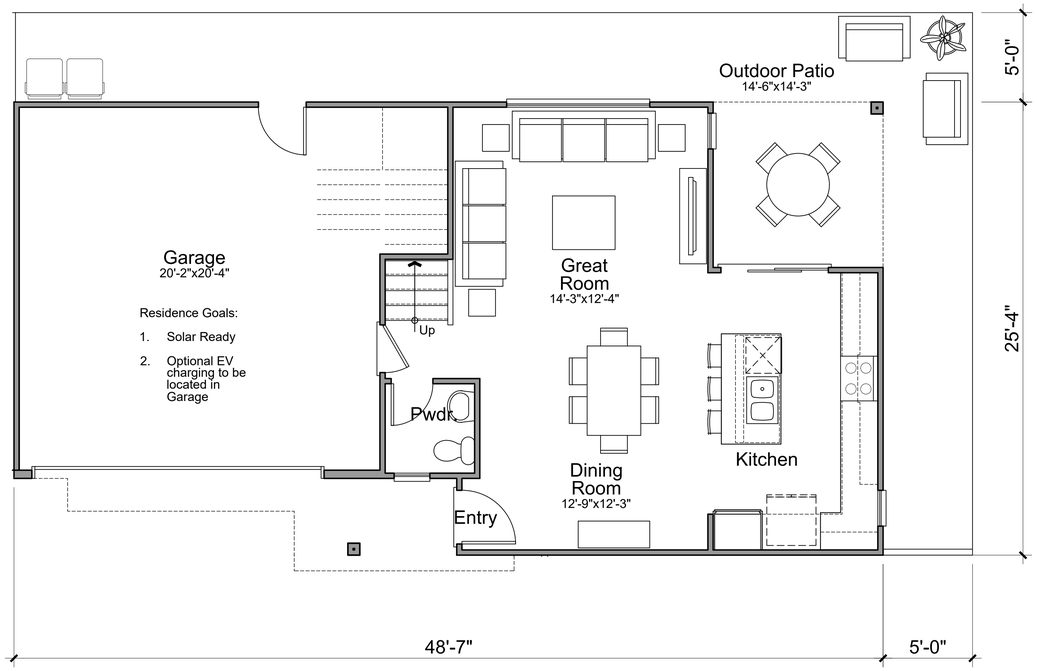
ELEVATIONS
PLAN 1 STYLE C ENHANCEMENTS

A3.5



Second Floor



First Floor

PLAN 2 (3 BED / 2.5 BATH)	
FIRST FLOOR	631 SQ. FT.
SECOND FLOOR	1069 SQ. FT.
TOTAL	1,700 SQ. FT.

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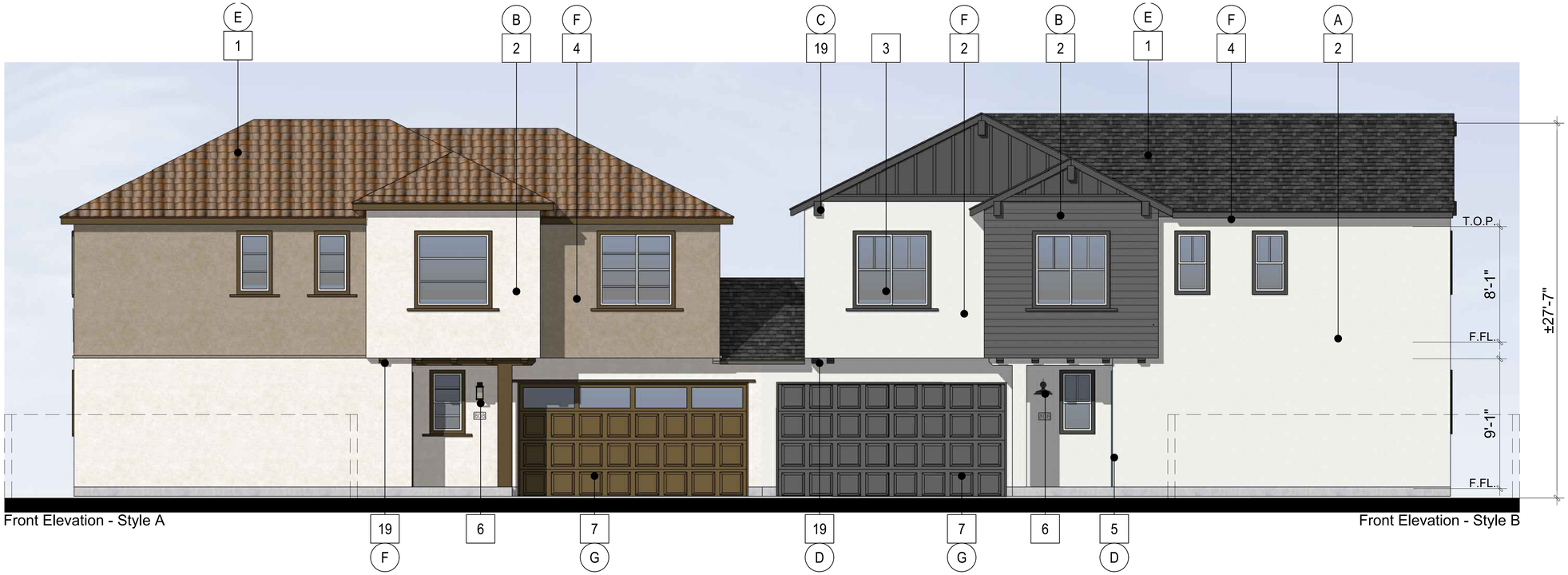
UNIT PLANS
PLAN 2

A4.0



Front Elevation - Style A

Front Elevation - Style B

MATERIAL LEGEND STYLE A	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN

Rear Elevation - Style B

Rear Elevation - Style A

MATERIAL LEGEND STYLE B	
COLOR LEGEND - SCHEME 1	
A	LAPSIDING: HARDIE BOARD CHARCOAL GRAY
B	STUCCO 1: SW 7008 ALABASTER
C	STUCCO 3: SW 27006 EXTRA WHITE
D	ENTRY DOOR 1: SW 6509 GEORGIAN BAY
E	ROOFING: SLATE 900 SHADOW BLACK
F	TRIM / ACCENT: SW 902 NIGHT OWL
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 7006 EXTRA WHITE

REAR / SIDE SHUTTERS ON ENHANCED STREET FACING ELEVATIONS ONLY

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ELEVATIONS
PLAN 2 STYLE A & B SCHEME 1

A4.1

Left Elevation - Style A

MATERIAL LEGEND STYLE A	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
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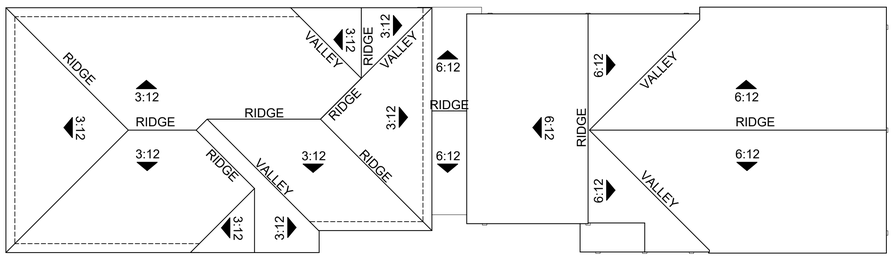
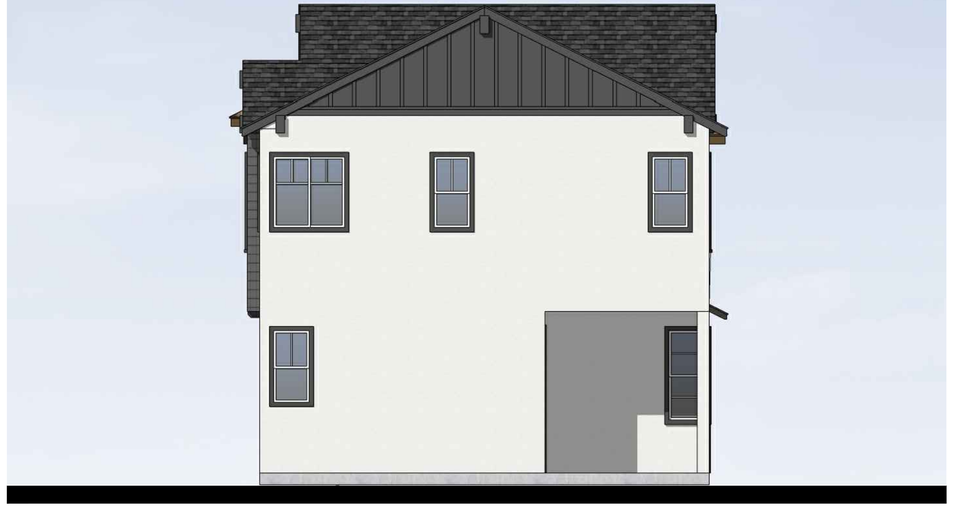
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN



Roof Plan 1/8" = 1'-0"



Right Elevation - Style B

MATERIAL LEGEND STYLE B	
COLOR LEGEND - SCHEME 1	
A	LAPSIDING: HARDIE BOARD CHARCOAL GRAY
B	STUCCO 1: SW 7008 ALABASTER
C	STUCCO 3: SW 27006 EXTRA WHITE
D	ENTRY DOOR 1: SW 6509 GEORGIAN BAY
E	ROOFING: SLATE 900 SHADOW BLACK
F	TRIM / ACCENT: SW 902 NIGHT OWL
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 7006 EXTRA WHITE

REAR / SIDE SHUTTERS ON ENHANCED STREET FACING ELEVATIONS ONLY

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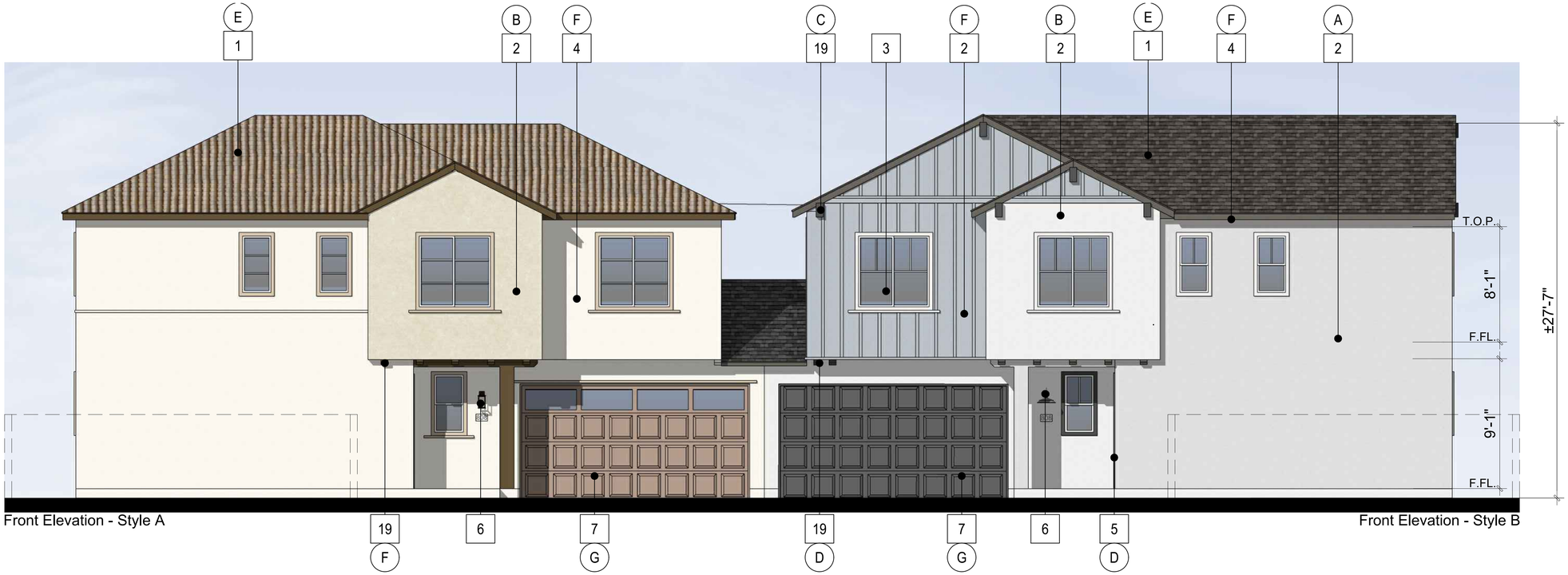
ELEVATIONS
PLAN 2 STYLE A & B SCHEME 1

A4.2



Front Elevation - Style A

Front Elevation - Style B

MATERIAL LEGEND STYLE A	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
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11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN

Rear Elevation - Style B

8

Rear Elevation - Style A

8

MATERIAL LEGEND STYLE B	
COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7064 PASSIVE
B	STUCCO 2: SW 6226 LANGUID BLUE
C	STUCCO 3: SW 7076 GRIZZLE GRAY
D	ENTRY DOOR / TRIM: SW 7060 ATTITUDE GRAY
E	ROOFING: SLATE 900 CHARCOAL BLEND
F	STUCCO WINDOW TRIM: SW 6232 MISTY
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 6227 MEDITATIVE

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ELEVATIONS
PLAN 2 STYLE A & B SCHEME 2

A4.3

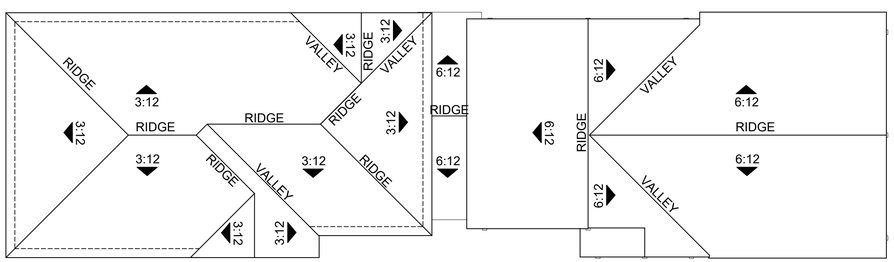
Left Elevation - Style A

MATERIAL LEGEND STYLE A

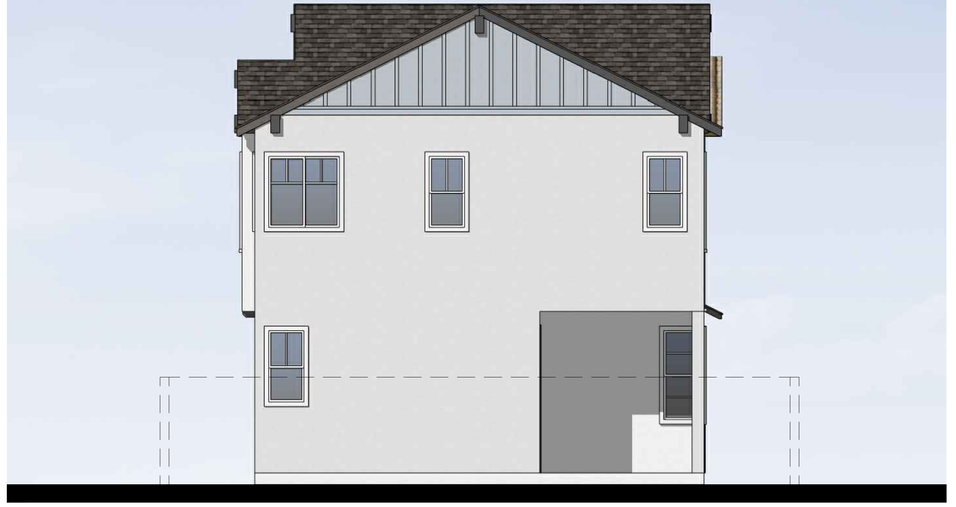
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN



Roof Plan 1/8" = 1'-0"



Right Elevation - Style B

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7064 PASSIVE
B	STUCCO 2: SW 6226 LANGUID BLUE
C	STUCCO 3: SW 7076 GRIZZLE GRAY
D	ENTRY DOOR / TRIM: SW 7060 ATTITUDE GRAY
E	ROOFING: SLATE 900 CHARCOAL BLEND
F	STUCCO WINDOW TRIM: SW 6232 MISTY
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 6227 MEDITATIVE

REAR / SIDE SHUTTERS ON ENHANCED STREET FACING ELEVATIONS ONLY

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ELEVATIONS
PLAN 2 STYLE A & B SCHEME 2

A4.4

Enhanced Front Elevation - Style A

Enhanced Front Elevation - Style B

Enhanced Rear Elevation - Style B

Enhanced Rear Elevation - Style A

REAR / SIDE SHUTTERS ON ENHANCED STREET FACING ELEVATIONS ONLY

MATERIAL LEGEND STYLE A	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN

MATERIAL LEGEND STYLE B	
COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7064 PASSIVE
B	STUCCO 2: SW 6226 LANGUID BLUE
C	STUCCO 3: SW 7076 GRIZZLE GRAY
D	ENTRY DOOR / TRIM: SW 7060 ATTITUDE GRAY
E	ROOFING: SLATE 900 CHARCOAL BLEND
F	STUCCO WINDOW TRIM: SW 6232 MISTY
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ELEVATIONS
PLAN 2 STYLE A2 & B2 ENHANCEMENTS

A4.5

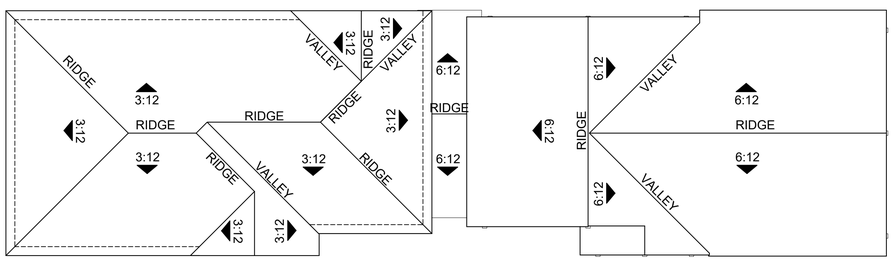
Enhanced Left Elevation - Style A

MATERIAL LEGEND STYLE A

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN



Roof Plan 1/8" = 1'-0"

Enhanced Right Elevation - Style B

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7064 PASSIVE
B	STUCCO 2: SW 6226 LANGUID BLUE
C	STUCCO 3: SW 7076 GRIZZLE GRAY
D	ENTRY DOOR / TRIM: SW 7060 ATTITUDE GRAY
E	ROOFING: SLATE 900 CHARCOAL BLEND
F	STUCCO WINDOW TRIM: SW 6232 MISTY
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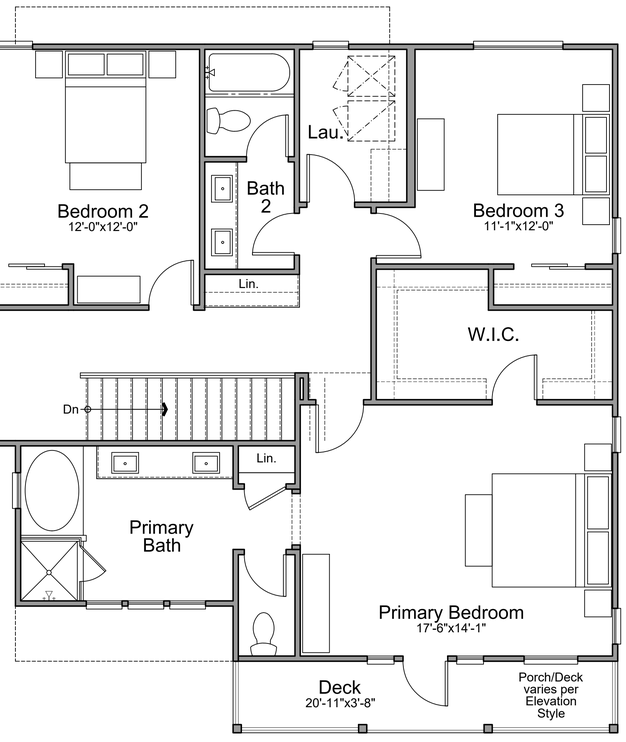
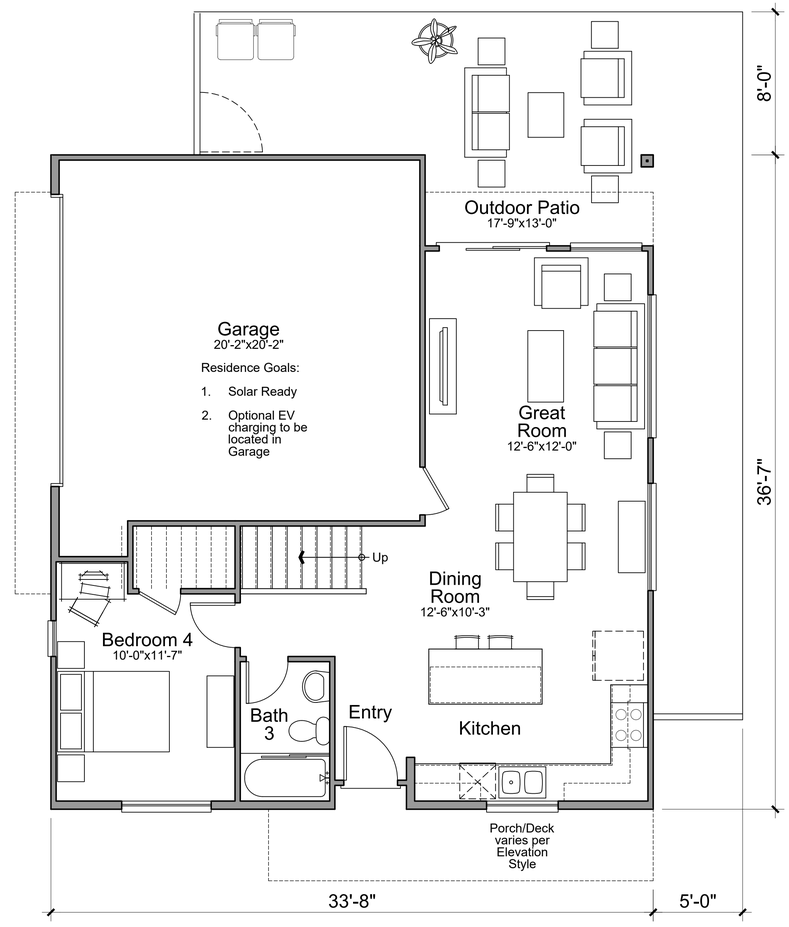
ELEVATIONS
PLAN 2 STYLE A2 & B2 ENHANCEMENTS

A4.6



Second Floor



First Floor

PLAN 3 (4 BED / 3 BATH)	
FIRST FLOOR	730 SQ. FT.
SECOND FLOOR	1127 SQ. FT.
TOTAL	1,858 SQ. FT.

Architecture + Planning
888.456.5849
ktgy.com

SONI FAMILY
1423 Georgina Avenue
Santa Monica, CA 90402

MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

SCHEMATIC DESIGN
December 15, 2023

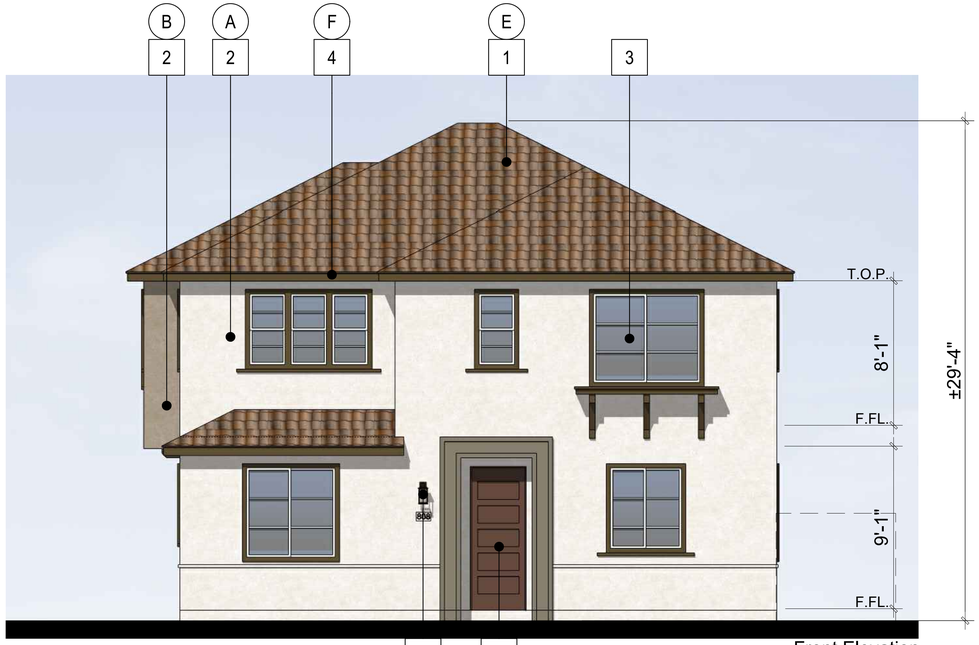
Scale: 1/4 = 1'-0"
0 2 4 8

UNIT PLANS
PLAN 3

A5.0

7 G 19 F

Left Elevation



Front Elevation

MATERIAL LEGEND STYLE A

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

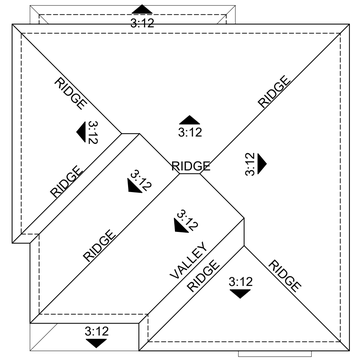
COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 6203 SPARE WHITE
B	STUCCO 2: SW 7504 KEYSTONE GRAY
C	ENTRY DOOR: SW 6055 FIERY BROWN
D	-
E	ROOFING: BARCELONA - CASA GRANDE BLEND
F	TRIM / ACCENT: SW 7041 VAN DYKE
G	GARAGE DOOR: SW 6103 TEA CHEST

Right Elevation

8

Rear Elevation



Roof Plan 1/8" = 1'-0"

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MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

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0 2 4 8

ELEVATIONS
PLAN 3 STYLE A SCHEME 1

A5.1

Left Elevation

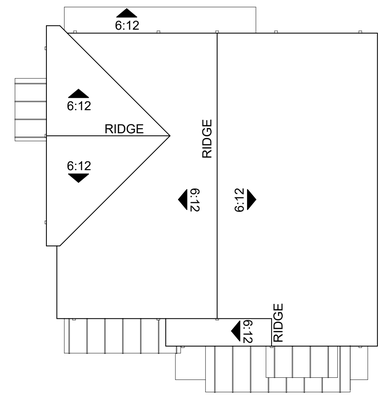
Front Elevation

MATERIAL LEGEND STYLE B	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1	
A	LAPSIDING: HARDIE BOARD CHARCOAL GRAY
B	STUCCO 1: SW 7008 ALABASTER
C	STUCCO 3: SW 27006 EXTRA WHITE
D	ENTRY DOOR 1: SW 6509 GEORGIAN BAY
E	ROOFING: SLATE 900 SHADOW BLACK
F	TRIM / ACCENT: SW 902 NIGHT OWL
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 7006 EXTRA WHITE

Right Elevation

Rear Elevation



Roof Plan 1/8" = 1'-0"

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SONI FAMILY
1423 Georgina Avenue
Santa Monica, CA 90402

MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

ELEVATIONS
PLAN 3 STYLE B SCHEME 1

A5.2

Left Elevation

Front Elevation

Right Elevation

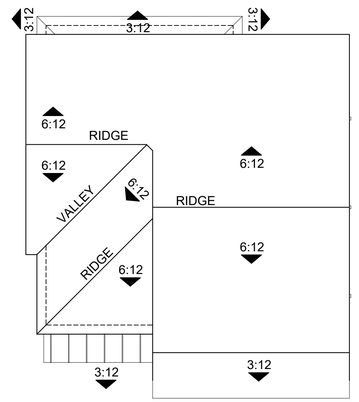
Rear Elevation

MATERIAL LEGEND STYLE C

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	STACKED BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS
20	MCELROY METAL STANDING SEAM ROOF

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7009 PEARLY WHITE
B	STUCCO 2: SW 7653 SILVERPOINTE
C	BRICK: BELDEN BRICK - THIN - ENGLISH GRAY VELOUR
D	ENTRY DOOR: SW 6230 RAINSTORM
E	ROOFING: SLATE 900 - OCEANA
F	TRIMS / WINDOW TRIM: SW 7757 HIGH REFLECTIVE WHITE
G	GARAGE DOOR: SW 7670 GRAY SHINGLE
H	METAL ROOF: MAXIMA STANDING SEAM - SLATE GRAY



Roof Plan 1/8" = 1'-0"

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MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

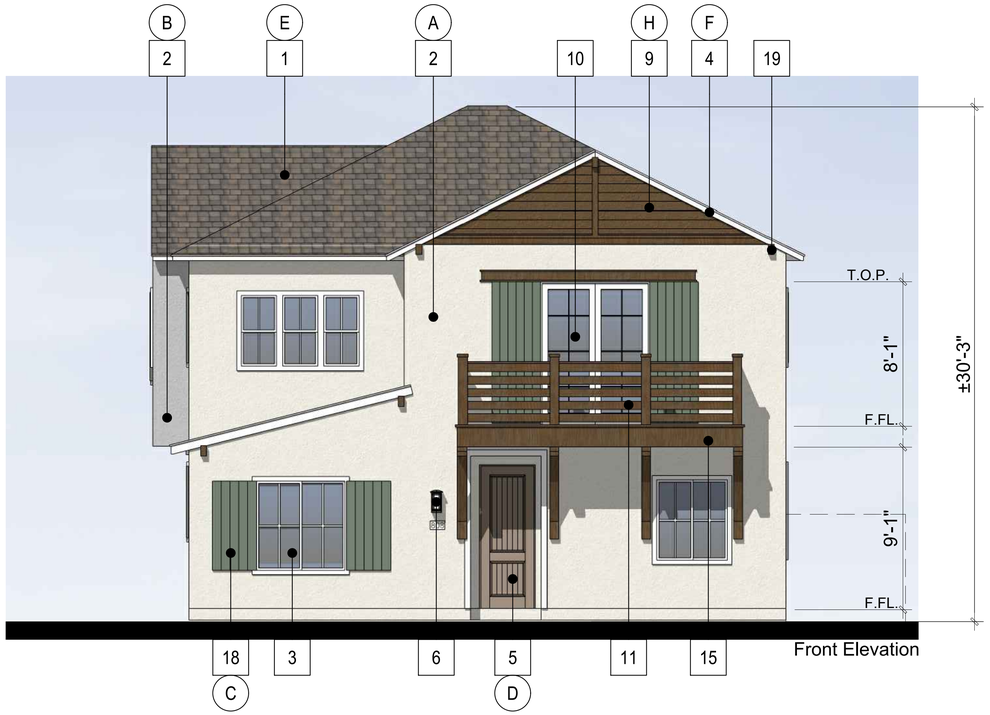
SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

ELEVATIONS
PLAN 3 STYLE C SCHEME 1

A5.3

Left Elevation



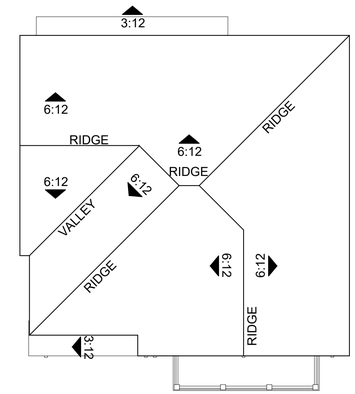
Front Elevation

MATERIAL LEGEND STYLE D	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1	
A	STUCCO 1: SW 7000 IBIS WHITE
B	STUCCO 2: SW 7065 ARGOS
C	SHUTTER: SW 6439 GREENFIELD
D	ENTRY DOOR: SW 9112 SONG THRUSH
E	ROOFING: SLATE 900 - SADDLEBACK
F	TRIM / ACCENT: SW 7757 HIGH REFLECTIVE WHITE
G	GARAGE DOOR: SW 9113 MUDSLIDE
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN

Right Elevation

Rear Elevation



Roof Plan 1/8" = 1'-0"

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SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

ELEVATIONS
PLAN 3 STYLE D SCHEME 1

A5.4

7
G

Left Elevation

Front Elevation

MATERIAL LEGEND STYLE D

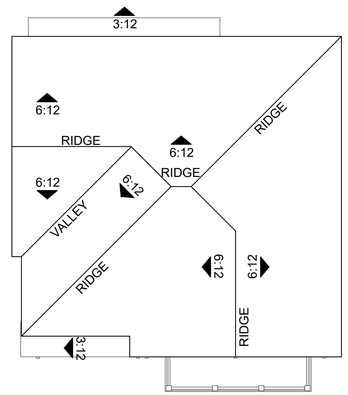
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 9105 ALMOND ROCA
B	LAP SIDING: HARDIE PLANK IRON GRAY
C	SHUTTERS: SW 7675 SEALSKIN
D	ENTRY DOOR: SW 7579 ALAEA
E	ROOFING: SLATE 900 - APPALACHIAN BLEND
F	TRIM / STUCCO WINDOW TRIM: SW 7675 SEALSKIN
G	GARAGE DOOR: SW 6110 STEAD BROWN

Right Elevation

Rear Elevation



Roof Plan 1/8" = 1'-0"

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MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

ELEVATIONS
PLAN 3 STYLE D SCHEME 2

A5.5

Style B Right Elevation - Enhanced

MATERIAL LEGEND STYLE A

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
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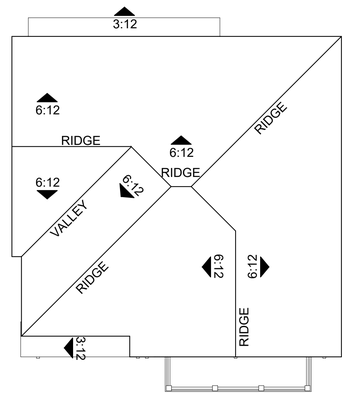
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 6203 SPARE WHITE
B	STUCCO 2: SW 7504 KEYSTONE GRAY
C	ENTRY DOOR: SW 6055 FIERY BROWN
D	-
E	ROOFING: BARCELONA - CASA GRANDE BLEND
F	TRIM / ACCENT: SW 7041 VAN DYKE
G	GARAGE DOOR: SW 6103 TEA CHEST

Style D Right Elevation - Enhanced

Style C Right Elevation - Enhanced



Roof Plan 1/8" = 1'-0"

ADDITIONAL SIDE SHUTTERS ON ENHANCED STREET FACING ELEVATIONS ONLY

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MADERA AT CITRUS TRAIL
REDLANDS, CA # 2021-1175

SCHEMATIC DESIGN
December 15, 2023

Scale: 1/4 = 1'-0"
0 2 4 8

ELEVATIONS
PLAN 3 ENHANCED SIDES

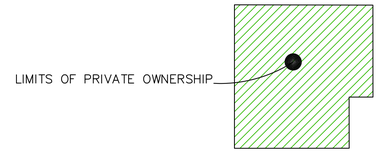
A5.6

PLOTTING & PRIVATE OWNERSHIP EXHIBIT

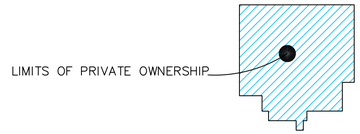
COLTON AVE & WABASH AVE, REDLANDS, CA

LEGEND

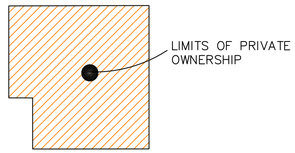
PROP. LOT LINE
BOUNDARY LINE
PROP. CURB
SIDEWALK



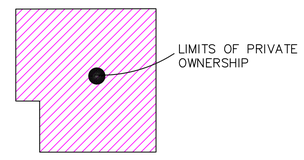
"A" ELEVATION



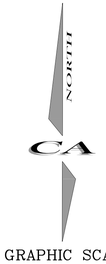
"B" ELEVATION



"C" ELEVATION



"D" ELEVATION



GRAPHIC SCALE

30 0 15 30 60 120

(IN FEET)
1 inch = 30 ft.

Soni 2012 Irrevocable Trusts
1423 Georgina Avenue Santa Monica
Santa Monica, CA 90402
(949) 922-7075
Contact: Vanita Soni Puri

CA ENGINEERING, INC.
Planning · Engineering · Surveying
13821 NEWPORT AVE., STE 110
TUSTIN, CA 92780
949-724-9480 949-724-9484 FAX

SHEET
C1.8
Dec 13 2023
JOB NO. 816-1
SHEET NO. 1 OF 1 SHTS.

Redlands Regular Meeting of 5-7-2024
368 of 1013

PLANT LIST

SYMBOL	BOTANICAL NAME	COMMON NAME	WUCOLS (Zone 3)	SIZE	QTY
	TREES				
	Acacia stenophylla	Shoestring Acacia	L	24" Box	68
	Magnolia grandiflora 'Alta'	Southern Magnolia	M	24" Box	
	Cercidium hyb. 'Desert Museum'	Hybrid Palo Verde	L	24" Box	8
	Arbutus 'Marina'	Strawberry Tree	L	24" Box	83
	Bauhinia purpurea	Orchid Tree	M	24" Box	
	Lagerstroemia hybrids 'Natchez'	Crape Myrtle (White)	M	24" Box	
	Cupressus sempervirens 'Monshel'	Tiny Tower Cypress	L	24" Box	12
	Strelitzia nicholai	Giant Bird-of-Paradise	M	24" Box	
	Cedrus deodara	Deodar Cedar	L	24" Box	14
	Citrus sinensis	Orange Trees	M	24" Box	13
	Geijera parviflora	Australian Willow	L	24" Box	10
	Jacaranda mimosifolia	Jacaranda	M	36" Box	12
	Schinus molle	California Pepper Tree	L	36" Box	16
	Ulmus parvifolia 'True Green'	Evergreen Elm	M	24" Box	25
	PALMS				
	Phoenix dactylifera	Date Palm	L	16' BTH	26
	Washingtonia robusta	Mexican Fan Palm	L	24" Box	
	Brahea armata	Mexican Blue Palm	L	24" Box	24
	Syagrus romanzoffianum	Queen Palm	M	24" Box	27
	SHRUBS				
	Agave 'Blue Flame'	Blue Flame Agave	L	5G	100
	Agave desmettiana ' Variegata'	Dwarf Century Plant	L	5G	120
	Aloe arborescens	Tree Aloe	L	15G	30
	Bougainvillea 'La Jolla'	Bougainvillea	L	5G	50
	Buxus microphylla japonica	Japanese Boxwood	M	1G	1,100
	Carex divulsa	Berkeley Sedge	L	5G	1,000
	Carissa grandiflora 'Green Carpet'	Natal Plum	L	1G	450
	Chondropetalum tectorum	Cape Rush	L	5G	120
	Cordyline australis 'Red Star'	Red Grass Palm	L	15G	20
	Dianella revoluta 'DR5000'	Little Rev Flax Lily	M	1G	300
	Dianella tasmanica 'Silver Streak'	Silver Streak Flax Lily	M	5G	400
	Hesperaloe parviflora	Red Yucca	L	5G	20
	Ilex crenata 'Sky Pencil'	Sky Pencil Ilex	M	15G	50
	Juniperus scopulorum 'Skyrocket'	Skyrocket Juniper	M	15G	40
	Lantana hybrids 'New Gold'	New Gold Lantana	L	5G	30
	Ligustrum japonicum 'Texanum'	Wax Leaf Privet	M	5G	700
	Miscanthus sinensis 'Strictus'	Porcupine Grass	M	5G	40
	Olea europaea 'Montra' P.P.#6266	Little Ollie Dwarf Olive	L	5G	300
	Podocarpus elongatus 'Monmal'	Icee Blue Yellow-Wood	M	15G	100
	Rhaphiolepis indica 'Clara'	Dwarf Indian Hawthorne	M	5G	300
	Rosa f. 'Trumpeter'	Trumpeter Rose	M	5G	150
	Senecio mandraliscae	Blue Chalk Sticks	L	Root Cut	400
	Stipa tenuissima	Mexican Feather Grass	L	5G	120
	Tecoma stans 'Sierra Apricot'	Sierra Apricot	L	5G	40
	Trachelospermum jasminoides	Star Jasmine	M	5G	56
	Westringia 'Wynyabbie Gem'	Coast Rosemary	L	5G	56
	Yucca gloriosa	Spanish Dagger	L	5G	10
	Yucca recurvifolia	Pendulous Yucca	L	5G	10

LEGEND

1. COMMUNITY PARK
   - TOT LOT
   - DOG PARK
   - BBQ AREA
   - VINE COVERED SHADE STRUCTURE
2. COMMON AREA LANDSCAPE (TYP.)
3. PRIVATE OPEN SPACE (TYP.)
4. MOTOR COURT (SEE SHEET L2 FOR ENLARGEMENT)
5. COMMUNITY MONUMENTATION
6. ENTRANCE TO "ORANGE-BLOSSOM TRAIL"
7. OPEN SPACE W/ INFORMAL D.G PATH, BENCH AND MEADOW IN THE CENTER

MADERA AT CITRUS TRAIL

CONCEPTUAL LANDSCAPE PLAN

L1

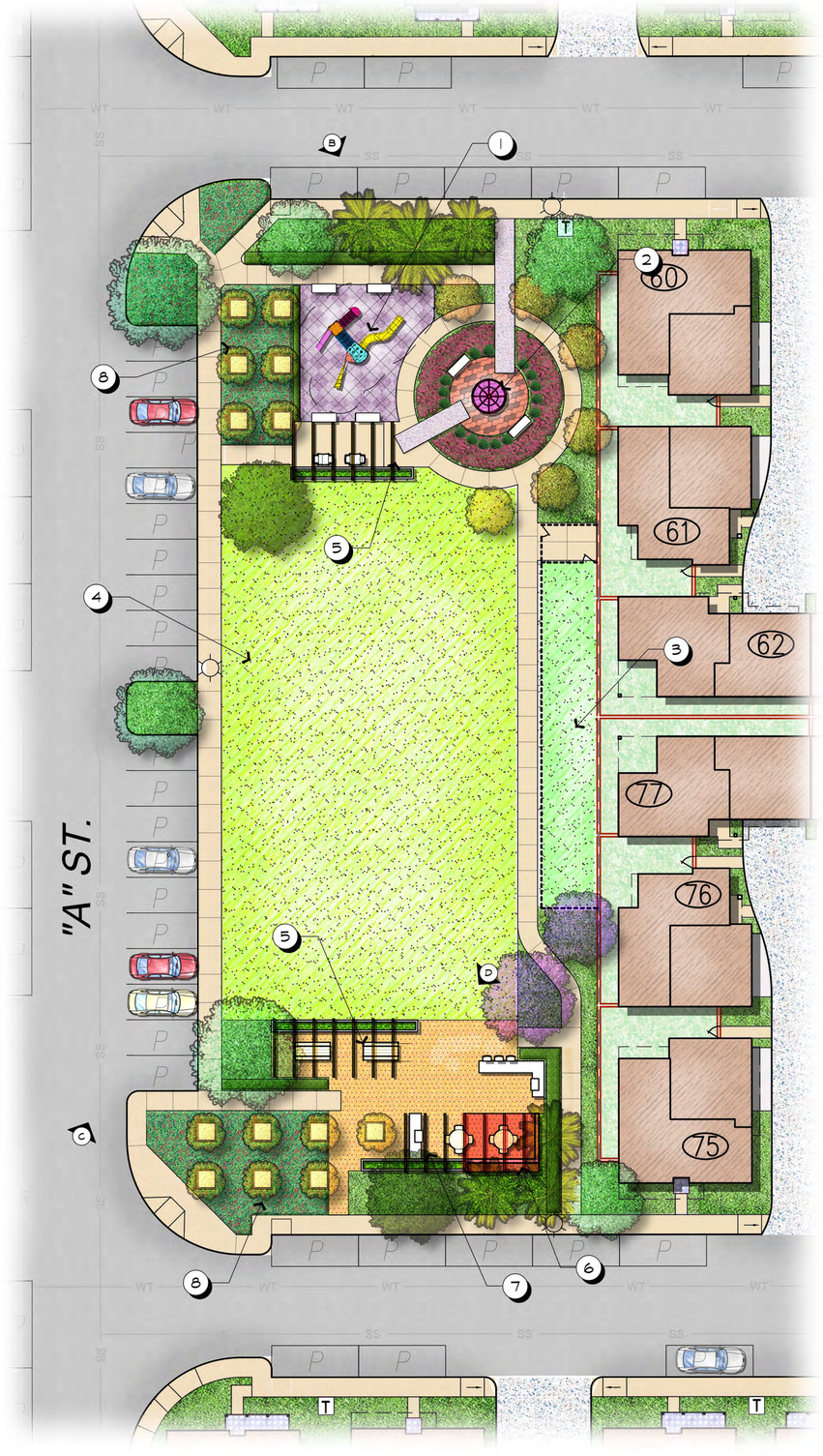
0' 15' 30' 60'

SITESCAPES
Landscape Architecture & Planning
3190-B2 Airport Loop Drive
Costa Mesa, CA 92626
Richard Polhemus, License # 3783
(949) 544-9370 FAX (714) 210-3140

JOB# 22-026 DATE: 12-12-23

LEGEND

1. TOT LOT WITH CLIMB-N-SLIDE EQUIPMENT
2. SPINNING PLAY
3. ENCLOSED DOG PARK W/ DRINKING FOUNTAIN
4. OPEN PLAY TURF
5. MATCHING STEEL SHADE STRUCTURE
6. SOLID ROOF "FARM HOUSE" STRUCTURE W/ TABLE SEATING BELOW
7. OUTDOOR KITCHEN W/ (2) GRILLS AND COUNTER TOP SEATING
8. GROOVE IN RAISED PLANTER



MADERA AT CITRUS TRAIL

COMMUNITY PARK ENLARGEMENT

L2

0' 10' 20'

SITESCAPES
Landscape Architecture & Planning
3190-B2 Airport Loop Drive
Costa Mesa, CA 92626
Richard Pelhamus, License # 3782
(949) 644-9370 FAX (714) 210-3140

JOB# 22-026 DATE: 12-12-23

MADERA AT CITRUS TRAIL

MOTOR COURT ENLARGEMENT

L3

0' 10' 20'

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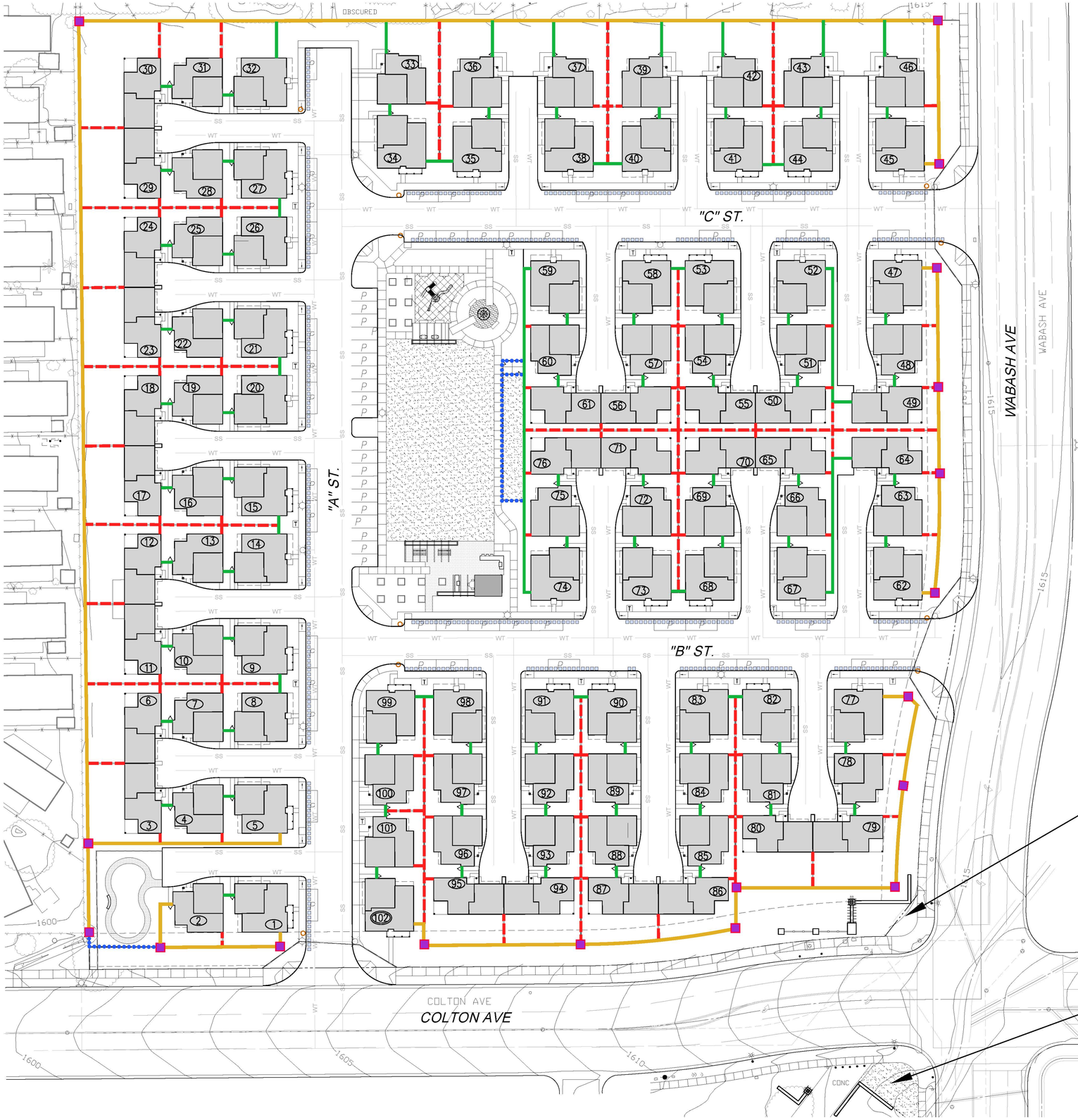
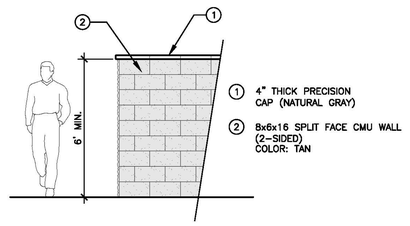
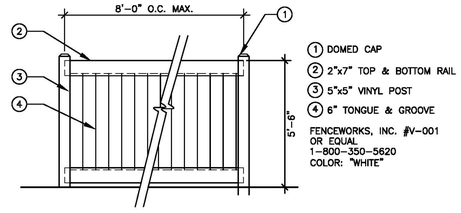
JOB# 22-026 DATE: 12-12-23





1. 4" THICK PRECISION CAP (NATURAL GRAY)
2. 8x6x16 SPLIT FACE CMU WALL (2-SIDED) COLOR: TAN

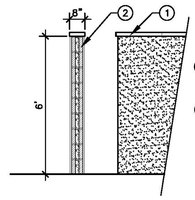
PERIMETER SPLIT FACE (2-SIDED) WALL



1. DOMED CAP
2. 2"x7" TOP & BOTTOM RAIL
3. 5"x5" VINYL POST
4. 6" TONGUE & GROOVE

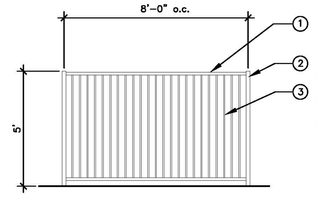
FENCEWORKS, INC. #V-001
OR EQUAL
1-800-350-5620
COLOR: "WHITE"

PRIVACY VINYL FENCE



1. 2" THICK X 8"W PRECAST CAP (NATURAL GRAY)
2. 6" CMU PRECISION BLOCK WALL WITH STUCCO FINISH (SMOOTH WHITE)

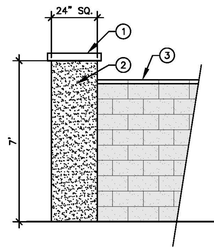
PRIVACY STUCCO WALL



1. 1½" SQ. RAILS @ TOP & BOTTOM
2. 2½" SQ. POST
3. ¾" SQ. PICKET 4" O.C.

* T.S. FENCE
COLOR: BLACK

TUBULAR STEEL FENCE



1. 4" THICK X 28" SQ. PRECAST CAP (NATURAL GRAY)
2. 24" SQ. PILASTER TO BE CMU BLOCK CONSTRUCTION WITH STUCCO FINISH (SMOOTH WHITE)
3. PERIMETER SPLIT FACE WALL

24" SQ. PERIMETER STUCCO PILASTER

MADERA AT CITRUS TRAIL

OVERALL FENCE & WALL PLAN

L4

0' 15' 30' 60'

SITESCAPES
Landscape Architecture & Planning
3190-92 Airport Loop Drive
Costa Mesa, CA 92626
Riviera Peñamua, License # 3762
(949) 644-9370 FAX (714) 210-3140

JOB# 22-026 DATE: 12-12-23

FIRE MASTER PLAN

TTM 20571, LOTS 1-103

COLTON AVE & WABASH AVE, REDLANDS, CA

NOTE:
GATES WILL BE INSTALLED WHERE THE HOSE PULLS CROSSES THE FENCES

LEGEND

- PROPOSED WATER
- EXISTING WATER
- BOUNDARY
- PROPERTY LINE/RIGHT OF WAY
- CENTERLINE
- EASEMENT
- EX CURB & GUTTER
- EX CONTOUR
- EX. TREE/BUSH
- EX. FIRE HYDRANT
- PRO. FIRE HYDRANT
- EX. LIGHT POLE
- PRO. LIGHT POLE
- HOSE PULL DISTANCE – 150' MAXIMUM
- FIRE LANE
- RED CURB PER DETAIL HEREON
- PROPOSED FIRE DEPARTMENT ACCESS ROAD WITH ALL-WEATHER PAVED SURFACE TO SUPPORT VEHICULAR LOADS OF 68,000 LBS WITH A ROAD BASE OVER SOIL COMPACTED TO A LEAST 90%
- INDICATES PROPOSED STRUCTURES
- PROPOSED FIRE LANE SIGNAGE PER DETAILS HEREON
- INDICATES BLUE REFLECTIVE FIRE HYDRANT MARKER PLACED 6" FROM CENTERLINE OF STREET
- INDICATES REQUIRED TURNING RADII: 20' WIDE PATH WITH 17' INSIDE & 38' OUTSIDE

PROJECT SUMMARY

9.00 ACRES (GROSS)
11.33 DU/ACRE
102 TOTAL UNITS

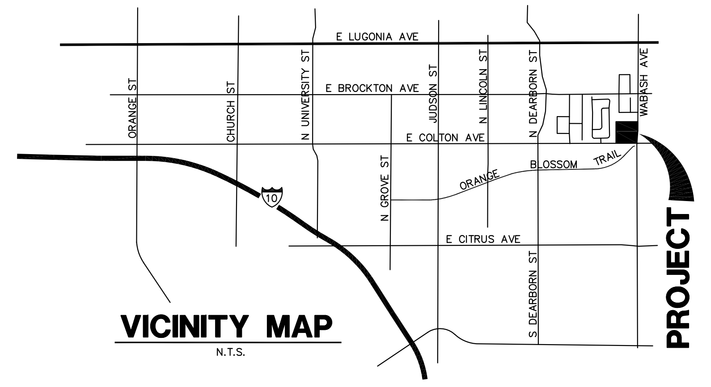
PRODUCT 1
40 UNITS
1,544 SF

PRODUCT 2
26 UNITS
1,700 SF

PROCUCT 3
36 UNITS
1,858 SF

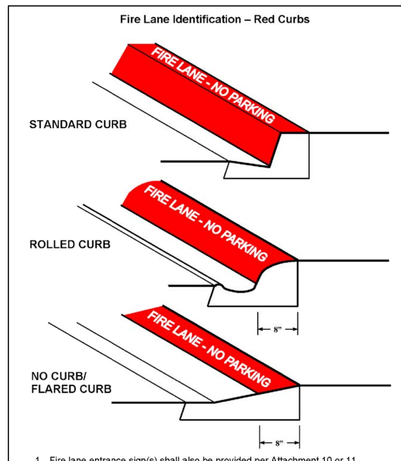
PARKING SUMMARY
63 GUEST STALLS
206 GARAGE STALLS
269 TOTAL STALLS

MIX SUMMARY
PRODUCT 1 – 40 UNITS 39.2%
PRODUCT 2 – 26 UNITS 25.5%
PRODUCT 3 – 36 UNITS 35.3%



VICINITY MAP
N.T.S.

Fire Lane Identification – Red Curbs



1. Fire lane entrance sign(s) shall also be provided per Attachment 10 or 11.
2. Curbs shall be painted OSHA safety red.
3. "FIRE LANE – NO PARKING" shall be painted on top of curb in 3" white lettering at a spacing of 30' on center or portion thereof.

Specifications for Fire Lane Entrance Signs
To be used only at vehicle entry points to areas that contain "Fire Lane—No Parking" signs or red curbs

All sign and lettering dimensions shown are minimums. "Arial Narrow" font is used in sample above though other legible sans-serif fonts may be acceptable.

This sign shall be posted at all vehicle entrances to areas marked with either red curbs or fire lane "No Parking" signs. Signs shall be securely mounted facing the direction of travel and clearly visible to oncoming traffic entering the designated area. Signs shall be made of durable material and installed per Attachments 13 and 14.

Towing company contact information is required for all properties with a standing written agreement for services with a towing company per the California Vehicle Code.

Specifications for Alternate Location of Towing Company Information

Towing company contact information is required for all properties with a standing written agreement for services with a towing company per the California Vehicle Code.

To facilitate periodic changes in towing company contracts, the towing company contact information may be posted on a separate sign mounted directly below the fire lane entrance sign instead of on the entrance sign itself. The method of attachment to the post shall not obscure the wording on either sign.

Specifications for Fire Lane No Parking Signs

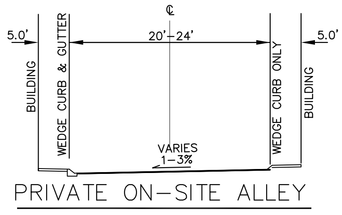
All sign and lettering dimensions shown are *minimums*. "Arial Narrow" font is used in sample above though other legible sans-serif fonts may be acceptable.

In areas where fire lane parking restrictions are enforced by the California Highway Patrol, "NO STOPPING—FIRE LANE" signs meeting Caltrans standards shall be used.

Signs shall be securely mounted facing the direction of travel and clearly visible to oncoming traffic entering the designated area. Signs shall be made of durable material and installed per Attachments 13 and 14.

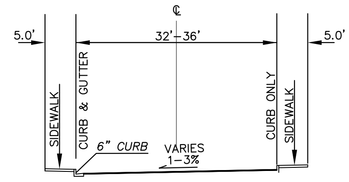
FIRE ACCESS NOTES

1. PAINT RED CURBS PER DETAIL HEREON
2. INSTALL FIRE LANE ENTRANCE SIGN PER DETAIL HEREON
3. INSTALL TOWING COMPANY INFORMATION SIGN PER DETAIL HEREON
4. INSTALL FIRE LANE NO PARKING SIGN PER DETAIL HEREON
5. INSTALL BLUE REFLECTIVE FIRE HYDRANT MARKER (6" OFF CENTERLINE)
6. FIRE HYDRANT PER SEPARATE WATER PLAN



PRIVATE ON-SITE ALLEY

STREET SECTION
NO SCALE



PRIVATE ON-SITE STREET

STREET SECTION
NO SCALE

NORTH

GRAPHIC SCALE
40 0 20 40 80 160
(IN FEET)
1 inch = 40 ft.

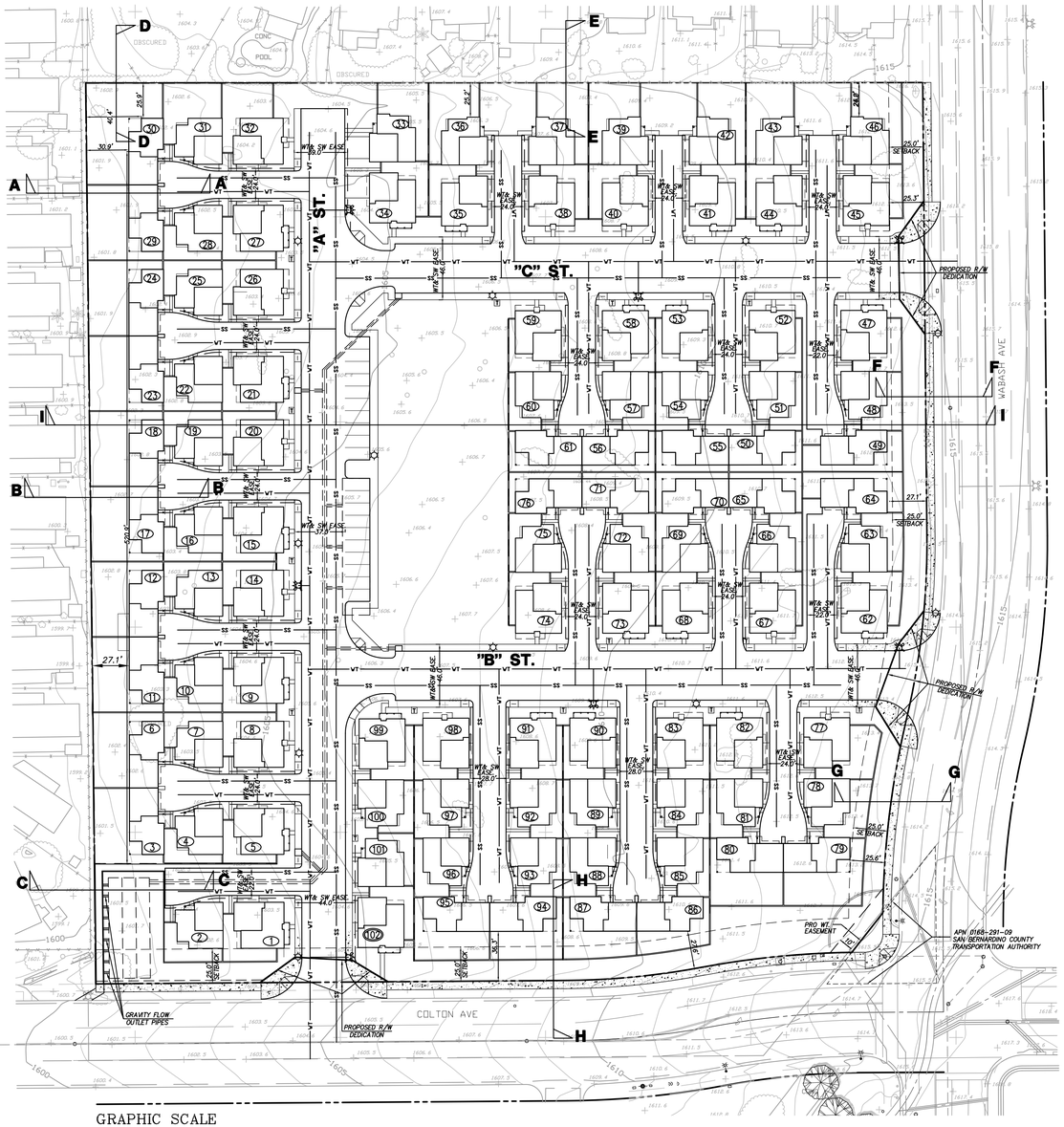
Soni 2012 Irrevocable Trusts
1423 Georgina Avenue Santa Monica
Santa Monica, CA 90402
(949) 922-7075
Contact: Vanita Soni Puri

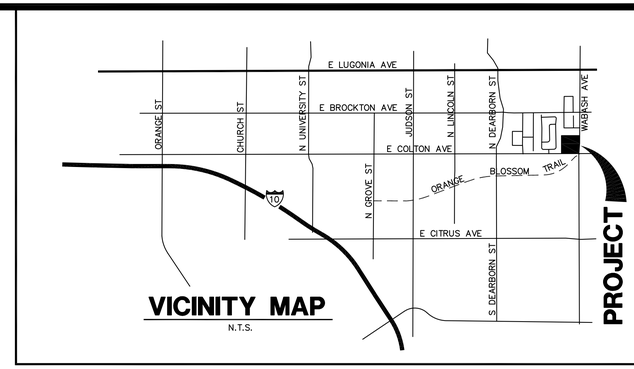
CA ENGINEERING, INC.
Planning · Engineering · Surveying
13821 NEWPORT AVE., STE 110
TUSTIN, CA 92780
949-724-9480 949-724-9484 FAX

SHEET C1.4
Mar 11 2024
JOB NO. 816-1
SHEET NO. 1 OF 1 SHTS.

Redlands Regular Meeting of 5-7-2024

TENTATIVE TRACT MAP NO. 20571
FOR CONDOMINIUM PURPOSES





VICINITY MAP
N.T.S.

GENERAL NOTES

1. EXISTING LAND USE: GENERAL PLAN LDR / ZONING R-1
2. PROPOSED LAND USE: GENERAL PLAN MDR / ZONING: SPECIFIC PLAN
3. EXISTING ZONING: SINGLE-FAMILY RESIDENTIAL (R1)
4. PROPOSED ZONING: MULTI-FAMILY RESIDENTIAL (R2)
5. WATER SERVICE PROVIDED BY: CITY OF REDLANDS
6. ELECTRIC SERVICE PROVIDED BY: SOUTHERN CALIFORNIA EDISON COMPANY.
7. SEWER SERVICE PROVIDED BY: CITY OF REDLANDS
8. NATURAL GAS SERVICE PROVIDED BY: THE GAS COMPANY
9. FEMA FLOOD ZONE: ZONE X FEMA FLOOD MAP: 06071 C8709J
10. GROSS AREA 9.00 AC. / NET AREA 8.91 AC.
11. SEE PWQMP FOR WATER QUALITY BMP's
12. STORM DRAINS, STREET AND LANDSCAPING SHALL BE MAINTAINED BY THE H.O.A.
13. PROJECT WILL REQUIRE A GENERAL PLAN AMENDMENT TO MEDIUM RESIDENTIAL ZONING R-2.
14. PROJECT AREA = 292,503.35 SF (6.715 AC.)
15. TOTAL NUMBER OF UNITS = 102
16. STREETS WILL HAVE EASEMENTS FOR ALL UTILITIES.

LEGEND

PROP. LOT LINE
BOUNDARY LINE
PROP. CURB
EX. CURB
PROPOSED SEWER
EXISTING SEWER
PROPOSED WATER
EXISTING WATER
PROPOSED STORM DRAIN
EXISTING STORM DRAIN
UNIT NUMBER — (148)
UNIT TYPE — 2
RETAINING WALL
FENCE
3'RW — 3' RETAINING WALL
P= — PAD ELEVATION
FF= — FINISH FLOOR
☼ — STREET LIGHT
— FIRE HYDRANT
T — TRANSFORMER

LEGAL DESCRIPTION

THE LAND REFERRED TO IN THIS GUARANTEE IS DESCRIBED AS FOLLOWS:

REAL PROPERTY IN THE CITY OF REDLANDS , COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

THAT PORTION OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO BASE AND MERIDIAN, IN THE CITY OF REDLANDS, ACCORDING TO THE OFFICIAL GOVERNMENT PLAT THEREOF, DESCRIBED AS FOLLOWS:

BEGINNING AT AN IRON PIPE IN MIDDLE LINE OF WABASH (FORMERLY EMERALD) AVENUE, DISTANT SOUTH 0°17' EAST (MAGNETIC VARIATION 15° EAST) 1975.7 FEET FROM AN IRON ROD AT THE INTERSECTION OF MIDDLE LINE OF LUGONIA (FORMERLY MENTON) AND WABASH AVENUES;

THENCE FROM SAID POINT OF BEGINNING, RUNNING MIDWAY BETWEEN THE 38TH AND 39TH ORANGE TREE ROWS NORTH FROM COLTON AVENUE, NORTH 89°45' WEST 655.7 FEET TO A 3 INCH STAKE;
THENCE SOUTH 0°25' EAST 702.7 FEET TO AN IRON ROD IN THE MIDDLE LINE OF COLTON AVENUE;
THENCE ALONG THE MIDDLE LINE OF SAID COLTON AVENUE NORTH 89°51' EAST 654.3 FEET TO A WOODEN STAKE AT INTERSECTION OF MIDDLE LINES OF WABASH AVENUE (FROM THE NORTH) AND COLTON AVENUE, SAID WOODEN STAKE BEING 35.15 FEET EAST OF STONE AT THE INTERSECTION OF THE MIDDLE LINES OF WABASH AVENUE (FROM THE SOUTH) AND COLTON AVENUE;
THENCE ALONG THE MIDDLE LINE OF SAID WABASH AVENUE NORTH 0°17' WEST 698 FEET TO THE PLACE OF BEGINNING;

EXCEPTING THERE FROM THE LAND NOW OCCUPIED BY THE CALIFORNIA CENTRAL RAILWAY COMPANY, ACROSS THE SOUTHEAST CORNER THEREOF; AS GRANTED BY DEED RECORDED MARCH 20, 1888 IN BOOK 69, PAGE(S) 553 OF DEEDS;

ALSO EXCEPTING THERE FROM ANY PORTION THEREOF DESCRIBED IN CONVEYANCE EXECUTED BY THE ATCHISON, TOPEKA AND SANTA FE RAILWAY COMPANY, A DELAWARE CORPORATION, SUCCESSOR IN INTEREST TO THE CALIFORNIA CENTRAL RAILWAY COMPANY, IN FAVOR OF SAN BERNARDINO ASSOCIATED GOVERNMENTS, A COUNTY TRANSPORTATION COMMISSION AND LOCAL TRANSPORTATION AUTHORITY, RECORDED MARCH 30, 1993 AS INSTRUMENT NO. 93- 137041 AND MARCH 30, 1993 AS INSTRUMENT NO. 93-137043, BOTH OF OFFICIAL RECORDS;

ALSO EXCEPTING THERE FROM THAT PORTION OF LAND CONVEYED IN GRANT DEED EXECUTED BY VINEY SONI AND VANDANA SONI, TRUSTEES OF THE SONI REVOCABLE INTER-VIVOS TRUST, DATED MARCH 27, 1984, IN FAVOR OF CITY OF REDLANDS, A MUNICIPAL CORPORATION, RECORDED JUNE 7, 1999 AS INSTRUMENT NO. 99-240498 OF OFFICIAL RECORDS.

APN: 0168-291-02-0-0000

MAINTENANCE STATEMENT

SITE AMENITIES:
ALL ON SITE FACILITIES (PAVED DRIVE AISLES, LANDSCAPE AREAS, COMMUNITY RECREATION CENTER, ETC.) WILL BE MAINTAINED BY THE H.O.A.

UTILITIES:
THE ON-SITE STORM DRAIN WILL BE MAINTAINED BY THE H.O.A.. THE SEWER AND WATER FACILITIES WILL BE MAINTAINED BY THE CITY OF REDLANDS WATER DISTRICT.

EARTHWORK

CUT	FILL	IMPORT/EXPORT
33,287 CY	40,918 CY	7,631 CY SHORT

BALANCE THE SITE WITH SPOILS FROM THE UTILITIES AND BUILDING FOOTINGS.

STATEMENT OF OWNERSHIP

I HEREBY CERTIFY THAT THIS MAP WAS PREPARED UNDER MY SUPERVISION AND THAT THE OWNERS OF RECORD HAVE KNOWLEDGE OF AND CONSENTS TO THE FILING OF THIS MAP.

REGISTERED PROFESSIONAL ENGINEER FRED CORNWELL No. 45591 Exp. 12/31/22 CIVIL STATE OF CALIFORNIA

Dec 15 2023

FRED CORNWELL RCE 45591 DATE

SEE SHEET 2 FOR CROSS SECTIONS

REVISIONS	BY	DATE

PREPARED BY:
CA ENGINEERING, INC.
Planning · Engineering · Surveying
13821 NEWPORT AVE., STE 110
TUSTIN, CA 92780
949-724-9480 949-724-9484 FAX

SUBDIVIDER/OWNER
Soni 2012 Irrevocable Trusts
1423 Georgina Avenue Santa Monica
Santa Monica, CA 90402
(949) 922-7075
Contact: Vanita Soni Puri

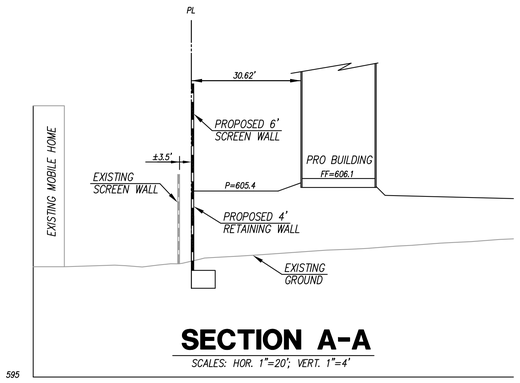
ADDRESS
E Colton Ave. and Wabash Ave.
Redlands, CA 92374

SOILS ENGINEER
TGR GEOTECHNICAL, INC.
3037 S. HARBOR BOULEVARD
SANTA ANA, CA 92704
PH: (714) 641-7189: FAX: (714) 641-7190: CELL: (949) 230-5499
EDWARD L. BURROWS, MS, PG, CEG 1750
EBURROWS@TGRGEOTECH.COM

SHEET C1.0
Dec 15 2023
JOB NO. 816-1
SHEET NO. 1 OF 2 SHTS.

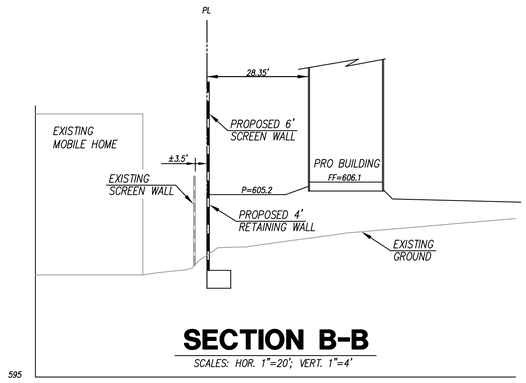
S:\816-1 Redlands\TTM\816-1 TTM.dwg Last Modified: 15 Dec 2023 - 11:58am
Plotted on: 15 Dec 2023 - 2:46pm By: Emmanuel

TENTATIVE TRACT MAP NO. 20571
FOR CONDOMINIUM PURPOSES



SECTION A-A

SCALES: HOR. 1"=20'; VERT. 1"=4'



SECTION B-B

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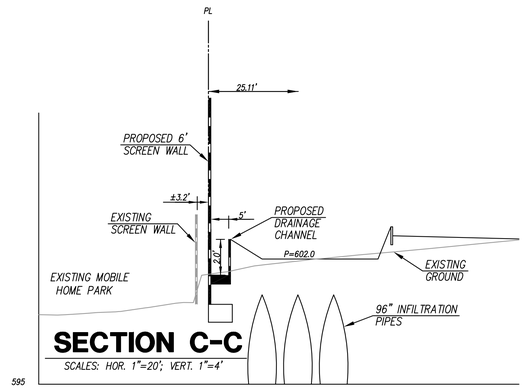
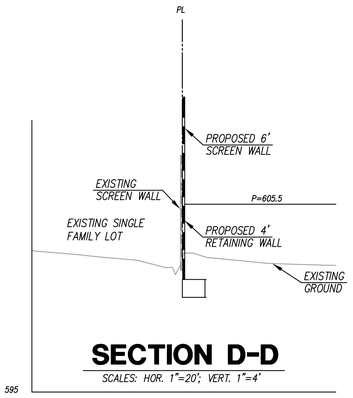


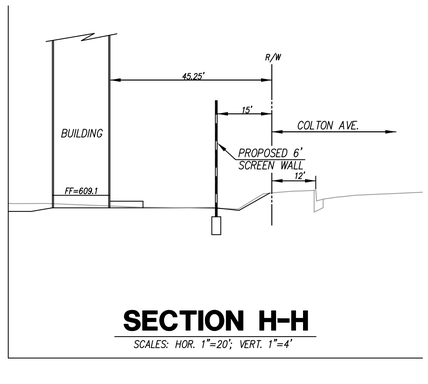
SECTION C-C

SCALES: HOR. 1"=20'; VERT. 1"=4'



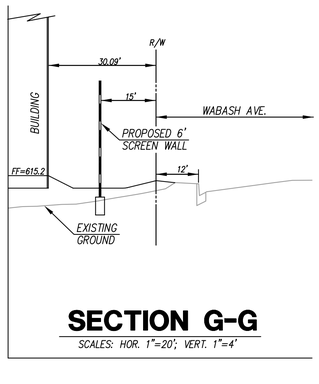
SECTION D-D

SCALES: HOR. 1"=20'; VERT. 1"=4'



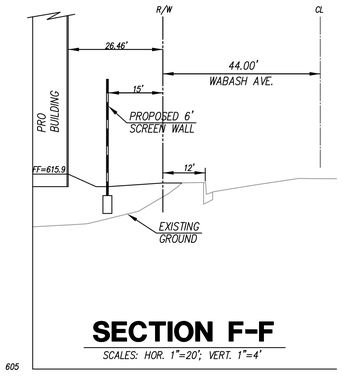
SECTION H-H

SCALES: HOR. 1"=20'; VERT. 1"=4'



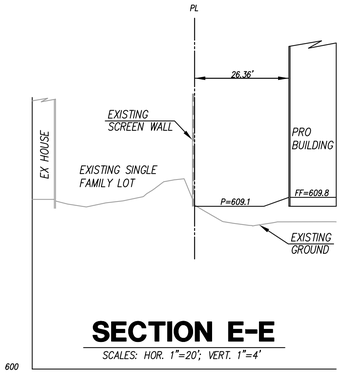
SECTION G-G

SCALES: HOR. 1"=20'; VERT. 1"=4'



SECTION F-F

SCALES: HOR. 1"=20'; VERT. 1"=4'



SECTION E-E

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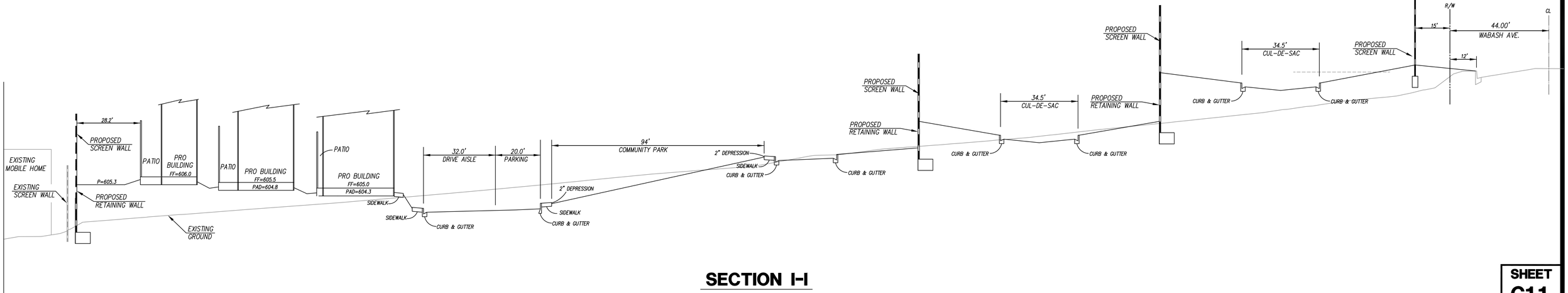

SECTION I-I

	BY	DATE
REVISIONS	BY	DATE

PREPARED BY:

CA ENGINEERING, INC.
Planning · Engineering · Surveying
13821 NEWPORT AVE., STE 110
TUSTIN, CA 92780
949-724-9480 949-724-9484 FAX

SUBDIVIDER/OWNER

Soni 2012 Irrevocable Trusts
1423 Georgina Avenue Santa Monica
Santa Monica, CA 90402
(949) 922-7075
Contact: Vanita Soni Puri

ADDRESS

E Colton Ave. and Wabash Ave.
Redlands, CA 92374

SHEET
C1.1
Dec 13 2023
JOB NO. 816-1
SHEET NO. 2 OF 2 SHTS.

Redlands Regular Meeting of 5-7-2024
375 of 1013

PRELIMINARY GRADING PLAN

COLTON AVE & WABASH AVE, REDLANDS, CA

GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)
1 inch = 40 ft.

LEGEND

- PROP. LOT LINE
- BOUNDARY LINE
- PROP. CURB
- EX. CURB
- PROPOSED SEWER
- EXISTING SEWER
- PROPOSED WATER
- EXISTING WATER
- PROPOSED STORM DRAIN
- EXISTING STORM DRAIN
- UNIT NUMBER (148)
- UNIT TYPE 2
- RETAINING WALL
- FENCE
- 3'RW — 3' RETAINING WALL
- P= — PAD ELEVATION
- FF= — FINISH FLOOR
- ☼ — STREET LIGHT
- ⊠ — FIRE HYDRANT
- T — TRANSFORMER

SITE AMENITIES:
ALL ON SITE FACILITIES (PAVED DRIVE AISLES, LANDSCAPE AREAS, COMMUNITY RECREATION CENTER, ETC.) WILL BE MAINTAINED BY THE H.O.A.

UTILITIES:
THE ON-SITE STORM DRAIN WILL BE MAINTAINED BY THE H.O.A.. THE SEWER AND WATER FACILITIES WILL BE MAINTAINED BY THE CITY OF REDLANDS WATER DISTRICT.

EARTHWORK

CUT	FILL	IMPORT/EXPORT
33,287 CY	40,918 CY	7,631 CY SHORT

BALANCE THE SITE WITH SPOILS FROM THE UTILITIES AND BUILDING FOOTINGS.

STATEMENT OF OWNERSHIP

I HEREBY CERTIFY THAT THIS MAP WAS PREPARED UNDER MY SUPERVISION AND THAT THE OWNERS OF RECORD HAVE KNOWLEDGE OF AND CONSENTS TO THE FILING OF THIS MAP.

REGISTERED PROFESSIONAL ENGINEER — FRED CORNWELL — No. 45591 — Exp. 12/31/24 — CIVIL — STATE OF CALIFORNIA

Dec 13 2023

FRED CORNWELL RCE 45591 — DATE

SHEET
C1.5
Dec 13 2023
JOB NO. 816-1
SHEET NO. 1 OF 1 SHTS.

REVISIONS	BY	DATE

PREPARED BY:

CA ENGINEERING, INC.
Planning · Engineering · Surveying
13821 NEWPORT AVE., STE 110
TUSTIN, CA 92780
949-724-9480 949-724-9484 FAX

SUBDIVIDER/OWNER

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1423 Georgina Avenue Santa Monica
Santa Monica, CA 90402
(949) 922-7075
Contact: Vanita Soni Puri

ADDRESS

E Colton Ave. and Wabash Ave.
Redlands, CA 92374

S:\816-1 Redlands (TM)\816-1 preliminary grading.dwg Last Modified: 13 Dec 2023 – 11:33am
Plotted on: 13 Dec 2023 – 11:41am by Kenneth

INCLUSIONARY HOUSING PLAN

APPLICATION NUMBER: **Tentative Tract Map No. 20571**
Specific Plan No. 66
Commission Review and Approval No. 965

City of Redlands
35 Cajon Street, Redlands, CA 92373
(909) 399-7555

Project Address: **Madera at Citrus Trail**
NWC of Wabash and Colton in Redlands, CA

Assessor Parcel No(s): **APN 0168-291-020-000**

Site Dimension: **9.01 acres, dimensions vary**

Site Size (Square Feet): **9.01 acres**

Property Owner's Name: **Vanita Soni Puri Irrevocable Trust**

Address: **1423 Georgina Ave**
Santa Monica, CA 90402

Telephone: **949-922-7075** Email: **vanitapuri@gmail.com**

Applicant's Name: **Vanita Soni Puri, Trustee**

Telephone: **949-922-7075** Email: **vanitapuri@gmail.com**

I. INCLUSIONARY HOUSING ALTERNATIVES

Select the applicable alternatives to indicate how the project will comply with the inclusionary housing requirement:

_____ On-site construction of Inclusionary Units

_____ Off-stie construction of Affordable Units

_____ Land dedication

__X__ In-lieu fee payment for entire obligation

____ In-lieu fee payment for fractional unit [1]

II. RESIDENTIAL PROJECT DESCRIPTION

Describe the project in the following chart:

# of Bedrooms	Unit Size (Sq. Ft.)	# of Market Rate Units	# of Very-low Income Units	# of Low Income Units	# of Moderate Income Units	Total # of Units
Studio						
1						
~~2~~ 3	1544	40				40
3	1700	26				26
4	1858	36				36
5						

Identify the gross livable floor area of proposed project in square feet:

172,848 * $9.10 / sqft = $1,572,916.80

Will the project be constructed in phases? YES ___ NO __X__

Is a density bonus being requested? YES ___ NO __X__

[1] If the calculation of the number of Inclusionary Units required results in a fraction less than .5, the developer has the option to (i) provide an additional full Inclusionary Unit or (ii) pay an In-Lieu Fee equal to the percentage represented by the fractional Inclusionary Unit multiplied by the applicable In-Lieu Fee.

III. Fractional Inclusionary Unit Obligation

For Projects that choose to pay an in-lieu fee to fulfill a fractional Inclusionary Unit obligation, calculate the fractional in-lieu fee obligation in the following table:

Fractional In-Lieu Fee Calculation	
Fractional Unit Obligation	**NA**
Total Habitable Area (Square Feet)	
In-Lieu Fee Per Square Foot of Habitable Area (See Section IV of this application)	
Total Fractional In-Lieu Fee	

In-Lieu Fee Payment to Fulfill the Entire Inclusionary Housing Obligation

[THE FEES LISTED BELOW ARE DRAFT AND HAVE YET TO BE APPROVED BY THE CITY COUNCIL]

The in-lieu fee payment obligation is calculated against the entire Habitable Area of the proposed Market Rate Project. The in-lieu fee schedule is $8.80 per square foot of the saleable area.

IV. REQUIRED EXHIBITS TO THE INCLUSIONARY HOUSING PLAN

A. A narrative description of the entire project;

Please see SPECIFIC PLAN NO. 66 for a narrative description of the project

B. A site plan that depicts the entire project detailing location of the Inclusionary Units, if applicable;

NA

C. Legal description of the project; and

Please see SPECIFIC PLAN NO. 66 for a legal description of the project

D. If applicable, a phasing plan that provides for the timely development of the Inclusionary Units as the project is built out; and

NA

E. Application fee.

172,848 sqft * $9.10 / sqft = $1,572,916.80

V. PROPERTY OWNER'S AFFIDAVIT

I hereby certify that I am the legally authorized owner of all property involved in this application or have been empowered to sign as the property owner on behalf of a corporation, partnership, business, etc., as evidenced by separate instrument attached herewith. I hereby grant to the applicant submitting this form full power to sign all documents related to this application, including any conditions or litigation measures as may be deemed necessary.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on (Date) **Dec 14, 2023** at **Santa Monica**, California

Property Owner's Signature _____

Printed Name **Vanita Soni Puri**

VI. APPLICANT'S AFFIDAVIT

I hereby certify that the statements furnished above and in the attached exhibits represent the data and information required for this initial evaluation and that the facts, statements and information presented are true and correct to the best of my knowledge and belief. Further, should the stated information be found false or insufficient, I agree to the return of this form for appropriate revisions, understanding the City of Claremont cannot process this form until all applicable information is corrected or provided by the applicant. I herby certify that I have been legally authorized by the property owner to present this application and to sign on behalf of all documents related to this application, including any conditions or litigation measures as may be deemed necessary.

Note: When the applicant is a corporation, partnership, business, etc., a separate document verifying the authorization to sign for such applicant is required.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on (Date) **Dec 14, 2023** at **Santa Monica**, California

Applicant's Signature _____

Applicant's Printed Name **Vanita Soni Puri**

SOCIO-ECONOMIC EVALUATION CHECKLIST FORM

BACKGROUND

1. **Project Title:**
   Madera at Citrus Trail Specific Plan
   General Plan Amendment No. 147
   Specific Plan No. 66
   Tentative Tract Map No. 20571
   Commission Review and Approval No. 965

2. **Contact Person and Phone Number:**
   Ryan Murphy
   Senior Planner
   Development Services Department
   City of Redlands
   (909) 798-7555

3. **Project Location:**
   The 9.01-acre project site is located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000).

4. **Project Sponsor's Name and Address:**
   Vanita Soni Puri
   1423 Georgina Avenue
   Santa Monica, CA 90402
   (949) 922-7075

5. **General Plan Designation:**
   The General Plan Designation of the subject property is currently Low Density Residential. The project includes a General Plan Amendment to change the land use designation to Medium Density Residential, which allows for up to 15 dwelling units per acre.

6. **Zoning:**
   The project site is currently located within the R-1 (Single Family Residential) District. A Specific Plan is proposed for the site, under which the effective zoning will be changed to the Madera at Citrus Trail Specific Plan (Specific Plan No. 66), intended for single family residential uses.

7. **Description of Project:**

   The project site consists of 9.10 acres which will be subdivided for condominium purposes. The project proposes to construct 102 single family two-story homes, new interior streets to serve the project, private recreational open space areas and on-site amenities, landscape and lighting, and related improvements including drainage

basins and public/private utility connections. The entitlement of the project will include a proposed General Plan Amendment to amend the General Plan land use designation for approximately 9.01 gross acres from Low Density Residential to Medium Density Residential (up to 15 units dwelling units per acre), a Specific Plan, which will establish development standards for the project, a Tentative Tract Map for the subdivision, and a Commission Review and Approval for site design and architectural review.

8. **Surrounding Land Uses and Setting:**
The project site is vacant and consists of cleared fields. The project site has been historically used for citrus cultivation and production prior to portions being fallowed. The project site is flat, with an elevation ranging from approximately 1,604 to 1,618 feet above mean sea level. The site is located approximately 1.5 miles northeast of Interstate 10 (I-10), 3.5 miles east of Interstate 210 (I-210), and 1.3 miles south of Redlands Municipal Airport. The surrounding uses include a mobile home park to the west, single-family residences to the north, industrial land uses to the east (across Wabash Avenue), and a mobile home park and the Orange Blossom Trail to the south (across East Colton Avenue).

COST BENEFIT FACTORS:

The cost benefit factors are evaluated independently using the cost benefit model. A positive or negative cost/benefit ratio will be derived by evaluating projects. A complete model used to evaluate the project is available in the Development Services Department. A summary of that analysis is provided here:

According to the Cost Benefit Model used by the City, this project will provide the City approximately $160,030 in annual revenue and cost $68,552 annually, resulting in a positive balance of $91,478 and a positive Cost Benefit Ratio of 2.33.

PUBLIC INFRASTRUCTURE AND EFFECT ON THE CITY OF REDLANDS:

Identify the public infrastructure required for development of this project and identify the source(s) of funding for these improvements. Identify the effects of such development upon the City of Redlands.

List of public infrastructure required for the project:

The applicant will provide the infrastructure as required by the Municipal Utilities and Engineering Department. The developer will be installing all required off-site improvements. Based on the data provided by the applicant's engineer, the proposed development will provide the following:

1. **1 streetlight**
2. **1,587 linear feet of water lines**
3. **1403 linear feet of sewer**
4. **167 linear feet of curb and gutter**
5. **6,969 square feet of sidewalk**
6. **7 fire hydrants**

The required public improvements will be installed with the development of the subdivision, in accordance with the State Subdivision Map Act, the City's Subdivision Ordinance, the Subdivision Improvement Agreement for the project, and prior to final approval of a building permit for any home. In addition, to ensure construction of the required public improvements, the subdivision will be required to furnish improvements securities as a guarantee of performance.

Sources of funding for these improvements to include developer installed payment of impact fees, assessment districts, etc.:

The developer will be the source of funding of all improvements associated with the project. The developer will also be required to pay impact fees as required by the Redlands Municipal Code.

The effect of the project upon the City of Redlands relative to public infrastructure is as follows:

This project does impact existing public infrastructure systems. However, this is offset by the payment of Development Impact Fees and construction of improvements adjacent to the project site for Colton Avenue and Wabash Avenue.

BENEFITS OF THE PROJECT TO THE CITY OF REDLANDS

The following is a list of benefits that can be attributed to the proposed project. The benefits may fall into the categories identified or a miscellaneous category. Each benefit identified will be described in detail with supporting reasons as to how the item benefits the community.

A. Citrus Enhancements or Preservation. Does the project preserve citrus? The following are accepted ways to enhance or preserve citrus which may be determined to be a benefit to the City of Redlands.

1. Provide conservation easement(s) on citrus groves the City hopes to preserve.

2. Acquire citrus grove(s) and donate all or a portion of the grove to the City.
3. Enhance viability and productivity of existing groves by enhancing irrigation or adding frost water.
4. Maintain a viable buffer of citrus around the project (at least 3 rows).
5. Other ways to preserve citrus.

If this project provides benefit(s) that apply to citrus enhancement or preservation, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project, as designed, does not preserve citrus. The project site previously was citrus groves several decades ago, however the site is now vacant is not currently used for agricultural production. New citrus groves are not proposed as part of the proposed project.

B. Cultural Enhancements or Preservation. Does the project enhance or preserve cultural aspects of the community? The following are accepted ways to enhance and/or preserve cultural aspects of the community which may be determined to be a benefit to the City of Redlands.

1. Contributes to “art in public places” concept to a minimum of 1% of total project value.
2. Contributes to the alleviation of problems at cultural sites.
3. Provides an electronic library available to the public.
4. Enhances or contributes to current services or cultural resources.
5. Contribute to performing arts venues.

If this project provides benefit(s) that apply to cultural enhancements or preservation, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project does not propose contributions or enhancements to cultural aspects of the community. The project will pay City established Development Impact Fees and provide additional revenue from increased property tax assessment, business license tax, and other revenue sources that will indirectly provide funding that will contribute to enhancing and/or maintaining some of the cultural facilities within the City.

C. Heritage Enhancements or Preservation. Does the project enhance or preserve heritage aspects of the community? The following are accepted ways to enhance and/or

preserve heritage aspects of the community which may be determined to be a benefit to the City of Redlands.

1. Renovates existing historic homes.
2. The project has design features which include garage doors do not face street; 50% wrap around porch on 1-1/2 sides; broad overhangs on roof; driveway located on the side of house or a circular drive; decorative wood, masonry or wrought iron fence.
3. Adaptive reuse of historic structures in appropriate zones.
4. Forming a new or annexing to an existing historic district.
5. Designation of a structure as an individual historic resource.

If this project provides benefit(s) that apply to heritage enhancements or preservation, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The property is not located within a Historic and Scenic District. The existing property is currently vacant of buildings. As such, there is no adaptive reuse opportunities present on the project site, nor the opportunity to establish a new historic district to preserve structures on-site.

D. Architectural Enhancements. Does the project enhance architectural aspects of the community? The following are accepted ways to enhance architectural aspects of the community which may be determined to be a benefit to the City of Redlands.

1. Provide architectural or decorative enhancements to the project which exceed normal architectural standards.
2. Trees or other landscaping amenities that exceed minimum requirements.
3. Contribution of off-site enhancements in the public right-of-way, such as sidewalk installation and street tree replacement.
4. Assisting in undergrounding of utility lines.

If this project provides benefit(s) that apply to architectural enhancements, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project consists of a Tentative Tract Map consisting of one hundred and two (102) single family condominium homes. Along the street frontages, enhanced architectural treatment is provide to create visual interest and enhance the streetscape. The project will also include private open space in excess of what the City would normally require, street trees and the installation of sidewalks on the project's interior. Exterior streets along the project's frontage will include sidewalks and street trees. The project also includes the improvement streets and streetscapes

adjacent to the project site. These improved portions of Colton Avenue and Wabash Avenue would include sidewalks and landscaping. In addition, the project will underground utilities as required by the Municipal Code.

E. Historic Downtown Enhancements or Preservation. Does the project enhance or preserve the historic downtown of the community? The following are accepted ways to enhance and/or preserve the historic downtown of the community which may be determined to be a benefit to the City of Redlands.

1. Contributes financially to viability of core downtown within expanded downtown.
2. Renovate old buildings.
3. Within an expanded downtown extends DRBA streetscape enhancements.
4. Contributing to the restoration of original building facades of existing structures
5. Re-establishing historical "pedestrian oriented" street frontages where original buildings have been removed.
6. Provides unique adaptive use of historic building.
7. Contributes to alternative means of transportation.

If this project provides benefit(s) that apply to historic downtown enhancements or preservation, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project is not located within the historic downtown district. The project will pay City established Development Impact Fees and provide significant additional revenue from increased property tax assessment, business license tax, and other revenue sources that will indirectly provide funding that could be utilized to enhance and/or maintain the downtown district.

F. Job Enhancements. Does the project enhance jobs for the community? The following are accepted ways to enhance jobs for the community which may be determined to be a benefit to the City of Redlands.

1. Provides jobs for the community.
2. Brings in revenue from outside the city.
3. Internship opportunities for students at universities, high school and colleges.

If this project provides benefit(s) that apply to job enhancements, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project is a residential development and will not create jobs other than constructive activities necessary to develop the subdivision, and may influence service industries such as landscaping and pool or spa services.

G. Open Space Enhancements or Preservation. Does the project enhance or preserve open space aspects of the community? The following are accepted ways to enhance and/or preserve open space within the community which may be determined to be a benefit to the City of Redlands.

1. Hardscape feature that enhances wildlife-water/food/ shelter.
2. Enhanced landscape on commercial project which conceals infrastructure.
3. Waterscaping which increases illusion of open space.
4. Provides open space in addition to zoning requirement.
5. Provides a Planned Residential Development
6. Provides a usable conservation easement across open space in perpetuity.
7. Preserves access for wildlife migration corridor.
8. Provides undisturbed refuge area for wildlife.

If this project provides benefit(s) that apply to open space enhancements or preservation, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

A project community park is planned for the central portion of the subject development. This park will consist of approximately 27,920 square feet (0.64 acres) and will provide active and passive recreational uses. Included in the park will be a parking lot, picnic areas, tot lot, dog park and other amenities. In addition, a pocket park will be located in the southwest corner of the development. This park will consist of approximately 3,030 square feet (0.07 acres) and will provide an informal decomposed granite path, bench and meadow in the center. This project is not a Planned Residential Development and there is no requirement to provide this open space.

H. Park Enhancements or Preservation. Does the project enhance or preserve parks of the community? The following are accepted ways to enhance and/or preserve parks within the community which may be determined to be a benefit to the City of Redlands.

1. Adds improved parkland.
2. Adds parkland beyond requirements.
3. Provides pedestrian and/or bike trails to parks or provides extension of existing pedestrian and/or bike trails from the project site.

4. Adds meeting rooms accessible to local groups on a frequent basis.
5. Improves or adds to existing landscape and/or streetscape at or near the project site.

If this project provides benefit(s) that apply to park enhancements or preservation, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project will include private open space in excess of what the City would normally require, street trees and the installation of sidewalks on the project's interior. Exterior streets along the project's frontage will include sidewalks and street trees. The project also includes the improvement streets and streetscapes adjacent to the project site. These improved portions of Colton Avenue and Wabash Avenue would include sidewalks and landscaping. Furthermore, the future residents will also provide additional revenue to the City, resulting from increased property tax assessment and sales tax revenue which will indirectly benefit City parks.

I. Public Safety Enhancements. Does the project enhance public safety aspects of the community? The following are accepted ways to enhance public safety within the community which may be determined to be a benefit to the City of Redlands.

1. Security infrastructure is provided in an architecturally acceptable manner.
2. Exterior television monitoring on commercial project.
3. Provide a building site or fully equipped fire station or contributes to dedicated City account for future construction.
4. Provides significant additional fire equipment as determined by the Fire Department.
5. Provides for a police substation (subject to City approval).
6. Provides for a building site for a new facility.

If this project provides benefit(s) that apply to public safety enhancements, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project will pay Development Impact Fees which have been established by the City to fund public facilities, including police. The project and its future residents will also provide additional revenue from increased property tax assessment and sales tax revenue which will assist in funding police operations.

J. School Enhancements. Does the project enhance schools or their operations within the community? The following are accepted ways to enhance schools within the community which may be determined to be a benefit to the City of Redlands.

1. Senior citizen development adds revenue but no impact.
2. Provides day care and after school program(s).
3. Project is close to schools serving the project.
4. Contributes equipment or other enhancements to existing day care and after school programs.
5. Assist schools with land or financing (such as Mello Roos).

If this project provides benefit(s) that apply to schools, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project will pay State established School Fees that will assist in funding school facilities. In addition, the project is located directly to the west of the Redlands East Valley High School, and north of Crafton Hills Elementary School which will both serve the project.

K. Traffic. Does the project reduce traffic, enhance systems to improve traffic conditions or otherwise improve traffic within the community? The following are accepted ways to improve traffic within the community which may be determined to be a benefit to the City of Redlands.

1. Provide financial mitigation which helps alleviate parking problems in town i.e. by contributing to the parking district.
2. Incorporate “traffic calming” elements into the design of the circulation system.
3. Support for alternative forms of public transportation or public transportation facilities.
4. Add biking and pedestrian access to off campus intellectual or entertainment resources.
5. Have a unique method of product/inventory delivery.

If this project provides benefit(s) that apply to traffic, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project will pay Development Impact Fees established by the City as a fair share contribution toward the development’s impacts on the local street system.

L. Wastewater System Enhancements. Does the project enhance the wastewater system within the community? The following are accepted ways to improve the wastewater system within the community which may be determined to be a benefit to the City of Redlands.

1. Provide a dual system to use potable and non-potable water.

2. Provide financial contributions to tertiary facilities at the Wastewater Treatment Plant.
3. Improve water quality.

If this project provides benefit(s) that apply to the wastewater system, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project will be required to construct standard public infrastructure. The project does not contain any enhancements to the wastewater system but the project applicant will pay their fair share of development impact fees for wastewater systems. The project has been designed with storm water basins to manage on-site drainage and allow the percolation of storm water.

M. Miscellaneous Preservation or Enhancements. Does the project enhance or preserve elements within the community?

If this project provides benefit(s) that apply to enhancement or preservation of elements that are important to the City, describe in detail the benefit(s) with supporting reasons as to how the item(s) benefits the community.

The project does not provide any additional enhancements or preservation of elements within the community than previously identified.

SOCIAL FACTORS POTENTIALLY AFFECTED:

This project may create unmitigable physical blight or overburden public services for those social factors checked below within the "Potentially Significant," “Potentially Significant Unless Mitigation” or "Less Than Significant" as indicated by the checklist on the following pages.

___ Agricultural/Citrus Removal	___ Police Services	___ Recreational Programs
___ Wildlife/Habitat	___ Downtown Impacts	___ Land Use Compatibility
___ Traffic	___ Residential Design	___ Schools
___ Fire Services	___ Cultural Facilities	
___ Paramedic Services	___ Park Facilities	

DETERMINATION
On the basis of this initial evaluation:

_X_ I find that the proposed project will not create unmitigable physical blight or overburden public services in the community, and no additional information or evaluation is needed.

___ I find that although the proposed project could create unmitigable physical blight or overburden public services in the community, there will not be a significant effect in this case because the mitigation measures described on an attached sheet have been added to the project by the applicant.

___ I find that the proposed project may create unmitigable physical blight or overburden public services in the community, and additional information or evaluation is needed in the following areas:

___ I find that the proposed project has already been evaluated for socio-economic impacts and the prior evaluation adequately evaluated this project.

Signed:

Ryan Murphy, Senior Planner
City of Redlands
March 7, 2024

EVALUATION OF SOCIAL FACTORS

Explanations of all "Potentially Significant," "Potentially Significant Unless Mitigation Incorporated," "Less Than Significant Impact," and "No Impact" answers are provided on the attached sheets.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
1. AGRICULTURAL/CITRUS REMOVAL. Would the proposal:				
a) Affect agricultural resources or operations (e.g. impacts to soils or farmlands, or impacts from incompatible land uses)?	___	___	✓	___
b) Remove active citrus groves from production?	___	___	✓	___

Agricultural/Citrus Removal

1.a,b) The project site previously supported agricultural uses (citrus groves), however the site does not currently support agricultural operations. The General Plan 2035 incorporated potential impacts to agricultural resources into their respective analysis. The property is currently designated as Low Density Residential. The current zoning designation is Single Family Residential (R-1) District, proposed to change to Medium Density Residential and Specific Plan No. 66. These designations anticipated the conversion of the property from agriculture to non-agricultural uses, as the area was developed. Therefore, impacts to protected farmlands are considered less than significant.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
2. WILDLIFE/HABITAT/OPEN SPACE PRESERVATION. Would the proposal:				
a) Eliminate or have negative impact upon wildlife corridors?	___	___	___	✓
b) Tend to urbanize open space impacting preservation and conservation of natural resources?	___	___	___	✓
c) Interfere with use of recognized trails used by joggers, hikers, equestrians or bicyclists?	___	___	___	✓
d) Eliminate, reduce, or have any negative impact upon wildlife habitat areas to include the protection of fringe or buffer areas?	___	___	___	✓

Wildlife/Habitat/Open Space Preservation

2.a-d) The project site does not support special-status plant and/or animal studies, as analyzed in a Biological Resources Analysis prepared for the project by First Carbon Solutions. The project site is bordered by residential development, public facilities, and industrial development. Additionally, the project site is in an urbanized setting. The project will not interfere with the use of recognized trails used by joggers, hikers, equestrians or bicyclists, as there are no recognized existing trails traversing the project site. The project will construct off-site improvements, including sidewalk, which will provide additional connectivity for pedestrian circulation within the area. Given the setting and its location to major

transportation corridors, the project site is not located in a wildlife movement corridor. Therefore the project would not eliminate or have a negative impact on wildlife corridors.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
3. TRAFFIC. Would the proposal:				
a) Result in increased vehicle trips or congestion?	___	___	✓	___
b.) Create additional traffic so as to be in conflict with the policies of the General Plan?	___	___	✓	___
c.) Does traffic impact livability of a residential neighborhood on streets which, due to design or terrain features, street side development or other factors, have greater than usual sensitivity to increased traffic?	___	___	___	✓
d.) Create additional traffic so as to increase the level of service on roadways that are adjacent to or in the vicinity of the project?	___	___	✓	___

Traffic Impacts.

3.a,b) A Traffic Impact Analysis and a VMT Screening Analysis were prepared for the proposed project b Ganddini Group, Inc., dated May 3rd and April 7th, 2023, respectively, to analyze potential traffic impacts on the site. The proposed Project is forecast to generate a total of approximately 918 new daily trips.

Background Information

The analysis of traffic impacts from the proposed development and assessment of the required mitigation measures were based on an evaluation of the existing and

forecast traffic conditions in the vicinity of the site with and without the project. The following analysis years were considered in this report:

- Existing Conditions
- Existing Plus Project Traffic

Note that the analysis of LOS impacts is no longer required for CEQA analysis. In addition, Measure U only requires analysis of Existing and Existing plus Project (E and E+P) Conditions.

The project analyzed the following intersections:

1. Judson Street (NS) at Colton Avenue (EW)1
2. Dearborn Street (NS) at Colton Avenue (EW)
3. Wabash Avenue (NS) at Colton Avenue (EW)
4. Wabash Avenue (NS) at Project North Driveway (EW)
5. Wabash Avenue (NS) at Project South Driveway (EW)
6. Project Driveway (NS) at Colton Avenue (EW)

Study Area Existing Level of Service Conditions

The City has established specific performance criteria for intersection operations. These performance criteria include standards related to determining the significance of project impacts on the roadway system. Pursuant to General Plan Policy 5.20a, the City has established LOS C as the minimum level of service for its intersections. General Plan Policy 5.20b emphasizes the need to maintain LOS C or better at an intersection; however, a reduced LOS may be accepted on a case-by-case basis upon approval by a four-fifths (4/5ths) vote of the total authorized membership of the City Council.

Any City intersection operating at LOS D, E, or F are considered to be deficient. General Plan Policy 5.20c states that, “Where the current level of service at a location within the City of Redlands is below the Level of Service (LOS) C standard, no development project shall be approved that cannot be mitigated so that it does not further reduce the existing level of service at that location to a more deficient LOS.

In evaluating this, the City reviews the existing conditions plus the project analysis to determine impacts. Existing peak hour traffic operations have been evaluated for the study area intersections and indicated one intersection (the Caltrans intersection) currently operates at a deficient LOS during the peak hours. With the implementation of the project, this intersection continues to function below a

satisfactory level of service. The analysis results show all study intersections currently operate at LOS (C or better) except for the intersection of Judson Street at Colton Avenue during the peak hours. The addition of project traffic would not cause any location to deteriorate from LOS C to worse than LOS C. In addition, the intersection of Judson Street and Colton Avenue would operate at LOS D during the peak hours, and the addition of project traffic would not change the delay or LOS at the intersection. Therefore, no mitigation is necessary as the project does not reduce the existing level of service at the intersection. As there are no adverse effects at any of the study intersections with the addition of project-related traffic, no other improvements are needed or proposed.

3.c) The project abuts Minor Arterial Streets per the City's General Plan, Colton Avenue and Wabash Avenue. The project will be designated Medium Density Residential and the project will comply with the density set forth in this designation. The project site will be accessed from Colton Avenue and Wabash Avenue. With on- and off-site improvements both implemented through design and required by Conditions of Approval, the traffic impact will be mitigated to a less than significant level.

3.d) See 3(a) and (b) above.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
4. FIRE AND PARAMEDIC SERVICES. Will the proposal result in:				
a) Requiring fire and paramedic services that are beyond the current capabilities of the Fire Department?	___	___	✓	___
b) An increase in response time for essential fire or paramedic services to the remainder of the community?	___	___	✓	___
c) The need for additional fire or paramedic facilities or equipment?	___	___	✓	___

Fire and paramedic services.

4.a) Any future dwellings constructed on the subdivided lots will be required to be equipped with fire sprinklers. As such, no significant impact is anticipated. No

mitigation is required.

4.b) The City of Redlands Fire Department will provide fire and emergency medical services to the Project. Other services include the household hazardous waste disposal site, CPR classes, sharps container exchange program, blood pressure checks and public education programs. Station No. 261 is in the closest proximity to the project site and services are financed through the General Fund. The new city services required by this project would be able to be supported by the City of Redlands Fire Department and will not have a not have a significant impact on fire or paramedic services to the remainder of the community.

4.c) Present capabilities of the Fire Department will not be impacted with development of the project. The project will pay Development Impact Fees which have been established by the City to fund public facilities, including fire stations. These additional revenues to the City, as well as the revenue from increased property tax assessment generated from the future subdivision, will assist in funding fire operations for the area.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
5. POLICE SERVICES. Would the proposal result in:				
a) Requiring police services that are beyond the current capabilities of the Police Department?	___	___	✓	___
b) An increase in response time for essential police services to the remainder of the community?	___	___	✓	___
c) The need for additional police facilities or equipment?	___	___	✓	___
d) Increase in crime as a result of the type of business?	___	___	✓	___

Police Services.

5.a-d) The City of Redlands Police Department will provide services to the project site. The

Police Department contains an Operations Division and an Investigations and Support Services Division. In addition to sworn patrol officers, the Department has several sub-units, including Investigations, the Multiple Enforcement Team, Narcotics, and volunteers. Police services are generally financed through the General Fund. The project will pay Development Impact Fees, which have been established by the City to fund public facilities, including police. The project and its future residents will also provide additional revenue to the City resulting from increased property tax assessment revenue, which will assist in funding police operations. Additionally, the project will be required to provide and implement a site security plan during grading and construction to ensure that impacts from construction site theft are kept at a less than significant level.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
6. DOWNTOWN IMPACTS. Would the proposal result in:				
a) A reduction of the number or types of businesses located in the downtown?	___	___	___	✓
b) An unfair or unreasonable competitive disadvantage to existing businesses downtown?	___	___	___	✓
c) Creation of vacant buildings and the potential for blight?	___	___	___	✓
d) Cause an unreasonable increase in traffic downtown?	___	___	___	✓
e) Economic and social effects of businesses competing with downtown businesses?	___	___	___	✓

Downtown Impacts.

6.a-e) The proposed project includes a residential development within the northern portion of the City and does not have the potential to negative impact the Downtown Business District. The future residents of this subdivision may patronize the downtown area and provide an additional source of revenue to the Downtown Business District.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
7. RESIDENTIAL DESIGN. Would the proposal:				
a) Conflict with existing codes and or standards?	___	___	___	✓
b) Meet minimum point standards of the Residential Development Allocation process?	___	___	___	✓

Residential Design.

7.a) The project includes a request to add the project area to the newly proposed Madera at Citrus Trail Specific Plan. The design of the project will comply with all applicable codes and standards for its General Plan designation and the Specific Plan, including those for density, minimum lot size, lot dimensions, and circulation.

7.b) As designed, the development has been designed to accommodate five architectural styles. This will include styles of Farmhouse, Ranch, Mediterranean and Spanish, and Monterey. Further, has provided internal open space as well as landscaped buffers, and is located near major bus routes and schools. While the design of the project would be capable of meeting the minimum point standards in the Residential Development Allocation, current state law has placed a 5-year moratorium on limiting building permits for residential uses, and as such, Residential Development Allocations would not be required during this moratorium.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
8. CULTURAL FACILITIES. Would the proposal result in:				
a) Impacts to an historic residential structure, neighborhood, or district?	___	___	___	✓

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Impacts to an historic commercial structure or district?	___	___	___	✓
c) Impacts to cultural facilities such as the Smiley Library, Redlands Bowl, Lincoln Shrine, Joslyn Center, Community Center, etc?	___	___	___	✓
d) Have the potential to cause a physical change which would affect unique ethnic cultural values?	___	___	___	✓
e) Potential to disturb existing religious facilities	___	___	___	✓
f) Impact or restrict religious or sacred uses	___	___	___	✓

Cultural Facilities.

8.a-b) The proposed project will not have an impact on historic residential structures, neighborhoods or districts, nor will it have an impact on historic commercial structures or districts. The property is vacant and does not include residential or commercial structures or districts as part of the project site.

8.c) The project would not impact cultural facilities such as the Smiley Library, Redlands Bowl, Lincoln Shrine, Joslyn Center, Community Center, etc. The development will provide revenue to the City through increased property tax assessment generated by the future homes which may assist in the operation of some cultural facilities. Thus, the project will not have an adverse impact to cultural facilities.

8.d) No part of this project has the potential to affect unique ethnic cultural values.

8.e-f) No religious facilities or sacred uses are located within or adjacent to the project site. The project will not result in impacts to existing religious facilities or restrict religious uses.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
9. PARK FACILITIES AND RECREATIONAL PROGRAMS. Will the proposal result in:				
a) Increases in use or demand for park facilities or programs to include manpower, facilities or equipment?	___	___	___	✓
b) A ratio of parkland to population which exceeds standards and or goals established by the General Plan?	___	___	___	✓

Park Facilities and Recreational Programs.

9.a,b) The project will not adversely affect existing or planned recreational facilities nor create a significant new demand for additional recreational facilities. The project is projected to accommodate an estimated 333 additional residents to the City of Redlands. The City's Facilities and Community Services Department maintains eighteen (18) established parks, which comprise over 253 acres of land. When compared with the General Plan requirement for one acre of City of Redlands parkland per one thousand residents, the City's park area will continue to greatly exceed this requirement, even with the addition of new residents. In addition, the design of the project incorporates new recreational amenities and open space for the residential development that will be maintained by a Home Owners Association and is adjacent to a public park, Crafton Park. The project will also generate additional revenue to the City with increased property tax assessment, which will assist in funding park facilities and services.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
10. LAND USE COMPATIBILITY. Would the proposal result in:				
a) Land uses that are not compatible or consistent with the General Plan?	___	___	✓	___
b) Economic impacts on businesses and small property owners from a				

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
project	___	___	✓	___
c) Physical separation or division of an existing community	___	___	___	✓
d) Loss of jobs for the community?	___	___	___	✓
e) Overcrowding of housing?	___	___	___	✓

Land Use Compatibility.

10.a) A General Plan Amendment to designate the project site as Medium Density Residential is proposed and the project meets the density set forth by this designation. In addition, the proposed residential uses are compatible with the other residential uses to the north, south, and west, and provides appropriate edge treatments to remain compatible with existing industrial areas to the east.

10.b) The project would not have a negative economic impact on businesses. The project is residential in nature and the development would generate an estimated 333 additional residents that would utilize existing businesses within the area. There are no small properties within the area that would be impacted by the proposed project.

10.c) As indicated above, the project has been designed to be compatible with the surrounding developments and in no way will physically divide or separate the existing community.

10.d) The project is residential in nature and would not result in job losses. The grading or eventual construction project will create jobs, ultimately not resulting in the loss of jobs to the community.

10.e) No part of this project has the potential to result in overcrowding of the current housing stock within the City. The project will be consistent with the proposed General Plan designation for the site and will build out a variety of housing types for residents with a varied income levels consistent with current General Plan policies. The City has identified a need for additional housing within the City and the project would not cause overcrowding.

Issues and Supporting Information Sources:	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
11. SCHOOLS. Would the proposal result in:				
a) Creating an overcapacity in schools?	___	___	___	✓
b) The need for additional school facilities or equipment ?	___	___	___	✓
c) Land uses not consistent with or compatible with existing educational facilities in community?	___	___	___	✓
d) Social or academic impacts on students resulting from school closures.	___	___	___	✓

Schools.

11.a-d) The project will eventually create additional students within the 102 residential homes that could be built on the site. Any potential direct impacts attributable to the Redlands Unified School District resulting from this project will be offset through the payment of state established school fees assessed at the time of building permit issuance.

TABLE 1
CITY OF REDLANDS : MODEL
LAND USE SUMMARY:
FISCAL IMPACT ANALYSIS

LAND USE	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034	TOTAL	
RESIDENTIAL UNITS												
RURAL LIVING (0.2 - 0.4 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
VERY-LOW-DENSITY RESIDENTIAL (0 - 2.7 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
LOW-DENSITY RESIDENTIAL (0 - 6.0 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
LOW-MEDIUM-DENSITY RESIDENTIAL (0 - 8.0 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
MEDIUM-DENSITY RESIDENTIAL (0 - 15.0 du/acre)	102	0	0	0	0	0	0	0	0	0	102	DEVELOPER
HIGH DENSITY (0 - 27.0 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
TOTAL, RESIDENTIAL UNITS	102	0	0	0	0	0	0	0	0	0	102	
CUMULATIVE, RESIDENTIAL UNITS	102	102	102	102	102	102	102	102	102	102	NA	
PROJECT RESIDENTS /1												
RURAL LIVING (0.4 - 0.2 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
VERY-LOW-DENSITY RESIDENTIAL (0 - 2.7 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
LOW-DENSITY RESIDENTIAL (0 - 6.0 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
LOW-MEDIUM-DENSITY RESIDENTIAL (0 - 8.0 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
MEDIUM-DENSITY RESIDENTIAL (0 - 15.0 du/acre)	286	0	0	0	0	0	0	0	0	0	286	
HIGH DENSITY (0 - 27 du/acre)	0	0	0	0	0	0	0	0	0	0	0	
TOTAL, PROJECT RESIDENTS	286	0	0	0	0	0	0	0	0	0	286	
CUMULATIVE, PROJECT RESIDENTS	286	286	286	286	286	286	286	286	286	286	NA	
CUMULATIVE PROJECT ACREAGE /2												
RURAL LIVING (0.4 - 0.2 du/acre)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	NA	
VERY-LOW-DENSITY RESIDENTIAL (0 - 2.7 du/acre)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	NA	
LOW-DENSITY RESIDENTIAL (0 - 6.0 du/acre)	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	NA	
LOW-MEDIUM-DENSITY RESIDENTIAL (0 - 8.0 du/acre)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	NA	
MEDIUM-DENSITY RESIDENTIAL (0 - 15.0 du/acre)	9.01	9.01	9.01	9.01	9.01	9.01	9.01	9.01	9.01	9.01	NA	
HIGH DENSITY (0 - 27 du/acre)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	NA	
CUMULATIVE, PROJECT ACREAGE	17.81	17.81	17.81	17.81	17.81	17.81	17.81	17.81	17.81	17.81	NA	
LAND NON-RESIDENTIAL ACRES, ANNUAL /3												
RETAIL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
INDUSTRIAL	0.0	0	0	0	0	0	0	0	0	0	0.0	
OTHER NON-RESIDENTIAL	0	0	0	0	0	0	0	0	0	0	0.0	
ANNUAL TOTAL, NON-RESIDENTIAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
LAND NON-RESIDENTIAL ACRES, CUMULATIVE												
RETAIL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
INDUSTRIAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
OTHER NON-RESIDENTIAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
CUMULATIVE TOTAL, NON-RESIDENTIAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
LAND NON-RESIDENTIAL EDU'S, CUMULATIVE /4												
RETAIL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
INDUSTRIAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
OTHER NON-RESIDENTIAL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
CUMULATIVE TOTAL, NON-RESIDENTIAL EDU'S	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA	
BUILDING NON-RESIDENTIAL SQ.FT., ANNUAL												
RETAIL	0	0	0	0	0	0	0	0	0	0	0	
INDUSTRIAL	0	0	0	0	0	0	0	0		0	0	
OTHER NON-RESIDENTIAL		0	0	0	0	0	0	0	0	0	0	
ANNUAL TOTAL, NON-RESIDENTIAL	0	0	0	0	0	0	0	0	0	0	0	
BUILDING NON-RESIDENTIAL SQ.FT., CUMULATIVE												
RETAIL	0	0	0	0	0	0	0	0	0	0	NA	
INDUSTRIAL	0	0	0	0	0	0	0	0	0	0	NA	
OTHER NON-RESIDENTIAL	0	0	0	0	0	0	0	0	0	0	NA	
CUMULATIVE TOTAL, NON-RESIDENTIAL	0	0	0	0	0	0	0	0	0	0	NA	

SHADED CELLS ARE VARIABLE ASSUMPTIONS OR INPUTS UNIQUE TO THE PROJECT.

NOTES:

1. Average number of residents per Dwelling Unit ("DU") provided by the California Department of Finance.
   Residents per DU = 2.801 OTHER

2. Assumes residential acreage per unit of the following:

Rural Living (less than 0.2 - 0.4 du/acre)	NA	
Very-Low-Density Residential (0 - 2.7 du/acre)	NA	
Low-Density Residential (0 - 6.0 du/acre)	NA	
Low-Medium-Density Residential (0 - 8.0 du/acre)	NA	DEVELOPER
Medium-Density Residential (0 - 15.0 du/acre)	0.09	
High Density (0 - 27.0 du/acre)	NA	

3. Assumes average non-residential site coverage of the following (based on the General Plan):

Retail	0.0%	
Industrial	0.0%	
Other Non-Residential	0.0%	DEVELOPER

4. Assumes non-residential equivalent dwelling units of the following:
   EDUs per acre = 9.0 OTHER

GENERAL PLAN BUILDOUT	PROJ. Sq. Ft.*	F.A.R.*	Projected Acreage	
RETAIL	8,646,200	0.30	661.63	
INDUSTRIAL	10,048,400	0.40	576.70	OTHER
OTHER NON-RESIDENTIAL	21,641,990	0.45	1,104.07	
	40,336,590		2,342.40	

*As disclosed in the General Plan

Typical Home Size: 1,900 OTHER
Estimated Equivalency: 9.06

TABLE 2
CITY OF REDLANDS : MODEL
LAND USE SUMMARY:
FISCAL IMPACT ANALYSIS

ASSESSED VALUATION ASSUMPTIONS		
RESIDENTIAL		
RURAL LIVING ASSESSED VALUE	$0	
VERY-LOW-DENSITY ASSESSED VALUE	$0	
LOW-DENSITY ASSESSED VALUE	$0	DEVELOPER
LOW-MEDIUM-DENSITY ASSESSED VALUE	$0	
MEDIUM-DENSITY ASSESSED VALUE	$613,431	
HIGH DENSITY ASSESSED VALUE	$0	
NON-RESIDENTIAL		
RETAIL ASSESSED VALUE	$0.00	
INDUSTRIAL ASSESSED VALUE	$0.00	
OTHER NON-RESIDENTIAL ASSESSED VALUE	$0.00	

SECURED PROPERTY TAX ASSUMPTIONS		
NET APPORTIONMENT FACTORS AS A FRACTION OF 1.0% TAX RATE		
PROPERTY TAXES PASSED THROUGH TO CITY /1	20.00%	CITY
1. Based on amount disclosed in the adopted 1998-99 budget.		

UNSECURED PROPERTY TAX ASSUMPTIONS		
RESIDENTIAL:		
UNSECURED TAXES AS A % OF SECURED	2.75%	CITY
NON-RESIDENTIAL:		
UNSECURED TAXES AS A % OF SECURED	10.00%	

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034
SECURED ASSESSED VALUE CALCULATION:										
ANNUAL ASSESSED VALUES (YEARLY INCREASE)										
RESIDENTIAL										
RURAL LIVING	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
VERY-LOW-DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
LOW-DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
LOW-MEDIUM-DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
MEDIUM-DENSITY RESIDENTIAL	$62,570	$0	$0	$0	$0	$0	$0	$0	$0	$0
HIGH DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL RESIDENTIAL	$62,570	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL										
RETAIL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
INDUSTRIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
OTHER NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL YEARLY VALUATION INCREASE:	$62,570	$0	$0	$0	$0	$0	$0	$0	$0	$0
CUMULATIVE ASSESSED VALUES										
RESIDENTIAL										
RURAL LIVING	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
VERY-LOW-DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
LOW-DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
LOW-MEDIUM-DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
MEDIUM-DENSITY RESIDENTIAL	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570
HIGH DENSITY RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL RESIDENTIAL	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570
NON-RESIDENTIAL										
RETAIL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
INDUSTRIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
OTHER NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL CUMULATIVE ASSESSED VALUE	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570	$62,570
SECURED PROPERTY TAX REVENUE CALCULATION:										
CITY OF REDLANDS										
RESIDENTIAL	$125	$125	$125	$125	$125	$125	$125	$125	$125	$125
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL SECURED TAX REVENUES TO CITY	$125	$125	$125	$125	$125	$125	$125	$125	$125	$125
UNSECURED PROPERTY TAX REVENUE CALCULATION:										
CITY OF REDLANDS										
RESIDENTIAL	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL UNSECURED TAX REVENUES TO CITY	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3
TOTAL PROPERTY TAXES TO CITY	$129	$129	$129	$129	$129	$129	$129	$129	$129	$129

TABLE 3
CITY OF REDLANDS : MODEL
LAND USE SUMMARY:
FISCAL IMPACT ANALYSIS

RESIDENTIAL INDIRECT SALES TAX GENERATION ASSUMPTIONS		
AVERAGE HOUSEHOLD INCOME ASSUMPTIONS:		
WEIGHTED AVERAGE RESIDENTIAL PRICE	$613,431	
AVERAGE RESIDENTIAL MORTGAGE (20% DOWN)	$490,745	
ANNUAL MORTGAGE PAYMENTS @ 6.50% & 30 YEARS	$37,222	CITY
AVG. HOUSEHOLD INCOME (3:1 INCOME/PAYMENT RATIO):	$111,666	
RETAIL TAXABLE EXPENDITURE (% OF INCOME):	25.0%	
PROJECT RESIDENTS' PURCHASES OUTSIDE PROJECT AND WITHIN INCORPORATED CITY:	50.0%	

BUSINESS DIRECT SALES & USE TAX GENERATION ASSUMPTIONS		
SALES TAXES PASSED THROUGH TO CITY, APPLIED TO COSTS: /1	1.00%	CITY
MEASURE 'I' TAXES PASSED THROUGH TO TRANSIT AUTHORITY	0.00%	
LOCAL TRANSPORTATION SALES TAXES	0.00%	
DISPLACED EXISTING CITY SALES TAX	33.33%	
PROJECT RETAIL TAXABLE SALES PER SQ. FT:		
RETAIL	$0.00	
INDUSTRIAL	$0.00	
OTHER NON-RESIDENTIAL	0	

PROPERTY TRANSFER TAX ASSUMPTIONS		
RESIDENTIAL PROPERTY TURNOVER RATE	10.00%	CITY
BUS & COM PROPERTY TURNOVER RATE	5.00%	
TRANSFER TAX AS A % OF RESALE DOLLAR	0.11%	
PROPERTY TRANSFER TAX PASSED THROUGH TO CITY	50.00%	

1. Based on amount passed through to city in the adopted 1997-98 budget.

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034
SALES & USE TAX REVENUE CALCULATION (CUMULATIVE):										
INDIRECT SALES TAX GENERATION										
RESIDENTIAL TAXABLE EXPENDITURES	$2,847	$2,847	$2,847	$2,847	$2,847	$2,847	$2,847	$2,847	$2,847	$2,847
TOTAL TAXABLE PURCHASES WITHIN CITY	$1,424	$1,424	$1,424	$1,424	$1,424	$1,424	$1,424	$1,424	$1,424	$1,424
RESIDENTIAL SALES TAX GENERATION	$14	$14	$14	$14	$14	$14	$14	$14	$14	$14
DIRECT SALES TAX GENERATION										
RETAIL TAXABLE SALES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
INDUSTRIAL TAXABLE SALES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
OTHER NON-RESIDENTIAL TAXABLE SALES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
SUB-TOTAL DIRECT TAXABLE SALES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
LESS: DISPLACED EXISTING CITY SALES TAX	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL DIRECT TAXABLE SALES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL DIRECT SALES TAX GENERATION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL PROJECT SALES & USE TAX REVENUES, APPLIED TO COSTS	$14	$14	$14	$14	$14	$14	$14	$14	$14	$14
RESIDENTIAL MEASURE 'I' SALES TAXES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL MEASURE 'I' SALES TAXES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
RESIDENTIAL LOCAL TRANSPORTATION SALES TAXES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL LOCAL TRANSPORTATION SALES TAXES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL PROJECT SALES & USE TAX REVENUES, FOR TRANSPORTATION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
PROPERTY TRANSFER TAX CALCULATION (CUMULATIVE):										
RESIDENTIAL PROPERTY TRANSFER TAXES	$3.44	$3.44	$3.44	$3.44	$3.44	$3.44	$3.44	$3.44	$3.44	$3.44
NON-RESIDENTIAL PROPERTY TRANSFER T AXES	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL ANNUAL PROPERTY TRANSFER TAXES	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3

SHADED CELLS ARE VARIABLE ASSUMPTIONS OR INPUTS UNIQUE TO THE PROJECT.

TABLE 4
CITY OF REDLANDS : MODEL
LAND USE SUMMARY:
FISCAL IMPACT ANALYSIS

BUSINESS LICENSE FEE REVENUE		FRANCHISE FEES (PER CAPITA)			TRANSIENT OCCUPANCY TAX
RESIDENTIAL	NA		RESIDENTIAL	NON-RESIDENTIAL	NUMBER OF AVAILABLE HOTEL ROOMS
NON-RESIDENTIAL		TOTAL FRANCHISE	$16.71	$16.71	OCCUPANCY RATE
BUSINESS LICENSE FEES ARE CHARGED AT A RATE EQUAL					AVERAGE BILLING RATE PER ROOM
TO $12 FOR THE FIRST $5,000 IN GROSS SALES, PLUS $3					% PASSED THROUGH TO CITY
FOR EACH ADDITIONAL $5,000 INCREMENT IN GROSS SALES.					AVERAGE YEARLY OCCUPANCY REVENUES TO CITY

FISCAL YEAR	($s x1,000)	end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034
BUSINESS LICENSE FEE REVENUE												
RESIDENTIAL												
RURAL LIVING			NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
VERY-LOW-DENSITY RESIDENTIAL			NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
LOW-DENSITY RESIDENTIAL			NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
LOW-MEDIUM-DENSITY RESIDENTIAL			NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
MEDIUM-DENSITY RESIDENTIAL			NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
HIGH DENSITY RESIDENTIAL			NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
TOTAL RESIDENTIAL			NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
NON-RESIDENTIAL												
RETAIL			$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
INDUSTRIAL			$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
OTHER NON-RESIDENTIAL			$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL NON-RESIDENTIAL			$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, BUSINESS LICENSE FEE REVENUE			$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
FRANCHISE FEE REVENUE												
RESIDENTIAL FRANCHISE FEES			$4.774	$4.774	$4.774	$4.774	$4.774	$4.774	$4.774	$4.774	$4.774	$4.774
NON-RESIDENTIAL FRANCHISE FEES			$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TOTAL, FRANCHISE FEE REVENUE			$5	$5	$5	$5	$5	$5	$5	$5	$5	$5
TRANSIENT OCCUPANCY TAX REVENUE												
TOTAL, TRANSIENT OCCUPANCY TAX REVENUE			$0	$0	$0	$0	$0	$0	$0	$0	$0	$0

SHADED CELLS ARE VARIABLE ASSUMPTIONS OR INPUTS UNIQUE TO THE PROJECT.

TABLE 5
CITY OF REDLANDS : MODEL
OTHER REVENUE AND REVENUE SUMMARY
FISCAL IMPACT ANALYSIS

OTHER GENERAL REVENUES (PER CAPITA METHOD) /1	
OTHER TAXES /2	$10.86
OTHER REVENUES	$6.96
COMMUNITY DEVELOPMENT	NA
LIBRARY	NA
POLICE DEPARTMENT	NA
POLICE - ANIMAL CONTROL	NA
POLICE - RECREATION	NA
POLICE - SENIOR SERVICES	NA
FIRE	NA
PUBLIC WORKS	NA
SUBTOTAL, OTHER REVENUES PER CAPITA:	$17.83

INCOME FROM INVESTMENTS		
EFFECTIVE INTEREST	2.50%	OTHER

1. See Appendix for calculation of per capita multipliers. For items without values, a net cost technique is being employed.
2. Other Taxes includes Public Safety Sales Tax.

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034
PER CAPITA REVENUES										
OTHER TAXES										
RESIDENTIAL	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, OTHER TAXES	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3
OTHER REVENUES										
RESIDENTIAL	$2	$2	$2	$2	$2	$2	$2	$2	$2	$2
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, OTHER LICENSES, PERMITS & FINES	$2	$2	$2	$2	$2	$2	$2	$2	$2	$2
COMMUNITY DEVELOPMENT										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, STATE REVENUES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
LIBRARY										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, FEDERAL REVENUES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
POLICE DEPARTMENT										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, CITY ATTORNEY	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
POLICE - ANIMAL CONTROL										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, ENGINEERING SERVICES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
POLICE - RECREATION										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, FIRE DEPARTMENT	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
POLICE - SENIOR SERVICES										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, JOSLYN CENTER	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
FIRE										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, LIBRARY	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
PUBLIC WORKS										
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL, PARKS	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL RESIDENTIAL PER CAPITA REVENUES	$5	$5	$5	$5	$5	$5	$5	$5	$5	$5
TOTAL NON-RESIDENTIAL PER CAPITA REVENUES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL PER CAPITA REVENUES	$5	$5	$5	$5	$5	$5	$5	$5	$5	$5
TOTAL RESIDENTIAL CASE STUDY REVENUES	$151	$151	$151	$151	$151	$151	$151	$151	$151	$151
TOTAL NON-RESIDENTIAL CASE STUDY REVENUES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL CASE STUDY REVENUES	$151	$151	$151	$151	$151	$151	$151	$151	$151	$151
RESIDENTIAL REV AVAILABLE FOR INV. INCOME	$156	$156	$156	$156	$156	$156	$156	$156	$156	$156
NON-RESIDENTIAL REV AVAILABLE FOR INV. INCOME	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL REVENUES AVAILABLE FOR INVESTMENT INCOME	$156	$156	$156	$156	$156	$156	$156	$156	$156	$156
RESIDENTIAL INVESTMENT INCOME	$4	$4	$4	$4	$4	$4	$4	$4	$4	$4
NON-RESIDENTIAL INVESTMENT INCOME	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL INVESTMENT INCOME	$4	$4	$4	$4	$4	$4	$4	$4	$4	$4

SHADED CELLS ARE VARIABLE ASSUMPTIONS OR INPUTS UNIQUE TO THE PROJECT.

TABLE 6
CITY OF REDLANDS : MODEL
POLICE DEPARTMENT, FIRE DEPARTMENT, PUBLIC WORKS & PER CAPITA COSTS
FISCAL IMPACT ANALYSIS

POLICE DEPARTMENT COSTS

RESIDENTIAL CALLS	16,562	CITY
COST PER DWELLING UNIT	$295	
NON-RESIDENTIAL RETAIL CALLS	8,987	
COST PER BUILDING SQUARE FOOT	$0.47	
NON-RESIDENTIAL INDUSTRIAL CALLS	344	
COST PER BUILDING SQUARE FOOT	$0.02	
OTHER NON-RESIDENTIAL CALLS	7,948	
COST PER BUILDING SQUARE FOOT	$0.42	
MISCELLANEOUS CALLS /2	17,628	
TOTAL CALLS	51,469	

1. Based on Net Cost and number of calls to residential or non-residential properties.
2. Based on conversations with the Police Chief, these incidences are not related to residences or businesses in the City.

EXISTING DWELLING UNITS	25,984	CITY
EXISTING NON-RESIDENTIAL SQUARE FOOTAGE	8,824,690	

RESIDENTIAL FIRE DEPARTMENT COSTS [1]

RESIDENTIAL CALLS	3,579	CITY
COST PER DWELLING UNIT	$168	
NON-RESIDENTIAL RETAIL CALLS	446	
COST PER BUILDING SQUARE FOOT	$0.06	
NON-RESIDENTIAL INDUSTRIAL CALLS	155	
COST PER BUILDING SQUARE FOOT	$0.02	
OTHER NON-RESIDENTIAL CALLS	1,459	
COST PER BUILDING SQUARE FOOT	$0.20	
MISCELLANEOUS CALLS /2	1,988	
TOTAL CALLS	7,627	

1. Based on Net Cost and number of calls to residential or non-residential properties.
2. Based on information from Fire Chief, these incidences are not related to residences or businesses in the City.

PUBLIC INFRASTRUCTURE REQUIREMENTS /1

ROADS (LANE MILES)	0.0	DEVELOPER
TRAFFIC INTERSECTIONS REQUIRING SIGNALS	0.0	
AGGREGATE LANDSCAPING (ACRES)	0.0	
PARK ACREAGE (GROSS)	0.0	
STREET LIGHTS	0.0	
OPEN SPACE (ACRES)	0.0	
TRAILS (LINEAL MILE)	0.0	
STORM DRAINS (MILES)	0.0	

1. Infrastructure should exclude privately maintained facilities.

PUBLIC WORKS MAINTENANCE COSTS

PAVEMENT MAINTENANCE PER LANE MILE /1	$5,000	CITY
STREET SWEEPING PER CURB MILE - ALL STREETS /1	$9	
TRAFFIC SIGNAL OPERATIONS & MAINTENANCE PER INTERSECTION /1	$5,560	
LANDSCAPE MAINTENANCE PER ACRE /1	$12,500	
PARK MAINTENANCE PER ACRE /1	$7,000	
STREET LIGHT MAINTENANCE COST PER LIGHT /1	$125	
OPEN SPACE MAINTENANCE PER ACRE /2	$125	
TRAIL MAINTENANCE PER LINEAL MILE /2	$500	
STORM DRAIN MAINTENANCE PER MILE /2	$750	

1. Based on consultations with the City of Redlands Public Works Department.
2. Based on consultant's experience.

CITY GENERAL GOVERNMENT COSTS*

CITY COUNCIL	$174,090
CITY CLERK	$285,939
CITY MANAGER	$314,819
FINANCE	$605,155
CITY TREASURER	$2,875,064
CITY ATTORNEY	$1,159,167
TOTAL, CITY GENERAL GOVERNMENT COSTS	$5,414,234

*Costs have been reduced to reflect department specific revenues.

CITY GENERAL GOVERNMENT COSTS CONTINUED

TOTAL CITY OPERATING BUDGET*	$49,046,241
*Excludes Debt Service, Utilities and Capital Improvements.	
OVERHEAD AS A % OF OPERATING BUDGET	11.04%
OVERHEAD AS A % OF DIRECT COSTS	12.41%
OVERHEAD BY DEFINITION CAUSING NO COST	0.00%
OVERHEAD AS % OF DIRECT, AVERAGE	6.20%

OTHER NET COSTS (PER CAPITA METHOD) /1

COMMUNITY DEVELOPMENT	$29.49
LIBRARY	$28.43

1. See Appendix for calculation of per capita multipliers.

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034
CITY DIRECT COSTS										
POLICE DEPARTMENT COSTS										
RESIDENTIAL	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090
NON-RESIDENTIAL RETAIL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
NON-RESIDENTIAL INDUSTRIAL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
OTHER NON-RESIDENTIAL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TOTAL, POLICE DEPARTMENT COSTS	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090
FIRE DEPARTMENT COSTS										
RESIDENTIAL	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155
NON-RESIDENTIAL RETAIL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
NON-RESIDENTIAL INDUSTRIAL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
OTHER NON-RESIDENTIAL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TOTAL, FIRE DEPARTMENT COSTS	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155	$17.155
PUBLIC WORKS COSTS										
PAVEMENT MAINTENANCE	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
STREET SWEEPING	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TRAFFIC SIGNAL OPERATION	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
LANDSCAPE MAINTENANCE	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
PARK MAINTENANCE	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
STREET LIGHT MAINTENANCE	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
OPEN SPACE MAINTENANCE	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TRAIL MAINTENANCE	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
STORM DRAIN MAINTENANCE	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TOTAL, PUBLIC WORKS COSTS	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
COMMUNITY DEVELOPMENT										
RESIDENTIAL	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425
NON-RESIDENTIAL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TOTAL, COMMUNITY DEVELOPMENT	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425	$8.425
LIBRARY										
RESIDENTIAL	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121
NON-RESIDENTIAL	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000	$0.000
TOTAL, LIBRARY	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121	$8.121
CITY DIRECT COSTS										
RESIDENTIAL	$46.636	$46.636	$46.636	$46.636	$46.636	$46.636	$46.636	$46.636	$46.636	$46.636
NON-RESIDENTIAL	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090	$30.090
TOTAL, CITY DIRECT COSTS	$76.727	$76.727	$76.727	$76.727	$76.727	$76.727	$76.727	$76.727	$76.727	$76.727
CITY GENERAL GOVERNMENT COSTS										
RESIDENTIAL	$2.894	$2.894	$2.894	$2.894	$2.894	$2.894	$2.894	$2.894	$2.894	$2.894
NON-RESIDENTIAL	$1.867	$1.867	$1.867	$1.867	$1.867	$1.867	$1.867	$1.867	$1.867	$1.867
TOTAL, CITY GENERAL GOVERNMENT COSTS	$4.760	$4.760	$4.760	$4.760	$4.760	$4.760	$4.760	$4.760	$4.760	$4.760

SHADED CELLS ARE VARIABLE ASSUMPTIONS OR INPUTS UNIQUE TO THE PROJECT.

TABLE 7
CITY OF REDLANDS : MODEL
FISCAL IMPACT ANALYSIS DETAILED SUMMARY

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034	% OF TOTAL
ONGOING REVENUES											
SECURED PROPERTY TAXES											
RESIDENTIAL	$125	$125	$125	$125	$125	$125	$125	$125	$125	$125	78.20%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
UNSECURED PROPERTY TAXES											
RESIDENTIAL	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3	2.15%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
TRANSFER PROPERTY TAXES											
RESIDENTIAL	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3	2.15%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
SALES TAXES											
RESIDENTIAL	$14	$14	$14	$14	$14	$14	$14	$14	$14	$14	8.90%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
MEASURE 'I' SALES TAXES											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
LOCAL TRANSPORTATION SALES TAXES											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
TRANSIENT OCCUPANCY TAX											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
FRANCHISE FEE REVENUES											
RESIDENTIAL	$5	$5	$5	$5	$5	$5	$5	$5	$5	$5	2.98%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
BUSINESS LICENSE REVENUES											
RESIDENTIAL	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
OTHER TAXES											
RESIDENTIAL	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3	1.94%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
OTHER REVENUES											
RESIDENTIAL	$2	$2	$2	$2	$2	$2	$2	$2	$2	$2	1.24%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
COMMUNITY DEVELOPMENT											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
LIBRARY											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
POLICE DEPARTMENT											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
POLICE - ANIMAL CONTROL											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
POLICE - RECREATION											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
POLICE - SENIOR SERVICES											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
FIRE											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
PUBLIC WORKS											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
INVESTMENT INCOME REVENUES											
RESIDENTIAL	$4	$4	$4	$4	$4	$4	$4	$4	$4	$4	2.44%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
TOTAL RESIDENTIAL REVENUES	$160	$160	$160	$160	$160	$160	$160	$160	$160	$160	100.00%
TOTAL NON-RESIDENTIAL REVENUES	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
TOTAL ON-GOING REVENUES	$160	$160	$160	$160	$160	$160	$160	$160	$160	$160	
ONGOING COSTS											
POLICE DEPARTMENT COSTS											
RESIDENTIAL	$30	$30	$30	$30	$30	$30	$30	$30	$30	$30	43.89%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
FIRE DEPARTMENT COSTS											
RESIDENTIAL	$17	$17	$17	$17	$17	$17	$17	$17	$17	$17	25.03%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
PUBLIC WORKS DEPARTMENT COST											
RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
GENERAL GOVERNMENT COSTS											
RESIDENTIAL	$3	$3	$3	$3	$3	$3	$3	$3	$3	$3	4.22%
NON-RESIDENTIAL	$2	$2	$2	$2	$2	$2	$2	$2	$2	$2	2.72%
COMMUNITY DEVELOPMENT COSTS											
RESIDENTIAL	$8	$8	$8	$8	$8	$8	$8	$8	$8	$8	12.29%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
LIBRARY COSTS											
RESIDENTIAL	$8	$8	$8	$8	$8	$8	$8	$8	$8	$8	11.85%
NON-RESIDENTIAL	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	0.00%
TOTAL RESIDENTIAL COSTS	$67	$67	$67	$67	$67	$67	$67	$67	$67	$67	97.28%
TOTAL NON-RESIDENTIAL COSTS	$2	$2	$2	$2	$2	$2	$2	$2	$2	$2	2.72%
TOTAL ON-GOING COSTS	$69	$69	$69	$69	$69	$69	$69	$69	$69	$69	
ANNUAL RESIDENTIAL ONGOING SURPLUS/(DEFICIT)	$93	$93	$93	$93	$93	$93	$93	$93	$93	$93	
ANNUAL NON-RESIDENTIAL ONGOING SURPLUS/(DEFICIT)	($2)	($2)	($2)	($2)	($2)	($2)	($2)	($2)	($2)	($2)	
TOTAL ANNUAL ONGOING SURPLUS/(DEFICIT)	$91	$91	$91	$91	$91	$91	$91	$91	$91	$91	
ANNUAL RESIDENTIAL REVENUE/COST RATIO	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	
ANNUAL NON-RESIDENTIAL REVENUE/COST RATIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL ANNUAL REVENUE/COST RATIO	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	

TABLE 8a
LAND USE SUMMARY:
FISCAL IMPACT ANALYSIS SUMMARY (Residential Only))

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034
ONGOING REVENUES										
TOTAL RESIDENTIAL REVENUES	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306
ONGOING COSTS										
TOTAL RESIDENTIAL COSTS	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851
ANNUAL RESIDENTIAL ONGOING SURPLUS/(DEFICIT)	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455
ANNUAL RESIDENTIAL REVENUE/COST RATIO	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40

TABLE 8b
LAND USE SUMMARY:
FISCAL IMPACT ANALYSIS SUMMARY (Commercial Only)

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034
ONGOING REVENUES										
TOTAL NON-RESIDENTIAL REVENUES	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000
ONGOING COSTS										
TOTAL NON-RESIDENTIAL COSTS	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669
ANNUAL NON-RESIDENTIAL ONGOING SURPLUS/(DEFICIT)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)
ANNUAL NON-RESIDENTIAL REVENUE/COST RATIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

TABLE 8c
CITY OF REDLANDS : MODEL
FISCAL IMPACT ANALYSIS SUMMARY (MIXED)

FISCAL YEAR ($s x1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034	% OF TOTAL
ONGOING REVENUES											
TOTAL RESIDENTIAL REVENUES	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	100.00%
TOTAL NON-RESIDENTIAL REVENUES	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	$0.0000	0.00%
TOTAL ON-GOING REVENUES	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	$160.0306	
ONGOING COSTS											
TOTAL RESIDENTIAL COSTS	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	$66.6851	97.28%
TOTAL NON-RESIDENTIAL COSTS	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	$1.8669	2.72%
TOTAL ON-GOING COSTS	$68.5520	$68.5520	$68.5520	$68.5520	$68.5520	$68.5520	$68.5520	$68.5520	$68.5520	$68.5520	
ANNUAL RESIDENTIAL ONGOING SURPLUS/(DEFICIT)	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	$93.3455	
ANNUAL NON-RESIDENTIAL ONGOING SURPLUS/(DEFICIT)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	($1.8669)	
TOTAL ANNUAL ONGOING SURPLUS/(DEFICIT)	$91.4785	$91.4785	$91.4785	$91.4785	$91.4785	$91.4785	$91.4785	$91.4785	$91.4785	$91.4785	
ANNUAL RESIDENTIAL REVENUE/COST RATIO	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	
ANNUAL NON-RESIDENTIAL REVENUE/COST RATIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL ANNUAL REVENUE/COST RATIO	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	

TABLE 9
CITY OF REDLANDS : MODEL
SCHOOL FEE MITIGATION (SB 50)
FISCAL IMPACT ANALYSIS

RESIDENTIAL SCHOOL FEE MITIGATION

DEVELOPER FEE REVENUE PER SINGLE FAMILY DETACHED UNIT /1	$3,113
DEVELOPER FEE REVENUE PER MULTI-FAMILY ATTACHED UNIT /2	$1,431
DEVELOPER FEE REVENUE PER MOBILE HOME /3	$1,212

STUDENT GENERATION FACTORS

ELEMENTARY SCHOOL	
SFD	0.2260
MFA	0.1362
Mobile Home	0.1068
MIDDLE SCHOOL	
SFD	0.1310
MFA	0.0574
Mobile Home	0.0548
HIGH SCHOOL	
SFD	0.1690
MFA	0.0565
Mobile Home	0.0493

SCHOOL DIST

	Capacity	Acreage	SBE 50 fees
Elementary	600	10	$5,200
Middle School	1000	20	$5,500
High School	2200	50	$7,200

FISCAL YEAR ($s ×1,000) end of:	YEAR 1 2025	YEAR 2 2026	YEAR 3 2027	YEAR 4 2028	YEAR 5 2029	YEAR 6 2030	YEAR 7 2031	YEAR 8 2032	YEAR 9 2033	YEAR 10 2034	TOTAL	
CITY OF REDLANDS												
ANNUAL PROJECTED RESIDENTIAL DEVELOPMENT												
SFD	102	0	0	0	0	0	0	0	0	0	102	DEVELOPER
MFA	0	0	0	0	0	0	0	0	0	0	0	
Mobile Home	0	0	0	0	0	0	0	0	0	0	0	
STUDENT PROJECTIONS												
ELEMENTARY												
SFD	23.052	0	0	0	0	0	0	0	0	0	23	
MFA	0	0	0	0	0	0	0	0	0	0	0	
Mobile Home	0	0	0	0	0	0	0	0	0	0	0	
MIDDLE SCHOOL												
SFD	13.362	0	0	0	0	0	0	0	0	0	13	
MFA	0	0	0	0	0	0	0	0	0	0	0	
Mobile Home	0	0	0	0	0	0	0	0	0	0	0	
HIGH SCHOOL												
SFD	17.238	0	0	0	0	0	0	0	0	0	17	
MFA	0	0	0	0	0	0	0	0	0	0	0	
Mobile Home	0	0	0	0	0	0	0	0	0	0	0	
ANNUAL SCHOOL FEE MITIGATION												
ELEMENTARY												
SFD	$119,870	$0	$0	$0	$0	$0	$0	$0	$0	$0		
MFA	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		
Mobile Home	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		
									Total	$119,870		
MIDDLE SCHOOL												
SFD	$73,491	$0	$0	$0	$0	$0	$0	$0	$0	$0		
MFA	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		
Mobile Home	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		
									Total	$73,491		
HIGH SCHOOL												
SFD	$124,114	$0	$0	$0	$0	$0	$0	$0	$0	$0		
MFA	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		
Mobile Home	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0		
									Total	$124,114		
TOTAL SCHOOL FEE MITIGATION												
SFD	$317,475	$0	$0	$0	$0	$0	$0	$0	$0	$0	$317,475	
MFA	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	
Mobile Home	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	
TOTAL	$317,475	$0	$0	$0	$0	$0	$0	$0	$0	$0		

Tentative Tract Map No. 20571 – Madera at Citrus Trail Residential Project

Initial Study
and
Mitigated Negative Declaration

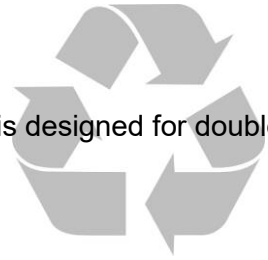
Lead Agency:

City of Redlands
35 Cajon St., Ste. 20/P.O. Box 3005
Redlands, CA 92373
Office 909.798.7555 ext. 7344

Prepared by:

MIG, Inc.
1650 Spruce Street, Suite 106
Riverside, California 92507

Public Review Draft
October 11, 2023



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Appendix G Preliminary Water Quality Management Plan
Appendix H Noise and Vibration Impact Analysis
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1 Introduction

The City of Redlands ("Lead Agency") received a development proposal from Soni 2012 Irrevocable Trusts ("applicant") for a Tentative Tract Map (No. 20571) that would develop 103 new single-family homes, as well as a 0.63-acre community park (together these comprise the "project"), on a 9.01-acre parcel located at the northwest corner of Colton Avenue and Wabash Avenue in the City of Redlands, California. The development proposal and associated land use applications constitute a *project* that is subject to review under the California Environmental Quality Act (CEQA) 1970 (Public Resources Code §§ 21000, *et seq.*), and the CEQA Guidelines (14 California Code of Regulations §§ 15000, *et. seq*.).

This Initial Study was prepared to assess the short-term, long-term, and cumulative environmental impacts resulting from the proposed project. This report was prepared to comply with CEQA Guidelines § 15063, which sets forth the required contents of an Initial Study. These include:

- A description of the project, including the location of the project (See Section 2);
- Identification of the environmental setting (See Section 2.10);
- Identification of environmental effects by the use of a checklist, matrix, or other methods, provided that entries on the checklist or other form are briefly explained to indicate that there is some evidence to support the entries (See Section 4);
- Examination of whether the project is compatible with existing zoning, plans, and other applicable land use controls (See Section 4.13);
- Discussion of ways to mitigate significant effects identified, if any (See Section 5); and,
- The name(s) of the person(s) who prepared or participated in the preparation of the Initial Study (See Section 6).

1.1 – Purpose of CEQA

CEQA § 21000 of the California Public Resources Code provides as follows:

The Legislature finds and declares as follows:

a) The maintenance of a quality environment for the people of this state now and in the future, is a matter of statewide concern.
b) It is necessary to provide a high-quality environment that at all times is healthful and pleasing to the senses and intellect of man.
c) There is a need to understand the relationship between the maintenance of high-quality ecological systems and the general welfare of the people of the state, including their enjoyment of the natural resources of the state.
d) The capacity of the environment is limited, and it is the intent of the Legislature that the government of the state take immediate steps to identify any critical thresholds for the health and safety of the people of the state and take all coordinated actions necessary to prevent such thresholds being reached.
e) Every citizen has a responsibility to contribute to the preservation and enhancement of the environment.
f) The interrelationship of policies and practices in the management of natural resources and waste disposal requires systematic and concerted efforts by public and private interests to enhance environmental quality and to control environmental pollution.
g) It is the intent of the Legislature that all agencies of the state government which regulate activities of private individuals, corporations, and public agencies which are found to affect the quality of the environment, shall regulate such activities so that major consideration is given to preventing environmental damage while providing a decent home and satisfying living environment for every Californian.

The Legislature further finds and declares that it is the policy of the state to:

h) Develop and maintain a high-quality environment now and in the future, and take all action necessary to protect, rehabilitate, and enhance the environmental quality of the state.
i) Take all action necessary to provide the people of this state with clean air and water, enjoyment of aesthetic, natural, scenic, and historic environmental qualities, and freedom from excessive noise.
j) Prevent the elimination of fish or wildlife species due to man's activities, ensure that fish and wildlife populations do not drop below self-perpetuating levels, and preserve for future generations representations of all plant and animal communities and examples of the major periods of California history.
k) Ensure that the long-term protection of the environment, consistent with the provision of a decent home and suitable living environment for every Californian, shall be the guiding criterion in public decisions.
l) Create and maintain conditions under which man and nature can exist in productive harmony to fulfill the social and economic requirements of present and future generations.
m) Require governmental agencies at all levels to develop standards and procedures necessary to protect environmental quality.
n) Require governmental agencies at all levels to consider qualitative factors as well as economic and technical factors and long-term benefits and costs, in addition to short-term benefits and costs, and to consider alternatives to proposed actions affecting the environment.

A concise statement of legislative policy, with respect to public agency consideration of projects for some form of approval, is found in CEQA § 21002, quoted below:

> The Legislature finds and declares that it is the policy of the state that public agencies should not approve projects as proposed if there are feasible alternatives or feasible mitigation measures available which would substantially lessen the significant environmental effects of such projects, and that the procedures required by this division are intended to assist public agencies in systematically identifying both the significant effects of proposed projects and the feasible alternatives or feasible mitigation measures which will avoid or substantially lessen such significant effects. The Legislature further finds and declares that in the event that specific economic, social, or other conditions make infeasible such project alternatives or such mitigation measures, individual projects may be approved in spite of one or more significant effects thereof.

1.2 – Public Comments

Comments from all agencies and individuals are invited regarding the information contained in this Initial Study. Such comments should explain any perceived deficiencies in the assessment of impacts in the Initial Study. To request an appointment to review these materials, please contact:

Ryan Murphy
Senior Planner
City of Redlands
35 Cajon St., Ste. 20
Redlands, CA 92373
Office 909.798.7555 ext. 7308
Email: rmurphy@cityofredlands.org

Following a 30-day period of circulation and review of the Initial Study, all comments would be considered by the City of Redlands prior to adoption.

1.3 – Availability of Materials

All materials related to the preparation of this Initial Study are available for public review. To request an appointment to review these materials, please contact Ryan Murphy, Senior Planner, via telephone at (909) 798-7555 ext. 7308, or via email at RMurphy@CityofRedlands.org. The Initial Study and Mitigated Negative Declaration are also made available online at the City of Redlands website.

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2 Project Description

2.1 – Project Title

Specific Plan No. 66 – Madera at Citrus Trail Residential Project

2.2 – Lead Agency Name and Address

City of Redlands
Planning Department
35 Cajon Street, Suite 15-A
Redlands, California 92373
909-798-7555

2.3 – Contact Person and Phone Number

Ryan Murphy, Senior Planner
909-798-7555, ext. 2

2.4 – Project Location

The City of Redlands is located in southwest San Bernardino County adjacent to the San Bernardino/Riverside County line, approximately 12 miles northeast of downtown Riverside (see Exhibit 1, Regional Context Map). The project site is comprised of a single undeveloped, 9.01-acre parcel located on the northwest corner of Colton Avenue and Wabash Avenue in the City of Redlands, California (see Exhibit 2, Project Vicinity Map). The site is located approximately 1.5 miles northeast of Interstate 10 (I-10), 3.5 miles east of Interstate 210 (I-210), and 1.3 miles south of Redlands Municipal Airport. The surrounding uses include a mobile home park to the west, single-family residences to the north, industrial land uses to the east (across Wabash Avenue), and a mobile home park and the Orange Blossom Trail to the south (across East Colton Avenue).

- Latitude 34° 03’ 47” North, Longitude 117° 08’ 21” West
- APN# 0168-291-02

2.5 – Project Sponsor’s Name and Address

Soni 2012 Irrevocable Trusts
1423 Georgina Avenue
Santa Monica, CA 90402
(949)-922-7075
Contact: Vanita Soni Puri

2.6 – General Plan Land Use Designation

The current general plan land use designation is Low Density Residential, which is described as follows, according to the General Plan Land Use Element:

- Low-Density Residential: This land use category designates areas intended to be developed at densities of up to 6 du/ac. This category is not intended to be applied in areas where slopes

exceed 15 percent. The intent of this land use category is to provide for areas of single-family residential developments. Consistent lots sizes include 7,200 square feet (6.0 units per gross acre) and 10,000 square feet (4.3 units per gross acre).

A General Plan Amendment is proposed as part of the project to change the land use designation from Low Density Residential to Medium Density Residential which is described as follows, according to the General Plan Land Use Element:

- Medium-Density Residential designates areas intended to be developed at up to 15 du/ac. The intent of this land use category is to provide areas for the development of attached, detached, and/or mixed residential uses with a range of densities and housing types. Areas designated Medium Density are generally more suitable for development in the low- to mid-level of the permitted density range for this category. Housing types may include detached single-family dwellings with one or more dwellings per lot, two-family dwellings (two attached dwellings), and multi-family dwellings (three or more attached dwellings).

2.7 – Zoning District

The current zoning designation of the project site is Single Family Residential (R-1). A Specific Plan is proposed, which will change the zoning designation from Single Family Residential (R-1) to Madera at Citrus Trail Specific Plan, which would be a new Specific Plan, and is included as a component of the project.

2.8 – Project Description

The proposed project includes Tentative Tract Map No. 20571, which would include the construction of 103 new single-family homes, consisting of approximately 216,567 square feet of gross building space, along with associated landscaping and roadway improvements (see Exhibit 3, Conceptual Site Plan). Development of the project would also include 206 garage parking stalls and 70 guest parking stalls; totaling 276 parking stalls. Approximately 65,470 square feet of the site would be landscaped. The remainder of the site would be paved, including sidewalks, streets within the neighborhood, and driveways. Based on the preliminary estimates, grading for the project would require cut of approximately 33,287 cubic yards (cy), and fill of 40,918 cy, requiring approximately 7,631 cubic yards of soil import during grading.

Additional components of the project include: General Plan Amendment (GPA) from Low Density Residential to Medium Density Residential; New Specific Plan (residential development, with applicable development standards); and Tentative Tract Map (subdivision for new residential tract). Other project details are described below.

<u>Architecture</u>
All of the proposed plan types would have two stories and two-car garages. The proposed single-family homes would range in height from 27 feet to 30 feet (see Exhibit 4, Project Elevations). The proposed single-family homes would be designed in three plan types (P1, P2, and P3), with various architectural styles associated with each plan (see Exhibit 5, Floor Plans). Plan P1 is a 1,544-square foot house, with 3 bedrooms, 2.5 bathrooms, and an attached 408-square foot garage. Plan P2 is a 1,700-square foot house, with 3 bedrooms, 2.5 bathrooms, and an attached 409-square foot garage. Plan P3 is a 1,858-square foot house, with 4 bedrooms, 3.5 bathrooms, and an attached 407-square foot garage. Forty (40) of the proposed housing units would be plan type P1, twenty-seven (27) of the proposed units would be plan type P2, and thirty-six (36) of the proposed units would be plan type P3.

Landscaping

Approximately 65,470 square feet of the site would be landscaped (see Exhibit 6, Conceptual Landscape Plan). Landscaping includes the front, side, and backyards of the housing units, sidewalk landscaping within the development area and on outwardly facing Colton Avenue and Wabash Avenue, as well as the community park located within the center of the project site.

Proposed Private Park

The project involves the development of a 0.63 acre private park (see Exhibit 7, Proposed Private Park). The park would be located off of "A Street" in the center of the proposed community and would include: an area for children with recreational "climb and slide" equipment, an enclosed dog park, open turf, and a sitting area with shaded benches and two outdoor grills. Newly planted trees would also encircle the community park.

Access and On-Site Circulation

Passenger vehicle access to and from the project site would be provided via three new streets connecting to Colton Avenue and Wabash Avenue. "A" Street would run in a north – south direction, and connect with Colton Avenue. "B" and "C" Streets would run in an east – west direction, both connecting to Wabash Avenue and "A" Street. From these streets, there would be drive aisles that would provide direct access to residential units. The additional information on street characteristics is provided below.

A Street:

- 32-foot-wide street provides access to six aisles.
    - All aisles are 20 feet wide.
    - One aisle provides access to three housing units, five aisles provide access to six housing units each.
    - Access to two housing units located at the northern end of the street would be provided via driveways connecting directly to A Street.
- 20 parking stalls for the community open space park located in the center of the development.
- Street parking is available.

B Street:

- 36-foot-wide street provides access to six aisles.
    - One aisle is 20 feet wide, providing access to three housing units.
    - Two aisles are 24 feet wide, providing access to eight housing units each.
    - Three aisles are 20 feet wide, providing access to six housing units each.
- Street parking is available.

C Street:

- 36-foot-wide street provides access to six aisles.
    - All aisles are 20 feet wide.
    - One aisle provides access to three housing units.
    - Two aisles provide access to six housing units each.
    - Three aisles provide access to four housing units each.
- Street parking is available.

There would be 276 parking spaces provided on the project site, 70 of which would be allocated for guest parking spaces, equating to approximately 2.7 spaces per residence.

Fencing
There would be four types of fencing as well as pilasters connecting the fencing.

- Around the perimeter of the project facing Colton Avenue and Wabash Avenue there would be 2-sided concrete masonry unit (CMU) walls.
- Privacy vinyl fencing would be built between housing units and connect to sections of the outside facing walls. Vinyl fencing would be white and would be 5 foot 6 inches in height.
- Connecting the vinyl fencing and perimeter walls would be perimeter stucco pilasters. The pilasters would be 7 feet tall and would line the perimeter of the development.
- Privacy stucco walls would separate the outward facing portions of the houses. The walls would be 6 feet tall, 8 inches wide, and would be built with 6 inch CMU blocks, with 2 inch thick stucco finish.
- A black tubular steel fence would surround an enclosed dog park within the open space community park within the development.

Drainage and Wet Utilities
The proposed project would install new onsite water and sewer lines that would connect to existing lines in the surrounding streets. The proposed project would have two drainage areas, the first comprising the majority area of the site, the second being smaller, located at the southwest corner of the site. Stormwater would be captured and infiltrated on site through two subsurface infiltration facilities. Flows would be collected by catch basins and conveyed, via the on-site storm drain, to the underground infiltration facility where filters would remove sediment, debris, and various pollutants.

Construction Schedule
Project construction is anticipated to begin in early-2024 and last approximately 14 months, based on default assumptions generated by the California Emissions Estimator Model (CalEEMod). As mentioned above, approximately 7,631 cubic yards of soil would need to be imported during the grading phase. The proposed project's estimated construction schedule and anticipated equipment usage is listed in Table 1 (Project Construction Schedule). The project is anticipated to be operational by early 2025.

Table 1
Project Construction Schedule

Construction Phase	Duration (Days)[(A)]	Typical Equipment Used[(B)]
Site Preparation	10	Dozer, Tractor/Loader/Backhoe
Grading	20	Excavator, Grader, Dozer, Backhoe
Building Construction	230	Crane, Forklift, Backhoe, Generator, Welder
Paving	20	Paver, Roller, Paving Equipment
Architectural Coating	20	Air Compressor

Source: MIG, 2023. See Appendix A.
(A) Days refers to total active workdays in the construction phase, not calendar days.
(B) The typical equipment list does not reflect all equipment that would be used during the construction phase. Not all equipment would operate eight hours per day each workday.

2.9 – Surrounding Land Uses

Surrounding land uses are summarized in Table 2 (Surrounding Land Uses), below.

Table 2
Surrounding Land Uses

Direction	General Plan Designation	Zoning District	Existing Land Use
Project Site	Existing: Low-Density Residential Proposed: Medium Density Residential	Existing: R-1 (Single Family Residential) Proposed: Specific Plan	Undeveloped Land
North	Low-Density Residential	R-1 (Single Family Residential)	Single Family Housing
South	Medium-Density Residential	R-1 (Single Family Residential)	Mobile Home Park; Crafton Park; Single-Family Housing
East	Light Industrial	M-1 (Industrial); IC (Industrial) in unincorporated County area	Surface Parking/ Industrial Warehouse Building; Industrial buildings & uses (in unincorporated area)
West	Medium-Density Residential; Low-Density Residential	R-1 (Single Family Residential)	Mobile Home Park; Single Family Housing

2.10 – Environmental Setting

The project site is located on an approximately 9.01-acre, undeveloped parcel of land covered in non-native grass and vegetation in a developed portion of the City of Redlands, California. The site is located at the northwestern corner of Colton Avenue and Wabash Avenue, in an area of the City characterized by residential, commercial, and light industrial land uses. The project site is flat, with an elevation ranging from approximately 1,604 to1,618 feet above mean sea level (AMSL). Single family residences are located to the north, south, and west of the project site. To the east of the project site are commercial uses including Mission Steel Fabrication, C&S Powder Coating, and STOR-N-LOCK Self Storage. The project site is 80 feet north of the Orange Blossom Trailhead, and approximately 350 feet north of Crafton Park. The project site is located approximately 0.8 miles west of Redlands East Valley High School, and approximately 960 feet north of Crafton Elementary School.

2.11 – Required Approvals

The permits from the lead agency that are necessary include:

- Planning Commission Review and Approval
- Tentative Tract Map No. 20571
- General Plan Amendment
- Specific Plan No. 66
- Compliance with the requirements of CEQA
- Grading Permits and Encroachment Permits
- Building Permits

2.12 – Other Public Agency Whose Approval is Required

- None

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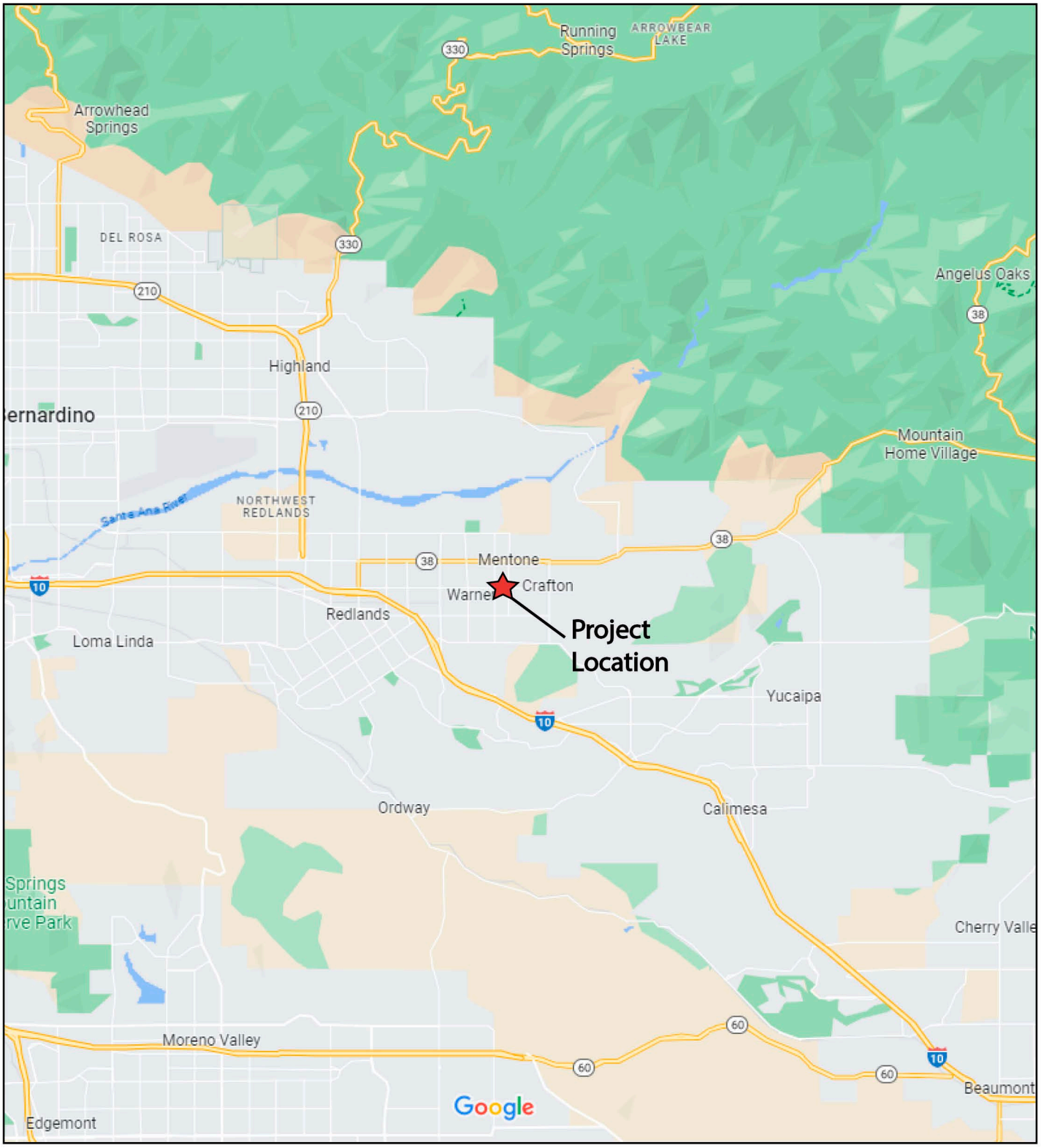

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Source: Google Maps

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Exhibit 1 Regional Context Map

Madera at Citrus Trail Residential Project
Redlands, California

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- Project Site

Not to Scale

Source: Google Maps

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Exhibit 2 Project Vicinity Map

Madera at Citrus Trail Residential Project
Redlands, California

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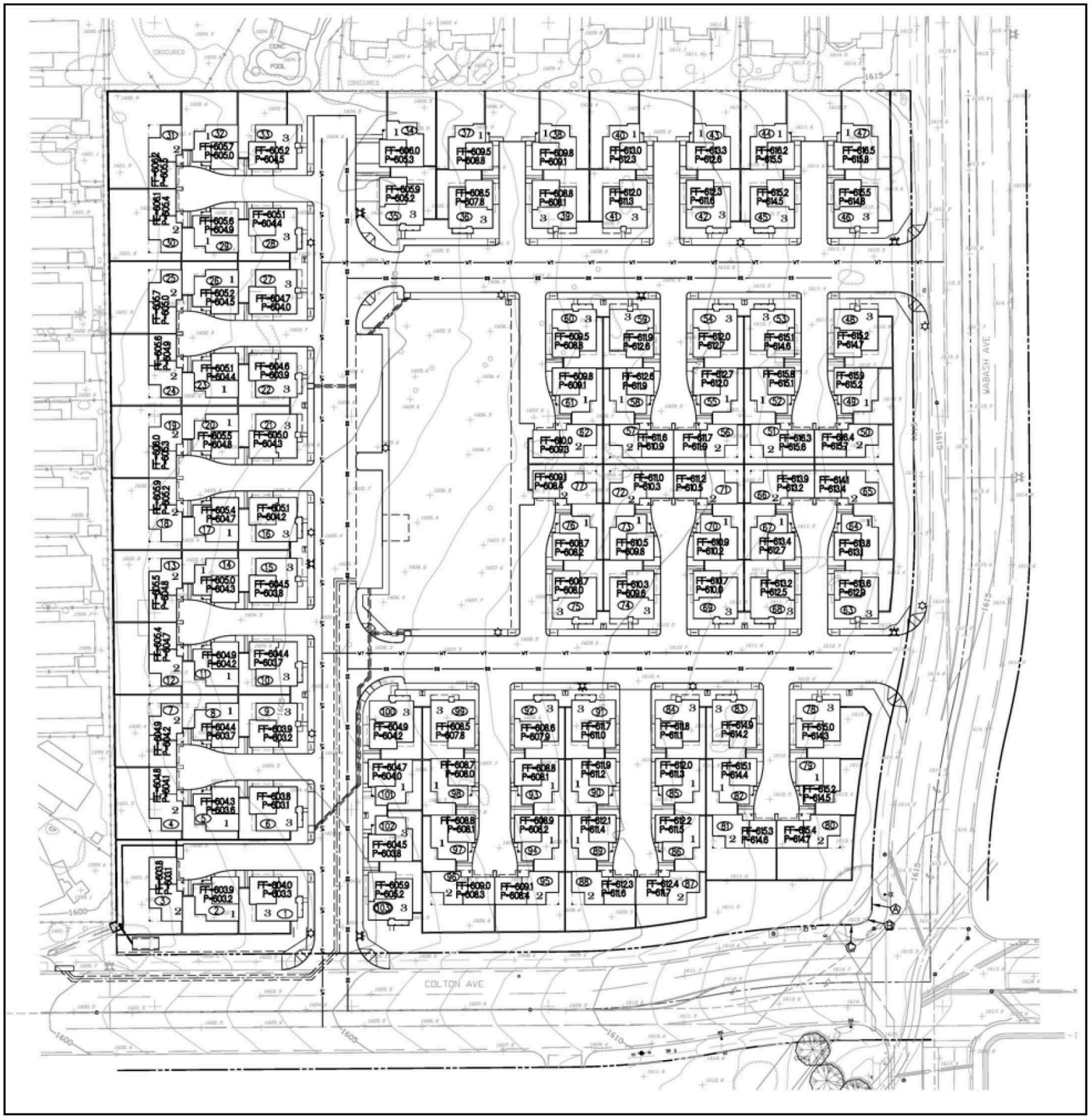

PROJECT SUMMARY

6.715 ACRES
15.33 DU/ACRE
103 TOTAL UNITS

PRODUCT 1
40 UNITS
1,544 SF

PRODUCT 2
27 UNITS
1,700 SF

PROCUCT 3
36 UNITS
1,858 SF

PARKING SUMMARY
70 GUEST STALLS
206 GARAGE STALLS
276 TOTAL STALLS

MIX SUMMARY
PRODUCT 1 – 40 UNITS 38.8%
PRODUCT 2 – 27 UNITS 26.2%
PRODUCT 3 – 36 UNITS 35.0%

Not to Scale

Source: CA Engineering, Inc.

Exhibit 3 Conceptual Site Plan

Madera at Citrus Trail Residential Project

Redlands, California

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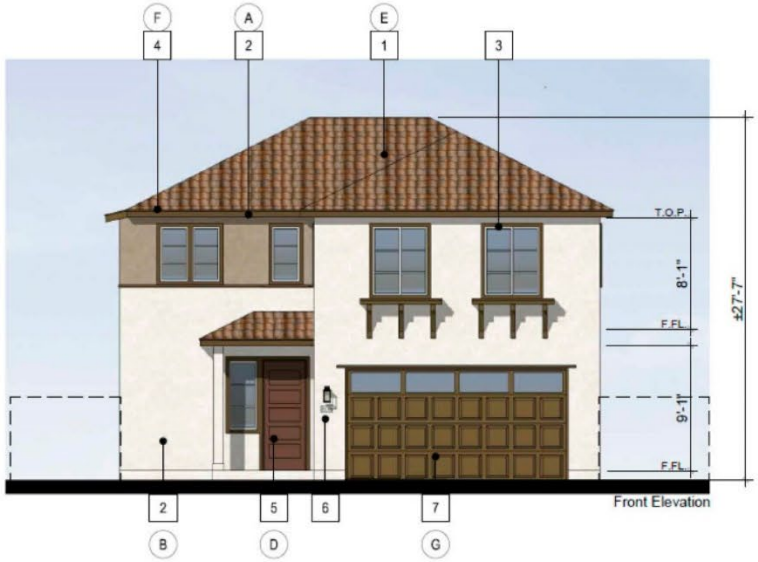
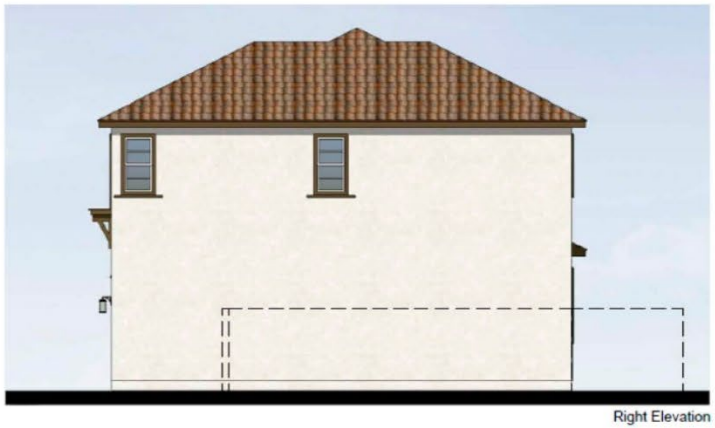


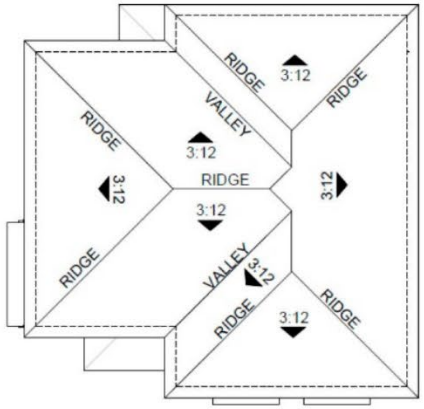


MATERIAL LEGEND STYLE A

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 6203 SPARE WHITE
B	STUCCO 2: SW 7504 KEYSTONE GRAY
C	ENTRY DOOR: SW 6055 FIERY BROWN
D	-
E	ROOFING: BARCELONA - CASA GRANDE BLEND
F	TRIM / ACCENT: SW 7041 VAN DYKE
G	GARAGE DOOR: SW 6103 TEA CHEST



Source: CA Engineering, Inc.
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Exhibit 4 Project Elevations (Plan 1, Style A)

Madera at Citrus Trail Residential Project
Redlands, California

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Left Elevation

Front Elevation

Right Elevation

Rear Elevation

MATERIAL LEGEND STYLE B	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1	
A	LAPSIDING: HARDIE BOARD CHARCOAL GRAY
B	STUCCO 1: SW 7008 ALABASTER
C	STUCCO 3: SW 27006 EXTRA WHITE
D	ENTRY DOOR 1: SW 6509 GEORGIAN BAY
E	ROOFING: SLATE 900 SHADOW BLACK
F	TRIM / ACCENT: SW 902 NIGHT OWL
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 7006 EXTRA WHITE

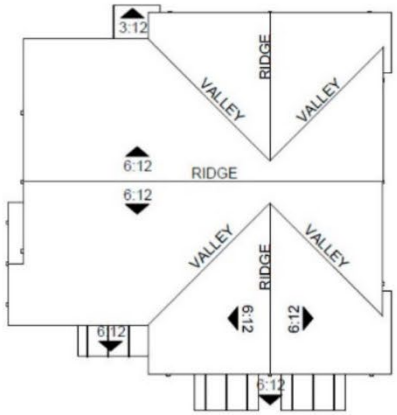

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Exhibit 4 Project Elevations (Plan 1, Style B)

Madera at Citrus Trail Residential Project

Redlands, California

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Left Elevation

Front Elevation

Right Elevation

Rear Elevation

MATERIAL LEGEND STYLE C

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	STACKED BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS
20	MCELROY METAL STANDING SEAM ROOF

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 9622 WHITE SAIL
B	STUCCO 2: SW 6184 SVELTE SAGE
C	BRICK: BELDEN BRICK - THIN - TITANIUM VELOUR
D	ENTRY DOOR: SW 6178 CLARY SAGE
E	ROOFING: BARCELONA VERONA CLAY
F	TRIM / ACCENT: SW 2841 WEATHERED SHINGLE
G	GARAGE DOOR: SW 2846 ROYCRAFT BRONZE GREEN

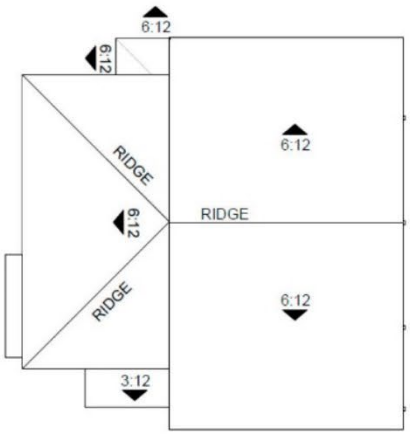

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Exhibit 4 Project Elevations (Plan 1, Style C)

Madera at Citrus Trail Residential Project

Redlands, California

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MATERIAL LEGEND STYLE A

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA

MATERIAL LEGEND STYLE B

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7064 PASSIVE
B	STUCCO 2: SW 6226 LANGUID BLUE
C	STUCCO 3: SW 7076 GRIZZLE GRAY
D	ENTRY DOOR / TRIM: SW 7060 ATTITUDE GRAY
E	ROOFING: SLATE 900 CHARCOAL BLEND
F	STUCCO WINDOW TRIM: SW 6232 MISTY
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 6227 MEDITATIVE

Source: CA Engineering, Inc.

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Exhibit 4 Project Elevations (Plan 2, Styles A & B)

Madera at Citrus Trail Residential Project

Redlands, California

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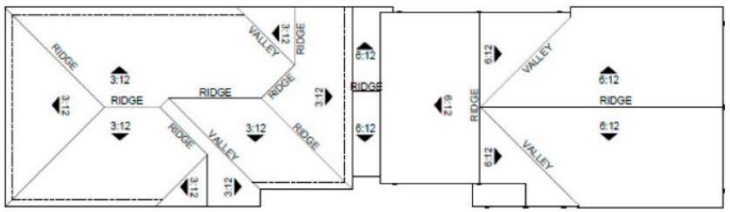
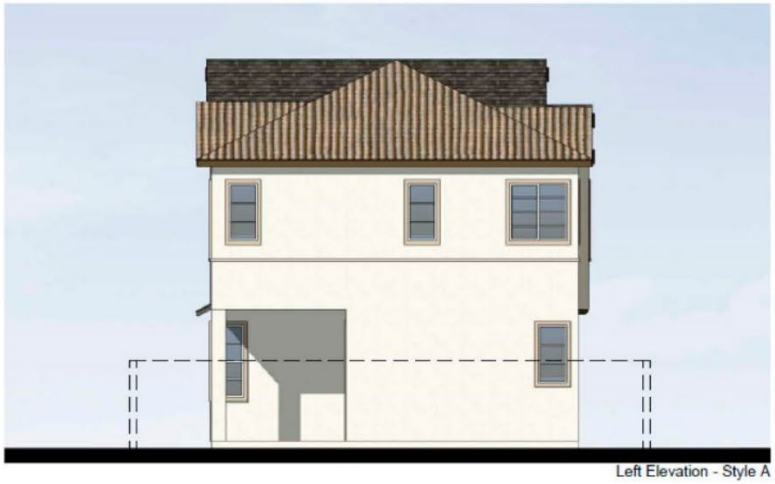


Roof Plan 1/8" = 1'-0"



Left Elevation - Style A

Right Elevation - Style B

MATERIAL LEGEND STYLE A	
1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7551 GREEK VILLA
B	STUCCO 2: SW 9180 AGED WHITE
C	STUCCO 3: SW 7548 PORTICO
D	ENTRY DOOR: SW 9146 FADED FLAXFLOWER
E	ROOFING: BARCELONA - SMOKEY TOPAZ
F	TRIM / ACCENT: SW 9115 COWBOY BOOTS
G	GARAGE DOOR: SW 9092 ICED MOCHA

COLOR LEGEND - SCHEME 2	
A	STUCCO 1: SW 7064 PASSIVE
B	STUCCO 2: SW 6226 LANGUID BLUE
C	STUCCO 3: SW 7076 GRIZZLE GRAY
D	ENTRY DOOR / TRIM: SW 7060 ATTITUDE GRAY
E	ROOFING: SLATE 900 CHARCOAL BLEND
F	STUCCO WINDOW TRIM: SW 6232 MISTY
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 6227 MEDITATIVE

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Exhibit 4 Project Elevations (Plan 2, Styles A & B cont.)

Madera at Citrus Trail Residential Project
Redlands, California

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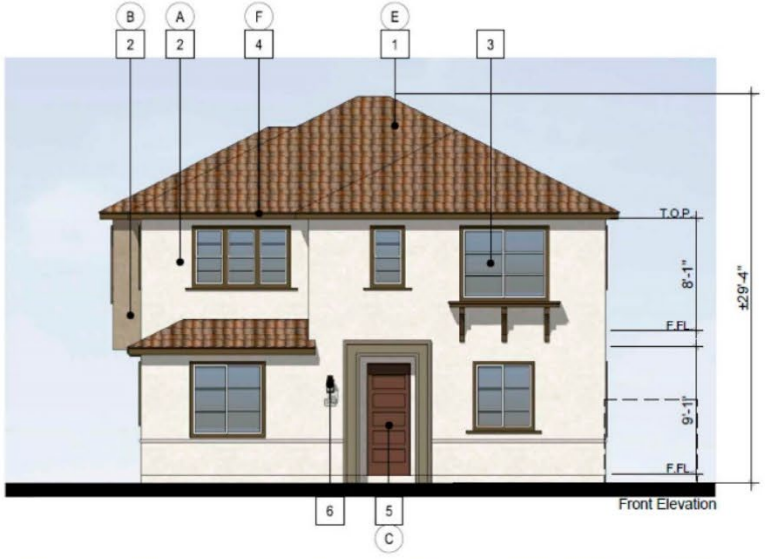

MATERIAL LEGEND STYLE A

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 6203 SPARE WHITE
B	STUCCO 2: SW 7504 KEYSTONE GRAY
C	ENTRY DOOR: SW 6055 FIERY BROWN
D	-
E	ROOFING: BARCELONA - CASA GRANDE BLEND
F	TRIM / ACCENT: SW 7041 VAN DYKE
G	GARAGE DOOR: SW 6103 TEA CHEST

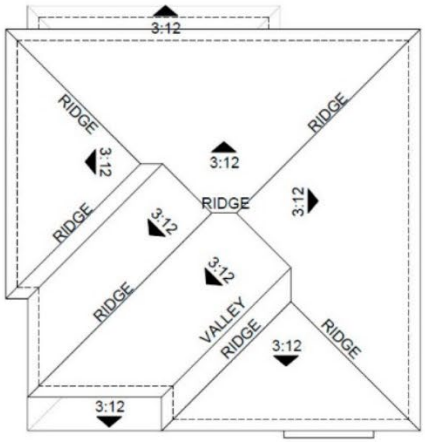

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Exhibit 4 Project Elevations (Plan 3, Style A)

Madera at Citrus Trail Residential Project

Redlands, California

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MATERIAL LEGEND STYLE B

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	LAPSIDING: HARDIE BOARD CHARCOAL GRAY
B	STUCCO 1: SW 7008 ALABASTER
C	STUCCO 3: SW 27006 EXTRA WHITE
D	ENTRY DOOR 1: SW 6509 GEORGIAN BAY
E	ROOFING: SLATE 900 SHADOW BLACK
F	TRIM / ACCENT: SW 902 NIGHT OWL
G	GARAGE DOOR: SW 6167 GARDEN GATE
H	SHUTTERS: SW 7006 EXTRA WHITE

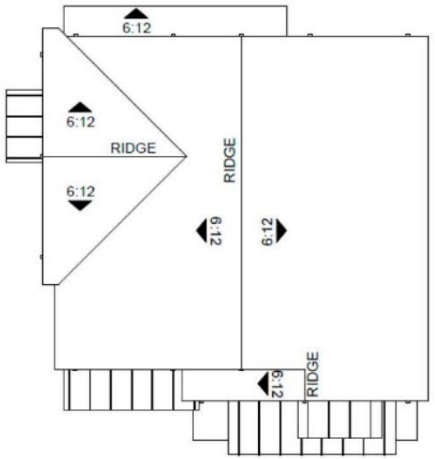

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Exhibit 4 Project Elevations (Plan 3, Style B)

Madera at Citrus Trail Residential Project
Redlands, California

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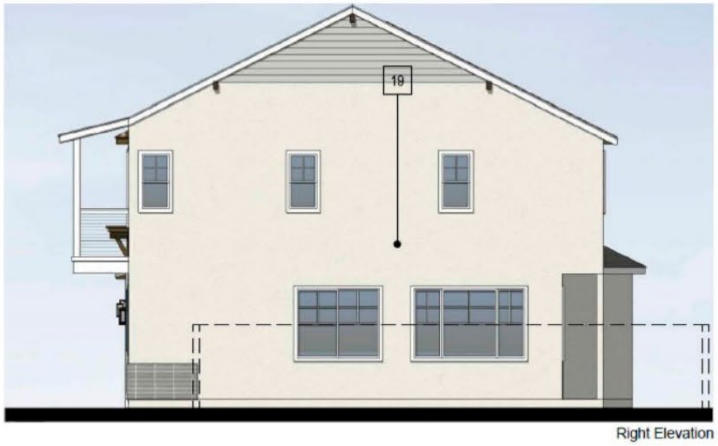
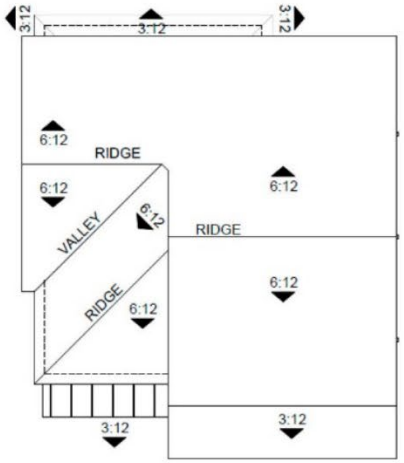


MATERIAL LEGEND STYLE C

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	STACKED BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS
20	MCELROY METAL STANDING SEAM ROOF

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 7009 PEARLY WHITE
B	STUCCO 2: SW 7653 SILVERPOINTE
C	BRICK: BELDEN BRICK - THIN - ENGLISH GRAY VELOUR
D	ENTRY DOOR: SW 6230 RAINSTORM
E	ROOFING: SLATE 900 - OCEANA
F	TRIMS / WINDOW TRIM: SW 7757 HIGH REFLECTIVE WHITE
G	GARAGE DOOR: SW 7670 GRAY SHINGLE
H	METAL ROOF: MAXIMA STANDING SEAM - SLATE GRAY



Source: CA Engineering, Inc.
http://www.migcom.com • 951-787-9222

Exhibit 4 Project Elevations (Plan 3, Style C)

Madera at Citrus Trail Residential Project
Redlands, California

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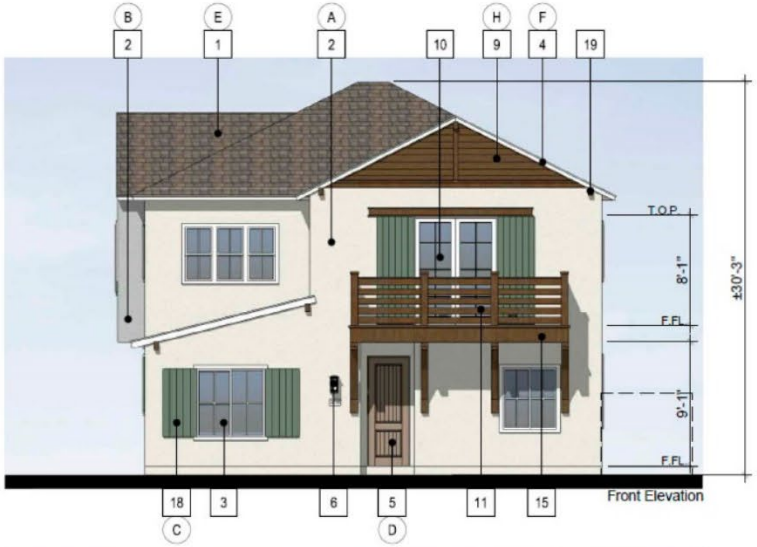
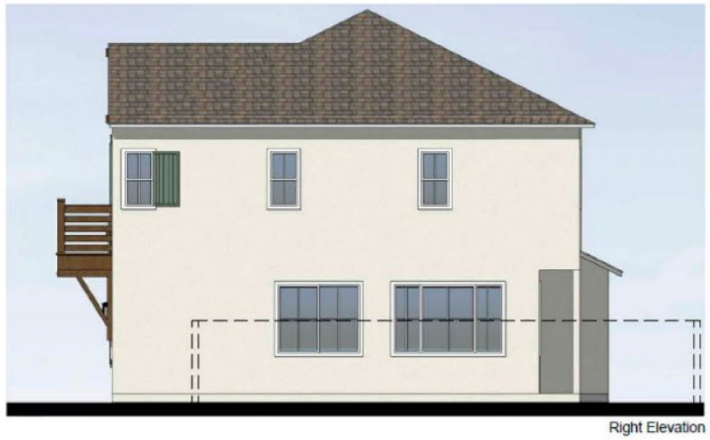


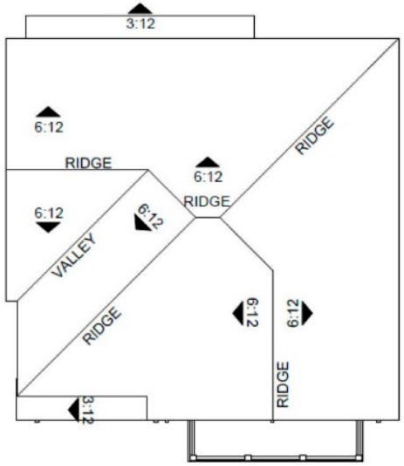


MATERIAL LEGEND STYLE D

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 1

A	STUCCO 1: SW 7000 IBIS WHITE
B	STUCCO 2: SW 7065 ARGOS
C	SHUTTER: SW 6439 GREENFIELD
D	ENTRY DOOR: SW 9112 SONG THRUSH
E	ROOFING: SLATE 900 - SADDLEBACK
F	TRIM / ACCENT: SW 7757 HIGH REFLECTIVE WHITE
G	GARAGE DOOR: SW 9113 MUDSLIDE
H	LAP SIDING: HARDIE PLANK - KHAKI BROWN



Source: CA Engineering, Inc.
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Exhibit 4 Project Elevations (Plan 3, Style D, Scheme 1)

Madera at Citrus Trail Residential Project
Redlands, California

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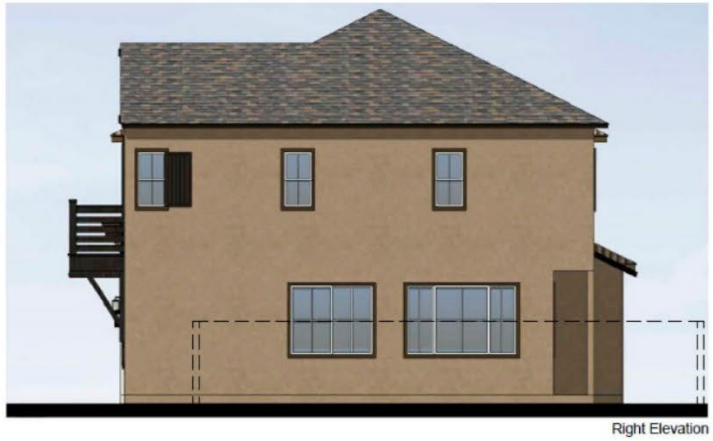
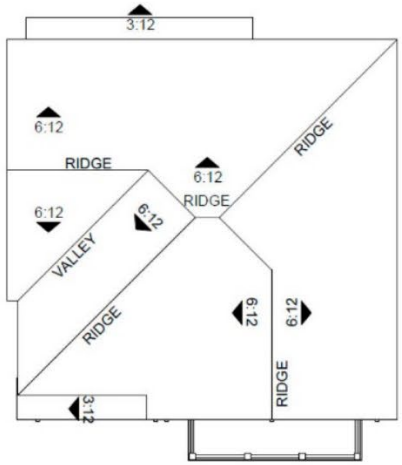


MATERIAL LEGEND STYLE D

1	ROOFING, WESTLAKE ROYAL ROOFING
2	STUCCO, LIGHT SAND FINISH
3	VINYL WINDOWS
4	STUCCO TRIM
5	ENTRY DOOR
6	LIGHT FIXTURE
7	GARAGE DOOR WAYNE DALTON - 9100 SERIES
8	VINYL SLIDING DOOR
9	SIDING
10	FRENCH DOOR
11	WOOD RAILING
12	STONE VENEER
13	BOARD & BATTEN
14	BRICK
15	BALCONY
16	AWNING
17	STUCCO SILL
18	SHUTTERS
19	CORBELS

COLOR LEGEND - SCHEME 2

A	STUCCO 1: SW 9105 ALMOND ROCA
B	LAP SIDING: HARDIE PLANK IRON GRAY
C	SHUTTERS: SW 7675 SEALSKIN
D	ENTRY DOOR: SW 7579 ALAEA
E	ROOFING: SLATE 900 - APPALACHIAN BLEND
F	TRIM / STUCCO WINDOW TRIM: SW 7675 SEALSKIN
G	GARAGE DOOR: SW 6110 STEAD BROWN



Source: CA Engineering, Inc.
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Exhibit 4 Project Elevations (Plan 3, Style D, Scheme 2)

Madera at Citrus Trail Residential Project
Redlands, California

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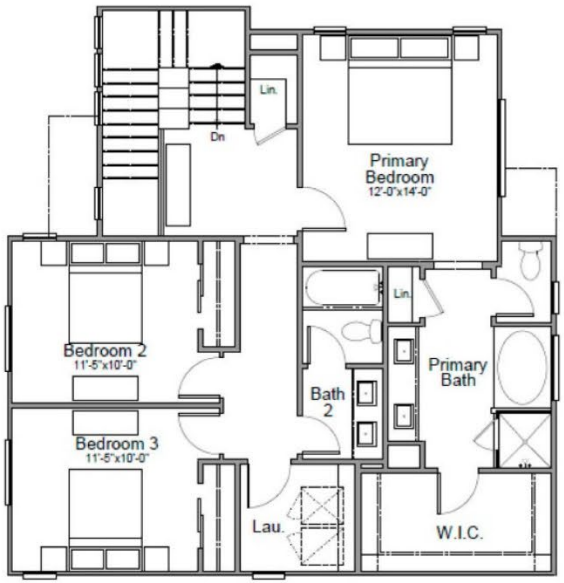
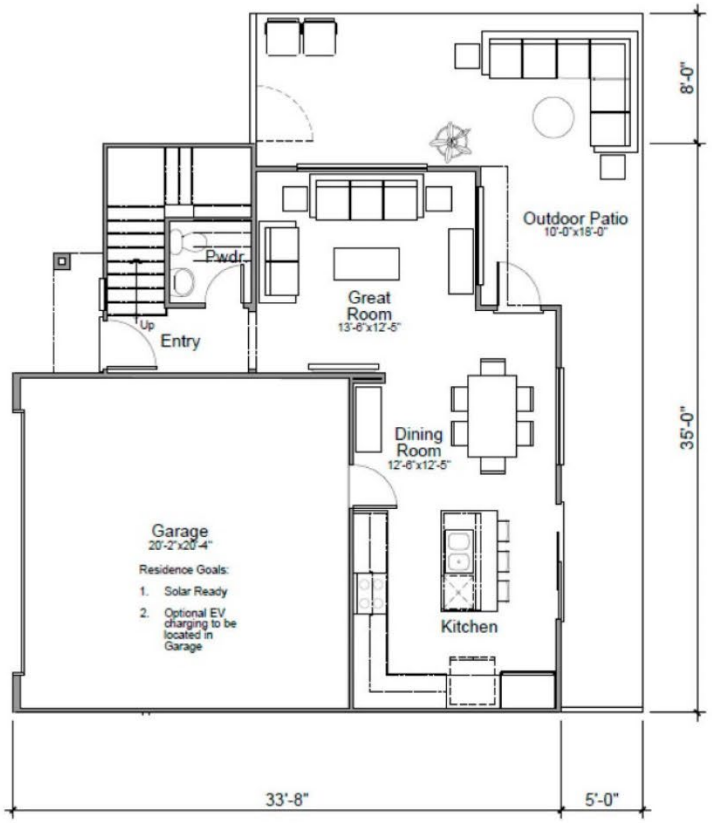


Second Floor

PLAN 1 (3 BED / 2.5 BATH)	
FIRST FLOOR	606 SQ. FT.
SECOND FLOOR	938 SQ. FT.
TOTAL	1,544 SQ. FT.



First Floor

Source: CA Engineering, Inc.
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Exhibit 5 Floor Plans (Plan 1)

Madera at Citrus Trail Residential Project
Redlands, California

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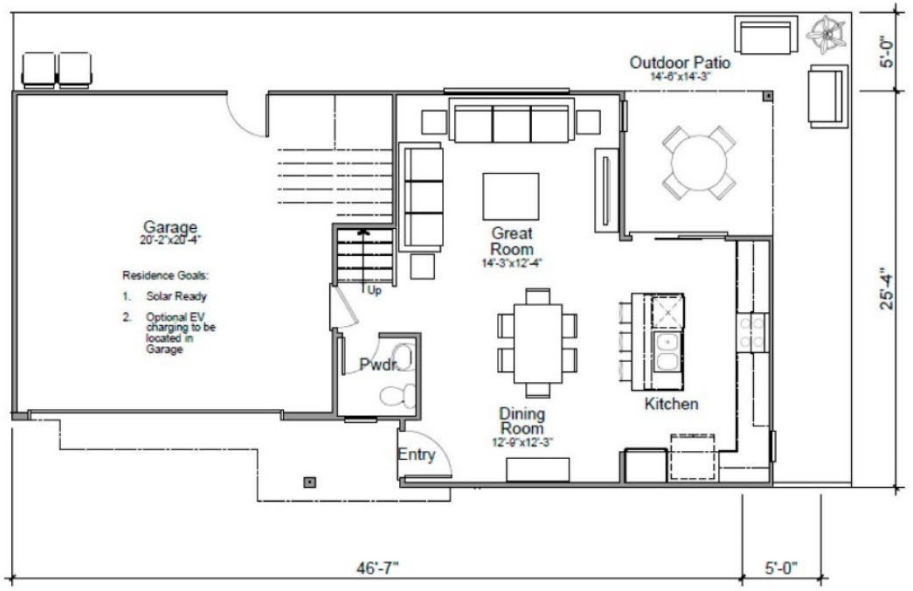
Second Floor



First Floor

PLAN 2 (3 BED / 2.5 BATH)	
FIRST FLOOR	631 SQ. FT.
SECOND FLOOR	1069 SQ. FT.
TOTAL	1,700 SQ. FT.

Source: CA Engineering, Inc.
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Exhibit 5 Floor Plans (Plan 2)

Madera at Citrus Trail Residential Project
Redlands, California

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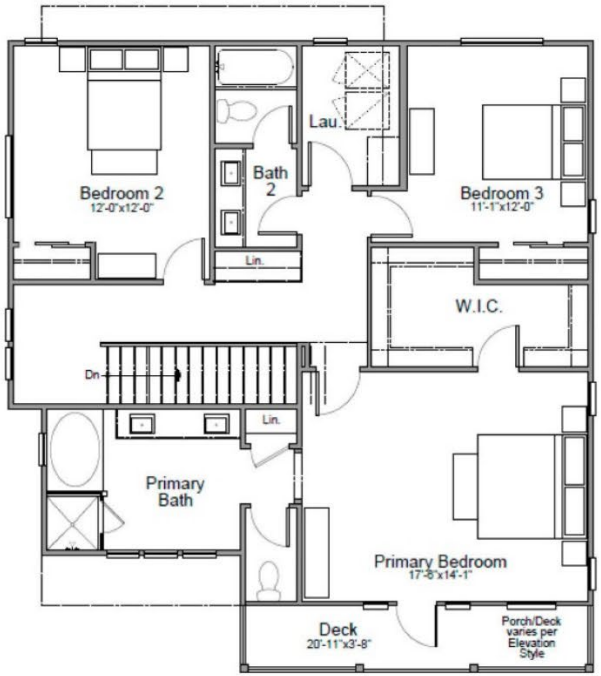
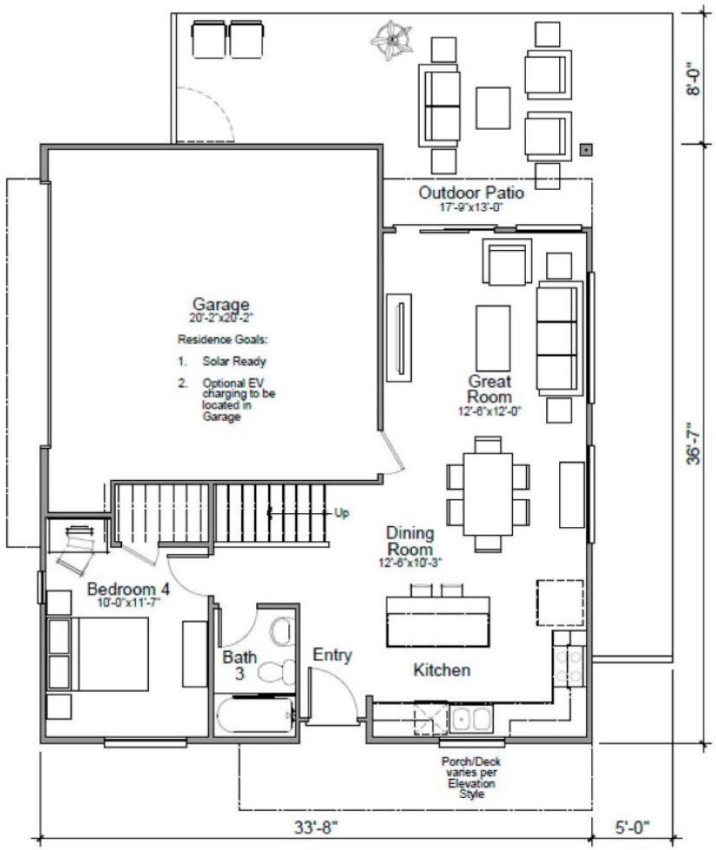


Second Floor



First Floor

PLAN 3 (4 BED / 3 BATH)	
FIRST FLOOR	730 SQ. FT.
SECOND FLOOR	1127 SQ. FT.
TOTAL	1,858 SQ. FT.

Source: CA Engineering, Inc.
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Exhibit 5 Floor Plans (Plan 3)

Madera at Citrus Trail Residential Project
Redlands, California

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PLANT LIST

SYMBOL	BOTANICAL NAME	COMMON NAME	WUCOLS (Zone 3)	SIZE
	TREES			
	Acacia stenophylla	Shoestring Acacia	L	24" Box
	Magnolia grandiflora 'Alta'	Southern Magnolia	M	24" Box
	Cercidium hyb. 'Desert Museum'	Hybrid Palo Verde	L	24" Box
	Arbutus 'Marina'	Strawberry Tree	L	24" Box
	Bauhinia purpurea	Orchid Tree	M	24" Box
	Lagerstroemia hybrids 'Natchez'	Crape Myrtle (White)	M	24" Box
	Cupressus sempervirens 'Monshel'	Tiny Tower Cypress	L	24" Box
	Strelitzia nicholai	Giant Bird-of-Paradise	M	24" Box
	Cedrus deodara	Deodar Cedar	L	24" Box
	Citrus sinensis	Orange Trees	M	24" Box
	Geijera parviflora	Australian Willow	L	24" Box
	Jacaranda mimosifolia	Jacaranda	M	36" Box
	Schinus molle	California Pepper Tree	L	36" Box
	Ulmus parvifolia 'True Green'	Evergreen Elm	M	24" Box
	PALMS			
	Phoenix dactylifera	Date Palm	L	16' BTH
	Washingtonia robusta	Mexican Fan Palm	L	24" Box
	Brahea armata	Mexican Blue Palm	L	24" Box
	Syagrus romanzoffianum	Queen Palm	M	24" Box
	SHRUBS			
	Agave 'Blue Flame'	Blue Flame Agave	L	5G
	Agave desmettiana ' Variegata'	Dwarf Century Plant	L	5G
	Aloe arborescens	Tree Aloe	L	15G
	Bougainvillea 'La Jolla'	Bougainvillea	L	5G
	Buxus microphylla japonica	Japanese Boxwood	M	1G
	Carex divulsa	Berkeley Sedge	L	5G
	Carissa grandiflora 'Green Carpet'	Natal Plum	L	1G
	Chondropetalum tectorum	Cape Rush	L	5G
	Cordyline australis 'Red Star'	Red Grass Palm	L	15G
	Dianella revoluta 'DR5000'	Little Rev Flax Lily	M	1G
	Dianella tasmanica 'Silver Streak'	Silver Streak Flax Lily	M	5G
	Hesperaloe parviflora	Red Yucca	L	5G
	Ilex crenata 'Sky Pencil'	Sky Pencil Ilex	M	15G
	Juniperus scopulorum 'Skyrocket'	Skyrocket Juniper	M	15G
	Lantana hybrids 'New Gold'	New Gold Lantana	L	5G
	Ligustrum japonicum 'Texanum'	Wax Leaf Privet	M	5G
	Miscanthus sinensis 'Strictus'	Porcupine Grass	M	5G
	Olea europaea 'Montra' P.P.#6266	Little Ollie Dwarf Olive	L	5G
	Podocarpus elongatus 'Monmal'	Icee Blue Yellow-Wood	M	15G
	Rhaphiolepis indica 'Clara'	Dwarf Indian Hawthorne	M	5G
	Rosa f. 'Trumpeter'	Trumpeter Rose	M	5G
	Senecio mandraliscae	Blue Chalk Sticks	L	Root Cut
	Stipa tenuissima	Mexican Feather Grass	L	5G
	Tecoma stans 'Sierra Apricot'	Sierra Apricot	L	5G
	Trachelospermum jasminoides	Star Jasmine	M	5G
	Westringia 'Wynyabbie Gem'	Coast Rosemary	L	5G
	Yucca gloriosa	Spanish Dagger	L	5G
	Yucca recurvifolia	Pendulous Yucca	L	5G

LEGEND

1. COMMUNITY PARK
   - TOT LOT
   - DOG PARK
   - BBQ AREA
   - VINE COVERED SHADE STRUCTURE
2. COMMON AREA LANDSCAPE (TYP.)
3. PRIVATE OPEN SPACE (TYP.)
4. MOTOR COURT (SEE SHEET L2 FOR ENLARGEMENT)
5. COMMUNITY MONUMENTATION
6. ENTRANCE TO "ORANGE-BLOSSOM TRAIL"

Source: CA Engineering, Inc.

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Exhibit 6 Conceptual Landscape Plan

Madera at Citrus Trail Residential Project

Redlands, California

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LEGEND

1. TOT LOT WITH CLIMB-N-SLIDE EQUIPMENT
2. SPINNING PLAY
3. ENCLOSED DOG PARK W/ DRINKING FOUNTAIN
4. OPEN PLAY TURF
5. MATCHING STEEL SHADE STRUCTURE
6. SOLID ROOF "FARM HOUSE" STRUCTURE W/ TABLE SEATING BELOW
7. OUTDOOR KITCHEN W/ (2) GRILLS AND COUNTER TOP SEATING
8. CITRUS GROOVE IN RAISED PLANTER

Source: CA Engineering, Inc.

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Exhibit 7 Proposed Private Park

Madera at Citrus Trail Residential Project

Redlands, California

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3 Determination

3.1 – Environmental Factors Potentially Affected

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a 'Potentially Significant Impact' as indicated by the checklist on the following pages.

☐	Aesthetics	☐	Agriculture Resources	☑	Air Quality
☑	Biological Resources	☑	Cultural Resources	☐	Energy
☑	Geology /Soils	☐	Greenhouse Gas Emissions	☑	Hazards & Hazardous Materials
☐	Hydrology / Water Quality	☐	Land Use / Planning	☐	Mineral Resources
☐	Noise	☐	Population / Housing	☐	Public Services
☐	Recreation	☐	Transportation/Traffic	☑	Tribal Cultural Resources
☐	Utilities / Service Systems	☐	Wildfire	☐	Mandatory Findings of Significance

3.2 – Determination

☐	I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
☑	I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
☐	I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
☐	I find that the proposed project MAY have a 'potentially significant impact' or 'potentially significant unless mitigated' impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
☐	I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Name: Ryan Murphy, Senior Planner

Date

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4.1 – Aesthetics

Except as provided in Public Resources Code Section 21099, would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?	☐	☐	☑	☐
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within view from a state scenic highway?	☐	☐	☐	☑
c) In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public view are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?	☐	☐	☑	☐
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☑	☐

a) Less than Significant Impact. Scenic vistas can generally be defined as natural landscapes that form views of unique flora, geologic, or other natural features that are generally free from urban intrusions. Such resources can be impacted when a structure is built that blocks the view of the vista, or if a development is built on the vista itself. Typical scenic vistas include views of mountains and hills, large, uninterrupted open spaces, and bodies of water. Scenic vistas generally play a large role in the way a community defines itself and effects development patterns as projects are designed to take advantage of viewsheds.

Redland's visual character is tied to its surrounding open space areas, and as such is incorporated into the City's General Plan. The City has over time acquired open space land around Redlands and incorporated it into a concept called the "Emerald Necklace"; a series of open space and park areas surrounding the City connected by scenic trails and roads. Areas within the City's Planning Area include 254 acres of the San Timoteo Canyon south of the City called the "San Timoteo Nature Sanctuary". Also, to the south, the City owns 338 acres of Live Oak Canyon, 245 acres of which is specifically set aside for conservation. The 4,000 acres of the Santa Ana River Wash makes up the northern boundary of the City, and is owned by multiple stakeholders including Federal, State, and local governments,

utilities, and private groups. The Crafton Hills Open Space makes up part of the eastern portion of the City's Planning Area, and with a general elevation above 2,400 feet, the area is valuable to the City as natural habit and scenic resource. The General Plan ensures the preservation of Redlands' open space corridors and limits development on and around those areas to preserve its visual character and limit encroachment. The General Plan does not designate any scenic vistas within the City.

The project site is located in a developed, mostly residential, area of the city and is zoned for single-family, low-density housing uses. Surrounding zoning uses include light industrial, and low- to medium-density residential uses. The project is located in an urbanized area. Furthermore, the project would comply with the City's Zoning and Building Codes, and houses built on the project site would not exceed the City's 35-foot height limit on single or multi-family dwellings.[1] The project would fit the character of the area, and would comply with applicable zoning regulations, with the approval of the General Plan Amendment and Zone Change. The proposed project would not constitute any significant loss of visibility to Redlands' scenic vistas as the area's developed residential and industrial setting already limits visibility of existing scenic vistas. Additionally, the project would comply with Redlands' building height regulations. As such, impacts to the visibility of scenic vistas in Redlands would be less than significant.

b) No Impact. There are no State Scenic Highways on or near the project site, and the site is not visible to a designated state scenic highway as identified on the California Scenic Highway Mapping System.[2] The nearest officially designated scenic highways are California State Route 243 just outside of Banning, and California State Route 38 near Big Bear Lake; the former starting approximately 22 miles southeast of the project site. As of this document being written, State Route 38 in Redlands has not been officially designated but is eligible. A number of corridors within the city have been designated as scenic highways, drives, and historic streets. Designated streets and those under consideration for designation are listed in the "Distinctive City" Element of the City's General Plan.[3] The project site is not located on or near any such corridors and would not impact the quality of those streets during construction or during long-term operations. No impacts would occur.

c) Less than Significant Impact. The project site in its current is an undeveloped parcel of land in an urbanized environment. The proposed housing development and community park has been designed according to City design guidelines. The project would be consistent with the City's Zoning and Building Codes, and houses built on the project site would not exceed the City's 35-foot height limit on single or multi-family dwellings. Therefore, the proposed project would not conflict with applicable zoning and other regulations governing scenic quality. Impacts would be less than significant.

d) Less than Significant Impact. Excessive or inappropriately directed lighting can adversely impact night-time views by reducing the ability to see the night sky and stars. Glare can be caused by unshielded or misdirected lighting sources, or reflective surfaces. Impacts associated with glare range from a simple nuisance to potentially dangerous. Sources of daytime glare are typically concentrated in commercial areas and associated parking areas that contain reflective materials such as hi-efficiency window glass, highly polished surfaces, and expanses of pavement.

The City of Redlands Code of Ordinances does not include specific regulations regarding the effects potential sources of glare from new residential development. However, development of the proposed project would comply with Chapter 18.164; Article I. of the Redlands Code of Ordinances, which outlines specific parking requirements for all residential development in the City.[4] The code specifies that a single family dwelling unit with more than two bedrooms must provide two covered parking spaces. Project plans include 206 covered parking stalls for the 103 proposed dwelling units. The use of covered parking would help alleviate any potential glare from reflective car surfaces. Glare is not

expected to result from the increase in pavement or impermeable surfaces. Adhering to Redlands Code of Ordinances would ensure any impacts related to excessive reflective lighting would be less than significant.

4.2 – Agriculture and Forest Resources

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	☐	☐	☐	☑
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	☐	☐	☐	☑
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104 (g))?	☐	☐	☐	☑
d) Result in loss of forest land or conversion of forest land to non-forest use?	☐	☐	☐	☑
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?	☐	☐	☐	☑

a) No Impact. The California Important Farmland Finder prepared by the California Department of Conservation does not identify the project site as being located on prime farmland, unique farmland, or farmland of Statewide Importance.[5] The project site is not zoned for agricultural uses. The City of Redlands General Plan does identify portions of the northeastern city for Agricultural and Open Space

uses, however, the project site is located away from any land zoned for agricultural uses. There would be no conversion of farmlands to non-agricultural uses, and as a result no impacts would occur.

b) No Impact. The project site is not located on land that is used for or conflicts with nearby agriculturally zoned land. The project site is currently single family residential (R-1) which does not allow for agricultural uses.[6] The parcels comprising the project site are not involved in an active Williamson Act contract. There would be no conflict with existing zoning for agricultural use or a Williamson Act contract and therefore there would be no impact.

c) No Impact. Public Resources Code Section 12220(g) identifies forest land as *land that can support 10-percent native tree cover of any species, including hardwoods, under natural conditions, and that allows for management of one or more forest resources, including timber, aesthetics, fish and wildlife, biodiversity, water quality, recreation, and other public benefits*. The project site and surrounding properties are not currently being managed or used for forest land as identified in Public Resources Code Section 12220(g). The project site is currently zoned for single family residential for the building of low-density housing. As such, development of the project would have no impact on any timberland or forestland zoning.

d) No Impact. As indicated in 4.2 c), the area is not designated as forest land; thus, there would be no loss of forest land or conversion of forest land to non-forest use as a result of the project. No impacts would occur.

e) No Impact. The project site is currently undeveloped, vacant land, zoned for single family residential housing uses. The surrounding zoning designations include light industrial zoning and low to medium density residential uses. None of the surrounding sites contain existing agricultural or forest uses. The development of this proposed project would not change the existing environment in a manner that would result in the conversion of forest land to non-forest use. No impact would occur.

4.3 – Air Quality

Where available, the significance criteria established by the applicable air quality management district or air pollution control district may be relied upon to make the following determinations. Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?	☐	☐	☑	☐
b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?	☐	☐	☑	☐
c) Expose sensitive receptors to substantial pollutant concentrations?	☐	☑	☐	☐
d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?	☐	☐	☑	☐

An *Air Quality and Health Risk Assessment Report* was prepared for the proposed project by MIG, dated June 2023 (See Appendix A). The report estimates the potential air quality emissions for the proposed project and evaluates project emissions against applicable South Coast Air Quality Management District (SCAQMD)-recommended California Environmental Quality Act (CEQA) significance thresholds for construction and operation.

a) Less than Significant Impact. The proposed project is located within the South Coast Air Basin, which is under the jurisdiction of the South Coast Air Quality Management District (SCAQMD). The SCAQMD Air Quality Management Plan (AQMP) is based on regional growth projections developed by Southern California Association of Governments (SCAG). Pursuant to the methodology provided in Chapter 12 of the SCAQMD CEQA Air Quality Handbook, consistency with the AQMP is affirmed if the project:

1. is consistent with the growth assumptions in the AQMP.
2. would not increase the frequency or severity of an air quality standards violation or cause a new violation

Consistency Criterion 1 refers to the growth forecasts and associated assumptions included in the AQMP. Projects that are consistent with the AQMP growth assumptions would not interfere with attainment of air quality standards, because this growth is included in the projections used to formulate the AQMP. The proposed project would generate approximately 333 new residents, which would be well within the SCAG 2020 RTP/SCS growth projections for the City of Redlands (i.e., 11,300 residents

between 2016 and 2045).[7] Therefore, the proposed project would not exceed the growth assumptions contained in the AQMP.

Consistency Criterion 2 refers to the California Ambient Air Quality Standards (CAAQS). In developing its CEQA significance thresholds, the SCAQMD considered the emission levels at which a project's individual emissions would be cumulatively considerable.[8] As described below in Section 4.3.b, the proposed project would not generate construction or operational emissions in excess of SCAQMD criteria air pollutant thresholds.

Based on the consistency analysis presented above, the proposed project would be consistent with the regional AQMP, and impacts would be less than significant.

b) Less than Significant Impact. The U.S. EPA, CARB, and the SCAQMD assess the air quality of an area by measuring and monitoring the amount of pollutants in the ambient air and comparing pollutant levels against NAAQS and CAAQS. Based on these comparisons, regions are classified into one of the following categories:

- Attainment. A region is "in attainment" if monitoring shows ambient concentrations of a specific pollutant are less than or equal to NAAQS or CAAQS. In addition, an area that has been re-designated from nonattainment to attainment is classified as a "maintenance area" for 10 years to ensure that the air quality improvements are sustained.
- Nonattainment. If the NAAQS or CAAQS are exceeded for a pollutant, the region is designated as nonattainment for that pollutant. It is important to note that some NAAQS and CAAQS require multiple exceedances of the standard in order for a region to be classified as nonattainment. Federal and state laws require nonattainment areas to develop strategies, plans, and control measures to reduce pollutant concentrations to levels that meet, or attain, standards.
- Unclassified. An area is unclassified if the ambient air monitoring data are incomplete and do not support a designation of attainment or nonattainment.

Table 3 (Summary of Ambient Air Quality Standards and Attainment Status) summarizes the Basin's attainment status for criteria pollutants. The Basin is currently in nonattainment for state and federal ozone, state PM_{10}, and state and federal $PM_{2.5}$ standards. Pollution problems in the Basin are caused by emissions within the area and the specific meteorology that promotes pollutant concentrations. Emissions sources vary widely from smaller sources such as individual residential water heaters and short-term grading activities to extensive operational sources including long-term operation of electrical power plants and other intense industrial use. Pollutants in the Basin are blown inward from coastal areas by sea breezes from the Pacific Ocean and are prevented from horizontally dispersing due to the surrounding mountains. This is further complicated by atmospheric temperature inversions that create inversion layers. The inversion layer in Southern California refers to the warm layer of air that lies over the cooler air from the Pacific Ocean. This is strongest in the summer and prevents ozone and other pollutants from dispersing upward. A ground-level surface inversion commonly occurs during winter nights and traps carbon monoxide emitted during the morning rush hour.

Table 3
Summary of Ambient Air Quality Standards and Attainment Status

Pollutant	Averaging Time[B]	California Standards[A]		National Standards[A]	
		Standard[C]	Attainment Status[D]	Standard[C]	Attainment Status[D]
Ozone	1-Hour (1979)	--	--	240 µg/m^3	Nonattainment
	1-Hour (Current)	180 µg/m^3	Nonattainment	--	--
	8-Hour (1997)	--	--	160 µg/m^3	Nonattainment
	8-Hour (2008)	--	--	147 µg/m^3	Nonattainment
	8-Hour (Current)	137 µg/m^3	Nonattainment	137 µg/m^3	Nonattainment
PM_{10}	24-Hour	50 µg/m^3	Nonattainment	150 µg/m^3	Attainment
	Annual Average	20 µg/m^3	Nonattainment	--	--
$PM_{2.5}$	24-Hour	--	--	35 µg/m^3	Nonattainment
	Annual Average (1997)	--	--	15 µg/m^3	Attainment
	Annual Average (Current)	12 µg/m^3	Nonattainment	12 µg/m^3	Nonattainment
Carbon Monoxide	1-Hour	23,000 µg/m^3	Attainment	40,000 µg/m^3	Attainment
	8-Hour	10,000 µg/m^3	Attainment	10,000 µg/m^3	Attainment
Nitrogen Dioxide	1-Hour	339 µg/m^3	Attainment	188 µg/m^3	Unclassifiable/ Attainment
	Annual Average	57 µg/m^3	Attainment	100 µg/m^3	Attainment
Sulfur Dioxide	1-Hour	655 µg/m^3	Attainment	196 µg/m^3	Attainment
	24-Hour	105 µg/m^3	--	367 µg/m^3	Unclassifiable/ Attainment
	Annual Average	--	--	79 µg/m^3	Unclassifiable/ Attainment
Lead	3-Months Rolling	--	--	0.15 µg/m^3	Nonattainment (Partial)
Hydrogen Sulfide	1-Hour	42 µg/m^3	Attainment	--	
Sulfates	24-Hour	25 µg/m^3	Attainment	--	
Vinyl Chloride	24-Hour	26 µg/m^3	Attainment	--	

Source: SCAQMD 2018b, modified by MIG.

(A) This table summarizes the CAAQS and NAAQS and the Basin's attainments status. This table does not prevent comprehensive information regarding the CAAQS and NAAQS. Each CAAQS and NAAQS has its own averaging time, standard unit of measurement, measurement method, and statistical test for determining if a specific standard has been exceeded. Standards are not presented for visibility reducing particles, which are not concentration-based. The Basin is unclassified for visibility reducing particles.

(B) Ambient air standards have changed over time. This table presents information on the standards previously used by the U.S. EPA for which the Basin does not meet attainment.

(C) All standards are shown in terms of micrograms per cubic meter (µg/m^3) rounded to the nearest whole number for comparison purposes (with the exception of lead, which has a standard less than 1 µg/m^3). The actual CAAQS and NAAQS standards specify units for each pollutant measurement.

(D) A= Attainment, N= Nonattainment, U=Unclassifiable.

The SCAQMD's recommended thresholds of significance for criteria pollutants and incremental increases in health risk are shown in Table 4 (SCAQMD-Recommended CEQA Thresholds).

Table 4
SCAQMD-Recommended CEQA Thresholds

Pollutant	Maximum Daily Emissions (lbs/day)	
	Construction	Operation
NO_X	100	55
VOC/ROG	75	55
PM_{10}	150	150
$PM_{2.5}$	55	55
SO_X	150	150
CO	550	550
Lead	3	3
TACs	Maximum Incremental Cancer Risk ≥ 10 in 1 million Cancer Burden > 0.5 excess cancer cases (in areas ≥ 1 in 1 million) Chronic & Acute Hazard Index ≥ 1.0 (project increment)	
Source: SCAQMD, 2019b		

Construction Emissions

Construction of the proposed project would generate equipment exhaust and dust emissions from the use of heavy-duty off-road equipment during site preparation, grading, building construction, paving, and architectural coating activities, as well as worker and vendor vehicle trips. The proposed project's potential construction emissions were modeled using CalEEMod, Version 2022.1.1. The project's construction activities, duration, and typical equipment used during construction are shown in Table 5 (Construction, Activity, Duration, and Typical Equipment). The construction phases, duration, and the type and amount of equipment used during construction was generated using CalEEMod default assumptions, and modified to reflect the following project-specific characteristics:

- **Demolition:** The Demolition phase was removed to reflect the fact that the project site is undeveloped.
- **Fugitive Dust Abatement During Construction:** The model was updated to reflect compliance with the watering requirements of SCAQMD Rule 403 during construction activities.
    - **Rule 403 (Fugitive Dust)** prohibits emissions of fugitive dust from any grading activity, storage pile, or other disturbed surface area if it crosses the project property line or if emissions caused by vehicle movement cause substantial impairment of visibility (defined as exceeding 20 percent capacity in the air). Rule 403 requires the implementation of Best Available Control Measures and includes additional provisions for projects disturbing more than five acres and those disturbing more than fifty acres.
- **Electricity Use:** A 25 kilowatt (kW) generator was added to the model and assumed to operate 11-hours daily during construction to account for electricity consumption from the potential operation of a construction trailer on-site.

Table 5
Construction, Activity, Duration, and Typical Equipment

Construction Activity	Duration (Days)[A]	Typical Equipment Used[B]
Site Preparation	10	Dozer, Tractor/Loader/Backhoe
Grading	20	Excavator, Grader, Dozer, Backhoe
Building Construction	230	Crane, Forklift, Backhoe, Generator, Welder
Paving	20	Paver, Roller, Paving Equipment
Architectural Coating	20	Air Compressor

Source: MIG, 2023 (See Appendix A).

(A) Days refers to total active workdays in the construction phase, not calendar days.

(B) The typical equipment list does not reflect all equipment that would be used during the construction phase. Not all equipment would operate eight hours per day each workday.

The proposed project's maximum daily unmitigated construction emissions are shown in Table 6 (Unmitigated Construction Emissions Estimates). The construction emissions estimates incorporate measures to control and reduce fugitive dust as required by SCAQMD Rule 403. As shown in Table 6, the proposed project's maximum daily unmitigated construction emissions would be below the SCAQMD's regional pollutant thresholds for all pollutants. Thus, the proposed project would not generate construction-related emissions that exceed SCAQMD CEQA thresholds.

Table 6
Unmitigated Construction Emissions Estimates

Season	Maximum Daily Emissions (lbs/day)					
	ROG	NO_X	CO	SO_2	PM_{10}	$PM_{2.5}$
Summer 2024	1.4	11.7	15.7	<0.1	0.9	0.6
Winter 2024	3.7	36.0	33.8	0.1	9.4	5.5
Winter 2025	68.2	7.5	10.7	<0.1	0.5	0.4
SCAQMD CEQA Threshold	**75**	**100**	**550**	**150**	**150**	**55**
Threshold Exceeded?	**No**	**No**	**No**	**No**	**No**	**No**

Source: MIG, 2023 (see Appendix A) and SCAQMD 2019b.

As shown in Table 6, construction emissions associated with the project would not exceed the SCAQMD maximum daily emission thresholds. In addition to the construction period thresholds of significance, the project is required to comply with regional rules that assist in reducing short-term air pollutant emissions. SCAQMD Rule 403 requires implementation of dust suppression techniques to prevent fugitive dust from creating a nuisance off site. This would further reduce generation of dust, and the potential to exceed daily emission thresholds. Construction of the proposed project would not lead to new or substantially more severe significant impacts associated with construction-related air quality, and as such, impacts would be less than significant.

Operational Emissions

Once operational, the proposed project would generate emission from the following sources:

- **Small "area" sources** including landscaping equipment and the use of consumer products such as paints, cleaners, and fertilizers that result in the evaporation of chemicals to the atmosphere during product use.
- **Energy use** in the form of natural gas combustion for building water and space heating needs.
- **Mobile sources** including trips made to and from the site by new residents and visitors.

Similar to construction emissions, criteria air pollutant emissions from operational activities were estimated in CalEEMod, Version 2022.1.1 based on default model assumptions, with the following modifications made to reflect project-specific characteristics:

- **Area Sources:** Woodstoves and fireplaces were removed pursuant to SCAQMD Rule 445. The quantity of wood-burning fireplaces assumed by CalEEMod were added to natural-gas powered fireplaces.
- **Mobile Sources:** The default, weekday trip generation rate for the proposed land use was updated to reflect the trip generation rate provided in the Traffic Impact Analysis prepared for the proposed project by Ganddini Group (Appendix I).

The proposed project's maximum daily unmitigated operational emissions, as estimated using CalEEMod Version 2022.1.1 are shown in Table 7 (Unmitigated Operational Emissions Estimates (Year 2025)). The emissions presented are for the proposed project's first year of operation, which is presumed to be 2025.

Table 7
Unmitigated Operational Emissions Estimates (Year 2025)

Source	Maximum Daily Pollutant Emissions (Pounds Per Day)(A)					
	ROG	NO_x	CO	SO_2	PM_{10}	$PM_{2.5}$
Area	5.6	1.6	6.5	<0.1	0.1	0.1
Energy	0.1	0.8	0.4	<0.1	0.1	0.1
Mobile	3.6	3.4	29.3	0.1	2.3	0.5
Total Project Emissions(B)	9.3	5.8	36.2	0.1	2.5	0.7
SCAQMD CEQA Threshold	**55**	**55**	**550**	**150**	**150**	**55**
Threshold Exceeded?	**No**	**No**	**No**	**No**	**No**	**No**

Source: MIG, 2023 (See Appendix A) and SCAQMD, 2019b.

(A) Maximum daily ROG, CO, SO_X emissions occur during the summer. Maximum daily NO_X, PM_{10}, and $PM_{2.5}$ emissions occur during the winter. See Appendix A.

(B) Totals may not equal due to rounding.

As shown in Table 7, the proposed project's maximum daily unmitigated operational emissions would be below the SCAQMD's regional pollutant thresholds for all pollutants. Impacts related to the operation of the proposed project would be less than significant. In developing its CEQA significance thresholds, the SCAQMD considered the emission levels at which a project's individual emissions would be cumulatively considerable.[9] As described above the proposed project's construction emissions would be below applicable SCAQMD regional thresholds for criteria air pollutants. Therefore, the proposed project would not result in a cumulatively considerable increase in criteria air pollutants, therefore, impacts would be less than significant.

c) Less than Significant Impact with Mitigation Incorporated. Some people are more affected by air pollution than others. Sensitive air quality receptors include specific subsets of the general population that are susceptible to poor air quality and the potential adverse health effects associated with poor air quality. Both CARB and the SCAQMD consider residences, schools, parks and playgrounds, childcare centers, athletic facilities, long-term health care facilities, rehabilitation centers, convalescent centers, and retirement homes to be sensitive air quality land uses and receptors (SCAQMD, 2017a; CARB, 2005).[10] The sensitive air quality receptors in proximity of the proposed project include:

- Single-family residences north of the site along Mendocino Way, south of the site along Orchard Drive, and west of the site as part of the Redlands Ranch neighborhood.
- Individuals at the Crafton Park, approximately 350 feet south of the project site.
- Students at the Crafton Elementary School, approximately 960 feet south of the project site.

The existing sensitive air quality receptors located adjacent or in close proximity to the project site, are exposed to air pollution associated with motor vehicles operating on the roadways (e.g., Wabash Avenue, Colton Avenue), industrial facilities in proximity of the site, and overhead aircraft.

CalEnviroScreen is a mapping tool that helps identify California communities that are most affected by many sources of pollution, and where people are often especially vulnerable to pollution's effects. While CalEnviroScreen was originally developed as part of Senate Bill (SB) 535 and used to identify disadvantaged communities for the purposes of allocating funding from the State's Cap-and-Trade regulation, its application and scope have expanded over the years. The tool uses environmental, health, and socioeconomic information to produce scores for every census tract in the state.

Percentiles are assigned to each census tract based on the census tract's score in relation to the rest of the state. An area with a high percentile is one that experiences a much higher pollution burden than areas with low scores. For example, if a census tract has an indicator in the 40th percentile, it means that indicator's percentile is higher than 40 percent of the census tracts in the state. CalEnviroScreen also provides a total (or cumulative) score, which helps contextualize how multiple contaminants from multiple sources affect people, while considering their living conditions (e.g., nonchemical factors such as socioeconomic and health status). Communities that are within the top 25th percentile for total CalEnviroScreen scores are considered disadvantaged communities pursuant to SB 535.[11]

According to the Office of Environmental Health Hazard Assessment (OEHHA) CalEnviroScreen 4.0 Map, the proposed project is in the census tract north of East Citrus Avenue, between Wabash Avenue and Judson Street (census tract: 6071008402). This census tract includes student receptors at Crafton Elementary School and Crafton Park, and shows an average pollution indicator percentile of 41% based on the CalEnviroScreen indicators (e.g., exposure, environmental effects, population characteristics, socioeconomic factors) (Appendix A). Table 8 summarizes the CalEnviroScreen indicators for census tract 6071008402.

As shown in Table 8 (CalEnviroScreen Health Risk Information), census tract 6071008402 is within the bottom 50% of total CalEnviroScreen percentiles throughout the State. Though it is not substantially burdened by exposure to most pollution and socioeconomic factors as described in Table 8, this census tract was at the highest 100% score for air quality ozone exposure, which puts this community in the highest percentile for exposure to ozone levels compared with the rest of California. However, since this census tract is not within the top 25% in total scoring, according to the CalEnviroScreen methodology, it is not considered a disadvantaged community pursuant to SB 535.

Table 8
CalEnviroScreen Health Risk Information

Indicator	Census Tract Indicator Values Tract 6071008402
Exposure Indicators	
Air Quality: Ozone	100
Air Quality: $PM_{2.5}$	55
Children's Lead Risk from Housing	12
Diesel Particulate Matter	39
Drinking Water Contamination	61
Pesticide Use	78
Toxic Releases from Facilities	42
Traffic Density	9
Environmental Effect Indicators	
Cleanup Sites	0
Groundwater Threats	0
Hazardous Waste Generators and Facilities	17
Impaired Water Bodies	0
Solid Waste Sites and Facilities	0
Sensitive Population Indicators	
Asthma	61
Cardiovascular Disease	57
Low Birth Weight Infants	84
Socioeconomic Factor Indicators	
Educational Attainment	30
Housing Burden	14
Linguistic Isolation	22
Poverty	30
Unemployment	67
Cumulative Percentiles	
Pollution Burden Percentile	27
Population Characteristics Percentile	50
CalEnviroScreen Percentile (Total)	**41**
SB 535 Disadvantaged Community?	**No**
Source: MIG, 2023 (See Appendix A)	

Individual Cancer Risk from Exposure to DPM

The predicted locations of the annual, unmitigated point of maximum impact (PMI), the maximally exposed individual resident receptor (MEIR), and maximally exposed student receptor (MESR) for DPM exposure during construction are shown Exhibit 8 (Construction: Modeled Annual Average DPM Concentrations), along with contours of pollutant concentrations in proximity of the project site. The predicted PMI is located east of the project site, in Wabash Avenue. Since the PMI for DPM exposure

is located on land that is not occupied by a receptor on a permanent basis, lifetime excess cancer risks and chronic non-cancer health hazards, which are based on exposure to annual average pollutant concentrations, were not estimated for the modeled PMI location.

Accordingly, health risks were assessed at the modeled residential MEIR location, which is located north of the Project site at 1774 Mendocino Way. The HRA for residential receptors evaluated worst-case carcinogenic and non-carcinogenic risks to child (3rd trimester, 0-2 years, and 2-16 years) and adult (16-30 years and 30-70 years) receptors. Potential health risks were also assessed for student receptors near Redlands East Valley High School, east of the project site. The worst-case individual cancer risk from exposure to DPM during construction is summarized in Table 9 (Unmitigated Cancer Risk at PMI, MEIR, and MESR). The worst-case risk is based on a receptor that is in the 3rd trimester at the start of construction activities.

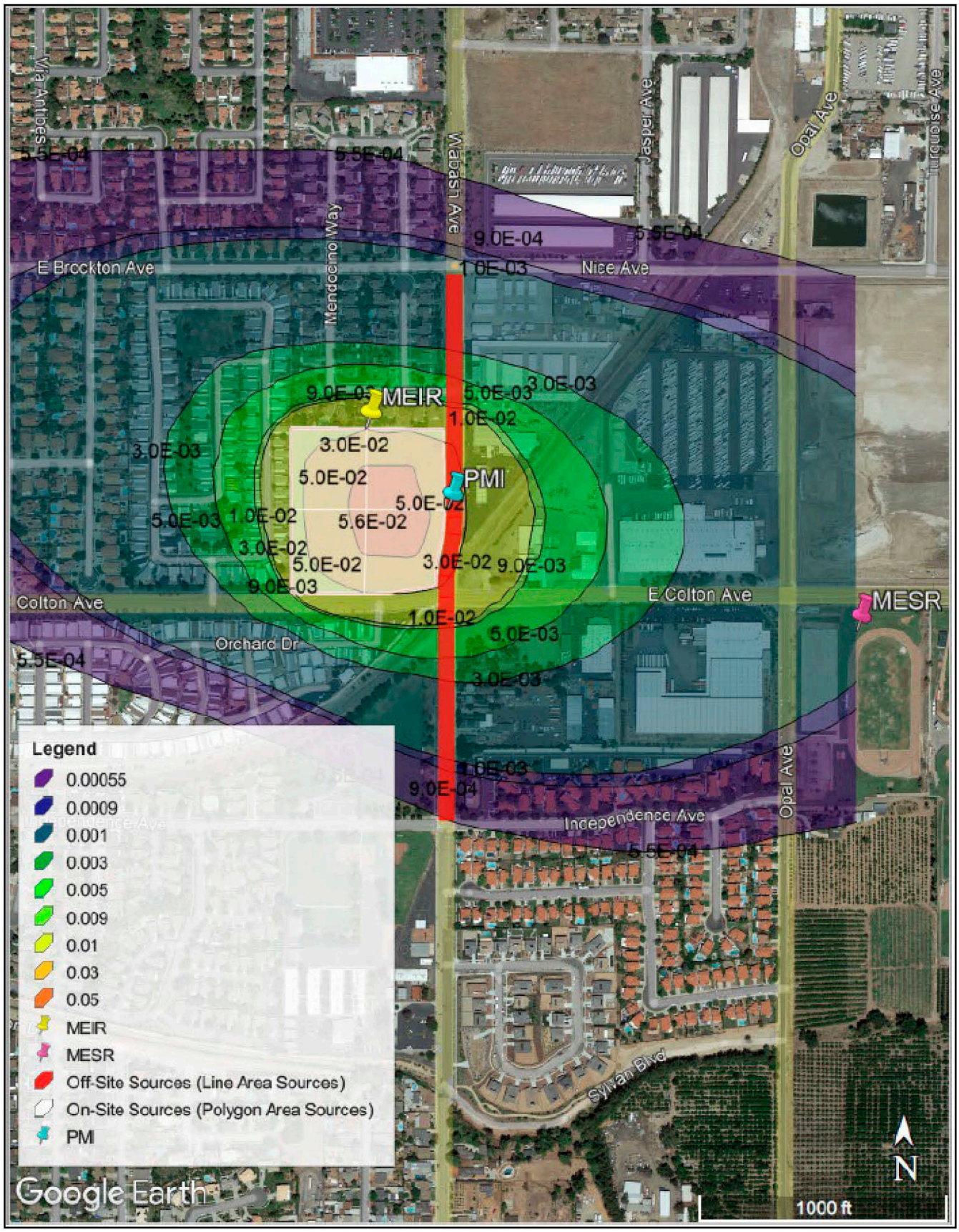
Table 9
Unmitigated Cancer Risk at PMI, MEIR, and MESR

Receptor	UTM Location		Annual Average DPM Concentration (µg/m³)(A)		Excess Cancer Risk (per million population)		
	Easting	Northing	Construction Year 1	Construction Year 2	Construction Year 1	Construction Year 2	Total
PMI(A)	487175.45	3769241.18	0.21381	0.00941	--	--	--
MEIR	487075.45	3769341.18	0.14218	0.00625	21.5	0.9	22.4
MESR	487675.45	3769091.18	0.00567	0.00025	<0.1	<0.1	<0.1

Source: MIG, 2023 (see Appendix A)
(A) The PMI is located along Wabash Avenue, which is not occupied by a long-term sensitive receptor.

As shown in Table 9, the maximum construction unmitigated health risk for the MEIR location would be approximately 22.4 excess cancers in a million, which would exceed the SCAQMD cancer risk threshold of 10 in a million. Therefore, the proposed project would include the implementation of **Mitigation Measure AIR-1** to reduce construction-related DPM emissions and associated adverse health risks.

Mitigation Measure AIR-1 would reduce PM_{10} exhaust emissions by approximately 79.4%, as accounted for in the CalEEMod emissions modeling (see Appendix A). Table 10 (Mitigated Cancer Risk at PMI, MEIR, and MESR) summarizes potential cancerogenic health risks after the implementation of **Mitigation Measure AIR-1**. As shown in Table 10, with the implementation of **Mitigation Measure AIR-1**, potential excess cancer risk from project activities at the MEIR location would be reduced to approximately 4.7 excess cancers in a million, which is less than the SCAQMD's threshold of 10 in a million.



Source: MIG, Inc.

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Exhibit 8 Construction: Modeled Annual Average DPM Concetrations

Madera at Citrus Trail Residential Project
Redlands, California

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Table 10
Mitigated Cancer Risk at PMI, MEIR, and MESR

Receptor	UTM Location		Annual Average DPM Concentration (µg/m^3)[(A)]		Excess Cancer Risk (per million population)		
	Easting	Northing	Construction Year 1	Construction Year 2	Construction Year 1	Construction Year 2	Total[(B)]
PMI[(C)]	487175.45	3769241.18	0.04423	0.00335	--	--	--
MEIR	487075.45	3769341.18	0.02936	0.00222	4.4	0.3	4.7
MESR	487675.45	3769091.18	0.00117	9.00E-5	<0.1	<0.1	<0.1

Source: MIG, 2023 (see Appendix A)
(A) The annual average DPM concentration for construction is based on the first year of construction.
(B) Totals may not equal due to rounding.
(C) The PMI is located along Wabash Avenue, which is not occupied by a long-term sensitive receptor.

The average cancer risk based on the lifetime exposure scenario (70 years), when taking into account **Mitigation Measure AIR-1** to address construction risks, is 1.34E-06 (approximately 1.34 cases per million people). The product of cancer risk and the estimated population (1,066) is 0.001429 and does not exceed the SCAQMD threshold of 0.5 excess cancer cases. The maximum annual average DPM concentration at any receptor location under unmitigated conditions would be approximately 0.14218 µg/m^3, which would occur at the MEIR location. Based on the chronic inhalation REL for DPM (5 µg/m^3), the calculated chronic hazard quotient during the maximum exposure to DPM concentration would be 0.0284, which is below the SCAQMD's non-cancer hazard index threshold value of 1.0. With implementation of Mitigation Measure AIR-1, potential exposure of pollutants to sensitive receptors would be less than significant.

d) Less than Significant Impact. According to the SCAQMD CEQA Air Quality Handbook, land uses associated with odor complaints include agricultural operations, wastewater treatment plants, landfills, and certain industrial operations (such as manufacturing uses that produce chemicals, paper, etc.). The proposed project does not include such sources but would result in the construction of new single-family homes and parking area that could generate odors related to vehicle parking and refuse collection (e.g., oils, lubricants, fuel vapors, short-term waste odors). These activities would not generate sustained odors that would affect substantial numbers of people, and as such, impacts would be less than significant.

Mitigation Measures

AIR-1: To reduce potential short-term adverse health risks associated with PM10 exhaust emissions, including emissions of diesel particulate matter (DPM), generated during project construction activities, the City shall require the applicant and/or its designated contractors, contractor's representatives, or other appropriate personnel to comply with the following construction equipment restriction for the project:

- All construction equipment with a rated power-output of 50 horsepower or greater shall meet U.S. EPA and CARB Tier IV Interim Emission Standards. This may be achieved via the use of equipment with engines that have been certified to meet Tier IV Interim emission standards, or through the use of equipment that has been retrofitted with a CARB-verified diesel emission control strategy (e.g., oxidation catalyst, particulate filter) capable of reducing exhaust PM10 emissions to levels that meet Tier IV standards.

As an alternative to using equipment that meets Tier IV Interim Emissions Standards for off-road equipment with a rated power-output of 50 horsepower or greater, the applicant may prepare and submit a refined construction health risk assessment to the City once additional Project-specific construction information is known (e.g., specific construction equipment type, quantity, engine tier, and runtime by phase). The refined health risk assessment shall demonstrate and identify any measures necessary such that the proposed Project's incremental cancerogenic health risk at nearby sensitive receptor locations is below the applicable SCAQMD threshold of 10 cancers in a million.

4.4 - Biological Resources

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	☐	☑	☐	☐
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, or by the California Department of Fish and Game or US Fish and Wildlife Service?	☐	☐	☐	☑
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☐	☐	☑
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	☐	☐	☐	☑
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	☐	☐	☑	☐

f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	☐	☐	☐	☑

A *Biological Technical Report* was prepared for the proposed project by Ecorp Consulting Inc., dated June 2022 (See Appendix B). The report analyzes the potential impacts of the construction and operation of the proposed project to biological resources. The information presented below is condensed from the memo prepared by Ecorp and is attached as Appendix B.

a) Less than Significant Impact with Mitigation. The project site is a previously disturbed, undeveloped, vacant parcel of land. The site is within a developed environment, repeatedly disturbed by human activities; such disturbances identified include vehicle tracks and trash scattered on site. Vegetation identified at the project site was identified as disturbed ruderal grassland, with native vegetation being sparse. The Biological Technical Report identified 72 special-status plant species and 47 special status wildlife species that could occur on or near the project site. However, as described above, due to the level of human disturbance present at the project site and lack of habitat for special-status plants and wildlife, these special-status species are presumed absent from the site. Considering the highly developed and disturbed nature of the project site the proposed project would not result in any significant impacts to sensitive species or their habitats.

Special-Status Plants

No special-status plant species are expected to be present on the project site due to the extent of human disturbance and subsequent lack of suitable habitat; therefore, no impacts to special-status plants are anticipated as a result of project implementation.

Special Status Wildlife Species

Special-status wildlife species include those species listed as endangered or threatened under the Federal Endangered Species Act (FESA) or the California Endangered Species Act (CESA); candidates for listing by the U.S. Fish and Wildlife Services or California Department of Fish and Wildlife (USFWS & CDFW respectively); and species of special concern to the CDFW; and birds protected by the CDFW under California Fish and Game Code (CFGC) Sections 3503 and 3513.

The Biological Technical Report identified 47 special-status wildlife species that have been reported in other studies in the vicinity of the project site. Given the site's history of disturbances through previous agricultural uses (discing, mowing) and proximity to residential, industrial, and commercial developments make the site likely undesirable for habitation by any special-status wildlife species. Of the 47 identified special-status species, 46 were presumed absent and not expected to be present on the project site due to a lack of suitable habitat and constant human disturbance. One species was determined to have a low potential to occur on site; the burrowing owl.

Burrowing Owls

The burrowing owl typically inhabits open flat landscapes, such as grasslands and deserts, using abandoned ground squirrel or other small mammal burrows for roosting and nesting cover. The project site in its current state is marginally suitable to support burrowing owls' nests. The combination of low growing vegetation and soil type, presence of existing burrows, and mobility of the bird species, lend to the possibility for burrowing owl to be move into the site. No owls were observed on site however, and a historic record taken for the Biological Technical Report identified

the species occurring within five miles of the project site in 1983. Based on the evidence outlined in the Biological Technical Report, it was determined that the burrowing owl has a low potential of occurring on site. If, however, burrowing owls are found on the project site prior to construction, ground disturbance, vegetation removal, habitat loss, and mortality would be direct impacts to the birds, as well as indirect impacts such as construction noise and vibrations. Construction of the project site and operation of the proposed project would have a less than significant impact on burrowing owls with implementation of **Mitigation Measures Bio-1 and Bio-2.**

Nesting Birds

The oak tree located on the project site as well as the trees immediately adjacent to the project site could provide nesting habitat for nesting birds and raptors protected by the Migratory Bird Treaty Act (MBTA) and California Fish and Game Code. Furthermore, the project site could provide nesting habitat for ground-nesting bird species. If construction of the proposed project occurs during the bird breeding season (typically February 1 through August 31), ground-disturbing construction activities could directly affect birds protected by the MBTA and their nests through the removal of habitat on the project site, and indirectly through increased noise, vibrations, and increased human activity. However, impacts to nesting birds would be less than significant with the implementation of **Mitigation Measure BIO-2**.

b) No Impact. The project site is located in a developed area of Redlands, and no riparian vegetation or other sensitive natural habitats are present on the project site as indicated in the City's General Plan[12] and in the Biological Technical Report. No impacts would occur.

c) No Impact. No state or federally protected wetlands or similar waterways are present on the project site. No wetlands were identified by the National Wetlands Inventory, or the City's General Plan at or near the project site.[13] Therefore; there would be no impacts related to wetlands.

d) No Impact. The project site is located in an urbanized area and is surrounded by human development (e.g., residential, industrial, and commercial development and paved roads). There is insufficient vegetation cover on site to facilitate wildlife movement through the project site, and is isolated away from larger contiguous portions of wildlife habitats. According to the Biological Technical Report, no migratory wildlife corridors or native wildlife nursery sites were identified within the project site. As such, no impacts to these resources are expected to occur.

e) Less than Significant Impact. The project would not conflict with local policies or ordinances protecting biological resources. During construction operations, trees and other plant varieties would need to be removed to accommodate current building designs and construction. The removal of trees and plants during construction activities would not interfere with Redlands' Tree Protection Guidelines as outlined in the City's Municipal Code.[14] The Guidelines are applicable to "Native or Specimen trees, Landmark trees, and Public Trees" as defined by the City. Trees on the project site have not been designated as native or specimen by the City, are not of any historic significance that would warrant a landmark designation, and trees on the project site are not located on public land, and do not qualify as public trees. Impacts would be less than significant.

f) No Impact. The City of Redlands is an active participant in the Upper Santa Ana River Wash Habitat Conservation Plan (the Wash Plan).[15] The project site is located southeast of the plan, outside of its boundaries. The project site is not located within an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other local, regional, or state habitat conservation plan. No impacts would occur.

Mitigation Measures

BIO-1: **Pre-Construction Burrowing Owl Surveys**: Preconstruction surveys for burrowing owl shall be conducted. The surveys shall follow the methods described in the CDFW's Staff Report on Burrowing Owl Mitigation (California Department of Fish and Game [CDFG] 2012). Two surveys shall be conducted, with the first survey being scheduled between 30 and 14 days before initial ground disturbance (grading, grubbing, and construction), and the second survey being conducted no more than 24 hours prior to initial ground disturbance. If burrowing owls and/or suitable burrowing owl burrows are identified on the project site during the survey, the Project shall consult with CDFW and follow the methods listed in the CDFW's Staff Report on Burrowing Owl Mitigation (CDFG 2012) for avoidance and/or passive relocation. If burrowing owls or suitable burrowing owl burrows with sign (e.g., whitewash, pellets, feathers, prey remains) are identified on the project site during the survey, these features must be completely avoided. If impacts to those features are unavoidable then the project proponent must also develop an owl mitigation plan in consultation with CDFW. Mitigation methods may include passive relocation conducted outside of the owl breeding season (between September 1 and February 28). If an active owl burrow is identified, and construction is to proceed, then a qualified biologist (with two or more years of burrowing owl experience) can establish an appropriate disturbance-limit buffer around the burrow using flagging or staking. Construction activities shall not occur within any buffer zones until the burrow is deemed inactive by the qualified biologist.

BIO-2: **Pre-Construction Nesting Bird Survey**: If construction or other project activities are scheduled to occur during the nesting bird season (February 1 through August 31), a preconstruction nesting bird survey shall be conducted by a qualified avian biologist to ensure that active bird nests shall not be disturbed or destroyed. The survey shall be completed no more than three days prior to initial ground disturbance. The nesting bird survey shall include the project site and adjacent areas where project activities have the potential to affect active nests, either directly or indirectly, due to construction activity, noise, human activity, or ground disturbance. If an active nest is identified, a qualified avian biologist shall establish an appropriately sized non-disturbance buffer around the nest using flagging or staking. Construction activities shall not occur within any non-disturbance buffer zones until the nest is deemed inactive by the qualified avian biologist. If initial ground-disturbing activities are scheduled to occur during the nesting bird season, then a biological monitor shall be present during all vegetation removal activities to ensure no impacts to nesting birds occur.

4.5 – Cultural Resources

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource pursuant to '15064.5?	☐	☐	☐	☑
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to '15064.5?	☐	☑	☐	☐
c) Disturb any human remains, including those interred outside of dedicated cemeteries?	☐	☑	☐	☐

A *Cultural Resources Inventory and Evaluation Report* was prepared by Ecorp Consulting Inc., dated July 2022 (Revised September 2023), to assess possible cultural and historical impacts associated with the construction and operation of the project (see Appendix C).

a) No Impact. A significant impact would occur if the proposed project would cause a substantial adverse change in the significance of a historic resource listed or eligible for listing in the California Resources of Historical Resources, or in a local register of historical resources as defined in Public Resources Code Section 5020.1(k). CEQA Guidelines state the term “historical resources” applies to resources that meet any of the following criteria for listing on the California Register of Historical Resources:

(1) Is associated with events that have made a significant contribution to the broad patterns of California’s history and cultural heritage.
(2) Is associated with the lives of persons important in our past.
(3) Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values.
(4) Has yielded, or may be likely to yield, information important in prehistory or history. (PRC §5024.1(c)).

A field survey and records search conducted for the Cultural Report of this project identified two historic-period concrete standpipes located at the project site, which was once an agricultural field. According to the Report, the standpipes evaluated are not eligible for listing in the California Register of Historical Resources or for local designation, and neither structure qualifies as a “historical resource.” While the City has several historic landmarks and sites listed under its historic preservation program as defined in Public Resources Code Section 5020.1(k), the proposed project site is completely undeveloped and there are no buildings, structures, or features on the site that could be listed as a “historical resource.” The project site was formerly used for agricultural purposes and is not known to be associated with an important historical period or important persons from the past. The project would not have any physical impacts outside the designated project area boundary. Therefore, the project would not result in any

adverse change in the significance of a historical resource as defined in CEQA Guidelines §15064.5. No impact would occur.

b) Less than Significant with Mitigation Incorporated. Given that the project site has been disturbed with agricultural uses over time, any archaeological resources that may exist likely have been previously unearthed, disturbed, or left in place. As such, significant surficial and subsurface archaeological resources are unlikely to occur on the project site or be encountered during earthwork activities. However, in the unlikely event that archeological materials are uncovered during ground-disturbing activities, and at the request of the Morongo Band of Mission Indians, **Mitigation Measures CUL-1** through **CUL-8** have been incorporated. With implementation of **Mitigation Measures CUL-1** through **CUL-8**, impacts would be less than significant as a result of construction of the proposed project.

c) Less than Significant with Mitigation Incorporated. No known human remains are anticipated to be located on or beneath the project site. However, these findings do not preclude the existence of previously unknown human remains located below the ground surface, which may be encountered during construction excavations associated with the project, and it is possible to encounter buried human remains during construction. In addition, the Morongo Band of Mission Indians requested incorporation of **Mitigation Measures CUL-1** through **CUL-8** to reduce potentially significant impacts to previously undiscovered human remains. With implementation of **Mitigation Measures CUL-1** through **CUL-8**, impacts would be less than significant as a result of construction of the proposed project.

Mitigation Measures

CUL-1: **Native American Treatment Agreement.** Prior to the issuance of grading permits, the applicant shall enter into a Tribal Monitoring Agreement with the Morongo Band of Mission Indians for the project. The Tribal Monitor shall be on-site during all ground-disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind). The Tribal Monitor shall have the authority to temporarily divert, redirect, or halt the ground-disturbing activities to allow identification, evaluation, and potential recovery of cultural resources.

CUL-2: **Retention of Archaeologist.** Prior to any ground-disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post replacement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind), and prior to the issuance of grading permits, the Applicant shall retain a qualified archaeologist who meets the U.S. Secretary of the Interior Standards (SOI). The archaeologist shall be present during all ground-disturbing activities to identify any known or suspected archaeological and/or cultural resources. The archaeologist will conduct a Cultural Resource Sensitivity Training, in conjunction with the Tribe[s] Tribal Historic Preservation Officer (THPO), and/or designated Tribal Representative. The training session will focus on the archaeological and tribal cultural resources that may be encountered during ground-disturbing activities as well as the procedures to be followed in such an event.

CUL-3: **Cultural Resource Management Plan.** Prior to any ground-disturbing activities the project archaeologist shall develop a Cultural Resource Management Plan (CRMP) and/or Archaeological Monitoring and Treatment Plan (AMTP) to address the details,

timing, and responsibilities of all archaeological and cultural resource activities that occur on the project site. This Plan shall be written in consultation with the consulting Tribe[s] and shall include the following: approved Mitigation Measures (MM)/Conditions of Approval (COA), contact information for all pertinent parties, parties' responsibilities, procedures for each MM or COA, and an overview of the project schedule.

CUL-4: **Pre-Grade Meeting.** The retained qualified archeologist and Consulting Tribe[s] representative shall attend the pre-grade meeting with the grading contractors to explain and coordinate the requirements of the monitoring plan.

CUL-5: **On-site Monitoring.** During all ground-disturbing activities the qualified archaeologist and the Native American monitor shall be on-site full-time. The frequency of inspections shall depend on the rate of excavation, the materials excavated, and any discoveries of Tribal Cultural Resources as defined in California Public Resources Code Section 21074. Archaeological and Native American monitoring will be discontinued when the depth of grading and the soil conditions no longer retain the potential to contain cultural deposits. The qualified archaeologist, in consultation with the Native American monitor, shall be responsible for determining the duration and frequency of monitoring.

CUL-6: **Inadvertent Discovery of Cultural Resources.** In the event that previously unidentified cultural resources are unearthed during construction, the qualified archaeologist and the Native American monitor shall have the authority to temporarily divert and/or temporarily halt ground-disturbance operations in the area of discovery to allow for the evaluation of potentially significant cultural resources. Isolates and clearly non-significant deposits shall be minimally documented in the field and collected so the monitored grading can proceed.

If a potentially significant cultural resource(s) is discovered, work shall stop within a 60-foot perimeter of the discovery and an Environmentally Sensitive Area (ESA) physical demarcation/barrier constructed. All work shall be diverted away from the vicinity of the find, so that the find can be evaluated by the qualified archaeologist and Tribal Monitor[s]. The archaeologist shall notify the Lead Agency and consulting Tribe[s] of said discovery. The qualified archaeologist, in consultation with the Lead Agency, the consulting Tribe[s], and the Native American monitor, shall determine the significance of the discovered resource. A recommendation for the treatment and disposition of the Tribal Cultural Resource shall be made by the qualified archaeologist in consultation with the Tribe[s] and the Native American monitor[s] and be submitted to the Lead Agency for review and approval. Below are the possible treatments and dispositions of significant cultural resources in order of CEQA preference:

A. Full avoidance.

B. If avoidance is not feasible, Preservation in place.

C. If Preservation in place is not feasible, all items shall be reburied in an area away from any future impacts and reside in a permanent conservation easement or Deed Restriction.

D. If all other options are proven to be infeasible, data recovery through excavation and then curation in a Curation Facility that meets the Federal Curation Standards (CFR 79.1)

CUL-7: **Inadvertent Discovery of Human Remains.** The Morongo Band of Mission Indians requests the following specific conditions to be imposed in order to protect Native American human remains and/or cremations. **No photographs are to be taken except by the coroner, with written approval by the consulting Tribe[s].**

A. Should human remains and/or cremations be encountered on the surface or during any and all ground-disturbing activities (i.e., clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all water supply, electrical, and irrigation lines, and landscaping phases of any kind), work in the immediate vicinity of the discovery shall immediately stop within a 100-foot perimeter of the discovery. The area shall be protected; project personnel/observers will be restricted. The County Coroner is to be contacted within 24 hours of discovery. The County Coroner has 48 hours to make his/her determination pursuant to State and Safety Code §7050.5. and Public Resources Code (PRC) § 5097.98.

B. In the event that the human remains and/or cremations are identified as Native American, the Coroner shall notify the Native American Heritage Commission within 24 hours of determination pursuant to subdivision (c) of HSC §7050.5.

C. The Native American Heritage Commission shall immediately notify the person or persons it believes to be the Most Likely Descendant (MLD). The MLD has 48 hours, upon being granted access to the Project site, to inspect the site of discovery and make his/her recommendation for final treatment and disposition, with appropriate dignity, of the remains and all associated grave goods pursuant to PRC §5097.98

D. If the Morongo Band of Mission Indians has been named the Most Likely Descendant (MLD), the Tribe may wish to rebury the human remains and/or cremation and sacred items in their place of discovery with no further disturbance where they will reside in perpetuity. The place(s) of reburial will not be disclosed by any party and is exempt from the California Public Records Act (California Government Code § 6254[r]). Reburial location of human remains and/or cremations will be determined by the Tribe's Most Likely Descendant (MLD), the landowner, and the City Planning Department.

CUL-8: **Final Report.** The final report[s] created as a part of the project (AMTP, isolate records, site records, survey reports, testing reports, etc.) shall be submitted to the Lead Agency and Consulting Tribe[s] for review and comment. After approval of all parties, the final reports are to be submitted to the Eastern Information Center, and the Consulting Tribe[s].

4.6 – Energy

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption or energy resources, during project construction or operation?	☐	☐	☑	☐
b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?	☐	☐	☑	☐

An *Greenhouse Gas and Energy Analysis Memo* was prepared for the proposed project by MIG, dated May 2023 (See Appendix D) to evaluate the potential energy and greenhouse gas impacts associated with the construction and operation of the proposed project. The information presented below is condensed from the memo prepared by MIG and is attached as Appendix D.

a) Less than Significant Impact. The proposed project consists of the construction and operation of 103 new single-family residential home. Construction activities associated with the proposed project would require the use of heavy-duty, off-road equipment and construction-related vehicle trips that would combust fuel, primarily diesel and gasoline. Heavy-duty construction equipment would be required to comply with the California Air Resources Board's (CARB's) airborne toxic control measures, which restrict heavy-duty diesel vehicle idling to five minutes. It is estimated that construction activities would consume approximately 28,031 gallons of diesel fuel and 14 kilowatt-hours (kWh) of electricity to power on-site, off-road heavy-duty construction equipment. Worker, vendor, and haul truck trips during construction activities are anticipated to consume 5,017 gallons of gasoline, 5,279 gallons of diesel, and 943 kWh of electricity. Once operational, the proposed project would consume energy for vehicle trips and electricity usage. Operational vehicle trips are anticipated to consume approximately 105,772 gallons of gasoline, 26,881 gallons of diesel, and 38,286 kWh of electricity on an annual basis, upon its first year of operation. As estimated using CalEEMod, the proposed project would consume approximately 784 megawatt-hours (mWh) of electricity and 3,223 million British Thermal Units (BTU) of natural gas per year. Electricity, natural gas, and gasoline fuel consumption are energy sources necessary to operate and maintain the proposed project in a safe manner. Lighting is essential for safety and security and natural gas consumption is needed for heating and other temperature-controlled activities. The proposed project would not cause a substantial environmental impact due to wasteful, inefficient, or unnecessary consumption or energy resources, during project construction or operation. As such, impacts would be less than significant.

b) Less than Significant Impact. The proposed project is consistent with the City of Redlands CAP, as discussed below in Section 4.7.b, Greenhouse Gas Emissions. The proposed project would not conflict with or obstruct any other state or local plan adopted for the purposes of increasing the amount of renewable energy or energy efficiency because no other plans are in place in the project area. Impacts would be less than significant.

4.7 – Geology and Soils

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	☐	☐	☑	☐
ii) Strong seismic ground shaking?	☐	☐	☑	☐
iii) Seismic-related ground failure, including liquefaction?	☐	☐	☑	☐
iv) Landslides?	☐	☐	☐	☑
b) Result in substantial soil erosion or the loss of topsoil?	☐	☐	☑	☐
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	☐	☐	☑	☐
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1997), creating substantial direct or indirect risks to life or property?	☐	☐	☐	☑

e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	☐	☐	☐	☑
f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	☐	☑	☐	☐

A *Preliminary Geotechnical Investigation Report* was prepared for the proposed project by TGR Geotechnical Inc., dated April 8th, 2022 (See Appendix E) to evaluate the potential seismic, soil, and other geotechnical-related impacts associated with the construction and operation of the proposed project. The information presented below is condensed from the report prepared by TGR and is attached as Appendix E.

a.i) Less than Significant Impact. The City of Redlands, and the Southern California region, is considered a seismically active region. The project site is not located within an Earthquake Fault Zone according to the Alquist-Priolo Earthquake Fault Zoning Map. There are no active or potentially active faults within or adjacent to the project site. The Redlands Fault is the closest fault-line and is located approximately 0.7 southeast of the project site. Other faults near the site include the Reservoir Canyon fault approximately 1.6 miles southeast of the site, the Crafton Hills fault approximately 2.9 miles southeast of the site, and both the Western Heights and South Branch San Andres faults are located 3.1 miles southeast and northeast of the project site respectively. According to the City General Plan, development should be restricted within and near Alquist-Priolo designated fault zones.[16] Furthermore, structures should incorporate design standards recommended by the most current California Building Code (CBC). The project is not located on or near a Alquist-Priolo fault zone, and would adhere to design and repair requirements adopted in the current City of Redlands Code of Ordinances from the 2019 CBC.[17] Design requirements adopted by the city would be sufficient in mitigating seismic hazards to the proposed project, and as such, impacts are determined to be less than significant.

a.ii) Less than Significant Impact. The project site is subject to ground shaking given its proximity to fault zones and Southern California location. Per the City's General Plan, the potential for ground shaking and seismic-related damages are also dependent on the underlying soil composition.[18] The City is built on alluvium materials that can intensify ground shaking. The project site is of no greater risk to ground shaking than another area of Redlands, and while a structure may be damaged during an earthquake, adherence to design requirements adopted from the CBC would minimize damage to property within the structure, as they are designed to not collapse. The CBC is intended to provide minimum requirements to prevent major structural failure and loss of life. Impacts due to ground shaking would be less than significant.

a.iii) Less than Significant Impact. Liquefaction is a form of ground failure that occurs when soil transforms from a solid state to liquefied condition due to intense seismic ground shaking. Liquefaction typically occurs in loose granular materials, such as alluvium-type soils. Saturated soils or areas located near waterways and areas with a high groundwater level are also susceptible to such ground failure. Parts of the City of Redlands are susceptible to liquefaction and ground failure from seismically induced ground shaking. However, the City's General Plan indicates that the project site is not located in an area considered susceptible to liquefaction.[19] Impacts related to seismic-related ground failure and liquefaction would be less than significant.

a.iv) No Impact. The City's General Plan outlines areas in Redlands susceptible to landslides. According to the Healthy Community Element of the Redlands General Plan, the project site is not located in an area with high susceptibility, or even low to medium susceptibility, to landslide or ground subsidence.[20] Therefore, no impacts related to landslides would occur.

b) Less than Significant Impact. Topsoil is used to cover surface areas for the establishment and maintenance of vegetation due to its high concentrations of organic matter and microorganisms. The project site is located in an already developed area of Redlands, although there is the potential to expose surface soils to wind and water erosion during demolition and construction activities. However, wind erosion would be minimized through soil stabilization measures required by SCAQMD Rule 403 (Fugitive Dust), such as daily watering.[21] Stormwater related erosion would further be prevented through control practices outlined in the Redlands NPDES program.[22] Following project construction, much of the site would consist of impervious surfaces consisting mainly of houses and roadways. Once completed, the project site would feature pervious surfaces with substantial landscaping; front yards, back yards, community park, and accent landscaping around the perimeter of the development. Trees, shrubbery, palm trees, and other vegetation would keep in place topsoil, and reduce any potential risk of soil erosion. Impacts related to soil erosion would be less than significant with the implementation of existing regulations.

c) Less than Significant Impact. Lateral spreading is the downslope movement of surface sediment due to liquefaction in a subsurface layer. The downslope movement is due to a combination of gravity and ground shaking. Lateral spreading has been observed to generally take place toward a free face (i.e., retaining wall, slope, or channel) and to lesser extent on ground surfaces with a very gentle slope. As outlined in Sections 4.6.a.iii and 4.6.a.iv above, the project site is not located in an area susceptible to landslides or liquefaction. As the site has a low susceptibility to liquefaction, there is a low potential for lateral spreading to occur on the project site. The project is required to be constructed in accordance with the CBC, and keeping in compliance with existing CBC regulations would limit hazard impacts arising from unstable soils to less than significant levels.

d) No Impact. According to the *Preliminary Geotechnical Investigation Report*, onsite soils tested had an expansion index of 0, equating to a "very low" expansion potential. The proposed project would not be located on expansive soil, and as such, no impacts would occur.

e) No Impact. The project proposes to install new onsite water and sewer lines that would connect to the existing municipal sewer infrastructure in the surrounding streets. The proposed project would connect to this system and would not require the use of septic tanks. No impact would occur.

f) Less than Significant with Mitigation Incorporated. Development of the proposed project would require site preparation, grading, and construction operations. Given that the proposed project site has been previously disturbed, it is considered unlikely that paleontological resources (fossil evidence of life from past geologic time frames) would be found. However, in the event that paleontological materials are uncovered, **Mitigation Measure GEO-1** would ensure that uncovered resources are evaluated and curated as recommended by a qualified paleontologist. Therefore, impacts to paleontological resources would be less than significant.

Mitigation Measures

GEO-1: **Inadvertent Discovery of Paleontological Resources.** If paleontological materials are uncovered during grading or other earth moving activities, the contractor shall be required to halt work in the immediate area of the find, and to retain a professional paleontologist to examine the materials to determine whether it is a significant

paleontological resource. If this determination is positive, the resource shall be left in place, if determined feasible by the project paleontologist. Otherwise, the scientifically consequential information shall be fully recovered by the paleontologist. Work may continue outside of the area of the find; however, no further work shall occur in the immediate location of the find until all information recovery has been completed and a report concerning it filed with the Development Services Director. The applicant shall bear the cost of implementing this mitigation.

4.8 – Greenhouse Gas Emissions

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	☐	☐	☑	☐
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	☐	☐	☑	☐

A *Greenhouse Gas and Energy Analysis Memo* was prepared for the proposed project by MIG, dated May 2023 (See Appendix D) to evaluate the potential energy and greenhouse gas impacts associated with the construction and operation of the proposed project. The information presented below is condensed from the memo prepared by MIG and is attached as Appendix D.

a) Less than Significant Impact. Gases that trap heat in the atmosphere and affect regulation of the Earth's temperature are known as GHGs. GHG that contribute to climate change are a different type of pollutant than criteria or hazardous air pollutants because climate change is global in scale, both in terms of causes and effects. Some GHG are emitted to the atmosphere naturally by biological and geological processes such as evaporation (water vapor), aerobic respiration (carbon dioxide), and off-gassing from low oxygen environments such as swamps or exposed permafrost (methane); however, GHG emissions from human activities such as fuel combustion (e.g., carbon dioxide) and refrigerants use (e.g., hydrofluorocarbons) significantly contribute to overall GHG concentrations in the atmosphere, climate regulation, and global climate change.

The 1997 United Nations' Kyoto Protocol international treaty set targets for reductions in emissions of four specific GHGs – carbon dioxide, methane, nitrous oxide, and sulfur hexafluoride – and two groups of gases – hydrofluorocarbons and perfluorocarbons. These GHG are the primary GHG emitted into the atmosphere by human activities. The six most common GHG's are carbon dioxide (CO_2), methane (CH_4), nitrous oxide (N_2O), sulfur hexafluoride, hydrofluorocarbons (HFCs), and perfluorocarbons (PFCs).

This analysis uses the SCAQMD's interim Tier 3 GHG threshold to evaluate the proposed project's GHG emissions levels. Tier 3 consists of using screening values at the discretion of the Lead Agency; however, the Lead Agency should be consistent for all projects within its jurisdiction. The following thresholds were proposed for consideration:

- 3,000 $MTCO_2e$ per year for all land use types; or
- 3,500 $MTCO_2e$ per year for residential; 1,400 $MTCO_2e$ per year for commercial; 3,000 $MTCO_2e$ per year for mixed use projects.

This analysis also uses an 1,800 MTCO2e project-specific goal for the purposes of helping evaluate the project's GHG emissions levels.[i] The 1,800 $MTCO_2e$ per year project-specific goal takes into account post 2020 GHG emissions targets the state is currently working towards.

The proposed project would generate GHG emission from both short-term construction and long-term operational activities. Construction activities would generate GHG emissions primarily from equipment fuel combustion as well as worker, vendor, and haul trips to and from the project site during site preparation, grading, building construction, paving, and architectural coating activities. Construction activities would cease to emit GHG upon completion, unlike operational emissions that would be continuous year after year until the project is decommissioned. The SCAQMD recommends amortizing construction GHG emissions over a 30-year period and including them with operational emissions estimates. This normalizes construction emissions so that they can be grouped with operational emissions and compared to appropriate thresholds, plans, etc. Once operational, the proposed project would generate GHG emissions from area, stationary, mobile, water/wastewater, refrigerant, and solid waste sources.

The proposed project's potential GHG emissions were estimated using the California Emissions Estimator Model (CalEEMod), Version (V.) 2022.1.1. Project emissions were generated using CalEEMod default assumptions and modified as necessary to reflect the following Project-specific context, information, and details:

- The type and length of construction phases for each site, as well as the equipment used in each phase and the number of worker trips per day, were modified per information provided by the project applicant.
- The default, weekday trip generation rate, average vehicle miles travelled (VMT) distance, and fleet mix were updated to reflect the information provided in the Traffic Impact Analysis (Ganddini Group 2023).

The proposed project's total GHG emissions are shown in Table 11 (Unmitigated Project Greenhouse Gas Emissions).

[i] The 1,800 $MTCO_2e$ per year goal was developed by taking the SCAQMD's Tier 3 threshold of 3,000 $MTCO_2e$ per year, which was the threshold to reduce emissions back to 1990 levels and reducing it by 40 percent (3,000 MTCO2e/yr * (1 - 0.6) = 1,800 $MTCO_2e$/yr). This reduction is consistent with the GHG reductions required by year 2025 to meet GHG reductions required under SB 32 (to reduce GHG emissions to levels 40% below 1990 levels by 2030). This linear reduction approach oversimplifies the threshold development process. MIG is not proposing the City of Redlands adopt or use 1,800 $MTCO_2e$ Project-specific goal as a CEQA GHG threshold for general use; rather, it is only intended for to provide additional context and information on the magnitude of the proposed Project's GHG emissions for this project.

Table 11
Unmitigated Project Greenhouse Gas Emissions

GHG Emissions Source	GHG Emissions ($MTCO_2e$ Per Year)
Operations	
Mobile	1,119
Area	24
Energy	361
Water	15
Waste	31
Refrigerants	<1
Vegetation	4
Subtotal(A)	1,555
Construction	
Total Construction Emissions	423
Average Annual Emissions (30 Year Lifetime)(B)	14
Total Project Emissions(A)	1,569
SCAQMD Tier 3 Screening Threshold	**3,000**
SCAQMD Tier 3 Threshold Exceeded?	***No***
Project-specific 2030 GHG Emissions Goal	**1,800**
Project-specific GHG Emissions Goal Exceeded?	***No***

Source: MIG 2023 (See Appendix D).
(A) Totals may not equal due to rounding.
(B) Construction emissions value has been averaged over a 30-year assumed project lifetime.

As shown in Table 11, the proposed project's potential increase in GHG emissions would be below the SCAQMD's recommended GHG emissions thresholds. Furthermore, the proposed project's GHG emissions would also be below an adjusted project-specific GHG emissions goal of 1,800 $MTCO_2e$ per year, which takes into account post 2020 GHG emissions targets the state is currently working towards. The proposed project, therefore, would not generate GHG emissions that exceed SCAQMD CEQA thresholds. As such, impacts to the environment would be less than significant.

b) Less than Significant Impact. The proposed project would not conflict with or otherwise obstruct implementation of the California Air Resources Board (CARB) 2022 Climate Change Scoping Plan (2022 Scoping Plan) and Redland's Climate Action Plan (CAP).

California Air Resources Board 2022 Scoping Plan

The 2022 Scoping Plan is CARB's primary document used to ensure statewide GHG reduction goals are met. The 2022 Scoping Plan's primary objective is to identify the measures needed to achieve the 2030 reduction target established under SB 32 and have the state achieve carbon neutrality by 2045, as codified by AB 1279. Appendix D to CARB's 2022 Scoping Plan Update identifies potential actions that could be undertaken at a local level to support the State's climate goals. In addition to providing guidance to local lead agencies on long-term climate planning (e.g., developing a qualified climate action plan), this appendix also provides a list of key GHG reducing attributes for residential and mixed-use developments, such as providing electric vehicle (EV) infrastructure, VMT reductions, and prohibiting natural gas infrastructure, that would support achievement of the State long-term GHG reduction goals. The proposed project would not result in significant VMT impacts (see above) but is not proposing to prohibit natural gas hookups or install additional voluntary EV charging infrastructure

beyond that required by the current CalGREEN code; however, the proposed project's potential use of natural gas and installation of standard EV infrastructure would not conflict with the State's 2030 GHG reduction goal or impede achievement of carbon neutrality by 2045 because the proposed project would be consistent with the City's CAP.

City of Redlands Climate Action Plan

The CAP, adopted in December 2017, presents the City's GHG inventories, identifies regulatory measures at the state-level that would have benefits at reducing local GHG emissions and quantifies those reductions, and identifies local measures the City would implement to achieve its identified GHG reduction targets for 2030 and 2035. As identified in Table 3-1 of the CAP, community-wide GHG emissions would need to reach an efficiency goal of 6.0 MTCO2e per capita per year and 5.0 MTCO2e per capita per year, to reach its 2030 and 2035 goals, respectively. As identified in Table 11, the proposed project is estimated to generate approximately 1,569 MTCO2e upon its first year of operation in 2025. Based on an estimated project population of 273 people, the proposed project would have a GHG efficiency of approximately 5.75 MTCO2e per capita per year, which is below the City's 2030 GHG emissions reduction goal. The proposed project, therefore, would be consistent with the Redlands CAP, which is intended to reduce community-wide GHG emissions consistent with State's GHG reduction goals, and the 2022 Scoping Plan's primary objective (achieve the State's 2030 GHG reduction target). As described above, the proposed project would not conflict with an applicable plan, policy, or regulation adopted for the purposes of reducing GHG emissions, as such, impacts would be less than significant.

4.9 – Hazards and Hazardous Materials

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	☐	☐	☑	☐
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	☐	☐	☑	☐
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	☐	☐	☑	☐
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	☐	☐	☐	☑
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?	☐	☐	☑	☐
f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	☐	☐	☑	☐
g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?	☐	☐	☑	☐

A *Phase I Environmental Site Assessment* (ESA), dated May 25th, 2023, was prepared for the project by Hazard Management Consulting (HMC) (see Appendix F). The ESA was performed at the northwest corner of east Colton Avenue & Wabash Avenue, on the project site. The information in this section relates to hazards and hazardous wastes and is based on the information and analysis provided in the Phase I ESA.

a) Less than Significant Impact. Implementation of the project could create significant hazards as a result of the routine transport, use, or disposal of hazardous materials during the construction of the proposed project and subsequent operation of the project.

Short-term Activities (Construction)
Project construction activities would involve the temporary use and transport of fuels, equipment, earth and building materials, among other potentially hazardous materials. The contractor would be required to develop and adhere to a Health and Safety Plan, which pursuant to California state Health and Safety Code Chapter 6.95, Division 20 (§§ 25500-25532), would minimize potentially hazardous effects of handling potentially hazardous materials during construction.[23] The project would be in the jurisdiction of, and in compliance with, the Environmental Protection Agency (EPA) and County of San Bernardino, which manage the inspection, regulation, transportation, use, and disposal of hazardous materials in Redlands. With adherence to local, state, and federal regulations, and implementation of the above measure, potential impacts to the surrounding area from the disposal or transport of onsite hazardous materials or waste would be less than significant.

Long-term Activities (Operation)
With regard to project operation, the site is zoned as Single-Family Residential; however, the project proposes a General Plan Amendment from Low Density Residential to Medium Density Residential and a Zone Change from Single-Family Residential (R-1) to Multi-Family Residential (R-2). The transport, use, and/or disposal of hazardous materials is not associated with or expected with this project because such materials are not utilized by residential land uses. The project would generate limited amounts of Household Hazard Waste (HHW), wastes prohibited or discouraged from being disposed of at local landfills. The San Bernardino County Fire Protection District operates a Household Hazardous Waste Program, with 14 permanent HHW collection facilities. These facilities would allow easy disposal of any HHW generated from future residents of the site. Through adherence to local regulations, the use of common household hazardous materials, created waste, and their disposal do not present a substantial health risk to the community. Impacts associated with the routine transport, use, or disposal of hazardous materials or wastes would be less than significant.

b) Less than Significant Impact. The results of the Phase I ESA found no evidence of Recognized Environmental Conditions (RECs), Controlled Recognized Environmental Conditions (cRECs) or Historical RECs (hRECs), which would represent the presence or likely presence of hazardous substance at the property. According to the State Water Resources Control Board and the ESA report prepared, there are no open cases of leaking underground storage tanks (LUST) on site (see section 4.10.d below). There is a LUST site located approximately 2,207 feet north of the project site, however the status of the site is “Completed – Case Closed” according to the State Water Resources Board, and would not impact the project site. A Southern California Edison transformer vault was identified near the southeast corner of the project site, and was observed to be in good condition with no stains or leaks. Stained or shallow contaminated soils should be disposed of if encountered with regard to local requirements. There are no structures on site, and it is unlikely that asbestos containing materials are present on site. The project site was once used for agricultural purposes from the early 1900s to the late 1990s; however, there was is low likelihood of pesticides occurring on site. Therefore, impacts to the public through the accidental release of hazardous materials would be less than significant.

c) Less than Significant Impact. Crafton Elementary School is located approximately 0.18 miles south of the project site. The proposed project involves the development of 103 single-family dwelling units, in addition to a community park and streets. Daily operation of the proposed project would not involve the use of acutely hazardous materials, substances, or wastes. The project would therefore not emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing school. Impacts would be less than significant.

d) No Impact. The proposed project is not located on a site listed on the state *Cortese List*, a compilation of various sites throughout the state that have been compromised due to soil or groundwater contamination from past uses.[24] Based upon review of the *Cortese List*, the project site is not:

- listed as a hazardous waste and substance site by the Department of Toxic Substances Control (DTSC),[25]
- listed as a leaking underground storage tank (LUST) site by the State Water Resources Control Board (SWRCB),[26]
- listed as a hazardous solid waste disposal site by the SWRCB,[27]
- currently subject to a Cease and Desist Order (CDO) or a Cleanup and Abatement Order (CAO) as issued by the SWRCB,[28] or
- developed with a hazardous waste facility subject to corrective action by the DTSC.[29]

Based on the above review of the Cortese List, the proposed project would not create a significant hazard to the public or the environment. No impact would occur.

e) Less than Significant Impact. The proposed project is located approximately 1.3 miles south of the Redlands Municipal Airport. Noise from overhead flights was observed during the ambient noise monitoring conducted for the project (See Appendix H); however, the predominant source of noise was traffic noise from Wabash Avenue and Colton Avenue. As noted in the City's General Plan, aircraft noise is a relatively minor contribution to the City's overall noise environment.[30] The project site is located outside of the 60 CNEL noise contour for the Redlands Municipal Airport and is not located within any other airport planning boundary.[31] The proposed project, therefore, would not expose people living at the site to excessive airport-related noise levels, and as such, impacts would be less than significant.

f) Less than Significant Impact. Construction of the proposed project would not interfere with access for emergency personnel or the evacuation of onsite staff. During construction, access to the project site would come from Colton Avenue and Wabash Avenue. After construction is completed, three streets would intersect the site and provide access in and out of the development for residents (tentatively named A, B, and C). Construction operations conducted at the project site would not significantly impede the flow of traffic on major evacuation routes in and around the City of Redlands, which include Interstates 10, 15, 210, and 215, and State Highways 30, 60, 66, 71, and 83. The project would not impair implementation of or physically interfere with an adopted emergency response plan or evacuation plan because no permanent public street or lane closures are proposed. Construction work in the street associated with the project would be limited to a nominal potential traffic diversion. Project impacts would be less than significant.

g) Less than Significant Impact. The project site is not located within a State Responsibility Areas (SRA), and the nearest SRA is approximately one mile east of the project site in Crafton. However, there are no wildland conditions in the urbanized area where the project site is located.[32] As such, any potential impacts related to wildland fire would be less than significant.

4.10 – Hydrology and Water Quality

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?	☐	☐	☑	☐
b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	☐	☐	☑	☐
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:	☐	☐	☑	☐
i) result in substantial erosion or siltation on- or off-site;	☐	☐	☑	☐
ii) substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site;	☐	☐	☑	☐
iii) create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	☐	☐	☑	☐
iv) impede or redirect flood flows?	☐	☐	☑	☐
d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?	☐	☐	☑	☐
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?	☐	☐	☑	☐

A *Preliminary Water Quality Management Plan* (WQMP) was prepared for the proposed project by CA Engineering Inc., dated October 4th, 2022 to evaluate the potential water quality impacts associated with the construction and operation of the proposed project (See Appendix G). The information presented below is condensed from the memo prepared by MIG and is attached as Appendix G.

a) Less than Significant Impact. The project site is zoned as Single Family Residential (R-1), meant for low density residential housing. The project proposes an amendment to change the zoning to Multiple Family Residential (R-2). This zoning designation allows for a higher density of dwelling units within the area, and allows for a mixture of single, duplex, or multi-family residences. The project site is located in an urbanized area; however, the site is currently undeveloped, but was previously used as agricultural land. The proposed project includes the construction of 103 single family homes, interior streets, sidewalks, and a community park located at the center of the new development. The new streets, sidewalks, and structures on the project site would increase the amount of impermeable surfaces, and flows into storm drains. Landscape coverage in and around the site would provide relief for this. Construction and use of the proposed houses would be required to comply with federal, state and local water guidelines and requirements.

According to the City's General Plan, Redlands belongs to the Upper Santa Ana River Watershed Integrated Regional Water Management Plan (IRWM), a plan with the objective of improving water supply reliability, flood management, stormwater recharge, water quality, and habitats/open space. Development of the proposed project would be required to adhere to benchmarks outlined in the San Bernardino Valley Regional Urban Water Management Plan (RUWMP). Additionally, landscaping associated with the development of the proposed project would be in compliance with Chapter 15-54 of the Redlands Municipal Code, Water Efficient Landscape Requirements. Compliance with such requirements include following irrigation schedules, water efficiency audits, and non-potable irrigation systems among other guidelines. Furthermore, the project would be required to adhere to all Santa Ana Regional Water Quality Control Board (SARWQCB) permitting requirements for construction and NPDES standards for stormwater runoff, as well as adhere to City ordinances requiring the use of Best Management Practices (BMPs) to control the release of potential pollutants entering storm drain systems.[33] Such BMPs include, but are not limited to, routine street sweeping, routine storm drain and catch basin cleaning, regular pavement repair/maintenance, spill prevention practices, etc. Non-structural and structural source control BMPs are included in the preliminary WQMP (Appendix G) and shall be implemented into the project as well. With adherence to SARWQCB permitting requirements, NPDES standards, City guidelines, and implementation of BMPs, impacts to water quality standards or waste discharge requirements would be less than significant.

b) Less than Significant Impact. Construction of the proposed housing development, internal streets and sidewalks, and associated parking has the potential to interfere with groundwater recharge and can potentially deplete supplies. The nearest well is located approximately 1.7 miles north of the project site, adjacent to the Redlands Sports Park and near the Redlands Municipal Airport. The well has a depth of 595 feet, and as of the writing of this document, the latest measurement recorded was a depth to water of 260.7 feet taken March 3rd, 2023.[34] The low water table recorded indicates the project would have a less than significant impact on groundwater supplies. The proposed project includes the development of a new residential development, consisting of some 103 single-family units, totaling approximately 216,567 square feet of gross building space. The project would include 206 garage parking stalls and 63 guest parking stalls; 269 total parking stalls. Approximately 20,100 square feet of the site would be impervious surface for sidewalks. The paving of previously undeveloped land and the increase in building surface area would increase impervious surface coverage on the site, thereby potentially reducing the total amount of infiltration onsite.

However, approximately 65,470 square feet of the site would be landscaped, including a 0.63 acre community park which would be centrally located within the neighborhood. The project would install new onsite water and sewer lines that would connect to the existing infrastructure in the surrounding streets. Two drainage areas would be installed, the first comprising the majority area of the site, the second being smaller, located at the southwest corner of the site. Stormwater would be captured and infiltrated on site through two subsurface infiltration facilities. The project site is not utilized for groundwater recharge and would include landscaping and drainage improvements that would contribute to infiltration. The development of the project site would have a less than significant impact on the groundwater table level.

c.i) Less than Significant Impact. The City of Redlands is located in and around several regional watersheds. The City's existing water system is reliant on the Mill Creek and Santa Ana Watersheds. No rivers or streams intersect the project site. The project would not result in the alteration of drainage and drainage patterns, as the project would install new onsite water and sewer lines that would connect to the existing infrastructure in the surrounding streets. Drainage facilities on-site would be regularly maintained. Development of the proposed project would include construction activities such as site preparation, grading, paving, and construction of housing. According to the City, all grading plans within the city require a standalone Erosion Control Plan.[35] Adherence to the City's erosion plan guidelines during construction of the project and proper maintenance of drainage facilities would decrease the likelihood of erosion of sensitive stream habitats, and as such any impacts to streams or rivers near the project site would be less than significant.

c.ii) Less than Significant Impact. No rivers or streams traverse the project site; thus, the project would not result in the alteration of any stream course. During construction, the project applicant would be required to comply with drainage and runoff guidelines pursuant to Redlands Municipal Code Chapter 15.54.200.[36] With regard to project operation, construction of the project would increase the net area of impermeable surfaces on the site; therefore, increased discharges to the City's existing storm drain system may occur. The proposed drainage for the easterly portion of the site would drain via area drains and access driveways that convey the runoff to two proposed streets that run from the east to the west (Streets "B" and "C"). The runoff would be collected into catch basins at the westerly ends of the streets that would deposit the runoff into an infiltration facility located just westerly of the community park. Most of the westerly portion of the site would drain to a street that runs from north to the south ("A" Street). The street would collect the runoff and convey the flows to a storm drain system that would also connect to said infiltration facility. The remaining small portion of the site located at the southwest corner would surface flow to a drainage channel that would convey the flows to an existing concrete V-gutter that is connected to Colton Avenue via a parkway culvert. This channel would have an inlet that would collect the low flows and direct them to a smaller infiltration facility located at the southwest corner of the development. Surface runoff would be conveyed to the City's storm drainage system, and all drainage plans are subject to City review and approval. Construction of the proposed project would be required to adhere to all SARWQCB permitting requirements and NPDES standards for stormwater runoff, as well as adhere to City ordinances requiring the use of BMPs to control the release of potential pollutants entering storm drain systems as indicated in the City's General Plan. Compliance with local drainage guidelines and implementation of pollutant-related BMPs would make potential impacts less than significant.

c.iii) Less than Significant Impact. Development of the proposed project would increase the net area of impermeable surfaces on the site. As discussed in sections 4.9.c.ii, construction of the proposed project would install new onsite water and sewer lines connecting to the existing infrastructure in the surrounding streets. The proposed project would have two drainage areas, one making up the majority of the site, with the smaller other one located at the southwest corner of the site. Stormwater captured would be infiltrated on site through two subsurface infiltration facilities. Flows would be collected by

catch basins and conveyed via storm drain to an underground infiltration facility. All drainage plans are subject to City review and approval. As discussed in sections 4.9.a and 4.9.c.ii, BMPs would be required to be incorporated to protect water quality. With proper maintenance of drainage facilities and adherence to BMPs, impacts would be less than significant.

c.iv) Less than Significant Impact. According to flood maps prepared by the Federal Emergency Management Agency (FEMA) and the Hydro Report prepared for this project, the project site is located in an area designated as Flood Zone “X” or Zone “D”. Zone X represents areas determined to be outside the 0.2% annual chance, Zone “D” Areas in which flood hazards are undetermined, but possible. The project site is currently undeveloped, vacant land. Construction operations including grading, site preparation, and construction of the proposed housing, internal streets and parking, and landscaping would not impede or redirect flood flows. In addition, the proposed project would comply with City of Redlands Municipal Code Chapter 15.32 (Flood Damage Protection), which would ensure flood flows would not be impeded. Impacts would be less than significant.

d) Less than Significant Impact. The City is not exposed to tsunami hazards due to its inland location. In addition, according to the California Department of Water Resources, the project site is not located in a dam inundation area.[37] There are no impacts related to tsunami or dam inundation. The project site is located in Flood Zone X, representing an area determined to be outside the 0.2% annual chance, and Zone “D”, an area where flood hazards are undetermined, but possible. Adherence to City ordinances requiring the use of BMPs to control the release of potential pollutants would reduce the potential for the release of pollutants in the event of inundation by a flood. Impacts would be less than significant.

e) Less than Significant Impact. The Santa Ana Regional Water Quality Control Board's (SARWQCB) Basin Plan is designed to preserve and enhance water quality and protect the beneficial uses of all regional waters. Development of the proposed project would be required to adhere to requirements of the Basin Plan. This includes the incorporation of BMPs to protect water quality during construction and operational periods. Development of the project site would be subject to all existing water quality regulations and programs, including all applicable construction permits. Existing General Plan policies related to groundwater quality are applicable to the project. The Sustainable Community Element includes policies that aim to limit potential water quality impacts and to promote groundwater conservation. Implementation of General Plan policies and the Regional Basin Plan would ensure that water quality impacts related to the proposed project would be less than significant.

4.11 – Land Use and Planning

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Physically divide an established community?	☐	☐	☐	☑
b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☑	☐

a) No Impact. The project site is comprised of one undeveloped, 9.01-acre parcel and is surrounded by residential, industrial, and commercial uses. The project as proposed would not include the reconfiguration of existing roadways or streets. There are residential uses to the north, south, and west of the project site; however, the project would not divide an established community and, as such, no impacts would occur.

b) Less than Significant Impact. The project proposes to amend the existing General Plan land use designation on the project site from Low Density Residential to Medium Density Residential. The Medium Density Residential land use designation allows up to 15 dwelling units per acre. The intent of this land use category is to provide areas for the development of attached, detached, and/or mixed residential uses with a range of densities and housing types. While the development does require a land use change for the project site, the proposed development would be subject to all land use and planning policies in the General Plan.

A specific plan is proposed as part of the project to establish the Madera at Citrus Trail Specific Plan. The proposed single-family homes and related infrastructure would be subject to development standards established by the Madera at Citrus Trail Specific Plan, including design guidelines to define the community and visual character. The proposed project would be consistent with both the General Plan and new Specific Plan. Furthermore, the project-level review of the project includes a site design review to ensure compliance with site-specific development standards, as outlined in the City's Zoning Code and other applicable ordinances. With compliance with the above plans and policies, the proposed project would not conflict with any land use plan, policy or regulation adopted for the purpose of avoiding or mitigating an environmental effect, and a less than significant impact would occur.

4.12 – Mineral Resources

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	☐	☐	☑	☐
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	☐	☐	☑	☐

a) Less Than Significant Impact. The California Surface Mining and Reclamation Act (SMARA) identifies and protects mineral resources within the State of California. It establishes several Mineral Resource Zones (MRZ), divisions of land containing within them various amounts of known or unknown mineral resources. The MRZ's are defined as follows: MRZ-1 are areas where no significant minerals are considered to be present, MRZ-2 are areas where mineral resources have been identified, MRZ-3 are areas of undetermined mineral resource significance, and MRZ-4 areas are of unknown mineral resource potential. According to the City's General Plan, the eastern side of the project site slightly enters an MRZ-2 area, the designation suggesting that significant mineral resources may be present.[38] However, Figure 6-4 of the Vital Environment Element in the General Plan indicates that the project site is not located in an area designated by the State Mining and Geology Board as having regionally significant PCC-grade aggregate resources.[39] The project site is located in an urbanized area of Redlands, with residential, industrial, and commercial uses surrounding the property. The development of the site would not constitute a loss of aggregate mineral as its location in an urbanized area is incompatible with mining operations and would negatively impact neighboring businesses and residents. Furthermore, the majority of the project site is located in an area with undetermined mineral resource occurrences. Therefore, the project would not result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state. Impacts would be less than significant.

b) Less than Significant Impact. Mineral resources found in Redlands have been deemed significant to the region and the State; however, such mineral resources identified have not been designated as locally significant to the City of Redlands. The eastern edge of the project site enters an MRZ-2 area, of which significant mineral deposits are likely to be present. However, the project site is zoned as Single Family Residential (R-1), meant for the development of low density, single family housing. The area is urbanized and is surrounded by residential, industrial, and commercial uses that would not support the development of mining operations and the subsequent increase in mining related pollution. The development of the project does not constitute a loss of mineral resources as the surrounding land uses do not support the development of mining operations. Potential impacts to locally important mineral resources would be less than significant.

4.13 – Noise

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	☐	☑	☐	☐
b) Generation of excessive groundborne vibration or groundborne noise levels?	☐	☑	☐	☐
c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☑	☐

A *Noise and Vibration Analysis Memo* was prepared by MIG (July, 2023) to evaluate and document noise levels associated with construction and operation of the proposed project (See Appendix H). The information in this section is taken from the *Noise and Vibration Analysis Memo* for the proposed project. Additional detail regarding how noise is defined and measured can be found in Appendix H.

a) Less than Significant with Mitigation Incorporated. Existing ambient noise levels in the project area were monitored on May 30, 2023 (MIG, 2023; see Attachment 3). Four (4) short-term measurements were conducted to determine typical ambient noise levels in the vicinity of the project area, provide direct observations of existing noise sources at and in the vicinity of the project area, and evaluate project noise levels at nearby sensitive receptors. The four monitoring locations are described below and shown in Exhibit 9 (Ambient Noise Monitoring Locations).

- Location ST-1 was at the northeast corner of the project site, approximately 28 feet west of the centerline of the outermost lane of Wabash Avenue.
- Location ST-2 was at the southeast corner of the project site, at the intersection of Wabash Avenue and Colton Avenue. The meter was approximately 35 feet east of the centerline of the outermost lane of Wabash Avenue and approximately 30 feet north of the centerline of the outermost lane of Colton Avenue.

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Source: MIG, Inc.

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Exhibit 9 Ambient Noise Monitoring Locations

Madera at Citrus Trail Residential Project
Redlands, California

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- Location ST-3 was at the southwest corner of the project site, approximately 65 feet north of the centerline of the outermost lane of Colton Avenue.
- Location ST-4 was at the northwest corner of the project site, approximately 680 feet north and west of the centerline of the outermost lanes of Colton Avenue and Wabash Avenue, respectively.

Based on observations made during the ambient noise monitoring, the existing noise environment in the project vicinity consists primarily of vehicles on Wabash Avenue and Colton Avenue and overhead air traffic. Table 12 (Measured Short-Term Ambient Noise Levels (dBA)) summarizes the results of the ambient noise monitoring.

Table 12
Measured Short-Term Ambient Noise Levels (dBA)

Monitor	Duration	Measured Noise Level		
		L_{eq}	L_{min}	L_{max}
ST-1	1 hour	64.3	41.9	83.7
ST-2	1 hour	65.3	46.1	83.1
ST-3	1 hour	59.3	42.7	80.3
ST-4	4 hours	47.6	34.4	76.1
Source: MIG, 2023				

As shown in Table 12, measured ambient noise levels were highest along Wabash Avenue (ST-1) and at the intersection of Wabash Avenue and Colton Avenue (ST-2). Noise levels along Colton Avenue (ST-3) were lower than along Wabash Avenue. Noise levels on the interior of the site (ST-4) were much lower than noise levels along Wabash Avenue and Colton Avenue and indicates traffic noise levels attenuation at rate of approximately 4.5 decibels per doubling of distance from the roadway centerline.

Construction Noise Impact Analysis

The proposed project involves construction activities including site preparation, grading, building construction, paving and architectural coating on an undeveloped parcel in an existing residential area of the City. Construction activities are anticipated to begin early 2024 and may last approximately 14 months in total.

In general, construction activities would involve the use of worker vehicles, delivery trucks, dump trucks, and heavy-duty construction equipment such as (but not limited to) backhoes, tractors, loaders, graders, excavators, rollers, cranes, material lifts, generators, and air compressors. These types of construction activities would generate noise and vibration from the following sources:

- Heavy equipment operations at different work areas. Some heavy equipment would consist of mobile equipment such as a loader and excavator that would move around work areas; other equipment would consist of stationary equipment (e.g., cranes or material hoists/lifts) that would generally operate in a fixed location until work activities are complete. Heavy equipment generates noise from engine operation, mechanical systems, and components (e.g., fans, gears, propulsion of wheels or tracks), and other sources such as back-up alarms. Mobile equipment generally operates at different loads, or power outputs, and produces higher or lower noise levels depending on the operating load. Stationary equipment generally operates at a steady power output that produces a constant noise level.
- Vehicle trips, including worker, vendor, and haul truck trips. These trips are likely to primarily occur on Colton Avenue and Wabash Avenue.

Typical construction equipment noise levels at different distances are shown in Table 13 (Potential Project Construction Equipment Noise Levels).

Table 13
Potential Project Construction Equipment Noise Levels

Typical Equipment	Noise Level at 50 feet (L_{max})(A)	Percent Usage Factor(B)	Predicted Equipment Noise Levels (L_{eq})(C)						
			50 Feet	75 Feet	100 Feet	150 Feet	200 Feet	250 Feet	300 Feet
Air Compressor	80	40	76	72	70	66	64	62	56
Bulldozer	85	40	81	77	75	71	69	67	65
Backhoe	80	40	76	72	70	66	64	62	56
Compact Roller	80	20	73	69	67	63	61	59	57
Concrete mixer	85	40	81	77	75	71	69	67	65
Crane	85	16	77	74	71	67	65	63	61
Excavator	85	40	81	77	75	71	69	67	65
Grader	85	40	81	77	75	71	69	67	65
Generator	82	50	79	75	73	69	67	65	66
Paver	85	50	82	78	76	72	70	68	66
Pneumatic tools	85	50	82	78	76	72	70	68	66
Scraper	85	40	81	77	75	71	69	67	65
Welder	73	40	69	65	63	59	57	55	53

Sources: Caltrans, 2013 and FHWA, 2010.

(A) L_{max} noise levels based on manufacturer's specifications.

(B) Usage factor refers to the amount (percent) of time the equipment produces noise over the time period

(C) Estimate does not account for any atmospheric or ground attenuation factors. Calculated noise levels based on Caltrans, 2013: L_{eq} (hourly) = L_{max} at 50 feet – 20log (D/50) + 10log (UF), where: L_{max} = reference L_{max} from manufacturer or other source; D = distance of interest; UF = usage fraction or fraction of time period of interest equipment is in use.

With regard to construction noise, site preparation and grading phases typically result in the highest temporary noise levels due to the use of heavy-duty equipment such as dozers, excavators, graders, loaders, and trucks. Construction noise impacts generally occur when construction activities occur in areas immediately adjoining noise sensitive land uses, during noise sensitive times of the day, or when construction durations last over extended periods of time. Construction activities associated with the proposed project would last approximately 14 months. Construction activities would, at times, occur directly adjacent to existing residential properties to the north and west.

As shown in Table 13, estimated worst case hourly L_{eq} and L_{max} construction equipment noise levels are predicted to be approximately 82 and 85 dBA, respectively, at 50 feet; however, the magnitude of the project's temporary and periodic increase in ambient noise levels would depend on the nature of the construction activity (i.e., grading, building construction, paving) and the distance between the construction activity and sensitive receptors/outdoor use areas. Sensitive residential receptors would be within 25 feet of work areas for specific but limited times (e.g., site grading along the property line),

at which distance construction equipment may generate noise levels up to 88 dBA L_{eq}. project construction in the middle of the site would be approximately 300 feet from sensitive receptors to the north and west. At a distance of 300 feet, construction equipment could generate noise levels of 66 dBA L_{eq} at sensitive receptor locations The concurrent operation of two or more pieces of equipment could, depending on the equipment being operated, increase estimated noise levels by 2 dBA to 4 dBA L_{eq}.

There is an existing, approximately three- to six-foot-tall concrete wall on the western boundary of the project site that may provide up to 5 dBA of shielding and construction noise attenuation for residences bordering the project site to the west; however, not all residences would receive shielding, as the concrete wall changes height over the length of the site boundary. Specifically, the residences adjacent to the southwest corner of the project site would be exposed to higher noise levels than residences adjacent to the northwest corner of the project site because of the difference in height of the existing concrete wall.

The City's Municipal Code (Section 8.06.120(G)) limits construction activities to the hours of 7 AM and 6 PM on Monday through Saturday; however, neither the City's General Plan nor Municipal Code establish a specific numeric noise standard (e.g., 90 dBA L_{eq}) for construction noise levels. As discussed above, the project's potential exterior construction noise levels would range from approximately 66 dBA L_{eq} to 88 dBA L_{eq} depending on the specific equipment in use and the distance between the equipment and adjacent residential properties. These noise levels would be approximately 1 dB to 40 dB above the existing ambient noise levels measured at the project site (see Table 12). Although the City does not maintain a specific construction noise level standard, the temporary increase in noise levels associated with the proposed construction activities could, at times, be substantial and have the potential to annoy adjacent residential receptors and/or interfere with the receptors normal use and enjoyment of their property.

Although the proposed project's construction activities may result in a substantial temporary increase in ambient noise levels, they are not anticipated to result in physical harm (e.g., temporary or permanent hearing loss or damage) to any adjacent sensitive residential noise receptor for several reasons. First, the construction phases using the most large equipment - site preparation and grading - are anticipated to occur for no more than 30 total days (not necessarily consecutive) out of the anticipated 14-month construction schedule. In addition, the estimated worst-case noise levels would only occur when equipment operations occur directly adjacent to a receptor. As equipment moves along the property line and throughout the site, noise levels would decrease at one receptor and increase at a different receptor. Worst-case conditions (i.e., equipment operating directly adjacent to a specific receptor), are estimated to occur up to four (4) hours per day for no more than several days. Thus, any individual receptor would not be continuously exposed to estimated worst-case noise levels (i.e., noise levels would lower when equipment moves away and return to ambient conditions when construction ceases for the day). Finally, the estimated construction noise level values presented in Table 13 are exterior noise levels, whereas receptors would be likely to be inside residential buildings. Interior noise levels associated with the project's construction at nearby sensitive receptors would be approximately 12 dBA to 30 dBA lower depending on the presence of existing barriers, setback distances, façade construction type, and whether windows or doors were open or closed. Physiological effects occur when the human ear is subjected to either very high noise levels (e.g., 110 dB or more) for a short period or prolonged exposure to high noise environments. For example, to protect workers from noise-induced hearing loss, the U.S. Occupational Safety and Health Administration (OSHA) limits worker noise exposure to 90 dBA as averaged over an 8-hour time period (29 CFR 1910.95). Similarly, the National Institute for Occupational Safety and Health (NIOSH) recommends workers limit noise exposure to no more than 85 dBA over an 8-hour period to protect against noise-induced hearing loss (NIOSH, 1998). Although hourly construction noise levels may approach approximately 88 dBA L_{eq}, such noise levels would not be sustained over an 8-hour period (due to movement of equipment and changes in operations that

occur during daily construction activities). Therefore, at worst-case, noise from construction activities may pose a temporary interference or annoyance effect on nearby sensitive receptors but would not result in adverse physiological effects on human receptors in the surrounding area.

To reduce the potential for the proposed project's construction activities to result in a substantial temporary increase in ambient noise levels in the vicinity of the project site that could annoy adjacent residential receptors and/or interfere with the normal use and enjoyment of residential properties, **Mitigation Measure NOI-1** would be incorporated into the project.

The implementation of **Mitigation Measure NOI-1** would reduce construction noise levels by 5 dBA to 10 dBA at individual receptor locations during the daytime. Based on the estimated worst-case scenario (88 dBA L_{eq}), exterior noise levels at individual receptors could reach 78 dBA L_{eq} to 83 dBA L_{eq} for limited periods of time with the incorporation of **Mitigation Measure NOI-1**. Such noise levels would be similar to the maximum measured daytime noise levels in the project vicinity, but noticeably louder (approximately 20 dBA to 30 dBA) than the typical measured daytime noise levels. Although worst-case noise levels could be noticeably louder than typical hourly daytime noise levels, **Mitigation Measure NOI-1** would require the applicant to provide advance warning of the proposed project's potentially noisy construction activities, restrict work hours to periods when humans are less sensitive to elevated noise levels in accordance with Municipal Code requirements, implement equipment noise control measures, install a temporary noise barrier between work areas and affected receptors, and prepare and plan for potential unanticipated or unexpected construction noise issues. By providing advanced notice of loud construction activities and implementing equipment control measures and temporary noise barriers, the potential for sensitive residential receptors to be surprised or annoyed by loud exterior noises would be substantially reduced.

In addition, daytime noise levels inside potential residential buildings would be approximately 12 dBA to 30 dBA lower, depending on whether windows and doors were open or closed. Thus, interior noise levels at individual receptors locations could potentially reach 58 dBA L_{eq} to 71 dBA L_{eq} during daytime hours, when humans are less sensitive to higher noise levels. At no time would the proposed project's exterior or interior construction noise be loud enough to result in physical harm to adjacent residential receptors.

Finally, although worst-case construction noise levels could be noticeably louder than typical conditions, this impact would occur intermittently (anticipated to be up to four (4) hours per day) for several days during the project's anticipated 30-day site preparation and grading phases), which would not constitute sustained or prolonged exposure to substantially temporary noise increases. The implementation of **Mitigation Measure NOI-1** would lower overall project construction noise levels, reduce the potential for project construction noise levels to surprise or annoy residential receptors, and reduce the potential for project construction noise levels to interfere with normal use of residential properties. The implementation of **Mitigation Measure NOI-1** would, therefore, render the proposed project's potential construction noise levels less than significant.

Operational Noise Impact Analysis

The existing residential land uses near the project site generate noise from vehicle parking activities, garbage collection activities, landscaping activities, stationary heating, ventilation, and air conditioning (HVAC) equipment, and other residential activities (e.g., building maintenance). The proposed project would have a similar density as the existing land uses surrounding the project site and involve similar noise generating sources and activities. Although the proposed project could increase the amount of noise sources and noise-generating activities compared to existing conditions, the project would have a limited potential to generate significant on-site noise levels or substantially change overall noise levels in the vicinity of the project. In general, single-family residential land uses are not a substantial noise-

generating land use type because they do not involve substantial noise-generating activities, buildings and equipment are usually setback from shared property lines, and properties are usually screened from public view by landscaping, fences, or walls and, therefore, shielded from adjacent property lines. For example, the short-term noise levels measured the interior of the site, away from Wabash Avenue and Colton Avenue, were less than 50 dBA L_{eq} (see Table 12), which is indicative of the fact that most residential land uses do not generate significant noise levels.

Once constructed, the proposed project's primary on-site noise generating activities would include traffic on the new interior circulation roads, human activity from use of the small community park, and mechanical equipment such as garage doors and HVAC equipment; however, the project includes several design features that limit the potential for project noise sources to impact adjacent residential receptors. First, the proposed project design includes a six-foot high, four-inch thick concrete wall along its entire northern and western perimeter, which would provide shielding between rear yards and adjacent residential uses. Second, the proposed project layout generally places the housing units around the perimeter of the site, which would further shield potential noise originating from the interior of the project from adjacent residences. Finally, the project would be subject to Municipal Code provisions that generally govern the use of noise-generating equipment on residential properties, such as Municipal Code Section 8.06.090, which prohibits the use of domestic power tools and machinery (e.g., powered saws, lawn and garden tools) during nighttime hours if they create a noise disturbance.

The only stationary noise generating equipment at the project site would be the proposed HVAC units, which would be located at ground-level, in the backyard area of each residential building. Although the exact make and model of the HVAC units are unknown at this time, the type of HVAC unit anticipated to be installed is a small fan-type residential unit capable of generating noise levels between 70 and 76 dBA at a distance of three feet, depending on the type of model installed.

The site plan indicates that the project's residential buildings would be set back a minimum of 25 feet from existing residences to the north and west. With distance, the typical residential HVAC unit would generate a noise level between 51.6 dBA L_{eq} and 57.6 dBA L_{eq} at adjoining property lines, which is above the City's 50 dBA L_{eq} nighttime noise standard for residential land uses. The proposed project design also includes a six (6)-foot tall concrete masonry unit perimeter wall that would provide between approximately five (5) and 10 dB of attenuation in the rear yards of adjacent property lines. The difference in barrier attenuation is due to differences in receiver, source (i.e., HVAC), and top of barrier elevations along the site's northern and western property lines. In general, receptors adjacent to the western property line are situated below the project grade and the differences in elevations between the receptor, HVAC unit, and top of barrier height are greater. In contrast, receptors adjacent to the northern property line are situated closer to (on the west) or above (on the east) the project grade, and the differences in elevations between the receptor, HVAC unit, and top of barrier height are less pronounced. The proposed project's estimated HVAC unit noise levels with distance and barrier attenuation are provided in Table 14 (Potential HVAC System Noise Levels).

Table 14
Potential HVAC System Noise Levels

HVAC System Variable	Property Line Receptor[(A)]	
	West	North
HVAC Unit Noise Level	71 to 76 dBA	71 to 76
Distance to Receptor	25 feet	25 feet
Noise Level at 25 Feet	51.6 dBA L_{eq} to 57.6 dBA L_{eq}	51.6 dBA L_{eq} to 57.6 dBA L_{eq}
Perimeter Barrier Attenuation	-9.0 dBA to -10.4 dBA	-5.2 dBA to -7.5 dBA
Resulting HVAC Noise Level	41.2 dBA L_{eq} to 48.6 dBA L_{eq}	44.1 dBA L_{eq} to 52.4 dBA L_{eq}
City Municipal Code Standard	60 dBA L_{eq} (7 AM – 10 PM) 50 dBA L_{eq} (10 PM – 7 AM)	60 dBA L_{eq} (7 AM – 10 PM) 50 dBA L_{eq} (10 PM – 7 AM)
Additional Attenuation Needed	0 dBA	Up to 2.4 dBA (10 PM – 7 AM)

Source: MIG (see Attachment 04 of Appendix H)

(A) The data presented are the worst-case prediction along the property line. Refer to Appendix XYZ for detailed information on HVAC noise level estimates.

As shown in Table 14, HVAC units that generate higher noise levels (74.6 dBA or higher) would require additional attenuation to ensure potential HVAC units do not exceed the City's nighttime noise standard of 50 dBA L_{eq}. To reduce the potential for the proposed project's operational HVAC noise levels to generate noise levels above the City's exterior standards for residential properties, **Mitigation Measure NOI-2** would be incorporated into the project.

The implementation of **Mitigation Measure NOI-2** would provide a minimum of 2.5 dBA of additional HVAC noise attenuation at existing residential receptors along the shared northern property line and ensure that HVAC noise levels would not exceed the City's 50 dBA L_{eq} exterior nighttime noise standard, nor any other exterior noise standard (e.g., the City's 60 dBA L_{eq} daytime standard for residential properties).

The project also would not have the potential to result in noise levels that exceed the City's maximum permissible interior noise limit of 45 dBA L_{eq} for residential properties. Noise levels inside existing residential buildings would be approximately 12 dBA to 30 dBA lower than estimated exterior noise levels, depending on whether windows and doors were open or closed. Thus, potential HVAC-related interior noise levels at existing residential receptors adjacent to the project would be less than 40 dBA L_{eq} even with windows open, which is less than the City's 45 dBA L_{eq} interior noise standard.

Finally, it is noted that HVAC equipment does not operate continuously and would not affect ambient noise levels when the equipment is not in use. For these reasons, potential HVAC equipment would not generate noise levels that have the potential to exceed the 45 dBA CNEL interior noise standard established by General Plan Policy 9.0s. Furthermore, with **Mitigation Measure NOI-2**, potential HVAC noise is estimated to be less than 50.0 dBA L_{eq} when in operation, which would be approximately 2.4 dBA above measured ambient noise levels on the interior of the site. Since HVAC equipment would not operate continuously, the net change in 24-hour noise exposure levels at adjacent residential properties would be less than 2.4 dBA. The proposed project, therefore, does not have the potential to result in incompatible noise levels at adjacent residences or otherwise result in a substantial permanent increase in ambient noise levels in the vicinity of the project (considered by General Plan Policy 9.0v to be 4 dBA if a land use compatibility threshold is exceeded or 6 dBA in any situation).

As described above, the proposed project would not result in a substantial permanent increase in ambient noise levels in the vicinity of the project in excess of City standards with the incorporation of **Mitigation Measure NOI-2**.

Operational Noise Impact Analysis (Off-Site Vehicle Trip Noises)

The Transportation Study Screening Analysis prepared for the proposed project (see Appendix I) indicates the project would result in a net increase of 918 daily vehicle trips. Currently, there are approximately 7,400 vehicles per day on Wabash Avenue north of Colton Avenue, 5,800 vehicles per day on Wabash Avenue south of Colton Avenue, 4,100 vehicles per day on Colton Avenue east of Wabash Avenue, and 5,400 vehicles per day on Colton Avenue between Wabash Avenue and Dearborn Street. In general, it takes a doubling of traffic to increase traffic noise volumes by 3 dBA, which is considered an audible increase for exterior noise environments by the City's General Plan. The addition of 918 passenger cars to the roadway system would not result in a doubling of traffic on any roadway segment at or in the vicinity of the project site and, therefore, would result in a less than 3 dBA increase in noise levels on local roads used to access the project site. The proposed project would not result in a substantial, permanent increase in noise levels along the roadways used to access the proposed project as compared to existing or future conditions. This impact would be less than significant. With implementation of **Mitigation Measures NOI-1** and **NOI-2**, impacts related to project construction and operation would be less than significant.

b) Less than Significant with Mitigation Incorporated.

Construction Vibration Impacts

Construction vibration impacts generally occur when construction activities occur in close proximity to buildings and vibration-sensitive areas, during evening or nighttime hours, or when construction activities last extended periods of time. The potential for groundborne vibration is typically greatest when vibratory or large equipment such as rollers or bulldozers are in operation. For the proposed project, these types of equipment would primarily operate during the site preparation, grading, and paving phases. Site preparation and grading would occur over a total of approximately 30 days at the beginning of construction and paving would occur over approximately 20 days near the end of construction. During site preparation and grading activities, large equipment could, at worst-case, operate adjacent to the site's property lines and within approximately 25 feet of the nearest residential buildings (to the north and west), although most operations would generally take place further from receptor locations. For example, equipment operating in the middle of the site could be 300 feet from receptors, and equipment operating along the southern and eastern perimeters could be approximately 600 feet from receptors. Paving operations would generally take place near the interior of the site, usually at least 50 feet from any adjacent residential building. The groundborne vibration levels generated by the type of equipment that would be used to construct the proposed project are shown in Table 15 (Potential Project Construction Vibration Levels).

Table 15
Potential Project Construction Vibration Levels

Equipment	Estimated Peak Particle Velocity at Distance (in/sec) [(A),(B)]							
	25 feet	50 feet	100 feet	200 feet	250 feet	300 feet	350 feet	400 feet
Small bulldozer	0.003	0.001	0.001	0.000	0.000	0.000	0.000	0.000
Jackhammer	*0.035*	*0.016*	0.008	0.006	0.005	0.004	0.003	0.002
Large bulldozer	*0.089*	*0.042*	*0.019*	*0.015*	*0.012*	0.009	0.007	0.006
Vibratory Roller	*0.210*	*0.098*	*0.046*	*0.034*	*0.029*	*0.021*	*0.017*	*0.010*

Sources: MIG (see Attachment 05 of Appendix H)' Caltrans, 2020; and FTA, 2018.

(A) Estimated PPV calculated as: PPV(D)=PPV(ref)*(25/D)^1.1 where PPV(D)= Estimated PPV at distance; PPVref= Reference PPV at 25 ft; D= Distance from equipment to receiver; and n= ground attenuation rate (1.1 for dense, compacted hard soils). All distances are lateral distances and do not consider changes in topography.

(B) *Italicized* values indicate the estimated vibration level exceeds the vibration perception threshold of 0.01 in/sec established by City Municipal Code Section 8.06.090(G).

As shown in Table 15, specific vibration levels associated with typical construction equipment are highly dependent on the type of equipment used. The use of typical equipment during construction activities (e.g., bulldozer, jack hammer) is estimated to produce vibration levels above the City's vibration perception threshold of 0.01 in/sec PPV when operated within 250 feet of a residential building façade. For specific vibration-inducing equipment, such as a vibratory roller, it is estimated vibration levels may be above the City's vibration perception threshold when operated within 400 feet of a residential building façade. It is noted that the vibration estimates shown in Table 15 do not take into account differences in grade or other subsurface conditions that may limit vibration transmission. In addition, the vibration estimated shown in Table 15 do not consider any loss of vibratory energy associated with the transfer of vibrations across different medium (e.g., from the soil to a concrete foundation to a floor or wall assembly). The vibration estimates shown in Table 15, therefore, are likely to overestimate potential vibration levels associated with construction equipment.

As shown in Table 15, the proposed project's potential construction activities would have the potential to exceed the City's vibration perception threshold of 0.01 in/sec PPV; however, the vibration levels that could be generated by potential construction activities would not be considered excessive for several reasons. First, potential worst-case construction vibrations would be intermittent, lasting only a few hours each day at any individual receptor. Second, potential worst-case construction vibrations would occur only when equipment operates directly adjacent to a receptor, which is not anticipated to last more than several days in total. Third, all construction activity would occur during the daytime, when human beings are less sensitive to vibrations, and would not interfere with evening or knighting use of residences. Finally, potential construction vibrations would not result in physical damage to any building or structure because estimated worst-case vibration levels would be below Caltrans' guidelines for damage to sensitive residential structures.

While potential construction vibrations would not be considered excessive, the potential exists for construction equipment to generate vibration levels above the City's vibration perception threshold of 0.01 in/sec PPV. To reduce the proposed project's potential to temporarily exceed the City's vibration standard, **Mitigation Measure NOI-3** would be incorporated into the project.

The implementation of **Mitigation Measure NOI-3** would prohibit or limit the use of construction equipment with the greatest potential to exceed the City's vibration perception threshold. In addition, **Mitigation Measure NOI-1** would require the Applicant to provide advance warning to adjacent residents of the proposed project's construction activities, restrict work hours to daytime periods, and use the smallest equipment capable of safely completing work activities. By prohibiting and limiting the use of vibration inducing equipment, providing advanced notice of construction activities, and implementing equipment control measures, the potential for sensitive residential receptors to be exposed to disturbing or excessive perceptible vibrations would be substantially reduced. Thus, with **Mitigation Measure NOI-3**, the proposed project's potential construction vibration levels would be rendered a less than significant impact. Once operational, the proposed project would not have any large equipment that would generate vibration. This impact would be less than significant.

c) Less than Significant Impact. The proposed project is located approximately 1.3 miles south of the Redlands Municipal Airport. Noise from overhead flights was observed during the ambient noise monitoring conducted for the project; however, the predominant source of noise was traffic noise from Wabash Avenue and Colton Avenue. As noted in the City's General Plan, aircraft noise is a relatively minor contribution to the City's overall noise environment.[40] The project site is located outside of the 60 CNEL noise contour for the Redlands Municipal Airport and is not located within any other airport planning boundary. The proposed project, therefore, would not expose people living at the site to excessive airport-related noise levels, and as such, impacts would be less than significant.

Mitigation Measures

NOI-1 **Reduce Potential Project Construction Noise Levels.** To reduce potential noise levels from project construction activities, the applicant shall:

1) *Notify Residential Land Uses of Planned Construction Activities.* This notice shall be provided at least two (2) weeks prior to the start of any construction activities, describe the noise control measures to be implemented by the project, and include the name and phone number of the designated contact for the applicant/project representative and the City of Redlands responsible for handling construction-related noise complaints (per action #5 below). This notice shall be provided to the owner/occupants of residential dwelling units that border the Project site to the north and west and that are directly across Colton Avenue from the Project site.
2) *Restrict Work Hours:* All construction-related work activities, including material deliveries, shall be subject to the requirements of City Municipal Code Section 8.06.120(G). Construction activities, including deliveries, shall occur only during the hours of 7 AM to 6 PM Monday to Saturday and shall not occur any time on Sundays and holidays. The Applicant/Project representative and/or its contractor shall post a sign at all entrances to the construction site informing contractors, subcontractors, other workers, etc. of this requirement.
3) *Construction Equipment Selection, Use, and Noise Control Measures*: The following measures shall apply to construction equipment used at the Project site:

    a. Contractors shall use the smallest size equipment capable of safely completing work activities.
    b. Construction staging shall occur as far away from residential land uses as possible given site and active work constraints.
    c. Electric hook-ups shall be provided for stationary equipment (e.g., pumps, compressors, welding sets). This measure shall be subject to the approval of the

local electric utility. If electric service is denied, the applicant shall ensure actions 3a, 3b, and 3d are implemented.

d. All stationary noise generating equipment shall be shielded and located as far as possible from residential land uses given site and active work constraints. Shielding may consist of a three-or four-sided enclosure provided the structure/enclosure breaks the line of sight between the equipment and the receptor and provides for proper ventilation and equipment operation.
e. Heavy equipment engines shall be equipped with standard noise suppression devices such as mufflers, engine covers, and engine/mechanical isolators, mounts, and be maintained in accordance with manufacturer's recommendations during active construction activities.
f. Pneumatic tools shall include a suppression device on the compressed air exhaust.
g. No radios or other amplified sound devices shall be audible beyond the property line of the construction site.

4) *Install Construction Noise Barrier:* The following measures shall apply to Project construction activities:

   a. Site Preparation, Grading, and Foundation Work: During all site preparation, grading, and structure foundation work activities, a physical noise barrier shall be installed and maintained around the north, south, and western site perimeter to the maximum extent feasible given site constraints and access requirements. The noise barrier shall extend to a height of six (6) feet above grade. Potential barrier options capable of reducing construction noise levels could include, but are not limited to:

      i. A plywood or other barrier installed at-grade (or mounted to structures located at-grade, such as a K-Rail), and consisting of a solid material (i.e., free of openings or gaps other than weep holes) that has a minimum rated transmission loss value of 20 dB.
      ii. Commercially available acoustic panels or other products such as acoustic barrier blankets that have a minimum sound transmission class (STC) or transmission loss value of 20 dB.
      iii. Any combination of noise barriers and commercial products capable of achieving required construction noise reductions during site preparation, grading, and structure foundation work activities.
      iv. The noise barrier may be removed following the completion of building foundation work (i.e., it is not necessary once framing and typical vertical building construction begins provided no other grading, foundation, etc. work is still occurring on-site).

   The noise barrier shall not be required if the perimeter concrete masonry unit wall included in the project's site plan is fully constructed prior to the start of substantial site preparation and grading activities at the site (i.e., only clearing and grubbing and grading necessary to access the site and install the perimeter wall may occur).

5) *Prepare a Construction Noise Complaint Plan:* The applicant shall prepare a Construction Noise Complaint Plan that shall:

a. Identify the name and/or title and contact information (including phone number and email) for a designated Project and City representative responsible for addressing construction-related noise issues.
b. Includes procedures describing how the designated Project representative shall receive, respond, and resolve construction noise complaints.
c. At a minimum, upon receipt of a noise complaint, the Project representative shall notify the City contact, identify the noise source generating the complaint, determine the cause of the complaint, and take steps to resolve the complaint.

NOI-2 **Reduce Potential Project HVAC Noise Levels.** To reduce potential noise levels from Project heating, ventilation, and air conditioning (HVAC) equipment, the City shall prohibit the installation of HVAC systems that generate a noise level greater than 76 dBA at three (3) feet. In addition, for HVAC systems located in the rear or side yards of residential units along the Project's northern property line, the applicant shall, prior to the release of the grading or building permit that authorizes the construction of any such unit, submit evidence of one the following:

1) The HVAC units to be installed shall be located at least 25 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment) and shall not generate a noise level in excess of 74.6 dBA at three (3) feet from the unit. The City may accept a manufacturer's specifications or other information, such as actual empirical noise measurements, as evidence of the noise levels that may be generated by the final proposed HVAC system(s).
2) If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three feet they shall be located a minimum of 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment).
3) If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three feet and they are located closer than 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment), then the height of the planned northern perimeter concrete masonry unit wall shall be increased from six feet to eight feet in height above the planned finished surface elevation.

NOI-3 **Prohibit Vibratory Construction Equipment.** To reduce potential vibration levels associated with construction of the proposed project, the applicant and/or its designated contractor, contractor's representatives, or other appropriate personnel shall use tamper and drum/wheel style rollers during project construction. The use of large vibratory rollers or other vibratory equipment shall be prohibited during construction unless geotechnical evaluations indicate the use of this equipment is specifically required to address compaction or other building requirements, in which case the use of vibratory rollers and equipment shall be limited to the area/conditions specified in the geotechnical report.

4.14 – Population and Housing

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☑	☐
b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☑

a) Less than Significant Impact. The project would directly induce population growth in the area with the development of new single-family housing. According to "Table 4-4: Residential Buildout (2035)" of the Livable Community Element of the Redlands General Plan, potential buildout of single family residential within the City, outside of the Transit Village, is projected at 1,900 units by 2035.[41] This number does not include housing projects that were under construction, entitled, or in the planning stage when the General Plan was written. The table additionally estimates a population growth from total future buildout, including multi-family residential, of 10,964 people. Under the existing Single-Family Residential (R-1) zoning for the site, the maximum allowable density is 6 du/ac, or a maximum of 54 dwelling units on the 9.01-acre site. Using an average of 3.23 persons per dwelling unit, the site under existing zoning would have capacity to house up to 174 persons in the 54 allowable dwelling units.

As described in Section 2 (Project Description), the proposed project includes a Zone Change from Low-Density Residential (R-1) to Multi-Family Residential (R-2), which would increase the maximum allowable density of the site to 15 du/ac, or a maximum of 135 dwelling units. This would result in a maximum capacity to house up to 436 persons in the 135 allowable dwelling units. The proposed project would include development of 103 new single-family homes, which would result in a density of 11.43 du/ac and up to 333 new persons on the site. As such, the proposed project would result in 49 additional dwelling units and a potential net increase of capacity to house up to 159 additional persons on the site when compared to existing zoning. While this increase in units and potential population growth has not been planned for by the City, the increase of 49 dwelling units and up to 159 additional persons on the site would not represent substantial unplanned population growth that cannot be handled by the City's existing utilities and service providers. As discussed in Section 4.18 (Public Services), payment of development impact fees by the proposed project would offset incremental increases in demand for services such as fire protection, police protection, schools, parks and recreation facilities, and other public services such as libraries. In addition, there are existing private utilities (gas, electric, telecommunications, etc.) located in Colton Avenue and Wabash Avenue in which the project would connect to laterally, and no new infrastructure would be required to serve the proposed residential development that could have an effect on the environment. Finally, the potential increase in capacity to house up to 159 additional persons on the site would be well within the SCAG 2020 RTP/SCS growth

projections for the City of Redlands (i.e., an increase of 11,300 residents between 2016 and 2045). Therefore, the proposed project would not exceed regional growth assumptions. As such, impacts would be less than significant.

b) No Impact. The project site is currently undeveloped. No housing would be displaced as a result of project development and as such there would be no impacts.

4.15 – Public Services

Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Fire protection?	☐	☐	☑	☐
b) Police protection?	☐	☐	☑	☐
c) Schools?	☐	☐	☑	☐
d) Parks?	☐	☐	☑	☐
e) Other public facilities?	☐	☐	☑	☐

a) Less than Significant Impact. The project is located in the service area of the City of Redlands Fire Department. The Fire Department responds to medical emergencies, hazardous materials incidents, rescue calls, and motor-related accidents, in addition to regular fire suppression services. There are four stations in Redlands[42]:

- Fire Station 261: 525 E Citrus Ave.
- Fire Station 262: 1690 Garden St.
- Fire Station 263: 10 W Pennsylvania Ave.
- Fire Station 264: 1270 W Park Ave.

The nearest fire station to the project site is Station 261, located approximately 2.6 miles to the west. The project may create an incremental increase in demand for fire services. However, development impact fees that are collected at the time of building permit issuance for approved projects would offset any incremental in demand for fire protection and emergency medical services. Fees would be charged at a current rate of $577.08 per single family dwelling unit and would go towards fire facilities and staffing.[43] Impacts related to expansion of fire protection services would be less than significant with payment of fees.

b) Less than Significant Impact. The project area is served by the Redlands Police Department. The Police Department and Patrol building is located at 1270 W Park Ave, Building C, Redlands, CA 92373. The station is approximately 4 miles west of the project site. Development of the project may generate an incremental increase in the need for police protection in the project area. However, this incremental increase is consistent with the buildout of the City's General Plan. The Police Department reviews its needs on a yearly basis and adjusts service levels as needed to maintain an adequate level of public protection. Additionally, development impact fees collected at the time of building permit issuance would offset incremental impacts of development on demand for services. Fees would be charged at a current

rate of $30.11 per single family dwelling unit and would go towards law enforcement facilities and staffing.[44] Therefore, a less than significant impact to police services would occur.

c) Less than Significant Impact. The project includes construction of 103 single family dwelling units, and, as such, would directly lead to population growth in the area of up to 333 persons, and an associated growth within the Redlands Unified School District of up to 33 students. Payment of development impact fees required under State law would offset the cost of increased demand for school district facilities in the future. The Redlands Unified School District has established a school fee and charge a current rate of $4.79 per square foot of "assessable space" (space within the perimeter of a residential structure) within new residential construction.[45] Any project impacts on school facilities would be less than significant with payment of school fees.

d) Less than Significant Impact. Development of the project could have the potential to impact demand on parks and recreation facilities if it induced substantial population growth in the area. However, as described in Section 4.13 above, the proposed project is within the region's anticipated buildout. In addition, development impact fees collected at the time of building permit issuance would offset any incremental impacts of development on the utilization of local park services. The City has established Open Space and Parks Fees going to those facilities and the project would be charged at a current rate of $3,959.94 per single family dwelling.[46] Less than significant impacts would occur with payment of fees.

e) Less than Significant Impact. The project is expected to result in an increase in residents, that may generate an additional demand for public facilities such as libraries. However, the development of the proposed dwelling units is in line with the region's future growth and buildout. Payment of required development impact fees determined by the City of Redlands would offset the cost of increased demand for such facilities in the future. Fees for public facilities would be charged at a current rate of $686.45 per single family residential dwelling unit.[47] Potential impacts to public facilities in Redlands would be less than significant with payment of fees.

4.16 – Recreation

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	☐	☐	☑	☐
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	☐	☐	☑	☐

a) Less than Significant Impact. The project involves the development of 103 single family residential dwelling units at the northwestern corner of Colton Avenue and Wabash Avenue. Crafton Park is an irregularly shaped public park located 350 feet south of the project site, across Colton Avenue. The 7.5 acre park includes a playground, picnic tables and grills, parking, restrooms, and a soccer field.[48] Additionally, the Orange Blossom Trailhead is located adjacent to the park, just 80 feet south of the project site. The proposed project may lead to an increased use of both Crafton Park and the Orange Blossom Trail with the associated increase in the local population of the area. However, the project proposes the development of an approximately 0.63-acre on-site community park (See Exhibit 7). The park would be located off of "A Street" in the center of the proposed community, and would include an area for children with recreational "climb and slide" equipment, an enclosed dog park, open turf, and a sitting area with shaded benches and two outdoor grills. Ease of access to and the new amenities as part of the proposed community park would limit any over exposure to Crafton Park and the Orange Blossom Trailhead, limiting any substantial deterioration of those facilities over time. Additionally, as described above in Section 4.13, the proposed project is in line with the region's anticipated future buildout. Finally, Development Impact Fees collected at the time of building permit issuance would help to offset any incremental impacts of development on the utilization of local park services. The City has established Open Space and Parks Fees going to those facilities and the project would be charged at a current rate of $3,959.94 per single family dwelling. As such, the increase in population would not induce unforeseen stress on the City's local or regional parks. The proposed project would not increase the use of local recreational resources to such a substantial amount that would lead to their accelerated physical deterioration. Impacts would be less than significant with payment of fees.

b) Less than Significant Impact. The project involves the development of 103 single family dwelling units, as well as an approximately 0.63-acre community park. The park would be located off of "A Street" in the center of the proposed community, and would include an area for children with recreational "climb and slide" equipment, an enclosed dog park, open turf, and a sitting area with shaded benches and two outdoor grills. Newly planted trees would also encircle the community park. Construction and operation of the proposed community park is required to be in compliance of Chapter 12.44 "Parks" of the City of Redlands Code of Ordinances.[49] The proposed park is not anticipated to have an adverse physical impact on the environment, and any impacts would be reduced with compliance to local regulations. As such, impacts would be less than significant.

4.17 – Transportation

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Conflict with a program plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?	☐	☐	☑	☐
b) Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?	☐	☐	☑	☐
c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☑	☐
d) Result in inadequate emergency access?	☐	☐	☑	☐

A *Traffic Impact Analysis* and a *VMT Screening Analysis* were prepared for the proposed project by Ganddini Group, Inc., dated May 3rd and April 7th, 2023, respectively (See Appendix I). The information presented below is provided from the aforementioned evaluations.

a) Less than Significant Impact. The *Traffic Impact Analysis* was prepared to calculate the project's trip generation and evaluate the potential for transportation impacts resulting from the development of the proposed project in the context of the City of Redlands's discretionary authority for conformance with locally established operational standards – specifically Measure U policies (which are largely based on Level of Service (LOS) standards that measure traffic congestion). The *VMT Screening Analysis* was prepared to determine whether the proposed project meets the vehicle miles traveled (VMT) requirements for the San Bernardino County Transportation Authority (SBCTA) Guidelines and screens out from needing to conduct a detailed VMT analysis. CEQA Guidelines section 15064.3(A) states that VMT is the most appropriate measure for transportation impacts, and LOS shall not be considered an environmental impact and "a project's effect on automobile delay shall not constitute a significant environmental impact" (for CEQA purposes).

Project Trip Generation

Table 16 (Proposed Project Trip Generation) shows the estimated trip generation for the proposed project based on trip generation rates collected from the Institute of Transportation Engineers (ITE) Trip Generation Manual (11th Edition, 2021). As shown in Table 16, the proposed project is forecast to generate a total of approximately 918 new daily trips, including 67 trips during the AM peak hour and 88 trips during the PM peak hour.

Table 16
Proposed Project Trip Generation

Land Use	Source	Quantity	AM Peak Hour			PM Peak Hour			Daily
			In	Out	Total	In	Out	Total	
Single-Family Detached Housing	ITE 210	79 DU	14	41	55	47	27	74	745
Single-Family Attached Housing	ITE 215	24 DU	4	8	12	8	6	14	173
Total Project Trips			**18**	**49**	**67**	**55**	**33**	**88**	**918**

Source: Ganddini, 2023.
Notes: ITE = Institute of Transportation Engineers *Trip Generation Manual* (11th Edition, 2021);
DU = Dwelling Unit

Conflicts with Redlands Measure U

Measure U was an initiative approved by the voters of Redlands in 1997 to enact several principles of managed development within the City of Redlands. The principles in Measure U have been incorporated throughout the new 2035 General Plan, as well as several sections of the Redlands Municipal Code. The *Traffic Impact Analysis* evaluated the project using the applicable Measure U Policies identified in the Connected City Element of the City of Redlands 2035 General Plan as well as the County of San Bernardino Transportation Impact Study Guidelines (TIS Guidelines). The Measure U Policies are largely based on Level of Service (LOS) standards that measure traffic congestion. A detailed LOS evaluation is included in the *Traffic Impact Analysis* (See Appendix I) in order to demonstrate project compliance with Measure U. Each Measure U policy is provided below followed by a brief explanation of how the project complies with the policy.

> *Policy 5.20a: Maintain LOS C or better as the standard at all intersections presently at LOS C or better.*

As shown in Table 1 of the *Traffic Impact Analysis*, all study intersections currently operate at LOS (C or better) except for the intersection of Judson Street at Colton Avenue during the peak hours. The addition of project traffic would not cause any location to deteriorate from LOS C to worse than LOS C.

> *Policy 5.20b: Within the area identified in GP Figure 5-1, including that unincorporated County area identified on GP Figure 5-1 as the "donut hole", maintain LOS C or better; however, accept a reduced LOS on a case-by-case basis upon approval by a four-fifths (4/5ths) vote of the total authorized membership of the City Council.*

Measure U Policy 5.20b does not apply to the project since the project site is not within the area identified in GP Figure 5-1.

> *Policy 5.20c: Where the current level of service at a location within the City of Redlands is below the Level of Service (LOS) C standard, no development project shall be approved that cannot be mitigated so that it does not reduce the existing level of service at that location except as provided in Section 5.20b.*

As shown in Table 3 of the *Traffic Impact Analysis*, the intersection of Judson Street and Colton Avenue would operate at LOS D during the peak hours, and the addition of project traffic would not change the delay or LOS at the intersection. Therefore, no mitigation is necessary as the project does not reduce the existing level of service at the intersection.

As discussed above, the project does not result in a drop in LOS at any intersection and therefore would not cause the LOS to drop below the referenced standards. The proposed project's study area

intersections were evaluated with and without project trips to comply with the City's Measure U policies by determining if the project would cause any LOS deficiencies. As previously noted, CEQA Guidelines section 15064.3(A) states that VMT is the most appropriate measure for transportation impacts, and LOS shall not be considered an environmental impact and "a project's effect on automobile delay shall not constitute a significant environmental impact" (for CEQA purposes). As shown in the *Traffic Impact Analysis*, all study area intersections would operate at satisfactory LOS in the Existing and Existing Plus Project Conditions except for the intersection of Judson Street and Colton Avenue which would continue to operate at an LOS D with or without the project. As such, the project would not result in any unsatisfactory LOS; therefore, the project would be in compliance with Measure U, no improvements would be required, and impacts would be less than significant.

b) Less than Significant Impact. In December 2018, the California Natural Resources Agency certified and adopted the updated CEQA Guidelines package. The amended CEQA Guidelines, specifically Section 15064.3, recommend the use of Vehicle Miles Travelled (VMT) as the primary metric for the evaluation of transportation impacts, under CEQA, associated with land use and transportation projects. In general terms, VMT quantifies the amount and distance of automobile travel attributable to a project or region. All agencies and projects State-wide are required to utilize the updated CEQA guidelines recommending the use of VMT for evaluating transportation impacts as of July 1, 2020. CEQA Guidelines allow for lead agency discretion in establishing methodologies and thresholds provided there is substantial evidence to demonstrate that the established procedures promote the intended goals of the legislation.

The City of Redlands' CEQA Assessment VMT Analysis Guidelines provides guidelines for analysis of transportation impacts under CEQA. The guidelines also provide three types of screening that can be applied to determine if a project is exempt from project-level VMT analysis. The project was screened using the San Bernardino County Transportation Authority (SBCTA) VMT Screening Tool. If a project meets one of the following criteria, then the VMT impact of the project is considered less-than significant and no further analysis of VMT would be required:

1. The project is located within a Transit Priority Area.
2. The project is located in a low VMT screening area.
3. The project is considered a local serving use or would generate less than 3,000 metric tons of CO2 equivalent (3,000 MT CO2e) per year.

Below are the results of the screening criteria for the project:

<u>Screening Criteria 1 –Transit Priority Area (TPA) Screening</u>
Projects located within a TPA, defined as within one-half mile of a major transit stop or high-quality transit corridor, may be presumed to result in a less than significant VMT impact absent substantial evidence to the contrary. This presumption may not apply, however, if the project:

1. Has a Floor Area Ratio (FAR) of less than 0.75.
2. Includes more parking for use by residents, customers, or employees of the project than required by the jurisdiction (if the jurisdiction requires the project to supply parking)
3. Is inconsistent with the applicable Sustainable Communities Strategy (as determined by the jurisdiction with input from the Metropolitan Planning Organization): or
4. Replaces affordable residential units with a smaller number of moderate or high-income residential units.

Based on a review of the San Bernardino County Transpiration Authority (SBCTA) VMT Screening Tool, the proposed project is not located within a TPA; therefore, the project does not satisfy the TPA screening criteria.

Screening Criteria 2 – Low VMT Screening Area

Residential and office projects located within a low VMT generating area may be presumed to have a less than significant impact absent substantial evidence to the contrary. In addition, other employment-related and mixed-use land use projects may qualify for the use of screening if the project can reasonably be expected to generate VMT per resident, per worker, or per service population (residential plus employment) that is similar to the existing land uses in the low VMT area.

As prescribed in the City VMT Guidelines, the SBCTA VMT Screening Tool was used to assess low VMT area screening for the project. The SBCTA VMT Screening Tool utilizes county travel forecasting models to measure VMT performance for individual jurisdiction and for individual traffic analysis zones (TAZ) within the SBCTA region. TAZs are geographic polygons similar to census block groups used to represent areas of homogenous travel behavior. Total daily VMT per service population was estimated for each TAZ. The proposed project is consistent with the existing land uses in the project TAZ. Per the VMT Screening Analysis, the baseline year (2023) origin-destination average daily VMT per service population for the project TAZ is equal to 24.0, which is less than 15 percent (15%) below the County baseline (28.4 VMT per service population). Therefore, the proposed project satisfies the City of Redlands established screening criteria for projects located in a low VMT area, and the project can be presumed to result in a less than significant VMT impact.

Screening Criteria 3 – Project Type Screening

Some project types have been identified as having the presumption of a less than significant impact as they are local serving by nature, or they are small enough to not warrant assessment. Local serving retail projects with stores less than 50,000 square feet may be presumed to have a less than significant impact absent substantial evidence to the contrary. Local serving retail generally improves the convenience of shopping close to home and has the effect of reducing vehicle travel. In addition to local serving retail, the following uses can also be presumed to have a less than significant impact absent substantial evidence to the contrary as their uses are local serving in nature:

- Local-serving K-12 schools
- Local Parks
- Day care centers
- Local-serving gas stations
- Local-serving banks
- Local-serving hotels (e.g., non-destination hotels)
- Student housing projects on or adjacent to a college campus
- Local-serving assembly uses (places of worship, community organizations)
- Community institutions (public libraries, fires stations, local government)
- Local-serving community colleges that are consistent with the assumptions noted in the RTP/SCS
- Affordable or supportive housing
- Assisted living facilities
- Senior housing (as defined by HUD)
- Projects which generate less than 3,000 MTCO2e per year can be presumed to have a less than significant impact on VMT. Projects which generate less than 3,000 MTCO2e per year5 include the following:
    - Single-family residential – 167 dwelling units or fewer

- Multi-family residential (1-2 stories) – 232 dwelling units or fewer
- Multi-family residential (3+ stories) – 299 dwelling units or fewer
- Office – 59,100 square feet or less
- Local-serving retail center – 112,400 square feet or less (no stores larger than 50,000 square feet)
- Warehousing – 463,400 square feet or less
- Light industrial – 74,600 square feet or less

As previously shown in Table 16, the proposed project consists of less than 167 single-family dwelling units; therefore, the proposed project satisfies the City-established project type screening criteria and may be presumed to result in a less than significant VMT impact.

Conclusion

Based on the above analysis, the proposed project is determined to have a less than significant impact on VMT since it satisfies one of more of the VMT screening criteria established by the City of Redlands CEQA Assessment VMT Analysis Guidelines. The project's VMT impact is considered less than significant and no additional VMT analysis is required.

c) Less than Significant Impact. A significant impact would occur if the proposed project substantially increased an existing hazardous design feature or introduced incompatible uses to the existing traffic pattern. Access to the site would be provided via three new streets connecting to Colton Avenue and Wabash Avenue. The streets are referred to as streets "A, B, and C". A Street would be 32 feet wide and run in a north – south direction, with an inlet off of Colton Avenue. B and C Streets would be 36 feet wide and operate in an east – west direction, both providing service off of Wabash Avenue. B Street would be south of C Street, located closer to the intersection of Colton and Wabash. These streets would provide vehicle access in and out of the project site. From these streets, there would be aisles, akin to a driveway. Each aisle would provide access to multiple houses on either side, as well as the attached garages. Street parking is available on all three of the proposed streets. The project does not involve any changes to the alignment or uses of existing roadways, and the proposed project is consistent with City of Redlands driveway spacing and design requirements. Construction operations occurring on site would comply with the California Building Code adopted in the City of Redlands Municipal Code.[50] The proposed project would not result in a traffic safety hazard due to any design features, and impacts would be less than significant.

d) Less than Significant Impact. A significant impact would occur if the design of the proposed project would not satisfy emergency access requirements of the City of Redlands Fire Department or in any other way threaten the ability of emergency vehicles to access and serve the project site or adjacent uses. The proposed project would not result in inadequate emergency access. As previously discussed above, access to the project site would be provided via three proposed streets running through the neighborhood; two streets accessible from Wabash Avenue, and the other from Colton Avenue. A Street off of Colton Avenue would 32 feet wide, and B and C Streets off of Wabash Avenue would both be 36 feet in width. The streets width is sufficient to provide access to fire and emergency vehicles and is consistent with California Fire Code requirements. All access features are subject to and must satisfy the City of Redlands design requirements, including the Fire Department's requirements. This project would therefore not result in adverse impacts with regard to emergency access. Impacts would be less than significant.

4.18 – Tribal Cultural Resources

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a Cultural Native American tribe, and that is:				
i) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code Section 5020.1(k), or	☐	☐	☐	☑
ii) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.	☐	☑	☐	☐

a.i) No Impact. A significant impact would occur if the proposed project would cause a substantial adverse change in the significance of a tribal cultural resource listed or eligible for listing in the California Resources of Historical Resources, or in a local register of historical resources as defined in Public Resources Code Section 5020.1(k). A field survey and records search conducted for the Cultural Report of this project identified two historic-period concrete standpipes located at the project site, which was once an agricultural field. According to the Report, the standpipes evaluated are not eligible for listing in the California Register of Historical Resources or for local designation, and neither structure qualifies as a “historical resource.” While the City has several historic landmarks and sites listed under its historic preservation program as defined in Public Resources Code Section 5020.1(k), the proposed project site is completely undeveloped and there are no buildings, structures, or features on the site that could be listed as a “historical resource.” The project site was formerly used for agricultural purposes and is not

known to be associated with an important historical period or important persons from the past. The project would not have any physical impacts outside the designated project area boundary. Therefore, the project would not result in any adverse change in the significance of a historical resource as defined in Public Resources Code Section 5020.1(k). No impact would occur.

a.ii) Less than Significant with Mitigation Incorporated. Government Code §§ 65352.3 and 65562.5 (SB 18); and Public Resources Code §§ 21073, 21074, 21080.3.1, 21080.3.2, 21082.3, 21083.09, 21084.2, and 21084.3 (AB 52) provide that a project that may cause a substantial adverse change to a defined Tribal Cultural Resource (TCR) can result in a significant effect on the environment. SB18 requires public notice to be sent to tribes listed on the Native American Heritage Commission's SB18 Tribal Consultation list within the geographical areas affected by the proposed changes. Tribes must respond to a local government notice within 90 days (unless a shorter time frame has been agreed upon by the tribe), indicating whether or not they want to consult with the local government. Consultations are for the purpose of preserving or mitigating impacts to places, features, and objects described in Sections 5097.9 and 5097.993 of the Public Resources Code that may be affected by the proposed adoption or amendment to a general or specific plan. The Lead Agency is required to notify tribes within 14 days of deeming a development application complete subject to CEQA to notify the requesting tribe as an invitation to consult on the project.

AB 52 identifies examples of mitigation measures that would avoid or minimize impacts to TCR. The bill makes the above provisions applicable to projects that have a notice of preparation or a notice of intent to adopt a negative declaration/mitigated negative declaration circulated on or after July 1, 2015. Although there is no indication of TCRs at the project site, AB 52 is clear in stating that it is the responsibility of the Public Agency (i.e., Lead Agency) to consult with Native American tribes early in the CEQA process to allow tribal governments, lead agencies, and project proponents to discuss the appropriate level of environment review, identify and address potential adverse impacts to TCRs, and reduce the potential for delay and conflict in the environmental review process (see Public Resources Code Section 2108.3.2). Specifically, government-to-government consultation may provide "tribal knowledge" of the project area that can be used in identifying TCRs that cannot be obtained through other investigative means. Pursuant to AB 52, as the CEQA Lead Agency, the City of Redlands sent consultation notification letters on November 22, 2022 to the following tribes:

- Agua Caliente Band of Cahuilla Indians
- Augustine Band of Cahuilla Mission Indians
- Cabazon Band of Mission Indians
- Cahuilla Band of Indians
- Chemehuevi Indian Tribe
- Colorado River Indian Tribes of the Colorado River Indian Reservation
- Gabrieleno Band of Mission Indians – Kizh Nation
- Gabrieleno/Tongva San Gabriel Band of Mission Indians
- Gabrielino/Tongva Nation
- Juaneño Band of Mission Indians Acjachemen Nation 84A
- Juaneño Band of Mission Indians Acjachemen Nation - Belardes
- Kern Valley Indian Community
- Los Coyotes Band of Cahuilla and Cupeno Indians
- Morongo Band of Mission Indians
- Pala Band of Mission Indians
- Pechanga Band of Luiseño Indians
- Quechan Tribe of the Fort Yuma Reservation
- Ramona Band of Cahuilla Tribe

- Rincon Band of Luiseno Indians
- San Fernando Band of Mission Indians
- San Manuel Band of Mission Indians
- Santa Rosa Band of Cahuilla Indians
- Serrano Nation of Mission Indians
- Soboba Band of Luiseño Indians
- Torres-Martinez Desert Cahuilla Indians
- Twenty-Nine Palms Band of Mission Indians

Only the Morongo Band of Mission Indians responded and requested consultation with the City. The City has not been presented with any information or evidence regarding the presence or likelihood of any TCR occurring on or near the project site. However, at the request of the Morongo Tribe, the City has agreed to implement **Mitigation Measures CUL-1** through **CUL-8** in the event of any inadvertent discovery of a TCR during construction activities related to the proposed project. Incorporation of **Mitigation Measures CUL-1** through **CUL-8** would ensure that potential impacts to listed or eligible TCR from the proposed project, if any, would be reduced to less than significant. Therefore, impacts to TCR would be less than significant.

4.19 - Utilities and Service Systems

Would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or stormwater drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	☐	☐	☑	☐
b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry, and multiple dry years?	☐	☐	☑	☐
c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	☐	☐	☑	☐
d) Generate solid waste in excess of State and local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	☐	☐	☑	☐
e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?	☐	☐	☐	☑

a) Less than Significant Impact. The Redlands Municipal Utilities & Engineering Department delivers water to over 23,000 service connections throughout its service area, including those in Redlands, Mentone, parts of Crafton Hills, San Timoteo Canyon, and San Bernardino. The Department receives its water from a mix of sources including local groundwater wells, the Mill Creek Watershed, Santa Ana Watershed, and imported water provided through the State Water Project. The City utilizes 23 groundwater wells, 44 booster pumps, 18 reservoirs, and 450 miles of transmission lines to deliver water.[51] Additionally, the City operates two surface water treatment plants, Tate and Hinkley, which provide treated water from the Mill Creek and Santa Ana watersheds respectively, and State Water Project (SWP). The City maintains ownership in multiple local private and mutual water companies to

bolster and secure reliable water supplies for their treatment plants. Wastewater is collected and treated at the Redlands Wastewater Treatment Facility and has a treatment capacity of 9.5 million gallons.

As discussed in Section 4.9 (Hydrology and Water Quality), the project would install new water and sewer lines onsite connecting to the existing infrastructure in Redlands. Compliance with local drainage guidelines and implementation of pollutant-related BMPs would reduce the chances of substantial runoff accumulating. The project would not generate substantially increased runoff from new impermeable surfaces on site. The proposed project would have two drainage areas, one comprising the majority of the site, and a smaller second one located at the southwest corner of the site. Stormwater would be captured and infiltrated on site through two subsurface infiltration facilities. Runoff would then be collected by catch-basins and moved to the underground infiltration facility. No additional improvements are anticipated to either sewer lines or treatment facilities to serve the project. Standard connection fees would address any incremental impacts of the project. Therefore, the project would result in less than significant impact as a result of new or expanded water supply and wastewater treatment facilities.

Impacts related to electric power, natural gas, and telecommunications facilities would also be less than significant. The project would connect to existing facilities and would not require any expansion of services. Therefore, the proposed project would not require or result in the relocation or construction of new or expanded water, wastewater treatment or stormwater drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause a significant environmental effect. Less than significant impacts would occur.

b) Less than Significant Impact. According to the *2020 Integrated Regional Urban Water Management Plan* (*UWMP*) for the Upper Santa Ana River Watershed Region, the City of Redlands is projected to have a total demand of 25,818 acre-feet (AF) in 2025.[52] The same estimates calculated a supply total of 31,039 AF in 2020, a difference of 5,221 AF. The project would generate a small increase in additional demand for water from the City of Redlands' water supply (17.1 AFY) relative to overall existing citywide demand. The Urban Water Management Plan anticipates an overall increase in demand associated with development in the area over 2015 conditions. The project would not substantially deplete water supplies, and the project would have a less than significant impact on entitled water supplies.

c) Less than Significant Impact. Potentially significant impacts could occur as a result of this project if it results in a determination by the wastewater treatment provider which serves or may serve the project that it does not have adequate capacity to serve the project's projected demand in addition to the provider's existing commitments. As detailed in Sections 4.19.a and 4.19.b, the project would be adequately served by existing wastewater treatment facilities. Therefore, a less than significant impact would occur.

d) Less than Significant Impact. Significant impacts could occur if the proposed project would exceed the existing permitted landfill capacity or violates federal, state, and local statutes and regulations. Solid waste disposal services are overseen by the City of Redlands Trash Collection. Solid waste collected in Redlands is primarily transferred to the San Timoteo Landfill in Redlands, located approximately 6 miles south of the project site. According to CalRecycle, the San Timoteo Landfill has a maximum capacity of 23,685,785 tons, with a remaining capacity of 12,360,396 tons measured April 30th, 2019.[53] Construction of the facility is anticipated to generate some solid waste, with an estimated total waste generation of approximately 3,577 lbs, per dwelling unit, per year.[54] There would be adequate landfill capacity in the region to accommodate project-generated waste; as such, the proposed project is not expected to generate an amount of solid waste in excess of the capacity of the local infrastructure. Impacts to solid waste disposal capacity would be less than significant.

e) No Impact. The proposed project is required to comply with all applicable federal, state, County, and City statutes and regulations related to solid waste as a standard project condition of approval. Therefore, no impact would occur.

4.20 – Wildfire

If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Substantially impair an adopted emergency response plan or emergency evacuation plan?	☐	☐	☐	☑
b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks and thereby expose project occupants to, pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	☐	☐	☐	☑
c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	☐	☐	☐	☑
d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?	☐	☐	☐	☑

a) No Impact. The project site is not located within a State Responsibility Areas (SRA). The nearest SRA area is approximately one mile east of the project site in Crafton.[55] There are no wildland conditions in the urbanized area where the project site is located. While the project site is currently undeveloped and vacant with low to the ground vegetation, the site is bounded by Colton Avenue and Wabash Avenue and is surrounded by residential, industrial, and commercial uses. The City's General Plan identifies several evacuation routes out of the City; these routes were previously designated as potential evacuation routes in the 2007 San Bernardino General Plan.[56] These include: Interstates 10, 15, 210, and 215, and State Highways 30, 60, 66, 71, and 83. In the event of an earthquake, the following roads would provide safe access out of the San Bernardino Valley, as indicated by Caltrans and cited in the Redlands General Plan:

- Hospitality Lane from Tippecanoe Avenue to Waterman Avenue
- Coulston Street from Mountain View Avenue to Tippecanoe Avenue
- Lugonia Avenue from Orange Street to Mountain View Avenue
- Redlands Boulevard from Orange Street to Waterman Avenue

The proposed project would not interfere with the availability of these highways and roadways as evacuation routes. The project would not substantially impair any adopted or informal emergency response plan or evacuation plan, as such no impact would occur.

b) No Impact. The project site is not located within a fire hazard zone, as identified on the Very High Fire Hazard Severity Zone (VHFHSZ) maps prepared by the California Department of Forestry and Fire Protection (CALFIRE).[57] The nearest FHSZ is considered moderate, and is located approximately one mile east of the project site, beginning at the southeastern corner of Coltan and Crafton Avenue. The nearest VHFHSZ is located approximately 1.6 miles south in South Redlands. The project site is located in an urbanized area that would not exacerbate wildfire risks, thereby exposing occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire. No impact would occur.

c) No Impact. The project site is not located within or near a State Responsibility Areas as indicated in Section 4.19.a. Development of the proposed project would involve the construction of three streets and associated driveways that would provide access in and out of the project site. The installation of utility connections to the new housing developments would also be required to provide water, heating, and electricity to residents. None of the project improvements would exacerbate fire risk or would result in a temporary or ongoing impact from wildfires requiring the installation or maintenance of associated infrastructure that may exacerbate fire risk, or that may result in temporary or ongoing impacts to the environment. No impact would occur.

d) No Impact. The project site is not located within or near any State Responsibility Areas. As described in Threshold 4.9.c.iv above, the project site is located in an area designated as Flood Zone “X” or Zone “D”; Zone X representing areas determined to be outside the 0.2% annual chance and Zone “D” where flood hazards are undetermined, but possible. Additionally, according to Figure 7-3: Flood Hazards of the Healthy Community Element of the Redlands General Plan, the project site is not located within a floodway, or within a 100 or 500-year floodplain.[58] Additionally, the project site is not located in a dam inundation area. The project site is located in a relatively flat area, with little to no potential for landslides or downstream flooding or runoff. If such an event were to occur, the City of Redlands General Plan outlines policies and principles to mitigate potential impacts from flooding. Development of the proposed project would not exacerbate risks to people from flooding or landslides. No impacts would occur.

4.21 – Mandatory Findings of Significance

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	☐	☑	☐	☐
b) Does the project have impacts that are individually limited, but cumulatively considerable?	☐	☑	☐	☐
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☐	☑	☐

a) Less than Significant with Mitigation Incorporated. The proposed project would not substantially impact any scenic vistas, scenic resources, or the visual character of the area, as discussed in Section 4.1, and would not result in excessive light or glare. The project site is located within a developed area with no natural habitat. The proposed project would not significantly impact any sensitive plants, plant communities, fish, wildlife, or habitat for any sensitive species. Impacts to burrowing owl and nesting birds would be less than significant with adherence to existing regulations and incorporation of **Mitigation Measures BIO-1** and **BIO-2**. There are no jurisdictional waters on the project site. Impacts to archaeological resources, buried human remains, and Tribal Cultural Resources would be reduced to less than significant with implementation of **Mitigation Measures CUL-1** through **CUL-8**. Based on the preceding analysis of potential impacts in the responses to items 4.1 through 4.20, no evidence is presented that this proposed project would degrade the quality of the environment. Impacts related to degradation of the environment would be less than significant with incorporation of mitigation measures.

b) Less than Significant with Mitigation Incorporated. Cumulative impacts can result from the interactions of environmental changes resulting from one proposed project with changes resulting from other past, present, and future projects that affect the same resources, utilities and infrastructure systems, public services, transportation network elements, air basin, watershed, or other physical conditions. Such impacts could be short-term and temporary, usually consisting of overlapping construction impacts, as well as long-term, due to the permanent land-use changes and operational

characteristics involved with the proposed project. Cumulative impacts would be less than significant, as further discussed herein.

Aesthetics
Impacts related to aesthetics at the project-level have no potential for cumulative impacts because impacts are limited to on-site conditions and include no component that could result in similar impacts over time or space. Therefore, no cumulative impacts related to this topic would occur.

Agricultural Resources
The analysis provided in Sections 4.2 found that no individual impacts would occur; therefore, the Project could not contribute considerably to local agriculture or forestry.

Air Quality
The analysis provided in Section 4.3 found that impacts would be less than significant with incorporation of **Mitigation Measure AIR-1**. Therefore, the project would not contribute to cumulatively considerable air quality impacts.

Biological Resources
The analysis provided in Section 4.4 found that no individual impacts to sensitive species or migratory birds would occur with implementation of **Mitigation Measures BIO-**1 and **BIO-2**; therefore, the project would not contribute considerably to regional impacts on such species, and impacts would be less than significant. The analysis also found that the project would have no other impacts on biological resources and would not result in localized or regional cumulative impacts, and as such, impacts would be less than significant.

Cultural Resources
The analysis provided in Section 4.5 found that impacts to archaeological resources and buried human remains would be less than significant with incorporation of **Mitigation Measures CUL-1** through **CUL-8**. Therefore, the project would not contribute to cumulatively considerable cultural resources impacts.

Energy
The analysis provided in Section 4.6 found that no individual impacts related to energy use would occur as a result of the proposed project. Therefore, the project would not contribute to cumulative energy impacts.

Geology and Soils
Impacts related to geology at the project-level have no potential for cumulative impacts. Therefore, the proposed project would have no contribution to potential geological or soil degradation or other such impacts. The analysis in section 4.7 found that if during construction operations, paleontological resources are discovered, **Mitigation Measure GEO-1** would establish proper care and attention to such discoveries. Therefore, the project would not contribute to cumulative paleontological resources impacts.

Greenhouse Gas Emissions
As discussed in Section 4.8, climate change is the result of numerous, cumulative sources of greenhouse gas emissions all over the world. The project would not contribute considerably to global climate change.

Hazardous Materials
The analysis provided in Section 4.9 related to hazards and hazardous materials, and the associated Phase I Environmental Site Assessment found that impacts would be less than significant with

adherence to the following mitigation measure listed below. Additionally, compliance with all regulations related to the disposal and storage of household hazardous waste would ensure that impacts would be less than significant.

Land Use and Planning
The analysis provided in Section 4.11 related to Land Use and Planning found that impacts would be less than significant; therefore, while the proposed project would contribute to individual, localized, or regional cumulative impacts, its contribution would not be considerable.

Mineral Resources
The analysis provided in Section 4.12 related to mineral resources found that there would be no impact; therefore, while the project would contribute to localized or regional cumulative impacts, the project contribution would not be considerable.

Noise
The analysis provided in Section 4.13 found that impacts related to the construction and operation of the proposed project would be less than significant with incorporation of **Mitigation Measures NOI-1** through **NOI-3**. Therefore, the project would not contribute considerably to cumulative noise impacts.

Population and Housing
The analysis provided in Section 4.14 related to Population and Housing found that no impacts would result; therefore, no cumulative impacts related to this topic would occur.

Public Services
The analysis provided in Section 4.15 related to Public Services found that impacts would be less than significant; therefore, while the proposed project would contribute to localized cumulative impacts, the contribution would not be cumulatively considerable.

Recreation
The analysis provided in Section 4.16 related to Recreation found that impacts would be less than significant; therefore, no cumulative impacts related to this topic would occur.

Traffic and Transportation
Traffic conditions were analyzed in Section 4.17 and found to be less than significant. The proposed project's contribution to cumulative impacts to local and regional transportation facilities would not be considerable.

Tribal Cultural Resources
The analysis provided in Section 4.18 related to Tribal Cultural Resources found that impacts would be less than significant with adherence to **Mitigation Measures CUL-1** through **CUL-8**.

Utilities and Service Systems
The analysis provided in Section 4.19 related to Utilities and Service Systems found that impacts would be less than significant; therefore, while the project would contribute to localized or regional cumulative impacts, the project contribution would not be considerable.

Wildfire
The analysis provided in Section 4.20 related to Wildfire found that no impacts would result; therefore, no cumulative impacts related to this topic would occur.

c) Less than Significant Impact. The proposed project would not have environmental effects which would cause substantial adverse effects on humans, either directly or indirectly, as noted in the previous sections above.

AIR-1: To reduce potential short-term adverse health risks associated with PM10 exhaust emissions, including emissions of diesel particulate matter (DPM), generated during project construction activities, the City shall require the applicant and/or its designated contractors, contractor's representatives, or other appropriate personnel to comply with the following construction equipment restriction for the project:

- All construction equipment with a rated power-output of 50 horsepower or greater shall meet U.S. EPA and CARB Tier IV Interim Emission Standards. This may be achieved via the use of equipment with engines that have been certified to meet Tier IV Interim emission standards, or through the use of equipment that has been retrofitted with a CARB-verified diesel emission control strategy (e.g., oxidation catalyst, particulate filter) capable of reducing exhaust PM10 emissions to levels that meet Tier IV standards.

As an alternative to using equipment that meets Tier IV Interim Emissions Standards for off-road equipment with a rated power-output of 50 horsepower or greater, the applicant may prepare and submit a refined construction health risk assessment to the City once additional project-specific construction information is known (e.g., specific construction equipment type, quantity, engine tier, and runtime by phase). The refined health risk assessment shall demonstrate and identify any measures necessary such that the proposed project's incremental cancerogenic health risk at nearby sensitive receptor locations is below the applicable SCAQMD threshold of 10 cancers in a million.

BIO-1: **Pre-Construction Burrowing Owl Surveys**: Preconstruction surveys for burrowing owl should be conducted. The surveys should follow the methods described in the CDFW's Staff Report on Burrowing Owl Mitigation (California Department of Fish and Game [CDFG] 2012). Two surveys should be conducted, with the first survey being scheduled between 30 and 14 days before initial ground disturbance (grading, grubbing, and construction), and the second survey being conducted no more than 24 hours prior to initial ground disturbance. If burrowing owls and/or suitable burrowing owl burrows are identified on the project site during the survey, the project should consult with CDFW and follow the methods listed in the CDFW's Staff Report on Burrowing Owl Mitigation (CDFG 2012) for avoidance and/or passive relocation. If burrowing owls or suitable burrowing owl burrows with sign (e.g., whitewash, pellets, feathers, prey remains) are identified on the project site during the survey, these features must be completely avoided. If impacts to those features are unavoidable then the project proponent must also develop an owl mitigation plan in consultation with CDFW. Mitigation methods may include passive relocation conducted outside of the owl breeding season (between September 1 and February 28). If an active owl burrow is identified, and construction is to proceed, then a qualified biologist (with two or more years of burrowing owl experience) can establish an appropriate disturbance-limit buffer around the burrow using flagging or staking. Construction activities shall not occur within any buffer zones until the burrow is deemed inactive by the qualified biologist.

BIO-2: **Pre-Construction Nesting Bird Survey**: If construction or other project activities are scheduled to occur during the nesting bird season (February 1 through August 31), a preconstruction nesting bird survey shall be conducted by a qualified avian biologist to ensure that active bird nests shall not be disturbed or destroyed. The survey shall be

completed no more than three days prior to initial ground disturbance. The nesting bird survey shall include the project site and adjacent areas where project activities have the potential to affect active nests, either directly or indirectly, due to construction activity, noise, human activity, or ground disturbance. If an active nest is identified, a qualified avian biologist shall establish an appropriately sized non-disturbance buffer around the nest using flagging or staking. Construction activities shall not occur within any non-disturbance buffer zones until the nest is deemed inactive by the qualified avian biologist. If initial ground-disturbing activities are scheduled to occur during the nesting bird season, then a biological monitor shall be present during all vegetation removal activities to ensure no impacts to nesting birds occur.

CUL-1: **Native American Treatment Agreement.** Prior to the issuance of grading permits, the applicant shall enter into a Tribal Monitoring Agreement with the Morongo Band of Mission Indians for the project. The Tribal Monitor shall be on-site during all ground-disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind). The Tribal Monitor shall have the authority to temporarily divert, redirect, or halt the ground-disturbing activities to allow identification, evaluation, and potential recovery of cultural resources.

CUL-2: **Retention of Archaeologist.** Prior to any ground-disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post replacement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind), and prior to the issuance of grading permits, the Applicant shall retain a qualified archaeologist who meets the U.S. Secretary of the Interior Standards (SOI). The archaeologist shall be present during all ground-disturbing activities to identify any known or suspected archaeological and/or cultural resources. The archaeologist will conduct a Cultural Resource Sensitivity Training, in conjunction with the Tribe[s] Tribal Historic Preservation Officer (THPO), and/or designated Tribal Representative. The training session will focus on the archaeological and tribal cultural resources that may be encountered during ground-disturbing activities as well as the procedures to be followed in such an event.

CUL-3: **Cultural Resource Management Plan.** Prior to any ground-disturbing activities the project archaeologist shall develop a Cultural Resource Management Plan (CRMP) and/or Archaeological Monitoring and Treatment Plan (AMTP) to address the details, timing, and responsibilities of all archaeological and cultural resource activities that occur on the project site. This Plan shall be written in consultation with the consulting Tribe[s] and shall include the following: approved Mitigation Measures (MM)/Conditions of Approval (COA), contact information for all pertinent parties, parties' responsibilities, procedures for each MM or COA, and an overview of the project schedule.

CUL-4: **Pre-Grade Meeting.** The retained qualified archeologist and Consulting Tribe[s] representative shall attend the pre-grade meeting with the grading contractors to explain and coordinate the requirements of the monitoring plan.

CUL-5: **On-site Monitoring.** During all ground-disturbing activities the qualified archaeologist and the Native American monitor shall be on-site full-time. The frequency of inspections shall depend on the rate of excavation, the materials excavated, and any discoveries of Tribal Cultural Resources as defined in California Public Resources Code Section

21074. Archaeological and Native American monitoring will be discontinued when the depth of grading and the soil conditions no longer retain the potential to contain cultural deposits. The qualified archaeologist, in consultation with the Native American monitor, shall be responsible for determining the duration and frequency of monitoring.

CUL-6: **Inadvertent Discovery of Cultural Resources.** In the event that previously unidentified cultural resources are unearthed during construction, the qualified archaeologist and the Native American monitor shall have the authority to temporarily divert and/or temporarily halt ground-disturbance operations in the area of discovery to allow for the evaluation of potentially significant cultural resources. Isolates and clearly non-significant deposits shall be minimally documented in the field and collected so the monitored grading can proceed.

If a potentially significant cultural resource(s) is discovered, work shall stop within a 60-foot perimeter of the discovery and an Environmentally Sensitive Area (ESA) physical demarcation/barrier constructed. All work shall be diverted away from the vicinity of the find, so that the find can be evaluated by the qualified archaeologist and Tribal Monitor[s]. The archaeologist shall notify the Lead Agency and consulting Tribe[s] of said discovery. The qualified archaeologist, in consultation with the Lead Agency, the consulting Tribe[s], and the Native American monitor, shall determine the significance of the discovered resource. A recommendation for the treatment and disposition of the Tribal Cultural Resource shall be made by the qualified archaeologist in consultation with the Tribe[s] and the Native American monitor[s] and be submitted to the Lead Agency for review and approval. Below are the possible treatments and dispositions of significant cultural resources in order of CEQA preference:

E. Full avoidance.

F. If avoidance is not feasible, Preservation in place.

G. If Preservation in place is not feasible, all items shall be reburied in an area away from any future impacts and reside in a permanent conservation easement or Deed Restriction.

H. If all other options are proven to be infeasible, data recovery through excavation and then curation in a Curation Facility that meets the Federal Curation Standards (CFR 79.1)

CUL-7: **Inadvertent Discovery of Human Remains.** The Morongo Band of Mission Indians requests the following specific conditions to be imposed in order to protect Native American human remains and/or cremations. **No photographs are to be taken except by the coroner, with written approval by the consulting Tribe[s].**

E. Should human remains and/or cremations be encountered on the surface or during any and all ground-disturbing activities (i.e., clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all water supply, electrical, and irrigation lines, and landscaping phases of any kind), work in the immediate vicinity of the discovery shall immediately stop within a 100-foot perimeter of the discovery. The area shall be protected; project personnel/observers will be restricted. The County Coroner is to be contacted within 24 hours of discovery. The County

Coroner has 48 hours to make his/her determination pursuant to State and Safety Code §7050.5. and Public Resources Code (PRC) § 5097.98.

F. In the event that the human remains and/or cremations are identified as Native American, the Coroner shall notify the Native American Heritage Commission within 24 hours of determination pursuant to subdivision (c) of HSC §7050.5.

G. The Native American Heritage Commission shall immediately notify the person or persons it believes to be the Most Likely Descendant (MLD). The MLD has 48 hours, upon being granted access to the Project site, to inspect the site of discovery and make his/her recommendation for final treatment and disposition, with appropriate dignity, of the remains and all associated grave goods pursuant to PRC §5097.98

H. If the Morongo Band of Mission Indians has been named the Most Likely Descendant (MLD), the Tribe may wish to rebury the human remains and/or cremation and sacred items in their place of discovery with no further disturbance where they will reside in perpetuity. The place(s) of reburial will not be disclosed by any party and is exempt from the California Public Records Act (California Government Code § 6254[r]). Reburial location of human remains and/or cremations will be determined by the Tribe's Most Likely Descendant (MLD), the landowner, and the City Planning Department.

CUL-8: **Final Report.** The final report[s] created as a part of the project (AMTP, isolate records, site records, survey reports, testing reports, etc.) shall be submitted to the Lead Agency and Consulting Tribe[s] for review and comment. After approval of all parties, the final reports are to be submitted to the Eastern Information Center, and the Consulting Tribe[s].

GEO-1: **Inadvertent Discovery of Paleontological Resources.** If paleontological materials are uncovered during grading or other earth moving activities, the contractor shall be required to halt work in the immediate area of the find, and to retain a professional paleontologist to examine the materials to determine whether it is a significant paleontological resource. If this determination is positive, the resource shall be left in place, if determined feasible by the project paleontologist. Otherwise, the scientifically consequential information shall be fully recovered by the paleontologist. Work may continue outside of the area of the find; however, no further work shall occur in the immediate location of the find until all information recovery has been completed and a report concerning it filed with the Development Services Director. The applicant shall bear the cost of implementing this mitigation.

NOI-1 **Reduce Potential Project Construction Noise Levels.** To reduce potential noise levels from project construction activities, the applicant shall:

1) *Notify Residential Land Uses of Planned Construction Activities.* This notice shall be provided at least two (2) weeks prior to the start of any construction activities, describe the noise control measures to be implemented by the project, and include the name and phone number of the designated contact for the applicant/project representative and the City of Redlands responsible for handling construction-related noise complaints (per action #5 below). This notice shall be provided to the

owner/occupants of residential dwelling units that border the project site to the north and west and that are directly across Colton Avenue from the project site.

2) *Restrict Work Hours:* All construction-related work activities, including material deliveries, shall be subject to the requirements of City Municipal Code Section 8.06.120(G). Construction activities, including deliveries, shall occur only during the hours of 7 AM to 6 PM Monday to Saturday and shall not occur any time on Sundays and holidays. The applicant/project representative and/or its contractor shall post a sign at all entrances to the construction site informing contractors, subcontractors, other workers, etc. of this requirement.

3) *Construction Equipment Selection, Use, and Noise Control Measures*: The following measures shall apply to construction equipment used at the project site:

    a. Contractors shall use the smallest size equipment capable of safely completing work activities.
    b. Construction staging shall occur as far away from residential land uses as possible given site and active work constraints.
    c. Electric hook-ups shall be provided for stationary equipment (e.g., pumps, compressors, welding sets). This measure shall be subject to the approval of the local electric utility. If electric service is denied, the applicant shall ensure actions 3a, 3b, and 3d are implemented.
    d. All stationary noise generating equipment shall be shielded and located as far as possible from residential land uses given site and active work constraints. Shielding may consist of a three-or four-sided enclosure provided the structure/enclosure breaks the line of sight between the equipment and the receptor and provides for proper ventilation and equipment operation.
    e. Heavy equipment engines shall be equipped with standard noise suppression devices such as mufflers, engine covers, and engine/mechanical isolators, mounts, and be maintained in accordance with manufacturer's recommendations during active construction activities.
    f. Pneumatic tools shall include a suppression device on the compressed air exhaust.
    g. No radios or other amplified sound devices shall be audible beyond the property line of the construction site.

4) *Install Construction Noise Barrier:* The following measures shall apply to project construction activities:

    a. Site Preparation, Grading, and Foundation Work: During all site preparation, grading, and structure foundation work activities, a physical noise barrier shall be installed and maintained around the north, south, and western site perimeter to the maximum extent feasible given site constraints and access requirements. The noise barrier shall extend to a height of six (6) feet above grade. Potential barrier options capable of reducing construction noise levels could include, but are not limited to:

        i. A plywood or other barrier installed at-grade (or mounted to structures located at-grade, such as a K-Rail), and consisting of a solid material (i.e., free of openings or gaps other than weep holes) that has a minimum rated transmission loss value of 20 dB.

ii. Commercially available acoustic panels or other products such as acoustic barrier blankets that have a minimum sound transmission class (STC) or transmission loss value of 20 dB.
iii. Any combination of noise barriers and commercial products capable of achieving required construction noise reductions during site preparation, grading, and structure foundation work activities.
iv. The noise barrier may be removed following the completion of building foundation work (i.e., it is not necessary once framing and typical vertical building construction begins provided no other grading, foundation, etc. work is still occurring on-site).

The noise barrier shall not be required if the perimeter concrete masonry unit wall included in the project's site plan is fully constructed prior to the start of substantial site preparation and grading activities at the site (i.e., only clearing and grubbing and grading necessary to access the site and install the perimeter wall may occur).

5) *Prepare a Construction Noise Complaint Plan:* The applicant shall prepare a Construction Noise Complaint Plan that shall:

a. Identify the name and/or title and contact information (including phone number and email) for a designated project and City representative responsible for addressing construction-related noise issues.
b. Includes procedures describing how the designated project representative shall receive, respond, and resolve construction noise complaints.
c. At a minimum, upon receipt of a noise complaint, the project representative shall notify the City contact, identify the noise source generating the complaint, determine the cause of the complaint, and take steps to resolve the complaint.

NOI-2 **Reduce Potential Project HVAC Noise Levels.** To reduce potential noise levels from project heating, ventilation, and air conditioning (HVAC) equipment, the City shall prohibit the installation of HVAC systems that generate a noise level greater than 76 dBA at three (3) feet. In addition, for HVAC systems located in the rear or side yards of residential units along the project's northern property line, the applicant shall, prior to the release of the grading or building permit that authorizes the construction of any such unit, submit evidence of one the following:

1) The HVAC units to be installed shall be located at least 25 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment) and shall not generate a noise level in excess of 74.6 dBA at three (3) feet from the unit. The City may accept a manufacturer's specifications or other information, such as actual empirical noise measurements, as evidence of the noise levels that may be generated by the final proposed HVAC system(s).
2) If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three (3) feet they shall be located a minimum of 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment).
3) If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three (3) feet) and they are located closer than 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment), then the height of the planned northern perimeter concrete masonry unit

wall shall be increased from six (6) feet to eight (8) feet in height above the planned finished surface elevation.

NOI-3 **Prohibit Vibratory Construction Equipment.** To reduce potential vibration levels associated with construction of the proposed project, the applicant and/or its designated contractor, contractor's representatives, or other appropriate personnel shall use tamper and drum/wheel style rollers during project construction. The use of large vibratory rollers or other vibratory equipment shall be prohibited during construction unless geotechnical evaluations indicate the use of this equipment is specifically required to address compaction or other building requirements, in which case the use of vibratory rollers and equipment shall be limited to the area/conditions specified in the geotechnical report.

6 References

6.1 – List of Preparers

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- Cameron Hile, Senior Analyst
- Chris Dugan, Director of Air Quality, GHG, and Noise Services
- Kasey Kitowski, Air Quality Noise Analyst
- William Deeman, Air Quality, Greenhouse Gas, and Noise Services Analyst
- Duncan Edwards, Assistant Planner

Ecorp Consulting Inc. (Biological Report & Cultural Resources Report)
215 North 5th Street
Redlands, California 92374

- Chelsie Brown, Associate Biologist | Biological Resources Report
- Phillip Wasz, Senior Wildlife Biologist | Biological Resources Report
- Julian E. Acuña, M.A., RPA, Associate Archaeologist | Cultural Resources Report

TGR Soils Inc. (Geotechnical Study)
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6.2 – Persons and Organizations Consulted

- N/A

6.3 – Bibliography

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Tentative Tract Map No. 20571 – Madera at Citrus Trail Residential Project

Final Initial Study
and
Mitigated Negative Declaration

Lead Agency:

City of Redlands
35 Cajon St., Ste. 20/P.O. Box 3005
Redlands, CA 92373
Office 909.798.7555 ext. 7344

Prepared by:

MIG, Inc.
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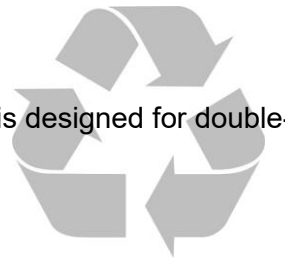
Final IS/MND
March 6, 2024



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1 – INTRODUCTION

This Final Initial Study and Mitigated Negative Declaration (Final IS/MND) has been prepared to provide revisions to the Public Review Draft IS/MND, dated October 11, 2023, that was prepared for the proposed project (see Attachment 1) and to respond to public comments that were received during the public circulation period for the document. Certification of this Final IS/MND by the Redlands City Council must occur as part of approval of the proposed project and related city approvals.

Purpose of the IS/MND

The Public Review Draft IS/MND was prepared to assess the short-term, long-term, and cumulative environmental impacts resulting from the proposed project. The Public Review Draft IS/MND was prepared to comply with CEQA Guidelines § 15063, which sets forth the required contents of an Initial Study. These include:

- A description of the project, including the location of the project (see Section 2 of Attachment 1);
- Identification of the environmental setting (see Section 2.10 of Attachment 1);
- Identification of environmental effects by the use of a checklist, matrix, or other methods, provided that entries on the checklist or other form are briefly explained to indicate that there is some evidence to support the entries (see Section 4 of Attachment 1);
- Examination of whether the project is compatible with existing zoning, plans, and other applicable land use controls (see Section 4.13 of Attachment 1);
- Discussion of ways to mitigate significant effects identified, if any (See Section 5); and,
- The name(s) of the person(s) who prepared or participated in the preparation of the Initial Study (see Section 6 of Attachment 1).

Project Description

The proposed project includes Tentative Tract Map No. 20571, which would include the construction of 102 new single-family homes, consisting of approximately 214,454 square feet of gross building space, along with associated landscaping and roadway improvements. The proposed single-family homes would be designed in three plan types (P1, P2, and P3), with various architectural styles associated with each plan. All of the proposed plan types would have two stories, a two-car garage, and would range in height from 27 feet to 30 feet. Plan P1 is a 1,544-square foot house, with 3 bedrooms, 2.5 bathrooms, and an attached 408-square foot garage. Plan P2 is a 1,700-square foot house, with 3 bedrooms, 2.5 bathrooms, and an attached 409-square foot garage. Plan P3 is a 1,858-square foot house, with 4 bedrooms, 3.5 bathrooms, and an attached 407-square foot garage. Forty (40) of the proposed housing units would be plan type P1, twenty-six (26) of the proposed units would be plan type P2, and thirty-six (36) of the proposed units would be plan type P3.

Passenger vehicle access to and from the project site would be provided via three new streets connecting to Colton Avenue and Wabash Avenue. “A” Street would run in a north – south direction, and connect with Colton Avenue. “B” and “C” Streets would run in an east – west direction, both connecting to Wabash Avenue and “A” Street. From these streets, there would be drive aisles that would provide direct access to residential units. Development of the project would

include 204 garage parking stalls and 65 guest parking stalls; totaling 269 parking stalls. Approximately 74,220 square feet of the site would be landscaped. Landscaping includes the front, side, and backyards of the housing units, sidewalk landscaping within the development area and on outwardly facing Colton Avenue and Wabash Avenue, as well as the community park located within the center of the project site. The remainder of the site would be paved, including sidewalks, streets within the neighborhood, and driveways. The project also includes development of a 0.63 acre private park. The park would be located off of "A Street" in the center of the proposed community and would include: an area for children with recreational "climb and slide" equipment, an enclosed dog park, open turf, and a sitting area with shaded benches and two outdoor grills. Newly planted trees would also encircle the community park.

The proposed project would install new onsite water and sewer lines that would connect to existing lines in the surrounding streets. The proposed project would have two drainage areas, the first comprising the majority area of the site, the second being smaller, located at the southwest corner of the site. Stormwater would be captured and infiltrated on site through two subsurface infiltration facilities. Flows would be collected by catch basins and conveyed, via the on-site storm drain, to the underground infiltration facility where filters would remove sediment, debris, and various pollutants. Based on the preliminary estimates, grading for the project would require cut of approximately 33,287 cubic yards (cy), and fill of 40,918 cy, requiring approximately 7,631 cubic yards of soil import during grading.

City of Redlands Discretionary Approvals

The City Council as lead agency must take the following actions with respect to the Final IS/MND before the Council can approve the proposed project:

- Planning Commission Review and Approval
- Tentative Tract Map No. 20571
- General Plan Amendment
- Specific Plan No. 66
- Compliance with the requirements of CEQA
- Grading Permits and Encroachment Permits
- Building Permits

No other government/public agency approvals are required for the proposed project.

Availability of IS/MND Materials

Materials related to the preparation of Public Review Draft IS/MND and this Final IS/MND are available for public review on the city website: https://www.cityofredlands.org/post/environmental-documents. To request an appointment to review these materials in person, please contact:

Ryan Murphy
Senior Planner
City of Redlands
35 Cajon St., Ste. 20
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Office 909.798.7555 ext. 7308
Email: rmurphy@cityofredlands.org

2 – RESPONSE TO COMMENTS

The Public Review Draft IS/MND was circulated for 30-day public review and comment period beginning on October 12, 2023 and ending on November 14, 2023. A Notice of Intent to Adopt was sent to the State Clearinghouse, other government agencies, neighboring cities, and non-governmental interested parties. The city's Local Agency Notification List, showing who received notice of the Public Review Draft IS/MND, is provided in Section 4.0 (Public Circulation) of this Final IS/MND. Two (2) comment letters were received (see Table 2-1). A copy of the comment letter, and written responses to those comments, follows below. Based on the responses to comments provided below, no further analysis of impacts is required and no edits to the Public Review Draft IS/MND are necessary.

Table 2-1
Public Review Draft IS/MND Comments

ID	Agency/Organization/Individual	Date
A	Julia Lenhardt	November 7, 2023
B	Alexandria McCleary (San Manuel Band of Mission Indians)	November 16, 2023

COMMENT LETTER A – JULIA LENHARDT

From: Julia Lenhardt
Sent: Tuesday, November 7, 2023 4:28 PM
To: Ryan Murphy
Subject: Comments on EIR: Madera at Citrus Trails

You don't often get email from lenhardt.julia@gmail.com. Learn why this is important

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Hello Mr. Murphy,

I'm writing in regards to the environmental impact reports for the Madera at Citrus Trails project. I have a few comments:

1. The air quality impact report states that the census tract of the project (in which I also live) is in the 100th percentile for ozone exposure, but that this doesn't warrant specific requirements since overall air quality is in the 41st percentile. Since ozone is directly related to asthma, trouble breathing, chest pain, etc, the 100th percentile statistic is extremely concerning. Since ozone is formed (primarily) from the combination of car emissions and sunlight, I would request a further analysis of the additional air quality impact from the over 200 cars expected to be driving in and out of the development every day for years to come. Perhaps the construction would not noticeably impact air quality for a long time, but 200 additional cars in the neighborhood would.

2. Regarding the gopher and squirrel populations living on the land currently - I understand they are not protected species. But there are thousands of them living on that land. I would like to know what is the expected impact to surrounding neighborhoods, Crafton Elementary grounds and Crafton city park grounds when the thousands of ground nesting animals move out of that land and into those spaces. There will certainly be costs associated with that.

3. The traffic analysis fails to address the fact that just south of the intersection of Wabash and Colton, Wabash becomes a school zone with 25mph speed posted. This is already an extremely dangerous crossing (I can speak to this from daily experience), and students cross it every day from the East Valley highschool and the Crafton elementary school. I think additional analysis is needed to address impacts to the school zone area and should consider pedestrian crossings.

Thank you very much,
Julia Lenhardt
Adams St, Redlands, CA

ID	Response to Comment Letter A – Julia Lenhardt
A-1	The commenter accurately identifies that page 60 of the Public Review Draft IS/MND describes the census tract in which the project is located (census tract 6071008402) as having a cumulative score in the 41st percentile and ozone indicator in the 100th percentile, based on data available from CalEnviroScreen 4.0. The Public Review Draft IS/MND never states, however, that ozone should be omitted or dismissed from the analysis. It only states that the census tract is not defined as a "disadvantaged community," because it does not fall within a cumulative percentile of 75 or greater (i.e., how SB 535 defines a "disadvantaged community"). As described below, the project's air quality impacts, including ozone during the project's operational phase, have been fully evaluated. As described on page 3-1 of the Air Quality and Health Risk Assessment Report (Appendix A of the Public Review Draft IS/MND), ground-level ozone is not emitted directly into the atmosphere. Rather, ozone is created from chemical reactions between oxides of nitrogen (NOx) and reactive organic gases (ROG) in the presence of sunlight. The Public Review Draft IS/MND includes an analysis of potential ozone impacts on both the regional and localized scale through the analysis of the project's NOx and ROG emissions during project construction and operation and, thusly, analyzes how the proposed project could exacerbate ozone levels in the vicinity of the project and air basin as a whole. As shown in Table 6 (Public Review Draft IS/MND page 58), the project's unmitigated construction emissions, including ROG and NOx, would be below all regional SCAQMD CEQA thresholds. Similarly, Table 7 (Public Review Draft IS/MND page 59) shows unmitigated operational emissions would also be below all regional SCAQMD CEQA thresholds. The operational ROG and NOx emissions are approximately 14% and 16% of the maximum daily emissions during construction, respectively. Therefore, while construction emissions would be greater than operation, at no time would project activities exceed applicable thresholds established by the SCAQMD for the protection of regional air quality. Although not contained in the main body of the Public Review Draft IS/MND, Appendix A (Air Quality Impact and Health Risk Assessment) included a localized significance threshold (LST) analysis for the project. As described on page 4-2 of Appendix A: "In addition to establishing thresholds of significance for emissions of criteria air pollutants on a regional level, the SCAQMD has also developed Localized Significance Thresholds (LSTs) that represent the maximum emissions from a project that are not expected to cause or contribute to an exceedance of the most stringent applicable Federal or State ambient air quality standards, which would result in significant adverse localized air quality effects." The SCAQMD's LSTs, which were developed in response to one of the Air District's environmental justice initiatives, takes into account a number of factors, including (1) existing ambient air quality in each SRA; (2) how many acres the project would disturb; and (3) how far project construction and operational activities would take place from the nearest sensitive receptor. As shown in Tables 4-9 and 4-10 of Appendix A (page 4-13), the proposed project's construction and operational emissions (including NOx) would be below applicable LSTs for the site. It should be

ID	Response to Comment Letter A – Julia Lenhardt
	further noted that mobile source NOx emissions during the operational phase (0.1 lbs/day; see Table 4-10) would be less than 0.1% of the SCAQMD LST of 270 lbs/day. Therefore, the proposed project's potential to adversely impact air quality, including ozone, has been fully evaluated. The approximately 918 additional vehicle trips generated by the project would not significantly impact air quality in the vicinity of the project, including ozone concentrations. No further analysis is required.
A-2	Common species (such as gophers and squirrels) are not required to be evaluated under CEQA (please see CEQA Appendix G Section IV for a list of topics required to be analyzed). Common species are outlined as part of reporting the existing baseline conditions of a site, but no impact evaluation or mitigation is required for species that are not listed or protected under any laws, regulations, policies, or plans. In addition, CEQA does not require analysis of displacement of common species from projects sites. As such, this comment has been noted and no further analysis is required.
A-3	As documented in the project TIA, the project is forecast to contribute approximately 14 trips during the AM peak hour on Wabash Avenue south of Colton Avenue; this equates to approximately one additional trip every four minutes and is well below the typical threshold of 50 peak hour trips used for identifying roadway facilities that may be substantially affected by additional traffic. In addition, project trip contributions are expected to be lower during the afternoon school release period. An existing pedestrian crossing is located south of Colton Avenue at the intersection of Wabash Avenue and Independence Avenue. Based on cursory review of crash data, there does not appear to be any reported collisions involving bicycles or pedestrians at the intersection of Wabash Avenue and Independence Avenue for the most recent 5-year period of available data from the Transportation Injury Mapping System (UC Berkeley/SafeTREC, January 1, 2017 through December 31, 2022). Therefore, there does not appear to be a history of pedestrian or bicycle collisions at this intersection that would warrant further analysis. Additionally, the intersection of Wabash Avenue and Independence Avenue is all-way stop controlled, requiring all vehicles to come to a complete stop before proceeding through the intersection. Pedestrian crossings are appropriately marked as yellow school zone crossings with ladder/perpendicular markings for enhanced visibility. Therefore, the crossing referred to in Comment 3 currently includes features that enhance pedestrian safety. Based on review of these considerations, the project is expected to have no significant effect on pedestrian crossings south of Colton Avenue, and no further analysis is required.

COMMENT LETTER B – ALEXANDRIA MCCLEARY (SAN MANUEL BAND OF MISSION INDIANS)

From: Alexandra Mc Cleary
Sent: Thursday, November 16, 2023 8:48 PM
To: Ryan Murphy
Subject: TTM No. 20571 Madera at Citrus Trail Residential Project [CIT-RED-2022-21]
Importance: High

You don't often get email from alexandra.mccleary@sanmanuel-nsn.gov. Learn why this is important

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Dear Ryan,

Upon review of the Initial Study of Project TTM No. 20571 – Madera at Citrus Trail Residential Project, it would appear that the City's AB 52-related consultation was not included. The Study inaccurately reports that only the Morongo Band of Mission Indians requested consultation with the City. As the attached correspondence will demonstrate, this is not an accurate statement. San Manuel also requested consultation on this project and requested to be notified of inadvertent discoveries of cultural resources.

Can you please ensure that the MMs are corrected to include San Manuel as a consulting tribe? Note, San Manuel is not requesting one of its tribal monitors to be present on this project?

Thank you,
Alexandra

Alexandra Mc Cleary
Sr Mgr Cultural Resource Management
Alexandra.McCleary@sanmanuel-nsn.gov
O:(909) 864-8933 Ext 50-2023
M:(909) 633-0054
26569 Community Center Dr Highland, California 92346
SAN MANUEL
BAND OF MISSION INDIANS

ID	Response to Comment Letter B – Alexandria McCleary
B-1	The commenter is correct in saying the San Manuel Band of Mission Indians requested consultation on this project and to be notified of inadvertent discoveries of cultural resources. As shown in the Errata section of this Final IS/MND (see Chapter 3), revisions have been made to the Public Review Draft IS/MND to include the San Manuel Band of Missions Indians as a consulting tribe on this project. In addition, the mitigation measures for cultural resources have been revised to include the San Manuel Band of Mission Indians for notification in the event of inadvertent discoveries of cultural resources.

3 – ERRATA

This section identifies revisions to the Public Review Draft IS/MND. These revisions incorporate clarifications, corrections, or additions prepared as a result of project changes and consultation with interested parties during the public review period that occurred from October 12, 2023 through November 14, 2023. Revisions are shown below in underline. Deletions are shown in strikethrough. Commentary notes are shown in *Italic type* where needed.

None of the revisions below represents a substantial increase in the severity of an identified significant impact or the identification of a new significant impact, mitigation, or alternative considerably different from those already considered in the Public Review Draft IS/MND.

Public Review Draft IS/MND Chapter 1, Introduction

(Page 1, 1st paragraph, 1st sentence): The City of Redlands ("Lead Agency") received a development proposal from Soni 2012 Irrevocable Trusts ("applicant") for a Tentative Tract Map (No. 20571) that would develop 102 ~~103~~ new single-family homes, as well as a 0.63-acre community park (together these comprise the "project"), on a 9.01-acre parcel located at the northwest corner of Colton Avenue and Wabash Avenue in the City of Redlands, California.

Public Review Draft IS/MND Section 2.8, Project Description

(Page 6, 1st paragraph, 1st sentence): The proposed project includes Tentative Tract Map No. 20571, which would include the construction of 102 ~~103~~ new single-family homes, consisting of approximately 214,454 ~~216,567~~ square feet of gross building space, along with associated landscaping and roadway improvements (see Exhibit 3, Conceptual Site Plan).

Public Review Draft IS/MND Section 2.8, Project Description

(Page 6, 1st paragraph, 2nd sentence): Development of the project would also include 204 ~~206~~ garage parking stalls and 65 ~~70~~ guest parking stalls; totaling 269 ~~276~~ parking stalls.

Public Review Draft IS/MND Section 2.8, Project Description

(Page 6, 1st paragraph, 2nd sentence): Approximately 74,220 ~~65,470~~ square feet of the site would be landscaped.

Public Review Draft IS/MND Section 2.8, Project Description

(Page 7, Landscaping, 1st sentence): Approximately 74,220 ~~65,470~~ square feet of the site would be landscaped (see Exhibit 6, Conceptual Landscape Plan).

Public Review Draft IS/MND Section 2.8, Project Description

(Page 7, last paragraph, 1st sentence): There would be 269 ~~276~~ parking spaces provided on the project site, 65 ~~70~~ of which would be allocated for guest parking spaces, equating to approximately 2.6 ~~2.7~~ spaces per residence.

Public Review Draft IS/MND Section 4.1, Aesthetics

(Page 50, last paragraph, 4th sentence): Project plans include 204 ~~206~~ covered parking stalls for the 102 ~~103~~ proposed dwelling units.

Public Review Draft IS/MND Section 4.3, Air Quality

(Page 50, last paragraph, 4th sentence): The proposed project would generate approximately 330 ~~333~~ new residents, which would be well within the SCAG 2020 RTP/SCS growth projections for the City of Redlands (i.e., 11,300 residents between 2016 and 2045).

Public Review Draft IS/MND Section 4.5, Cultural Resources

(Page 72, 1st full paragraph, 3rd sentence): However, in the unlikely event that archeological materials are uncovered during ground-disturbing activities, and at the request of the Morongo Band of Mission Indians and the San Manuel Band of Mission Indians, **Mitigation Measures CUL-1** through **CUL-8** have been incorporated.

Public Review Draft IS/MND Section 4.5, Cultural Resources

(Page 72, 2nd full paragraph, 3rd sentence): In addition, the Morongo Band of Mission Indians and the San Manuel Band of Mission Indians requested incorporation of **Mitigation Measures CUL-1** through **CUL-8** to reduce potentially significant impacts to previously undiscovered human remains.

Public Review Draft IS/MND Section 4.5, Cultural Resources

(Page 72, Mitigation Measure CUL-1, 1st sentence): Prior to the issuance of grading permits, the applicant shall enter into a Tribal Monitoring Agreement with the Morongo Band of Mission Indians and the San Manuel Band of Mission Indians for the project.

Public Review Draft IS/MND Section 4.5, Cultural Resources

(Page 74, Mitigation Measure CUL-7, 1st sentence): The Morongo Band of Mission Indians and the San Manuel Band of Mission Indians request~~s~~ the following specific conditions to be imposed in order to protect Native American human remains and/or cremations.

Public Review Draft IS/MND Section 4.5, Cultural Resources

(Page 74, Mitigation Measure CUL-7, section D, 1st sentence): If the Morongo Band of Mission Indians and/or the San Manuel Band of Mission Indians has been named the Most Likely Descendant (MLD), the Tribe(s) may wish to rebury the human remains and/or cremation and sacred items in their place of discovery with no further disturbance where they will reside in perpetuity.

Public Review Draft IS/MND Section 4.6, Energy

(Page 75, 2nd paragraph, 1st sentence): The proposed project consists of the construction and operation of 102 ~~103~~ new single-family residential home.

Public Review Draft IS/MND Section 4.9, Hazards and Hazardous Materials

(Page 86, 1st paragraph, 2nd sentence): The proposed project involves the development of 102 ~~103~~ single-family dwelling units, in addition to a community park and streets.

Public Review Draft IS/MND Section 4.10, Hydrology and Water Quality

(Page 88, 2nd paragraph, 5th sentence): The proposed project includes the construction of 102 ~~103~~ single family homes, interior streets, sidewalks, and a community park located at the center of the new development.

Public Review Draft IS/MND Section 4.10, Hydrology and Water Quality

(Page 88, 4th paragraph, 5th sentence): The proposed project includes the development of a new residential development, consisting of some 102 ~~103~~ single-family units, totaling approximately 214,454 ~~216,567~~ square feet of gross building space.

Public Review Draft IS/MND Section 4.10, Hydrology and Water Quality

(Page 88, 4th paragraph, 6th sentence): The project would include 204 ~~206~~ garage parking stalls and 65 ~~63~~ guest parking stalls; 269 total parking stalls.

Public Review Draft IS/MND Section 4.10, Hydrology and Water Quality

(Page 89, 1st paragraph, 1st sentence): However, approximately 74,220 ~~65,470~~ square feet of the site would be landscaped, including a 0.63 acre community park which would be centrally located within the neighborhood.

Public Review Draft IS/MND Section 4.14, Population and Housing

(Page 108, 2nd paragraph, 3rd sentence): The proposed project would include development of 102 ~~103~~ new single-family homes, which would result in a density of 11.32 ~~11.43~~ du/ac and up to 330 ~~333~~ new persons on the site.

Public Review Draft IS/MND Section 4.15, Public Services

(Page 111, 2nd paragraph, 1st sentence): The project includes construction of 102 ~~103~~ single family dwelling units, and, as such, would directly lead to population growth in the area of up to 330 ~~333~~ persons, and an associated growth within the Redlands Unified School District of up to 32 ~~33~~ students.

Public Review Draft IS/MND Section 4.16, Recreation

(Page 112, 1st paragraph, 1st sentence): The project involves the development of 102 ~~103~~ single family residential dwelling units at the northwestern corner of Colton Avenue and Wabash Avenue.

Public Review Draft IS/MND Section 4.16, Recreation

(Page 112, 2nd paragraph, 1st sentence): The project involves the development of 102 ~~103~~ single family dwelling units, as well as an approximately 0.63-acre community park.

Public Review Draft IS/MND Section 4.18, Tribal Cultural Resources

(Page 120, 1st paragraph, 1st sentence): Only the Morongo Band of Mission Indians and the San Manuel Band of Mission Indians responded and requested consultation with the City.

Public Review Draft IS/MND Section 4.18, Tribal Cultural Resources

(Page 120, 1st paragraph, 3rd sentence): However, at the request of the Morongo ~~Tribe~~ Band of Mission Indians and the San Manuel Band of Mission Indians, the City has agreed to implement **Mitigation Measures CUL-1** through **CUL-8** in the event of any inadvertent discovery of a TCR during construction activities related to the proposed project.

Public Review Draft IS/MND Chapter 5, Mitigation Summary

(Page 131, Mitigation Measure CUL-1, 1st sentence): Prior to the issuance of grading permits, the applicant shall enter into a Tribal Monitoring Agreement with the Morongo Band of Mission Indians and the San Manuel Band of Mission Indians for the project.

Public Review Draft IS/MND Chapter 5, Mitigation Summary

(Page 132, Mitigation Measure CUL-7, 1st sentence): The Morongo Band of Mission Indians and the San Manuel Band of Mission Indians requests the following specific conditions to be imposed in order to protect Native American human remains and/or cremations.

Public Review Draft IS/MND Chapter 5, Mitigation Summary

(Page 133, Mitigation Measure CUL-7, section D, 1st sentence): If the Morongo Band of Mission Indians or the San Manuel Band of Mission Indians has been named the Most Likely Descendant (MLD), the Tribe(s) may wish to rebury the human remains and/or cremation and sacred items in their place of discovery with no further disturbance where they will reside in perpetuity.

4 – PUBLIC CIRCULATION

Availability and Distribution

On October 11, 2023, the city of Redlands filed a Notice of Intent to Adopt a Mitigated Negative Declaration (NOI) for the proposed project with the San Bernardino County Clerk of the Board (see Attachment A). The city also published the NOI in the local public circulation *Redlands Daily Facts* on the same date. In addition, the NOI was sent by certified mail to public agencies, interested individuals, neighboring jurisdictions, other non-governmental entities, and interested individuals on the city's agency notification list (see Attachment B). The NOI was also submitted electronically along with a Notice of Completion (NOC) (see Attachment C) to the Office of Planning and Research's (OPR) State Clearinghouse (SCH) website for distribution to State agencies and the project was issued SCH #2023100328. The NOI and Public Review Draft IS/MND materials were also available on the city's website during the entire public review and comment period. Finally, notification was submitted to local Native American Tribal Governments in accordance with CEQA statutes, guidelines, and Assembly Bill 52. Below is a list of the public agencies, interested individuals, neighboring jurisdictions, other non-governmental entities, and interested individuals on the city's agency notification list:

Agency Notification List

Federal
United States Fish and Wildlife Service
United States Army Corps of Engineers

State of California
Office of Planning and Research State Clearinghouse

San Bernardino County
Clerk of the Board of Supervisors
San Bernardino County Land Use Services Department
San Bernardino County Public Works Department – Traffic Division
San Bernardino County Flood Control District
San Bernardino County Transportation Authority

Regional
San Bernardino Valley Municipal Water District
South Coast Air Quality Management District
Regional Water Quality Control Board
San Bernardino Valley Water Conservation District
Riverside County Planning Department
Southern California Association of Governments

Local Native American Tribes
Morongo Band of Mission Indians
San Manuel Band of Mission Indians
Ganbrieleño Band of Mission Indians – Kizh Nation

Local Cities
City of Calimesa Community Development Department
City of San Bernardino Community and Economic Development Department
City of Yucaipa Community Development Department
City of Highland Community Development Department
City of Loma Linda Community Development Department

Transportation
OmniTrans Public Transit Agency
Redlands Airport Association

Education
Redlands Unifies School District

Utilities/Services
Western Heights Water Company
Southern California Edison
Southern California Gas Co.
Verizon Communications

Non-Governmental Entities
Redlands Chamber of Commerce

ATTACHMENT A: NOTICE OF INTENT TO ADOPT A NEGATIVE DECLARATION OR MITIGATED NEGATIVE DECLARATION

CITY OF REDLANDS DEVELOPMENT SERVICES DEPARTMENT

NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION

To: San Bernardino County
Clerk of the Board
385 North Arrowhead Avenue
San Bernardino, CA 92415

and Office of Planning & Research
State Clearinghouse
1400 Tenth Street
Sacramento, CA 95814

From: City of Redlands, Development Services Department
P.O. Box 3005, Redlands, CA 92373-1505

Subject: Filing of Notice of Intent to Adopt a Mitigated Negative Declaration in compliance with Public Resources Code Section 21092.3.

Project Title: TTM No. 20571 - Madera at Citrus Trail Residential Project

N/A	Ryan Murphy, Senior Planner	Office 909.798.7555 ext. 7308
State Clearinghouse Number	Lead Agency Contact Person	Telephone Number

Project Location:

The project site is comprised of a single undeveloped, 9.01-acre parcel (APN# 0168-291-02) located on the northwest corner of Colton Avenue and Wabash Avenue in the City of Redlands, California The surrounding uses include a mobile home park to the west, single-family residences to the north, industrial land uses to the east (across Wabash Avenue), and a mobile home park and the Orange Blossom Trail to the south (across East Colton Avenue).

Project Description:

The proposed project involves the construction of 103 new single-family homes, ranging between 1,544 and 1,858 square feet each, along with associated landscaping and internal roadway improvements. The project also includes a General Plan Amendment (GPA) from Low Density Residential to Medium Density Residential; a new Specific Plan for residential development with applicable development standards; and a Tentative Tract Map to subdivide approximately 9.01 acres for condominium purposes. All proposed house plan types would have two stories and two-car garages. The proposed residences would range in height from 27 feet to 30 feet, and would be designed in three plan types with various architectural styles associated with each plan. Development of the project would also include 206 garage parking stalls and 70 guest parking stalls, totaling 276 parking stalls. Approximately 65,470 square feet (1.5 acres) of the site would be landscaped. Landscaping includes the front, side, and backyards of the housing units, sidewalk landscaping within the development area and on outwardly facing Colton Avenue and Wabash Avenue, as well as the private community park located within the center of the project site. The remainder of the site would be paved, including sidewalks, private streets within the neighborhood, and driveways. Vehicle access to and from the project site would be provided via three new private internal streets connecting Colton Avenue and Wabash Avenue. From these streets, there would be drive aisles that would provide direct access to residential units. Project construction is anticipated to begin in early 2024 and last approximately 14 months.

The proposed project site is not listed on any list of hazardous waste sites prepared pursuant to Government Code Section 65962.5.

Public Review Process:

This is to advise that there is no substantial evidence of any potentially significant environmental effects from the

proposed project, and the City of Redlands has determined that a Mitigated Negative Declaration is the appropriate CEQA environmental determination for the project. The City of Redlands Planning Commission will hold a public hearing at a future noticed public meeting (date to be determined) to discuss and make a recommendation to the City Council on the above-referenced project. After public review of the Initial Study is completed, the City may propose to adopt a Mitigated Negative Declaration in accordance with the CEQA Guidelines.

The Initial Study, project plans, and related documents are available for public review at the Planning Division website at https://www.cityofredlands.org/post/environmental-documents.

A Planning Commission public hearing for this project has not yet been scheduled. Please contact the staff member below for further information about project status or a hearing date.

How to Submit Comments:

The proposed Mitigated Negative Declaration will be available for public review and comment from October 12, 2023, to November 14, 2023. Any comments you wish to submit should be submitted in writing no later than 5:30 p.m. on November 14, 2023, to the City of Redlands Planning Division.

Written comments should be submitted via e-mail to: rmurphy@cityofredlands.org

Written comments may be mailed to:
City of Redlands, Planning Division
Attn: Ryan Murphy, Senior Planner
P.O. Box 3005
Redlands, CA 92373-1505

Written comments may be submitted via facsimile to: (909) 792 – 8715

Deadline to submit public comments:
November 14, 2023 by 5:30 p.m.

Signature	Ryan Murphy Name	Senior Planner Title	10/10/2023 Date

ATTACHMENT B: AGENCY NOTIFICATION LIST

Clerk of the Board of Supervisors
San Bernardino County
385 N. Arrowhead Ave.
San Bernardino, CA. 92401

San Bern. Valley Municipal Wtr District
380 E Vanderbilt Way
San Bernardino, CA 92408

SB County Land Use Services Dept.
Attn: K. Watkins, Planning Mgr.
385 N. Arrowhead Ave., 1st Fl.
San Bernardino, CA 92415

County of San Bernardino
Public Works Dept. – Traffic Div.
825 E. 3rd St., Room 115
San Bernardino, CA. 92415-0835

San Bdo County Flood Control Dist.
Attn: Supervising Planner
825 E. Third St.
San Bernardino, CA. 92415

San Bdo County Transport. Authority
Attn: Steve Smith, Planning Dir.
1170 W. 3rd St., 2nd Floor
San Bernardino, CA. 92410-1715

South Coast Air Quality Mgmt. Dist.
Attn: Planning & Environ. Review
21865 Copley Dr.
Diamond Bar, CA. 91765

Redlands Unified School District
Attn: K. Morse, Facilities Planning
20 W. Lugonia Ave.
Redlands, CA. 92373

OmniTrans
Attn: Anna Jaiswal, Dev. Plng Mgr.
1700 W. Fifth St.
San Bernardino, CA. 92411

Water Quality Control Board
3737 Main St., Suite 500
Riverside, CA. 92501

City of Calimesa
Community Development Department
Attn: Kelly Lucia, Planning Manager
908 Park Ave.

City of San Bernardino
Community & Economic Dev. Dept.
290 North D Street
San Bernardino, CA 92401

Western Heights Water Company
32352 Avenue D
Yucaipa, CA 92399-1801

Redlands Airport Association
1745 Sessums Dr., Suite 1
Redlands, CA 92374-1907

Redlands Chamber of Commerce
Attn: Evan Sanford, President
47 North 1st
Redlands, CA 92373-4688

City of Yucaipa
Community Development Dept.
Attn: Fermin Preciado, Director
34272 Yucaipa Blvd.
Yucaipa, CA 92399-2434

San Bernardino Valley Water Conservation District
1630 W. Redlands Blvd., Ste. A
Redlands, CA 92373-8032

Southern California Edison
Service Planning Dept
287 Tennessee St.
Redlands, CA 92373-4438

City of Highland
Community Development Dept.
27215 Baseline
Highland, CA 92346

U.S. Fish & Wildlife Service
Carlsbad Field Office
2177 Salk Avenue, Suite 250
Carlsbad, CA 92008-7385

U.S. Army Corps of Engineers
Attn: Regulatory Division
915 Wilshire Blvd., Ste. 930
Los Angeles, CA. 90017

City of Loma Linda
Community Development Dept.
25541 Barton Rd.
Loma Linda, CA 92354

Riverside County Planning Dept.
Attn: Planning Director
P.O. Box 1409
Riverside, CA 92502-1409

SCAG Regional Office
Attn: Arnold San Miguel
1170 W. 3rd Street, Suite 140
San Bernardino, CA 92410

Southern California Gas Co.
Planning Department
155 South G St.
San Bernardino, CA 92410-3317

Verizon Communications
Planning & Construction Dept.
1980 Orange Tree Ln., Ste. 100
Redlands, C 92373-2803

Morongo Band of Mission Indians
Attn: Raymond Huaute
12700 Pumarra Rd.
Banning, CA. 92220

Morongo Band of Mission Indians
Attn: Robert Martin, Tribal Chairman
12700 Pumarra Road
Banning, CA 92220

San Manuel Band of Mission Indians
Attn: CRM Dept. – Jessica Mauck
26569 Community Center
Highland, CA. 92346

Gabrieleño Band of Mission Indians – Kizh Nation
Attn: Andrew Salas, Chairman
P.O. Box 393
Covina, CA. 91723

ATTACHMENT C: NOTICE OF COMPLETION AND ENVIRONMENTAL DOCUMENT TRANSMITTAL

Print Form

Appendix C

Notice of Completion & Environmental Document Transmittal

Mail to: State Clearinghouse, P.O. Box 3044, Sacramento, CA 95812-3044 (916) 445-0613
For Hand Delivery/Street Address: 1400 Tenth Street, Sacramento, CA 95814

SCH # N/A

Project Title: TTM No. 20571 - Madera at Citrus Trail Residential Project

Lead Agency: City of Redlands — Contact Person: Ryan Murphy
Mailing Address: 35 Cajon Street, Suite 15-A — Phone: 909-798-7555 Ext. 7308
City: Redlands — Zip: 92373 — County: San Bernardino

Project Location: County: San Bernardino — City/Nearest Community: Redlands
Cross Streets: East Colton Avenue and Wabash Avenue — Zip Code: 92373
Longitude/Latitude (degrees, minutes and seconds): 34 ° 03 ′ 49.65″ N / 117 ° 08 ′ 24.03″ W — Total Acres: 9.01
Assessor's Parcel No.: 0168-291-02 — Section: 24 — Twp.: 1S — Range: 3W — Base: SBPM
Within 2 Miles: State Hwy #: I-10 & SR-210 — Waterways: Mission Channel
Airports: San Bernardino International — Railways: Metrolink — Schools: Multiple

Document Type:

CEQA: ☐ NOP ☐ Early Cons ☐ Neg Dec ☒ Mit Neg Dec ☐ Draft EIR ☐ Supplement/Subsequent EIR (Prior SCH No.) ☐ Other:
NEPA: ☐ NOI ☐ EA ☐ Draft EIS ☐ FONSI Other: ☐ Joint Document ☐ Final Document ☐ Other:

Local Action Type:

☐ General Plan Update ☒ General Plan Amendment ☐ General Plan Element ☐ Community Plan
☒ Specific Plan ☐ Master Plan ☐ Planned Unit Development ☒ Site Plan
☐ Rezone ☐ Prezone ☐ Use Permit ☒ Land Division (Subdivision, etc.)
☐ Annexation ☐ Redevelopment ☐ Coastal Permit ☐ Other:

Development Type:

☒ Residential: Units 103 Acres 9.01
☐ Office: Sq.ft. ____ Acres ____ Employees ____
☐ Commercial: Sq.ft. ____ Acres ____ Employees ____
☐ Industrial: Sq.ft. ____ Acres ____ Employees N/A
☐ Educational:
☒ Recreational: Community Park (0.63 acres)
☐ Water Facilities: Type ____ MGD ____
☐ Transportation: Type
☐ Mining: Mineral
☐ Power: Type ____ MW
☐ Waste Treatment: Type ____ MGD
☐ Hazardous Waste: Type
☐ Other:

Project Issues Discussed in Document:

☒ Aesthetic/Visual
☒ Agricultural Land
☒ Air Quality
☒ Archeological/Historical
☒ Biological Resources
☐ Coastal Zone
☒ Drainage/Absorption
☐ Economic/Jobs
☐ Fiscal
☒ Flood Plain/Flooding
☒ Forest Land/Fire Hazard
☒ Geologic/Seismic
☒ Minerals
☒ Noise
☒ Population/Housing Balance
☒ Public Services/Facilities
☒ Recreation/Parks
☒ Schools/Universities
☒ Septic Systems
☒ Sewer Capacity
☒ Soil Erosion/Compaction/Grading
☒ Solid Waste
☒ Toxic/Hazardous
☒ Traffic/Circulation
☒ Vegetation
☒ Water Quality
☒ Water Supply/Groundwater
☒ Wetland/Riparian
☒ Growth Inducement
☒ Land Use
☒ Cumulative Effects
☐ Other:

Present Land Use/Zoning/General Plan Designation:

Low-Density Residential / Single-Family Residential (R-1)

Project Description: *(please use a separate page if necessary)*

The proposed project involves the construction of 103 new single-family homes, ranging between 1,544 and 1,858 square feet each, along with associated landscaping and internal roadway improvements. The project also includes a General Plan Amendment (GPA) from Low Density Residential to Medium Density Residential; a new Specific Plan for residential development with applicable development standards; and a Tentative Tract Map to subdivide approximately 9.01 acres for condominium purposes. All proposed house plan types would have two stories and two-car garages. Development of the project would also include 206 garage parking stalls and 70 guest parking stalls, totaling 276 parking stalls. Approximately 65,470 square feet (1.5 acres) of the site would be landscaped.

Note: The State Clearinghouse will assign identification numbers for all new projects. If a SCH number already exists for a project (e.g. Notice of Preparation or previous draft document) please fill in.

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Reviewing Agencies Checklist

Lead Agencies may recommend State Clearinghouse distribution by marking agencies below with and "**X**".
If you have already sent your document to the agency please denote that with an "**S**".

_____ Air Resources Board
_____ Boating & Waterways, Department of
_____ California Emergency Management Agency
_____ California Highway Patrol
_____ Caltrans District # _____
_____ Caltrans Division of Aeronautics
_____ Caltrans Planning
_____ Central Valley Flood Protection Board
_____ Coachella Valley Mtns. Conservancy
_____ Coastal Commission
_____ Colorado River Board
_____ Conservation, Department of
_____ Corrections, Department of
_____ Delta Protection Commission
_____ Education, Department of
_____ Energy Commission
_____ Fish & Game Region # _____
_____ Food & Agriculture, Department of
_____ Forestry and Fire Protection, Department of
_____ General Services, Department of
_____ Health Services, Department of
_____ Housing & Community Development
_____ Native American Heritage Commission
_____ Office of Historic Preservation
_____ Office of Public School Construction
_____ Parks & Recreation, Department of
_____ Pesticide Regulation, Department of
_____ Public Utilities Commission
_____ Regional WQCB # _____
_____ Resources Agency
_____ Resources Recycling and Recovery, Department of
_____ S.F. Bay Conservation & Development Comm.
_____ San Gabriel & Lower L.A. Rivers & Mtns. Conservancy
_____ San Joaquin River Conservancy
_____ Santa Monica Mtns. Conservancy
_____ State Lands Commission
_____ SWRCB: Clean Water Grants
_____ SWRCB: Water Quality
_____ SWRCB: Water Rights
_____ Tahoe Regional Planning Agency
_____ Toxic Substances Control, Department of
_____ Water Resources, Department of
_____ Other: _____
_____ Other: _____

Local Public Review Period (to be filled in by lead agency)

Starting Date October 12, 2023 Ending Date November 14, 2023

Lead Agency (Complete if applicable):

Consulting Firm: MIG, Inc.
Address: 1650 Spruce Street, Suite 106
City/State/Zip: Riverside, California 92507
Contact: Cameron Hile, Senior Analyst
Phone: 951-787-9222

Applicant: Soni 2012 Irrevocable Trust
Address: 1423 Georgina Avenue
City/State/Zip: Santa Monica, California 90402
Phone: 949-922-7075

Signature of Lead Agency Representative: Cameron Hile **Date:** Oct. 11, 2023

Authority cited: Section 21083, Public Resources Code. Reference: Section 21161, Public Resources Code.

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5 – MITIGATION MONITORING AND REPORTING PROGRAM

This Mitigation Monitoring and Reporting Program (MMRP) identifies Mitigation Measures incorporated into the Public Review Draft IS/MND prepared for the Madera at Citrus Trail Residential Project in the city of Redlands, California. For each Mitigation Measure, the MMRP identifies the significant impact, the related mitigation measure, the implementation entity, the monitoring and verification entity, and timing requirements.

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MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		**Monitoring Timing/ Frequency**	**Action Indicating Compliance**	**Monitoring Agency**	**Verification of Compliance**		
					Initials	**Date**	**Remarks**
Air Quality Mitigation Measures							
AIR-1	To reduce potential short-term adverse health risks associated with PM10 exhaust emissions, including emissions of diesel particulate matter (DPM), generated during project construction activities, the City shall require the applicant and/or its designated contractors, contractor's representatives, or other appropriate personnel to comply with the following construction equipment restriction for the project: • All construction equipment with a rated power-output of 50 horsepower or greater shall meet U.S. EPA and CARB Tier IV Interim Emission Standards. This may be achieved via the use of equipment with engines that have been certified to meet Tier IV Interim emission standards, or through the use of equipment that has been retrofitted with a CARB-verified diesel emission control strategy (e.g., oxidation catalyst, particulate filter) capable of reducing exhaust PM10 emissions to levels that meet Tier IV standards. As an alternative to using equipment that meets Tier IV Interim Emissions Standards for off-road equipment with a rated power-output of 50 horsepower or greater, the applicant may prepare and submit a refined construction	Prior to Issuance of Grading Permits and Throughout Construction	Construction Plans Submission or Study Completion	City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	health risk assessment to the City once additional project-specific construction information is known (e.g., specific construction equipment type, quantity, engine tier, and runtime by phase). The refined health risk assessment shall demonstrate and identify any measures necessary such that the proposed project's incremental cancerogenic health risk at nearby sensitive receptor locations is below the applicable SCAQMD threshold of 10 cancers in a million.						
Biological Resources Mitigation Measures							
BIO-1	**Pre-Construction Burrowing Owl Surveys**: Preconstruction surveys for burrowing owl shall be conducted. The surveys shall follow the methods described in the CDFW's Staff Report on Burrowing Owl Mitigation (California Department of Fish and Game [CDFG] 2012). Two surveys shall be conducted, with the first survey being scheduled between 30 and 14 days before initial ground disturbance (grading, grubbing, and construction), and the second survey being conducted no more than 24 hours prior to initial ground disturbance. If burrowing owls and/or suitable burrowing owl burrows are identified on the project site during the survey, the project shall consult with CDFW and follow the methods listed in the CDFW's Staff Report on Burrowing Owl Mitigation (CDFG 2012) for avoidance and/or passive relocation. If	Prior to Issuance of Grading Permits	Complete Surveys	Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		**Monitoring Timing/ Frequency**	**Action Indicating Compliance**	**Monitoring Agency**	**Verification of Compliance**		
					Initials	**Date**	**Remarks**
	burrowing owls or suitable burrowing owl burrows with sign (e.g., whitewash, pellets, feathers, prey remains) are identified on the project site during the survey, these features must be completely avoided. If impacts to those features are unavoidable then the project proponent must also develop an owl mitigation plan in consultation with CDFW. Mitigation methods may include passive relocation conducted outside of the owl breeding season (between September 1 and February 28). If an active owl burrow is identified, and construction is to proceed, then a qualified biologist (with two or more years of burrowing owl experience) can establish an appropriate disturbance-limit buffer around the burrow using flagging or staking. Construction activities shall not occur within any buffer zones until the burrow is deemed inactive by the qualified biologist.						
BIO-2	**Pre-Construction Nesting Bird Survey**: If construction or other project activities are scheduled to occur during the nesting bird season (February 1 through August 31), a preconstruction nesting bird survey shall be conducted by a qualified avian biologist to ensure that active bird nests shall not be disturbed or destroyed. The survey shall be completed no more than three days prior to initial ground disturbance. The nesting bird survey shall include the project site and	Prior to Issuance of Grading Permits	Complete Surveys	Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		**Monitoring Timing/ Frequency**	**Action Indicating Compliance**	**Monitoring Agency**	**Verification of Compliance**		
					Initials	**Date**	**Remarks**
	adjacent areas where project activities have the potential to affect active nests, either directly or indirectly, due to construction activity, noise, human activity, or ground disturbance. If an active nest is identified, a qualified avian biologist shall establish an appropriately sized non-disturbance buffer around the nest using flagging or staking. Construction activities shall not occur within any non-disturbance buffer zones until the nest is deemed inactive by the qualified avian biologist. If initial ground-disturbing activities are scheduled to occur during the nesting bird season, then a biological monitor shall be present during all vegetation removal activities to ensure no impacts to nesting birds occur.						
Cultural and Tribal Resources Mitigation Measures							
CUL-1	**Native American Treatment Agreement.** Prior to the issuance of grading permits, the applicant shall enter into a Tribal Monitoring Agreement with the Morongo Band of Mission Indians for the project. The Tribal Monitor shall be on-site during all ground-disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind). The Tribal Monitor shall have the authority to temporarily divert, redirect, or halt	Prior to Construction	Completion of Agreement	City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		**Monitoring Timing/ Frequency**	**Action Indicating Compliance**	**Monitoring Agency**	**Verification of Compliance**		
					Initials	**Date**	**Remarks**
	the ground-disturbing activities to allow identification, evaluation, and potential recovery of cultural resources.						
CUL-2	**Retention of Archaeologist.** Prior to any ground-disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post replacement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind), and prior to the issuance of grading permits, the Applicant shall retain a qualified archaeologist who meets the U.S. Secretary of the Interior Standards (SOI). The archaeologist shall be present during all ground-disturbing activities to identify any known or suspected archaeological and/or cultural resources. The archaeologist will conduct a Cultural Resource Sensitivity Training, in conjunction with the Tribe[s] Tribal Historic Preservation Officer (THPO), and/or designated Tribal Representative. The training session will focus on the archaeological and tribal cultural resources that may be encountered during ground-disturbing activities as well as the procedures to be followed in such an event.	Prior to Issuance of Grading Permits and Throughout Construction	Retention of Archaeologist	Project Proponent, City of Redlands			
CUL-3	**Cultural Resource Management Plan.** Prior to any ground-disturbing activities the project archaeologist shall develop a Cultural Resource Management Plan (CRMP) and/or	Prior to Issuance of Grading Permits	Completion of Plan	Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	Archaeological Monitoring and Treatment Plan (AMTP) to address the details, timing, and responsibilities of all archaeological and cultural resource activities that occur on the project site. This Plan shall be written in consultation with the consulting Tribe[s] and shall include the following: approved Mitigation Measures (MM)/Conditions of Approval (COA), contact information for all pertinent parties, parties' responsibilities, procedures for each MM or COA, and an overview of the project schedule.						
CUL-4	**Pre-Grade Meeting.** The retained qualified archeologist and Consulting Tribe[s] representative shall attend the pre-grade meeting with the grading contractors to explain and coordinate the requirements of the monitoring plan.	Prior to Issuance of Grading Permits	Completion of Meeting	Tribal Monitors, Project Proponent, City of Redlands			
CUL-5	**On-site Monitoring.** During all ground-disturbing activities the qualified archaeologist and the Native American monitor shall be on-site full-time. The frequency of inspections shall depend on the rate of excavation, the materials excavated, and any discoveries of Tribal Cultural Resources as defined in California Public Resources Code Section 21074. Archaeological and Native American monitoring will be discontinued when the depth of grading and the soil conditions no longer retain the potential to contain cultural deposits. The qualified archaeologist, in consultation with the	During Grading and Site Preparation	Daily Monitoring Report	Tribal Monitors, Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	Native American monitor, shall be responsible for determining the duration and frequency of monitoring.						
CUL-6	**Inadvertent Discovery of Cultural Resources.** In the event that previously unidentified cultural resources are unearthed during construction, the qualified archaeologist and the Native American monitor shall have the authority to temporarily divert and/or temporarily halt ground-disturbance operations in the area of discovery to allow for the evaluation of potentially significant cultural resources. Isolates and clearly non-significant deposits shall be minimally documented in the field and collected so the monitored grading can proceed. If a potentially significant cultural resource(s) is discovered, work shall stop within a 60-foot perimeter of the discovery and an Environmentally Sensitive Area (ESA) physical demarcation/barrier constructed. All work shall be diverted away from the vicinity of the find, so that the find can be evaluated by the qualified archaeologist and Tribal Monitor[s]. The archaeologist shall notify the Lead Agency and consulting Tribe[s] of said discovery. The qualified archaeologist, in consultation with the Lead Agency, the consulting Tribe[s], and the Native American monitor, shall determine the	During Grading and Site Preparation	Daily Monitoring Report	Tribal Monitors, Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	significance of the discovered resource. A recommendation for the treatment and disposition of the Tribal Cultural Resource shall be made by the qualified archaeologist in consultation with the Tribe[s] and the Native American monitor[s] and be submitted to the Lead Agency for review and approval. Below are the possible treatments and dispositions of significant cultural resources in order of CEQA preference: A. Full avoidance. B. If avoidance is not feasible, Preservation in place. C. If Preservation in place is not feasible, all items shall be reburied in an area away from any future impacts and reside in a permanent conservation easement or Deed Restriction. D. If all other options are proven to be infeasible, data recovery through excavation and then curation in a Curation Facility that meets the Federal Curation Standards (CFR 79.1)						
CUL-7	**Inadvertent Discovery of Human Remains.** The Morongo Band of Mission Indians and the San Manuel Band of Mission Indians request the following specific conditions to be imposed in order to protect Native American human	During Grading and Site Preparation	Daily Monitoring Report	Tribal Monitors, Project Proponent,			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	remains and/or cremations. **No photographs are to be taken except by the coroner, with written approval by the consulting Tribe[s].** A. Should human remains and/or cremations be encountered on the surface or during any and all ground-disturbing activities (i.e., clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all water supply, electrical, and irrigation lines, and landscaping phases of any kind), work in the immediate vicinity of the discovery shall immediately stop within a 100-foot perimeter of the discovery. The area shall be protected; project personnel/observers will be restricted. The County Coroner is to be contacted within 24 hours of discovery. The County Coroner has 48 hours to make his/her determination pursuant to State and Safety Code §7050.5. and Public Resources Code (PRC) § 5097.98. B. In the event that the human remains and/or cremations are identified as Native American, the Coroner shall notify the Native American Heritage Commission within 24 hours of			City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	determination pursuant to subdivision (c) of HSC §7050.5. C. The Native American Heritage Commission shall immediately notify the person or persons it believes to be the Most Likely Descendant (MLD). The MLD has 48 hours, upon being granted access to the Project site, to inspect the site of discovery and make his/her recommendation for final treatment and disposition, with appropriate dignity, of the remains and all associated grave goods pursuant to PRC §5097.98 If the Morongo Band of Mission Indians and/or the San Manuel Band of Mission Indians has been named the Most Likely Descendant (MLD), the Tribe(s) may wish to rebury the human remains and/or cremation and sacred items in their place of discovery with no further disturbance where they will reside in perpetuity. The place(s) of reburial will not be disclosed by any party and is exempt from the California Public Records Act (California Government Code § 6254[r]). Reburial location of human remains and/or cremations will be determined by the Tribe's Most Likely Descendant (MLD), the landowner, and the City Planning Department.						

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		**Monitoring Timing/ Frequency**	**Action Indicating Compliance**	**Monitoring Agency**	**Verification of Compliance**		
					Initials	**Date**	**Remarks**
CUL-8	**Final Report.** The final report(s) created as a part of the project (AMTP, isolate records, site records, survey reports, testing reports, etc.) shall be submitted to the Lead Agency and Consulting Tribe[s] for review and comment. After approval of all parties, the final reports are to be submitted to the Eastern Information Center, and the Consulting Tribe(s).	Prior to Issuance of Occupancy Permits	Report submission	Project Proponent, City of Redlands			
Geology and Soils Mitigation Measures							
GEO-1	**Inadvertent Discovery of Paleontological Resources.** If paleontological materials are uncovered during grading or other earth moving activities, the contractor shall be required to halt work in the immediate area of the find, and to retain a professional paleontologist to examine the materials to determine whether it is a significant paleontological resource. If this determination is positive, the resource shall be left in place, if determined feasible by the project paleontologist. Otherwise, the scientifically consequential information shall be fully recovered by the paleontologist. Work may continue outside of the area of the find; however, no further work shall occur in the immediate location of the find until all information recovery has been completed and a report concerning it filed with the Development Services Director. The applicant shall bear the cost of implementing this mitigation.	During Grading and Site Preparation	Report submission	Project Proponent, City of Redlands			
Noise Mitigation Measures							

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		**Monitoring Timing/ Frequency**	**Action Indicating Compliance**	**Monitoring Agency**	**Verification of Compliance**		
					Initials	**Date**	**Remarks**
NOI-1	**Reduce Potential Project Construction Noise Levels.** To reduce potential noise levels from project construction activities, the applicant shall: 1) *Notify Residential Land Uses of Planned Construction Activities.* This notice shall be provided at least two (2) weeks prior to the start of any construction activities, describe the noise control measures to be implemented by the project, and include the name and phone number of the designated contact for the applicant/project representative and the City of Redlands responsible for handling construction-related noise complaints (per action #5 below). This notice shall be provided to the owner/occupants of residential dwelling units that border the project site to the north and west and that are directly across Colton Avenue from the project site. 2) *Restrict Work Hours:* All construction-related work activities, including material deliveries, shall be subject to the requirements of City Municipal Code Section 8.06.120(G). Construction activities, including deliveries, shall occur only during the hours of 7 AM to 6 PM Monday to Saturday and shall not occur any time on	Prior to Issuance of Construction Permits	Plan Submission and Nosie Barrier Installation	Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	Sundays and holidays. The applicant/project representative and/or its contractor shall post a sign at all entrances to the construction site informing contractors, subcontractors, other workers, etc. of this requirement. 3) *Construction Equipment Selection, Use, and Noise Control Measures*: The following measures shall apply to construction equipment used at the project site: a. Contractors shall use the smallest size equipment capable of safely completing work activities. b. Construction staging shall occur as far away from residential land uses as possible given site and active work constraints. c. Electric hook-ups shall be provided for stationary equipment (e.g., pumps, compressors, welding sets). This measure shall be subject to the approval of the local electric utility. If electric service is denied, the applicant shall ensure actions 3a, 3b, and 3d are implemented. d. All stationary noise generating equipment shall be shielded and located as far as possible from residential land						

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	uses given site and active work constraints. Shielding may consist of a three-or four-sided enclosure provided the structure/enclosure breaks the line of sight between the equipment and the receptor and provides for proper ventilation and equipment operation. e. Heavy equipment engines shall be equipped with standard noise suppression devices such as mufflers, engine covers, and engine/mechanical isolators, mounts, and be maintained in accordance with manufacturer's recommendations during active construction activities. f. Pneumatic tools shall include a suppression device on the compressed air exhaust. g. No radios or other amplified sound devices shall be audible beyond the property line of the construction site. 4) *Install Construction Noise Barrier:* The following measures shall apply to project construction activities: a. Site Preparation, Grading, and Foundation Work: During all site preparation, grading, and structure foundation work activities, a physical						

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	noise barrier shall be installed and maintained around the north, south, and western site perimeter to the maximum extent feasible given site constraints and access requirements. The noise barrier shall extend to a height of six (6) feet above grade. Potential barrier options capable of reducing construction noise levels could include, but are not limited to: i. A plywood or other barrier installed at-grade (or mounted to structures located at-grade, such as a K-Rail), and consisting of a solid material (i.e., free of openings or gaps other than weep holes) that has a minimum rated transmission loss value of 20 dB. ii. Commercially available acoustic panels or other products such as acoustic barrier blankets that have a minimum sound transmission class (STC) or transmission loss value of 20 dB. iii. Any combination of noise barriers and commercial products capable of achieving required construction noise reductions during site preparation,						

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	grading, and structure foundation work activities. iv. The noise barrier may be removed following the completion of building foundation work (i.e., it is not necessary once framing and typical vertical building construction begins provided no other grading, foundation, etc. work is still occurring on-site). The noise barrier shall not be required if the perimeter concrete masonry unit wall included in the project's site plan is fully constructed prior to the start of substantial site preparation and grading activities at the site (i.e., only clearing and grubbing and grading necessary to access the site and install the perimeter wall may occur). 5) *Prepare a Construction Noise Complaint Plan:* The applicant shall prepare a Construction Noise Complaint Plan that shall: a. Identify the name and/or title and contact information (including phone number and email) for a designated project and City representative						

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	responsible for addressing construction-related noise issues. b. Includes procedures describing how the designated project representative shall receive, respond, and resolve construction noise complaints. c. At a minimum, upon receipt of a noise complaint, the project representative shall notify the City contact, identify the noise source generating the complaint, determine the cause of the complaint, and take steps to resolve the complaint.						
NOI-2	**Reduce Potential Project HVAC Noise Levels.** To reduce potential noise levels from project heating, ventilation, and air conditioning (HVAC) equipment, the City shall prohibit the installation of HVAC systems that generate a noise level greater than 76 dBA at three (3) feet. In addition, for HVAC systems located in the rear or side yards of residential units along the project's northern property line, the applicant shall, prior to the release of the grading or building permit that authorizes the construction of any such unit, submit evidence of one the following: 1) The HVAC units to be installed shall be located at least 25 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser	Prior to Issuance of Grading Permits	Construction Plans Submission	Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	equipment) and shall not generate a noise level in excess of 74.6 dBA at three (3) feet from the unit. The City may accept a manufacturer's specifications or other information, such as actual empirical noise measurements, as evidence of the noise levels that may be generated by the final proposed HVAC system(s). 2) If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three (3) feet they shall be located a minimum of 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment). 3) If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three (3) feet) and they are located closer than 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment), then the height of the planned northern perimeter concrete masonry unit wall shall be increased from six (6) feet to eight (8) feet in height above the planned finished surface elevation.						
NOI-3	**Prohibit Vibratory Construction Equipment.** To reduce potential vibration levels associated with construction of the proposed project, the applicant and/or its designated contractor,	Prior to Issuance of Grading Permits and	Construction Plans Submission	Project Proponent, City of Redlands			

MADERA AT CITRUS TRAIL RESIDENTIAL PROJECT Mitigated Negative Declaration: Mitigation Monitoring Reporting Program							
Mitigation Measures		Monitoring Timing/ Frequency	Action Indicating Compliance	Monitoring Agency	Verification of Compliance		
					Initials	Date	Remarks
	contractor's representatives, or other appropriate personnel shall use tamper and drum/wheel style rollers during project construction. The use of large vibratory rollers or other vibratory equipment shall be prohibited during construction unless geotechnical evaluations indicate the use of this equipment is specifically required to address compaction or other building requirements, in which case the use of vibratory rollers and equipment shall be limited to the area/conditions specified in the geotechnical report.	Throughout Construction					

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RESOLUTION NO. 8576

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ADOPTING A MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING/REPORTING PROGRAM AND APPROVING THE SOCIO-ECONOMIC COST/BENEFIT STUDY FOR THE MADERA AT CITRUS TRAIL SPECIFIC PLAN PROJECT LOCATED AT THE NORTHWEST CORNER OF COLTON AVENUE AND WABASH AVENUE (APN: 0168-291-02-0000).

WHEREAS, Vanita Soni Puri (the "Applicant"), has filed applications for General Plan Amendment No. 147, Specific Plan No. 66 (Madera at Citrus Trail Specific Plan), Tentative Parcel Map No. 20571, and Commission Review & Approval No. 965 for a residential development located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) (the "Project"); and

WHEREAS, an Initial Study and Mitigated Negative Declaration was prepared for the Project and circulated for public review for a period of thirty days beginning on October 12, 2023, and ending on November 14, 2023; and

WHEREAS, on March 12, 2024, the Planning Commission held a public hearing and considered the staff report, oral report, the testimony, and the written evidence submitted by and on behalf of the applicant and by members of the public; and

WHEREAS, on March 12, 2024, the Planning Commission recommended to the City Council that the Mitigated Negative Declaration and Mitigation Monitoring/Reporting Program be adopted; and

WHEREAS, on March 12, 2024, the Planning Commission recommended that the City Council adopt the Socio-Economic Cost/Benefit Study prepared for the project; and

WHEREAS, the Mitigated Negative Declaration and related materials for the Project that were reviewed by the Planning Commission in making its recommendation for approval have been forwarded to the City Council; and

WHEREAS, on or about April 26, 2024, notice of the City Council's public hearing for the Project, including the Mitigated Negative Declaration and Socio-Economic Cost/Benefit Study, was published in a newspaper of general circulation by the City Clerk; and

WHEREAS, the City Council held a duly noticed public hearing on May 7, 2024, at which interested persons had the opportunity to provide verbal and written testimony on the Project, proposed Mitigated Negative Declaration, and Socio-Economic Cost/Benefit Study.

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

Section 1. CEQA Compliance. As the decision-making body for the Project, the City Council has reviewed and considered the information contained in the Initial Study/Mitigated Negative Declaration ("MND"), related technical studies and analyses, public comments received, the Responses to Comments, and supporting documentation. The City Council determines that the MND and related documents contain a complete and accurate reporting of the environmental impacts and mitigation measures associated with the Project. The City Council finds that the MND was prepared in compliance with CEQA, and that the City complied with CEQA's procedural and substantive requirements.

Section 2. Independent Judgment of Lead Agency. The MND for the Project, prepared by the City's environmental consultant, reflects the City's independent judgment and analysis. The City has exercised independent judgment and analysis in accordance with Public Resources Code Section 21082.1(c)(3) in managing as appropriate the environmental consultant, and directing the consultant in the preparation of the MND. The City Council has independently reviewed and analyzed the MND and accompanying technical studies/reports, and finds that the MND reflects the independent judgment and analysis of the City.

Section 3. Adoption of Mitigated Negative Declaration. The City Council finds on the basis of the whole record that there is no substantial evidence that the Project will have a significant effect on the environment, including mitigation measures and any project design features, and hereby adopts the MND for the Project.

Section 4. Adoption of Mitigation Monitoring/Reporting Program. Pursuant to Public Resources Code section 21081.6, the City hereby adopts the Mitigation Monitoring/Reporting Program attached to the MND, and all mitigation measures are included as conditions of approval for the Project.

Section 5. Notice of Determination. The City Council directs staff to file and post a Notice of Determination in accordance with the State CEQA Guidelines.

Section 6. Custodian of Records. The custodian of documents and other material which constitute the record of proceedings upon which its decision is based is the Development Services Director or designee, and all records are located in the City's Development Services Department.

Section 7. Approval of Socio-Economic Cost/Benefit Study. The City Council of the City of Redlands hereby approves and adopts the Socio-Economic Cost/Benefit Study prepared for the Project based upon the following findings:

A. *The Project will not create unmitigated physical blight within the City or overburden public services including, without limitation, the sufficiency of Police and Fire Protection services.*

The Project will not create significant unmitigable physical blight in the City of Redlands ("City") or overburden public services, including without limitation police and fire protection services, because the mitigation measures for environmental impacts, described in the study, have been added to the project as Conditions of Approval.

The Project developer will make improvements to facilitate implementation of the Project, including roadway improvements the project frontage. The Project would provide connections to existing City infrastructure. Utility lines less than 66kV in size or capacity will be placed underground. The Project developer is required to fund the project's fair share allocation of any necessary public infrastructure associated with development of the Project.

B. The benefits to the City resulting from development of the Project outweigh any direct cost to the City that may result.

The Socio-Economic Cost/Benefit Study demonstrates that the Project will generate "new net" annual revenues of approximately $160,030 and approximately $68,552 in costs, and therefore will result in a positive balance of $91,478 (or cost/benefit ratio of +2.33). For every dollar the City spends in providing services to the Project, the City will receive $2.33 in "new net" revenue. The Project would provide for the development of 102 new residential units. The project also will contribute toward the development of affordable housing units through the payment of an in-lieu fee. Schools will be enhanced with the payment of school fees. Further, with the additional revenue provided to the City through increased property tax assessment, and the payment of development impact fees, indirect funding will be provided for cultural enhancements, downtown district enhancements, public safety (Police and Fire) enhancements, and traffic enhancements.

Section 8. Effective Date. This Resolution shall take effect upon adoption.

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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

RESOLUTION NO. 8577

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING THE CONVERSION OF AGRICULTURAL LAND TO RESIDENTIAL LAND PURSUANT TO SECTION 4.40s OF THE REDLANDS GENERAL PLAN FOR 9.01 ACRES LOCATED AT THE NORTHWEST CORNER OF COLTON AVENUE AND WABASH AVENUE (APN: 0168-291-02-0000).

WHEREAS, by ballot initiative in 1997, Measure "U" was enacted by the residents of the City to amend the Redlands General Plan and establish comprehensive growth management principles to preserve, enhance and maintain the quality of life in the Redlands community; and

WHEREAS, Vanita Soni Puri (the "Applicant"), has filed applications for General Plan Amendment No. 147, Specific Plan No. 66 (Madera at Citrus Trail Specific Plan), Tentative Tract Map No. 20571 and Commission Review and Approval No. 965 for a 102-unit single family residential development located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) (the "Project"); and

WHEREAS, the Project site contained active agricultural production on June 1, 1987, thus making the provisions of Measure "U" applicable to the Project; and

WHEREAS, the Project involves the adoption of a new Specific Plan for a 102-unit single family residential development at a density of 11.3 units per acre, which exceeds the Residential Estate (R-E) density of 3.0 units per acre; and

WHEREAS, on March 12, 2024, the Planning Commission held a public hearing and considered the staff report, oral report, the testimony, and the written evidence submitted by and on behalf of the applicant and by members of the public; and

WHEREAS, on March 12, 2024, the Planning Commission recommended approval of the Project to the City Council; and

WHEREAS, notice of the City Council's public hearing for the Project was published in a newspaper of general circulation by the City Clerk; and

WHEREAS, on May 7, 2024, the City Council held a public hearing and considered the staff written and oral reports, the recommendation of the Planning Commission, the testimony and written evidence submitted by and on behalf of the applicant, and testimony by members of the public; and

WHEREAS, on May 7, 2024, the City Council adopted a Resolution approving and adopting a Mitigated Negative Declaration for the proposed project including a Mitigation Monitoring & Reporting Program in accordance with the applicable provisions of the California Environmental Quality Act; and

WHEREAS, the purpose of the following analysis is to determine whether the increased density permitted by designating the property as Specific Plan No. 66 which would allow approximately 11.3 units per gross acre would be consistent with the mandatory findings required by Measure "U."

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

Section 1. In accordance with Section 4.40s of the Redlands General Plan, the City Council of the City of Redlands hereby approves the re-zoning of lands designated "Urban Reserve" in the Redlands General Plan (as of June 1, 1987) or in active agricultural production (as of November 3, 1986) to permit residential density greater than the Residential Estate (R-E) classification as the same existed as of June 1, 1987, based upon the following findings:

A. There are substantial and overriding economic or social benefits to the City and its residents and taxpayers from the proposed density.

The project site previously supported agricultural uses (citrus groves) in 1980's, however the site does not currently support agricultural operations. The 2035 General Plan incorporated potential impacts to agricultural resources into its respective analysis. The property is currently designated as Low Density Residential (allowing up to six units per acre). The current zoning designation is Single Family Residential (R-1) District. The existing designations anticipated the conversion of the property from agriculture to non-agricultural uses, at a density higher than R-E zoning district.

The additional 102 units on the 9.01-acre site, which produce an overall density of 11.3 units per acre, would substantially add to the tax revenue accruing to the City that helps fund infrastructure and public services, which is a direct economic benefit to the City. As part of the project, the developer will also pay development impact fees for transportation and other infrastructure, as well as police, fire, and for the library.

From a social benefit standpoint, the project will contribute approximately $1.5 million dollars in fees the will go toward the development of affordable housing for the City of Redlands. As demonstrated by the City's 2021-2029 Housing Element, there is a significant need for affordable housing in the City. Further, the project will include common open space through pocket parks, and enhance the public right-of-way, creating a more pedestrian friendly condition along sidewalks and roadways and creating a "gateway" to the City of Redlands through enhance landscaping and landscape features. These factors benefit the whole City of Redlands, and fill a recognized public need.

In addition, the construction of new homes on small lots provides a variety of housing types and affordability levels in the City of Redlands, which is consistent with the policies contained within the City's current 2035 General Plan and will contribute an additional 102 new housing units that will help the City meet its overall housing goals.

B. The proposed density increase will not cause adverse environmental impacts, either individually or cumulatively, directly or indirectly.

The project has been analyzed through the drafting of an Initial Study/Mitigated Negative Declaration, with fifteen mitigation measures that have been incorporated as Conditions of Approval, referencing technical studies prepared for the project, to ensure the project will not have a significant impact on the environment, either individually or cumulatively, directly or indirectly.

C. The proposed density increase will not convert viable agricultural land to nonagricultural uses.

The proposed density increase would not convert viable agricultural land to non-agricultural uses. The area surrounding the project site is urbanized, with commercial, industrial and residential development an all sides, and the project is an infill project. Aerial photographs indicate that the agricultural uses in this area, including those on the subject property, have been removed over time as citrus groves have become less economically viable. The California Important Farmland Finder prepared by the California Department of Conservation does not identify the project site as being located on prime farmland, unique farmland, or farmland of Statewide Importance.5 The project site is not zoned for agricultural uses. The City of Redlands General Plan does identify portions of the northeastern city for Agricultural and Open Space uses, however, the project site is located away from any land zoned for agricultural uses. There would be no conversion of farmlands to non-agricultural uses, and as a result no such impacts would occur. Therefore, the increase in density will not convert viable agricultural lands to non-agricultural uses.

D. The proposed density will not have a growth-inducing effect on other property.

The property is surrounded by urban development with residential development to the west, residential to the north, residential to the south, and industrial development to the east. The development the adjacent properties with residential land use designations preceded the construction of Redlands East Valley High School, which has further created a growth-inducing effect on the area. As the surrounding area has already developed, development of this property on its own would not be considered to contribute to growth-inducing effects on adjacent properties. As such, the density increase is not expected to have any growth-inducing effect on other property, as there are no properties adjacent to the project site that have not already been developed.

E. The resulting use will be compatible with uses on adjacent land.

The project has been designed to be compatible with the current residential development to the north, west and south of the site. Further, walls and landscaping near eastern perimeter of the project form appropriate barriers and buffers from the industrial development to the east. The development of Redlands East Valley High School further east changed the context of the area, and the single-family residential use proposed by the project is a continuation of the surrounding single-family residential uses. The project incorporates pedestrian facilities to accommodate safe

routes to the nearby schools and sidewalks, and compliments the Orange Blossom Trail with design features that enhance the nearby facility.

F. The proposed density or height increase will not require substantial expansion of public infrastructure, facilities or services.

The project would connect and enhance the existing infrastructure in the area and would not require substantial infrastructure improvements to water and sewer service to accommodate project demands. Sewer service and water service will be brought to the project from available connections currently in place on Wabash Avenue. The existing water treatment facilities within the City, are capable of serving the proposed project and not substantial expansion would be required. The developer would be required to pay the appropriate development impact fees for transportation and infrastructure improvements as well as school fees, and development impact fees for public safety, parks and open spaces and the library. These developer impact fees represent the new development's fair share of planned facilities and are not intended to address any needed facilities required to serve existing development. Therefore, the additional residential density would not require substantial expansion of public infrastructure, facilities or services.

Section 2. In accordance with Measure "U," this resolution has been adopted by a 4/5 vote of the membership of the City Council.

Section 3. This Resolution shall become effective upon adoption.

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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

RESOLUTION NO. 8578

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ADOPTING AMENDMENT NO. 147 TO THE REDLANDS GENERAL PLAN TO CHANGE THE LAND USE DESIGNATION FROM 'LOW DENSITY RESIDENTIAL' TO 'MEDIUM DENSITY RESIDENTIAL' FOR ONE PARCEL 9.01 ACRES IN SIZE LOCATED AT THE NORTHWEST CORNER OF COLTON AVENUE AND WABASH AVENUE (APN: 0168-291-02-0000).

WHEREAS, Vanita Soni Puri (the "Applicant"), has filed applications for General Plan Amendment No. 147, Specific Plan No. 66 (Madera at Citrus Trail Specific Plan), Tentative Tract Map No. 20571 and Commission Review and Approval No. 965 for a 102-unit single family residential development located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) (the "Project"); and

WHEREAS, on March 12, 2024, the Planning Commission held a noticed public hearing at which interested persons had an opportunity to testify in support of, or in opposition to, the Project, and at which the Planning Commission considered the Project; and

WHEREAS, on March 12, 2024, the Planning Commission recommended to the City Council that General Plan Amendment No. 147 be approved; and

WHEREAS on or about April 26, 2024, notice of the City Council's public hearing for the Amendment was published in a newspaper of general circulation by the City Clerk; and

WHEREAS, on May 7, 2024, the City Council held a duly noticed public hearing and considered the staff written and oral reports, the recommendation of the Planning Commission, the testimony and written evidence submitted by and on behalf of the applicant, and testimony by members of the public; and

WHEREAS, on May 7, 2024, the City Council adopted a Resolution approving and adopting a Mitigated Negative Declaration for the proposed project including a Mitigation Monitoring & Reporting Program in accordance with the applicable provisions of the California Environmental Quality Act; and

WHEREAS, following the public hearing on the Amendment, the City Council determined that adoption of the Amendment is in the best interests of the public health, safety and general welfare.

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

Section 1. Approval. General Plan Amendment No. 147 is hereby approved to change the General Plan land use designation of one parcel 9.01 acres in size from 'Low Density Residential' to 'Medium Density Residential' located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) as more particularly shown on the map attached hereto as Exhibit "A."

Section 2. Effective Date. This Resolution shall become effective upon adoption.

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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

Exhibit A-1
Existing General Plan Land Use Designation

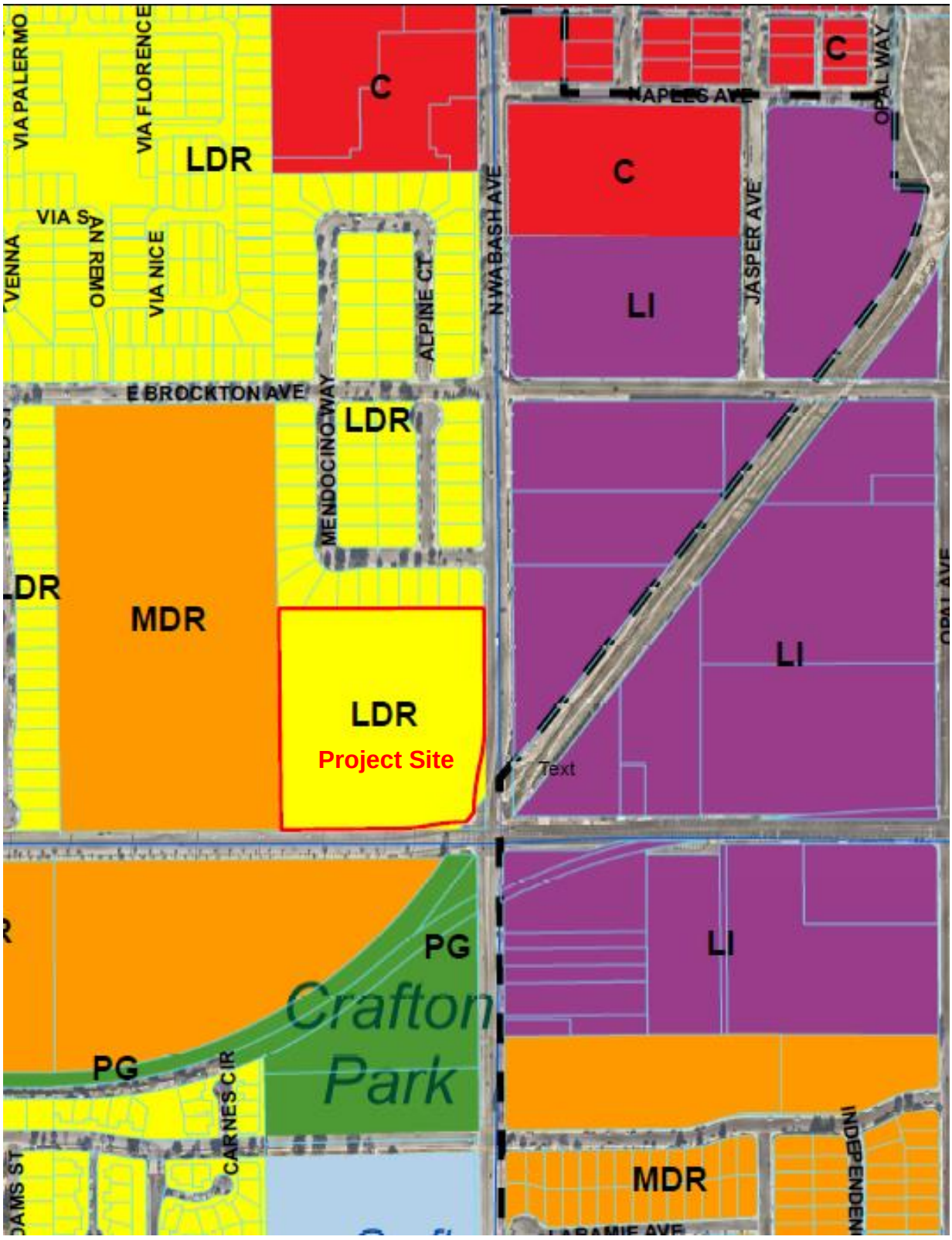
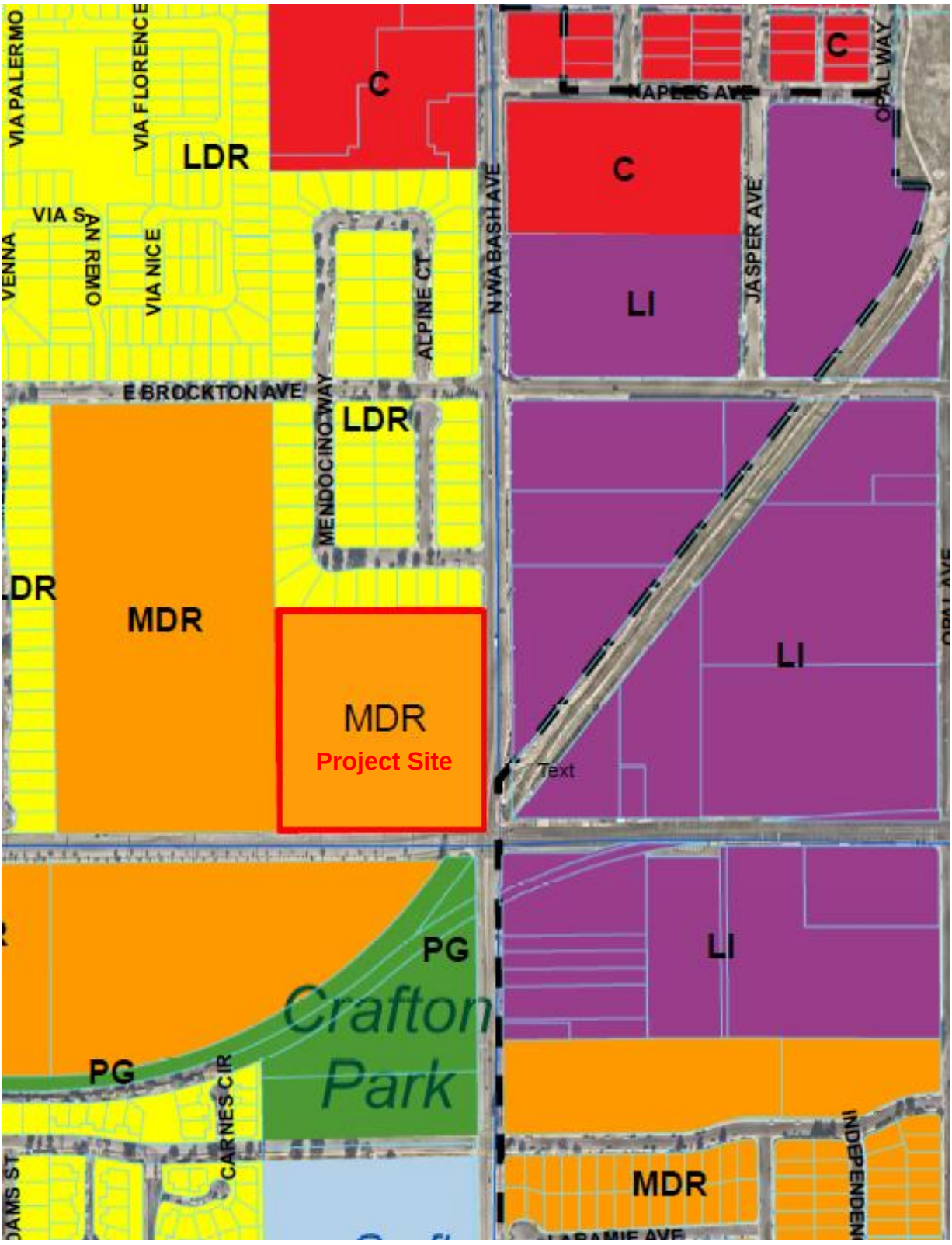


Exhibit A-2

Proposed General Plan Land Use Designation (Amendment)



RESOLUTION NO. 8579

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ADOPTING SPECIFIC PLAN NO. 66 (MADERA AT CITRUS TRAIL SPECIFIC PLAN) FOR ONE 9.01-ACRE PARCEL LOCATED AT THE NORTHWEST CORNER OF COLTON AVENUE AND WABASH AVENUE (APN: 0168-291-02-0000).

WHEREAS, Vanita Soni Puri (the "Applicant"), has filed applications for General Plan Amendment No. 147, Specific Plan No. 66 (Madera at Citrus Trail Specific Plan), Tentative Tract Map No. 20571 and Commission Review and Approval No. 965 for a 102-unit single family residential development located at the northeast corner of Interstate 210, and West Pioneer Avenue at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) (the "Project"); and

WHEREAS, on March 12, 2024, the Planning Commission held a noticed public hearing at which interested persons had an opportunity to testify in support of, or in opposition to, the Project, and at which the Planning Commission considered the Project; and

WHEREAS, on March 12, 2024, the Planning Commission adopted Resolution No. 1661 recommending that the City Council adopt the proposed Specific Plan No. 66 (Madera at Citrus Trail Specific Plan); and

WHEREAS, on or about April 26, 2024, notice of the City Council's public hearing for the Project was published in a newspaper of general circulation by the City Clerk; and

WHEREAS, on May 7, 2024, the City Council held a public hearing and considered the staff written and oral reports, the recommendation of the Planning Commission, the testimony and written evidence submitted by and on behalf of the applicant, and testimony by members of the public; and

WHEREAS, on May 7, 2024, the City Council adopted a Resolution approving and adopting a Mitigated Negative Declaration for the proposed project including a Mitigation Monitoring & Reporting Program in accordance with the applicable provisions of the California Environmental Quality Act; and

WHEREAS, following the public hearing on Specific Plan No. 66 (Madera at Citrus Trail Specific Plan), the City Council determined that adoption of the Specific Plan is in the best interests of the public health, safety, and general welfare.

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

Section 1. General Plan Conformity. The proposed Specific Plan No. 66 (Madera at Citrus Trail Specific Plan) is in conformity with the Redlands General Plan, including the land use designation of Medium Density Residential (as amended) for the subject property and related street system improvements.

Section 2. Specific Plan Adoption. Specific Plan No. 66 (Madera at Citrus Trail Specific Plan) for the development of approximately 9.01 acres of real property as a single-family residential development containing 102 dwelling units and related site improvements is hereby adopted for the subject property as more particularly shown in Exhibit "A" attached hereto.

Section 3. Effective Date. This Resolution shall become effective upon adoption.

ADOPTED, SIGNED AND APPROVED this 7th day of May, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

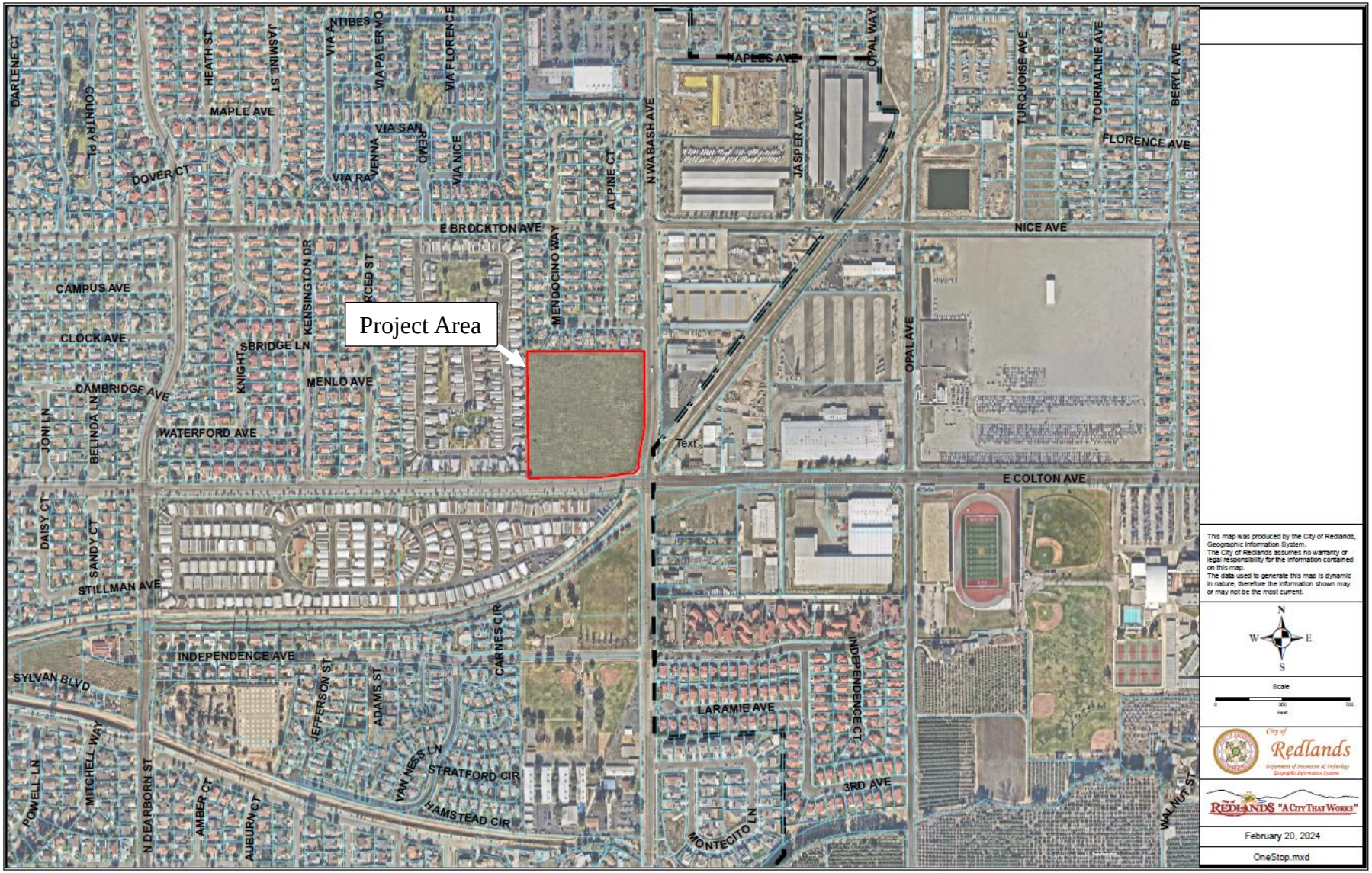
_____
Jeanne Donaldson, City Clerk

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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

EXHIBIT A
Specific Plan Area



RESOLUTION NO. 8580

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING TENTATIVE TRACT MAP NO. 20571 AND COMMISSION REVIEW & APPROVAL NO. 965 FOR THE SUBDIVISION OF 9.01 ACRES FOR CONDOMINIUM PURPOSES FOR 102 SINGLE FAMILY HOMES (CONDOMINIUM AIRSPACE UNITS PLUS COMMON LOTS), AND THE CONSTRUCTION OF A 102-UNIT RESIDENTIAL DEVELOPMENT, LOCATED ON THE EAST SIDE OF INTERSTATE 210, NORTH SIDE OF DOMESTIC AVENUE, AND APPROXIMATELY 625 FEET WEST OF TEXAS STREET.

WHEREAS, Vanita Soni Puri (the "Applicant"), has filed applications for General Plan Amendment No. 147, Specific Plan No. 66 (Madera at Citrus Trail Specific Plan), Tentative Tract Map No. 20571 and Commission Review and Approval No. 965 for a 102-unit single family residential development located at the northwest corner of Colton Avenue and Wabash Avenue (APN: 0168-291-02-0000) (the "Project" or "Project Entitlements"); and

WHEREAS, the City Council has the authority per Chapter 17.07 of the Redlands Municipal Code to take action on Tentative Tract No. 20571 to subdivide approximately 9.01 acres for condominium purposes for 102 single family residential homes; and

WHEREAS, on March 12, 2024, the Planning Commission held a public hearing and considered the staff report, oral report, the testimony, and the written evidence submitted by and on behalf of the applicant and by members of the public; and

WHEREAS, on March 12, 2024, the Planning Commission recommended approval to the City Council for Tentative Tract Map No. 20571 and Commission Review & Approval No. 965; and

WHEREAS, on or about April 26, 2024, notice of the City Council's public hearing for the Project was published in a newspaper of general circulation by the City Clerk; and

WHEREAS, on May 7, 2024, the City Council held a duly noticed public hearing and considered the staff written and oral reports, the recommendation of the Planning Commission, the testimony and written evidence submitted by and on behalf of the applicant, and testimony by members of the public; and

WHEREAS, on May 7, 2024, the City Council adopted a Resolution approving and adopting a Mitigated Negative Declaration for the proposed project including a Mitigation Monitoring & Reporting Program in accordance with the applicable provisions of the California Environmental Quality Act; and

WHEREAS, following the public hearing, the City Council determined that adoption of the Project Entitlements is in the best interests of the public health, safety, and general welfare.

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

Section 1. California Environmental Quality Act. The proposed Project is subject to the California Environmental Quality Act (CEQA), and the City Council has adopted a resolution certifying and adopting the Mitigated Negative Declaration and related Mitigation Monitoring & Reporting Program for the project in accordance with the applicable provisions of the California Environmental Quality Act.

Section 2. Findings for Approval of Tentative Tract Map No. 20571. The City Council of the City of Redlands hereby approves Tentative Tract Map No. 20571 for the Project subject to the Conditions of Approval attached hereto as Exhibits "A" and "B," and based upon the following findings:

1. *The proposed map is consistent with the General Plan or any applicable specific plan, or other applicable provisions of the Redlands Municipal Code.*

The proposed map is consistent with the Redlands General Plan, Madera at Citrus Trail Specific Plan (Specific Plan No. 66) and the Redlands Municipal Code. The project's proposed Medium Density Residential land use designation allows for 8-15 units per acre and the project has been designed at 11.3 units per acre. The tentative tract map is also consistent with policies 2-A.4, 2-A.17, 2-A.19, 4-A.150, 4-P.8, 4-P.10, 4-A.6, 4-A.7, 4-A.8, 4-P.16 contained within the General Plan Livable Community Chapter. The proposed map will be consistent with the Madera at Citrus Trail Specific Plan (Specific Plan No. 66), which is being processed concurrently, and the Specific Plan's design guidelines and development standards will support development of the project. The proposed map will also be consistent with the applicable provisions of the Redlands Municipal Code.

2. *The site is physically suitable for the proposed type of development.*

The project site is physically suitable for the type of development. The site has a relatively flat grade with a very gradual fall towards the southwest over distance, and the design of the subdivision will generally follow the grade of the site, and will not require excessive grading. All on-site and on-site improvements proposed as part of the project's design will meet all City standards and provide a safe environment for existing and future residents. and is large enough at 9.01 acres to be subdivided into 102 residential condominium units, and the construction of the necessary on-site circulation, on-site landscaping and private on-site open space. On-site and off-site improvements proposed as part of the project's

design will ensure the property is compatible with adjacent developments and mitigate potential impacts to traffic and other environmental factors to a less than significant level.

3. The site is physically suitable for the density of the development.

The maximum density allowed within the Medium Density Residential Land Use Designation is fifteen (15) units per acre. The project is designed at 11.3 units per acre. The project site is relatively flat in topography, and the design of the subdivision will generally follow the grade of the site without the need for excessive grading. All on-site and on-site improvements proposed as part of the project's design will meet all City standards and provide a safe environment for existing and future residents. As such, the site is physically suitable for the density of development proposed.

4. The design of the subdivision or the proposed improvements is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

The design of the subdivision and proposed improvements is not likely to cause substantial environmental damage or injure fish or wildlife or their habitat. Based on the Initial Study that has been prepared for the project, there are no environmental factors that cannot be mitigated to a level of less than significant. The Initial Study/Mitigated Negative Declaration lists mitigation measures for Biological Resources, regarding pre-construction surveys for sensitive species. As such, the project is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

5. The design of the subdivision or the type of improvements are not likely to cause serious public health problems.

The design of the subdivision or the type of improvements are not likely to cause serious public health problems. The proposed project would accommodate a residential subdivision, and is not likely to cause any serious public health problems as the project is designed with improvements that meets all City and State building and fire codes. An Air Quality Analysis was prepared for project and the project will be required to comply with all local, state, and federal laws addressing air quality impacts. The memorandum found that the project would cause a less than significant impact to air quality and health risks. The nature of the residential use does not involve any substantial amounts of hazardous materials, and the ambient noise will not affect residential properties because all noise will be mitigated to a level of less than significant as shown in the Initial Study.

6. The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision. The project will improve pedestrian and vehicular access in the immediate vicinity through the improvement and construction of public facilities. In addition, the project is responsible for installing or repairing associated street improvements such as curb and gutter, adjacent to the project, consistent with City requirements.

7. *That pursuant to Section 66474.4 of the Subdivision Map Act, the land is not subject to a contract entered into pursuant to the California Land Conservation Act of 1965 (commencing with section 51200 of the Government Code) and that the resulting parcels following a subdivision of the land would be too small to sustain their agricultural use.*

The subject property is not under a Williamson Act Contract pursuant to the California Land Conservation Act of 1965, and will not be detrimental or otherwise affect lands in agricultural use.

Section 3. Findings for Commission Review and Approval No. 965. The City Council of the City of Redlands hereby approves Commission Review & Approval No. 965 and related Inclusionary Housing Plan for the Project subject to the Conditions of Approval attached hereto as Exhibits "A" and "B," and based upon the following findings:

1. *The site for the intended use is adequate in size and shape to accommodate the use, and all of the required yards, setbacks, walls or fences, landscaping and other features will adjust the use to those existing or permitted future uses of land in the neighborhood.*

The site is adequate in size and shape to accommodate the proposed use. The subject property will be developed with 102 single-family dwellings, private open space and will provide the necessary on-site improvements including parking, landscaping, lighting, and utility connections. The project site complies with the applicable development standards as proposed by the Madera at Citrus Trail Specific Plan (Specific Plan 66) including requirements for setbacks, and lot coverage. The proposed use will also be compatible with the surrounding uses such as the existing mobile home parks to the south and west, located adjacent to the project site and will be consistent with the low density residential development on parcels to the north, as it consists of single family condominium homes.

2. *The site for the proposed use relates to streets and highways which are properly designed and improved to carry the type and quantity of traffic generated or to be generated by the proposed use.*

The site is designed to carry the type and quantity of traffic generated by the proposed use. The site will provide new improved access from Colton Avenue and Wabash Avenue. These improvements are designed to carry the volume of residential traffic anticipated to be generated by the project and implement the project's portion of the roadways designated for the area by the General Plan as well as additional roadway necessary to facilitate required access.

3. *The conditions set forth in the approval and those shown on the approved site plan are deemed necessary to protect the public health, safety and general welfare.*

The conditions of approval for the project will protect the public health, safety, and general welfare. The project site will be developed in accordance with standard engineering design requirements as well as standard building code and fire code requirements. The project has been conditioned to comply with the applicable provisions of the Redlands Municipal Code.

Section 4. Effective Date. This Resolution shall become effective upon adoption.

ADOPTED, SIGNED AND APPROVED this 7th day of May, 2024.

_____
Eddie Tejeda,

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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"
DEVELOPMENT SERVICES DEPARTMENT
CONDITIONS OF APPROVAL
(Tentative Tract Map No. 20571 and Commission Review & Approval No. 965)

Planning Division

1. This permit/approval is for Tentative Tract Map No. 20571 and Commission Review & Approval No. 965, for the "Madera at Citrus Trail Project" generally described as the following:
    a. The subdivision of the project site for condominium purposes, to be utilized for 102 residential condominium units.
    b. Construction of a 102-unit townhouse development with frontage on Colton Avenue and Wabash Avenue. The Project also includes onsite parking and recreation areas, with access provided via one driveway on Colton Avenue and one driveway on Wabash Avenue.
    c. Common recreational open space (privately-owned with private access) outdoors for use by the project's residents and residential guests.
    d. Frontage and street improvements in accordance with the civil engineering plans.

2. This permit/approval shall expire two (2) years from the date of project approval (will expire on January 23, 2026), unless construction has commenced pursuant to a building or engineering permit(s), or a time extension is granted in accordance with the Redlands Municipal Code (RMC Section 18.12.090 for Commission Review & Approval; and RMC Sections 17.07.110 and 17.07.120 for Subdivision Regulations).

3. Pursuant to Government Code Section 66020(d), certain fees, dedications, reservations, or exactions imposed by the City as a condition of approval of this project are subject to a statutory ninety (90) day protest period. Please be advised that the ninety (90) day protest period for those fees, dedications, reservations, and exactions which are subject to Government Code Section 66020(a) has commenced to run on the date this project was approved by the City.

4. The applicant for this permit, and its successors and assigns, shall defend, indemnify and hold harmless the City of Redlands, and its elected officials, officers, agents and employees, from and against any and all claims, actions, and proceedings to attack, set aside, void or annul the approval of this permit by the City, or brought against the City due to acts or omissions in any way connected to the applicant's project that is the subject of this permit. This indemnification shall include, but not be limited to, damages, fees, costs, liabilities, and expenses incurred in such actions or proceedings, including damages for the injury to property or persons, including death of a person, and any award of attorneys' fees. In the event any such action is commenced to attack, set aside, void or annul all, or any, provisions of this permit, or is commenced for any other reason against the City for acts or omissions relating to the applicant's project, within fourteen (14) City business days of the

same, the applicant shall file with the City a performance bond or irrevocable letter of credit (together, the "Security") in a form satisfactory to the City and in the amount of Three Hundred Thousand Dollars ($300,000), to ensure applicant's performance of its defense and indemnity obligations under this condition. The failure of the applicant to provide the Security shall be deemed an express acknowledgement and agreement by the applicant that the City shall have the authority and right, without objection by the applicant, to revoke all entitlements granted for the project pursuant to this permit. The City shall have no liability to the applicant for the exercise of City's right to revoke this permit.

5. By signing and/or using this permit, the permittee acknowledges all of the conditions imposed and accepts this permit subject to those conditions and with full awareness of the applicable provisions of the Redlands Municipal Code including Title 15 (Buildings and Construction), Title 16 (General Plan), Title 17 (Subdivision Regulations), and Title 18 (Zoning Regulations). Failure of the permittee to sign these conditions does not affect their enforceability by the City or other responsible entity. These conditions are binding upon all future property owners and occupants of the subject property.

6. This permit/approval is granted for the project plans dated December 15, 2023 ("the plans") on file with the Development Services Department.

7. Prior to issuance of building permits for the project, the applicant and/or developer shall provide payment of In -lieu Fees in accordance with the approved Inclusionary Housing Plan provided with the application.

8. No final inspection or Certificate of Occupancy shall be granted until all conditions of approval have been satisfied.

9. The issuance of any permits shall comply with all applicable provisions of the Redlands Municipal Code.

10. All plans submitted to the City shall reflect all Planning Commission and/or City Council approvals and any other changes required by the Commission, Council and/or staff. This condition applies to site plans, landscape plans, elevations, grading, and all other illustrations, text, or plans submitted to the City in connection with the project.

11. The Development Services Director is authorized to approve minor modifications to the approval project plans or any of the conditions of approval if such modifications shall achieve substantially the same results as would strict compliance with said plans and conditions.

12. The final maps shall substantially conform to the tentative maps as approved by the Planning Commission.

13. A copy of the approved Conditions of Approval shall be included on the cover page of the construction plans submitted to the Building Division.

14. The applicant shall comply with all applicable federal, state, and local laws. Violations or convictions of any of those laws in connection with the use may be cause for revocation of this permit.

15. All off-site and on-site utilities shall be placed underground. Prior to approval of the final map the applicant shall submit plans to be approved by the Municipal Utilities and Engineering Director and the Development Services Director, that detail undergrounding of all utilities for the project.

16. Transformer cabinets and gas meters shall not be located within required setbacks and/or adjacent to public streets, and shall be screened from public view either by architectural treatment or with landscaping. Multiple electrical meters and panels shall be fully enclosed and incorporated into the overall architectural design of the building(s). Backflow preventers shall be enclosed with landscaping that will provide complete screening upon maturity. The location and method of enclosure or screening of this equipment shall be shown on the construction plans and landscape plans prior to building permit issuance. Location of said equipment shall be coordinated with appropriate utility company (i.e., Southern California Gas Company or Southern California Edison Company). The applicant shall submit plans showing details of screening subject to review and approval by the Development Services Director, prior to issuance of building permits

17. Plans submitted for plan check shall include an exterior lighting plan, including fixture and pole designs, for review and approval by the Development Services Director or designee. Prior to building permit issuance, a lighting and photometric plan shall be submitted demonstrating that adequate lighting ranges will be provided throughout the development without creating light spillover, light pollution, or conflicts with surrounding factors such as tree locations, off-site or adjacent lighting.

18. Prior to issuance of building permits, Developer shall demonstrate that light poles will not conflict with tree locations. Developer shall submit a plan showing both the lighting and landscape on the same sheet. Fixtures on exterior light poles shall direct lighting downward (e.g., contain a flat lens and/or have shielding that directs light downward and contains glare).

19. Prior to the issuance of building permits, the applicant shall submit plans detailing that roof screening is of adequate height to screen any roof-top equipment from public view on all sides, subject to review and approval by the Development Services Director. Screening of air conditioning units and other equipment on the buildings shall be incorporated into or compatible with the architectural design of the buildings. All equipment shall be screened from public view of adjacent roadways and freeways. Plumbing vents, ducts and other appurtenances protruding from the roof of structures shall be placed so that they will not

be visible from the front of the property or other major public vantage points. Developer shall include a note on the construction plumbing drawings of exterior elevations to indicate to contractors that roof features shall be grouped and located in the described manner. Roof vents shall be shown on construction drawings and painted to match roof material color.

20. Utility meters shall be fully screened and incorporated into the overall architectural design of the building (e.g., interior room, cabinet with wing wall, or equivalent complete screening). Any enclosures or screening shall be architecturally treated to match the exterior of the attached structure.

21. If any bollards or similar devices are used along street frontages or interior drive aisles, then the bollards or the equivalent shall be decorative in nature and subject to review and approval by the Development Services Director or designee in Plan Check prior to permit issuance. If any steel bollards or pour-in-place bollards are installed, they shall only be installed for protecting utility devices (e.g., transformers above-ground) and shall be painted a dark color (e.g., dark green, brown, or black) to blend with surrounding landscape screening.

22. Telecommunications and television equipment or satellite dishes shall not be located on the exterior of any building (including but not limited to balconies, patios, exterior railings, rooflines, etc.). Dwelling units shall be internally wired for all available utility and telecommunications services, with service devices, panels, or meters located within a centralized equipment room. The equipment room(s) in each building shall be fully enclosed and incorporated into the overall architectural design of the building(s). Any satellite dishes/receivers shall only be located on the roof and shall be completely screened from public view on all sides.

23. Where any public sidewalks are adjacent to slopes or parkways with slopes (e.g., downslopes), a 6" concrete curb may be required to be constructed with the sidewalk. Hand railings or guard rails should be avoided, if feasible. Prior to permit issuance, Developer shall identify any areas with slopes and parkways on the civil plans and identify construction of a 6" concrete curb as needed.

24. Prior to issuance of any building or engineering permit for any building or phase of the project, the Developer shall prepare and submit a Construction Parking Management Plan for all contractors, workers, and deliveries related to the project site. The Construction Parking Management Plan shall identify areas of the project site, surrounding private properties (with property owner's authorization), and surrounding public streets that construction personnel may utilize. Deliveries of construction materials, equipment, trailers, vehicles, etc., shall be performed on the project site to the extent practicable, and avoid the use of public streets and rights-of-way if possible. The Developer and/or on-site primary general contractor (superintendent) shall have responsibility for monitoring and enforcing the approved parking management plan. The plan shall be subject to review and

approval by the City Planner or designee, and may be modified by the City after approval to mitigate any unanticipated impacts or public nuisance conditions.

25. Prior to any use of any public street or right-of-way for construction-related activities, the Developer shall submit and receive approval for a Traffic Control Plan. Developer shall be responsible for repairing, replacing, or financially compensating any damages to public rights-of-way (including but not limited to paving, sidewalks, driveways, curbs and gutters, storm drain facilities, parkway landscape, street trees, public utilities, etc.) to the satisfaction of the Director(s) of the Municipal Utilities & Engineering Department and/or the Facilities & Community Services Department, or their designee(s), as applicable.

26. Prior to issuance of a Certificate of Occupancy for a building or phase, Developer shall remove all construction materials and vehicles from the subject property.

27. Developer shall arrange for materials collection during construction, demolition, and occupancy with the City's Solid Waste Division, or Developer shall arrange for self-hauling to an authorized facility.

28. Prior to placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City. Sign locations and illumination are subject to review and approval by the Planning Division under separate permit.

29. Each condominium unit shall have two (2) covered parking spaces as required by the Redlands Municipal Code.

30. Any landscaping and amenities in common areas within Tract Map No. 20571 shall be maintained by a Homeowner’s Association.

31. Streetscape and front yard landscaping Tentative Tract Map No. 20571 shall be planted and installed prior to occupancy of the unit.

32. The applicant shall not make any modifications or changes during construction that are in conflict or contrary to the project’s approved site design, or building elevations without first consulting with the Development Services Director or designee.

33. Any graded slopes greater in height than three feet (3’) shall be provided with irrigation systems and planted with groundcover, shrubs, and trees as approved by the Development Services Department and Municipal Utilities and Engineering Department, to prevent erosion.

34. Prior to the issuance of a building permit for walls over three feet in height, or open fences over four feet in height within the front yard setback, the developer shall obtain a Minor Exception Permit.

35. Prior to the issuance of a building permit for walls or fences over six feet in height, the developer shall obtain a Minor Exception Permit.

36. Landscape and Irrigation Plans shall be approved prior to the issuance of building permits. Landscape and Irrigation shall be submitted for plan check to the Development Services Department, Building & Safety Division, for distribution to other departments and for review and approval by the Development Services Director. Plans shall be in compliance with the Water Efficient Landscape Ordinance No. 2724 (Also known as Chapter 15.54 of the RMC).

37. All construction activities shall be limited to the hours between 7:00 a.m. to 6:00 p.m., and no construction activities permitted on Sundays and Federal Holidays.

38. The project site shall be kept in a weed and dust free condition throughout all periods of development.

39. All walls facing public areas or existing development must be decorative in nature, using decorative (split-face or slump stone) block and or a textured finish (i.e. stucco).

Subdivision Conditions (Tentative Tract Map No. 20571):

40. Tentative Tract Map No. 20571 authorizes the subdivision of 9.01 acres for condominium purposes, to be utilized for 102 residential units, located at the southwest corner of Colton Avenue and Wabash Avenue.

41. This Tentative Tract Map shall expire two (2) years or 24 months from the date of project approval, unless the Final Map has been recorded. or a time extension is granted in accordance with the Redlands Municipal Code pursuant to RMC Sections 17.07.110 and 17.07.120 (Subdivision Regulations).

42. Any application(s) for an extension of time of the above expiration date shall be filed with the Planning Division not less than 90 days prior to the expiration date and shall comply with Title 17 (Subdivision Regulations) of the Redlands Municipal Code. Upon application by the subdivider prior to the expiration of the approved or conditionally approved tentative map, the tentative map shall be automatically extended in accordance with the Subdivision Map Act.

43. The applicant shall record the subdivision by a Final Tract Map. The Final Tract Map(s) shall comply with the Subdivision Map Act and the Redlands Municipal Code (RMC).

44. Any conditions of approval determined by the City to not be completed prior to Final Map approval shall be included within the Subdivision Improvement Agreement entered into by the developer with the City.

45. The applicant shall establish a Home Owners Association (HOA) for the care and maintenance of all property improvements held in common ownership of the subdivision. The HOA shall be formed for the property, and Conditions, Covenants and Restrictions (CC&R's) shall be prepared, submitted for review and approval by the City Attorney, **prior to approval of the final map**. The HOA and the CC&R's shall cover the care and maintenance of all property and improvements held in common ownership of the subdivision and shall also cover the care and maintenance of parkways, groves, basins, and all lettered lots within the development.

46. Conditions, Covenants and Restrictions ("CC&Rs") shall be prepared by the applicant and approved by the City for the condominium project (Tentative Tract Map No. 20571). The CC&Rs shall contain the following:

    a. A provision which reads substantially as follows: "The City shall have the right to review and approve any proposed amendment or termination of [the CC&Rs] when such termination or amendment would alter, amend, terminate or otherwise impair the rights of the City under those provisions of [the CC&Rs] which satisfy the conditions of approval imposed by the City for the project. All proposed amendments shall be submitted to the City's Development Services Director and shall be approved in writing by the City Attorney as a precondition of and prior to the recordation of such amendment."

    b. A provision which reads substantially as follows: "[The CC&Rs] shall be covenants running with the land, and shall, in any event, and without regard to technical classification or designation, legal or otherwise, be, to the fullest extent permitted by law and equity, binding for the benefit and the favor of, and enforceable by the City of Redlands. Although the City of Redlands shall be a beneficiary of [the CC&Rs], and shall have a right to enforce [them], the City of Redlands shall not be obligated hereunder to exercise such rights of enforcement."

    c. CC&Rs shall detail the ownership and maintenance requirements for the development, and include statements that the required recreational open space, drive aisles and common landscape areas for the project shall be owned and maintained by the Home Owners Association for the project in perpetuity.

    d. The CC&Rs shall designate that any required guest parking spaces shall be owned, maintained, and operated by the Homeowners' Association

    e. CC&Rs shall include methods of compliance with the project's approved Parking Management Plan. ** *Added by the Planning Commission on March 12, 2024.*

    f. CC&Rs shall include compliance with the project's approved Final Fire Protection Plan.

g. Fire Access requirements shall be monitored, enforced, and maintained by the HOA. ** *Added by the Planning Commission on March 12, 2024.*

47. Prior to Final Tract Map clearance, the applicant shall submit one (1) copy of each of the final Articles of Incorporation, Bylaws of the Homeowners' Association, and Declaration of Covenants, Conditions, and Restrictions (CC&Rs) to the Planning Division for review and approval. After recordation of the final CC&Rs, two (2) copies of said recorded CC&Rs shall be submitted to the Planning Division.

48. Building plans submitted for the project shall clearly indicate the structures are condominiums for the applicable dwelling units.

CEQA Mitigation Measures:

49. Air Quality Mitigation Measure 1 (AIR-1):

To reduce potential short-term adverse health risks associated with PM10 exhaust emissions, including emissions of diesel particulate matter (DPM), generated during project construction activities, the City shall require the applicant and/or its designated contractors, contractor's representatives, or other appropriate personnel to comply with the following construction equipment restriction for the project:

- All construction equipment with a rated power-output of 50 horsepower or greater shall meet U.S. EPA and CARB Tier IV Interim Emission Standards. This may be achieved via the use of equipment with engines that have been certified to meet Tier IV Interim emission standards, or through the use of equipment that has been retrofitted with a CARB-verified diesel emission control strategy (e.g., oxidation catalyst, particulate filter) capable of reducing exhaust PM10 emissions to levels that meet Tier IV standards.

As an alternative to using equipment that meets Tier IV Interim Emissions Standards for off-road equipment with a rated power-output of 50 horsepower or greater, the applicant may prepare and submit a refined construction health risk assessment to the City once additional project-specific construction information is known (e.g., specific construction equipment type, quantity, engine tier, and runtime by phase). The refined health risk assessment shall demonstrate and identify any measures necessary such that the proposed project's incremental cancerogenic health risk at nearby sensitive receptor locations is below the applicable SCAQMD threshold of 10 cancers in a million.

50. Biological Resources Mitigation Measure 1 (BIO-1):

Pre-Construction Burrowing Owl Surveys: Preconstruction surveys for burrowing owl should be conducted. The surveys should follow the methods described in the CDFW's Staff Report on Burrowing Owl Mitigation (California Department of Fish and Game

[CDFG] 2012). Two surveys should be conducted, with the first survey being scheduled between 30 and 14 days before initial ground disturbance (grading, grubbing, and construction), and the second survey being conducted no more than 24 hours prior to initial ground disturbance. If burrowing owls and/or suitable burrowing owl burrows are identified on the project site during the survey, the project should consult with CDFW and follow the methods listed in the CDFW's Staff Report on Burrowing Owl Mitigation (CDFG 2012) for avoidance and/or passive relocation. If burrowing owls or suitable burrowing owl burrows with sign (e.g., whitewash, pellets, feathers, prey remains) are identified on the project site during the survey, these features must be completely avoided. If impacts to those features are unavoidable then the project proponent must also develop an owl mitigation plan in consultation with CDFW. Mitigation methods may include passive relocation conducted outside of the owl breeding season (between September 1 and February 28). If an active owl burrow is identified, and construction is to proceed, then a qualified biologist (with two or more years of burrowing owl experience) can establish an appropriate disturbance-limit buffer around the burrow using flagging or staking. Construction activities shall not occur within any buffer zones until the burrow is deemed inactive by the qualified biologist.

51. Biological Resources Mitigation Measure 2 (BIO-2):

Pre-Construction Nesting Bird Survey: If construction or other project activities are scheduled to occur during the nesting bird season (February 1 through August 31), a preconstruction nesting bird survey shall be conducted by a qualified avian biologist to ensure that active bird nests shall not be disturbed or destroyed. The survey shall be completed no more than three days prior to initial ground disturbance. The nesting bird survey shall include the project site and adjacent areas where project activities have the potential to affect active nests, either directly or indirectly, due to construction activity, noise, human activity, or ground disturbance. If an active nest is identified, a qualified avian biologist shall establish an appropriately sized non-disturbance buffer around the nest using flagging or staking. Construction activities shall not occur within any non disturbance buffer zones until the nest is deemed inactive by the qualified avian biologist. If initial ground-disturbing activities are scheduled to occur during the nesting bird season, then a biological monitor shall be present during all vegetation removal activities to ensure no impacts to nesting birds occur.

52. Cultural Resources Mitigation Measure 1 (CUL-1):

Native American Treatment Agreement. Prior to the issuance of grading permits, the applicant shall enter into a Tribal Monitoring Agreement with the Morongo Band of Mission Indians for the project. The Tribal Monitor shall be on-site during all ground disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind). The Tribal Monitor shall have the authority to temporarily divert, redirect, or halt the ground-

disturbing activities to allow identification, evaluation, and potential recovery of cultural resources.

53. Cultural Resources Mitigation Measure 2 (CUL-2):

Retention of Archaeologist. Prior to any ground-disturbing activities (including, but not limited to, clearing, grubbing, tree and bush removal, grading, trenching, fence post replacement and removal, construction excavation, excavation for all utility and irrigation lines, and landscaping phases of any kind), and prior to the issuance of grading permits, the Applicant shall retain a qualified archaeologist who meets the U.S. Secretary of the Interior Standards (SOI). The archaeologist shall be present during all ground-disturbing activities to identify any known or suspected archaeological and/or cultural resources. The archaeologist will conduct a Cultural Resource Sensitivity Training, in conjunction with the Tribe[s] Tribal Historic Preservation Officer (THPO), and/or designated Tribal Representative. The training session will focus on the archaeological and tribal cultural resources that may be encountered during ground-disturbing activities as well as the procedures to be followed in such an event.

54. Cultural Resources Mitigation Measure 3 (CUL-3):

Cultural Resource Management Plan. Prior to any ground-disturbing activities the project archaeologist shall develop a Cultural Resource Management Plan (CRMP) and/or Archaeological Monitoring and Treatment Plan (AMTP) to address the details, timing, and responsibilities of all archaeological and cultural resource activities that occur on the project site. This Plan shall be written in consultation with the consulting Tribe[s] and shall include the following: approved Mitigation Measures (MM)/Conditions of Approval (COA), contact information for all pertinent parties, parties' responsibilities, procedures for each MM or COA, and an overview of the project schedule.

55. Cultural Resources Mitigation Measure 4 (CUL-4):

Pre-Grade Meeting. The retained qualified archeologist and Consulting Tribe[s] representative shall attend the pre-grade meeting with the grading contractors to explain and coordinate the requirements of the monitoring plan.

56. Cultural Resources Mitigation Measure 5 (CUL-5):

On-site Monitoring. During all ground-disturbing activities the qualified archaeologist and the Native American monitor shall be on-site full-time. The frequency of inspections shall depend on the rate of excavation, the materials excavated, and any discoveries of Tribal Cultural Resources as defined in California Public Resources Code Section 21074. Archaeological and Native American monitoring will be discontinued when the depth of grading and the soil conditions no longer retain the potential to contain cultural deposits.

The qualified archaeologist, in consultation with the Native American monitor, shall be responsible for determining the duration and frequency of monitoring.

57. Cultural Resources Mitigation Measure 6 (CUL-6):

Inadvertent Discovery of Cultural Resources. In the event that previously unidentified cultural resources are unearthed during construction, the qualified archaeologist and the Native American monitor shall have the authority to temporarily divert and/or temporarily halt ground-disturbance operations in the area of discovery to allow for the evaluation of potentially significant cultural resources. Isolates and clearly non-significant deposits shall be minimally documented in the field and collected so the monitored grading can proceed.

If a potentially significant cultural resource(s) is discovered, work shall stop within a 60-foot perimeter of the discovery and an Environmentally Sensitive Area (ESA) physical demarcation/barrier constructed. All work shall be diverted away from the vicinity of the find, so that the find can be evaluated by the qualified archaeologist and Tribal Monitor[s]. The archaeologist shall notify the Lead Agency and consulting Tribe[s] of said discovery. The qualified archaeologist, in consultation with the Lead Agency, the consulting Tribe[s], and the Native American monitor, shall determine the significance of the discovered resource. A recommendation for the treatment and disposition of the Tribal Cultural Resource shall be made by the qualified archaeologist in consultation with the Tribe[s] and the Native American monitor[s] and be submitted to the Lead Agency for review and approval. Below are the possible treatments and dispositions of significant cultural resources in order of CEQA preference:

a. Full avoidance.

b. If avoidance is not feasible, Preservation in place.

c. If Preservation in place is not feasible, all items shall be reburied in an area away from any future impacts and reside in a permanent conservation easement or Deed Restriction.

d. If all other options are proven to be infeasible, data recovery through excavation and then curation in a Curation Facility that meets the Federal Curation Standards (CFR 79.1)

58. Cultural Resources Mitigation Measure 7 (CUL-7):

Inadvertent Discovery of Human Remains. The Morongo Band of Mission Indians requests the following specific conditions to be imposed in order to protect Native American human remains and/or cremations. No photographs are to be taken except by the coroner, with written approval by the consulting Tribe[s].

A. Should human remains and/or cremations be encountered on the surface or during any and all ground-disturbing activities (i.e., clearing, grubbing, tree and bush removal, grading, trenching, fence post placement and removal, construction excavation, excavation for all water supply, electrical, and irrigation lines, and landscaping phases of any kind), work in the immediate vicinity of the discovery shall immediately stop within a 100-foot perimeter of the discovery. The area shall be protected; project personnel/observers will be restricted. The County Coroner is to be contacted within 24 hours of discovery. The County Coroner has 48 hours to make his/her determination pursuant to State and Safety Code §7050.5. and Public Resources Code (PRC) § 5097.98.

B. In the event that the human remains and/or cremations are identified as Native American, the Coroner shall notify the Native American Heritage Commission within 24 hours of determination pursuant to subdivision (c) of HSC §7050.5.

C. The Native American Heritage Commission shall immediately notify the person or persons it believes to be the Most Likely Descendant (MLD). The MLD has 48 hours, upon being granted access to the Project site, to inspect the site of discovery and make his/her recommendation for final treatment and disposition, with appropriate dignity, of the remains and all associated grave goods pursuant to PRC §5097.98

D. If the Morongo Band of Mission Indians has been named the Most Likely Descendant (MLD), the Tribe may wish to rebury the human remains and/or cremation and sacred items in their place of discovery with no further disturbance where they will reside in perpetuity. The place(s) of reburial will not be disclosed by any party and is exempt from the California Public Records Act (California Government Code § 6254[r]). Reburial location of human remains and/or cremations will be determined by the Tribe's Most Likely Descendant (MLD), the landowner, and the City Planning Department.

59. Cultural Resources Mitigation Measure 8 (CUL-8):

Final Report. The final report[s] created as a part of the project (AMTP, isolate records, site records, survey reports, testing reports, etc.) shall be submitted to the Lead Agency and Consulting Tribe[s] for review and comment. After approval of all parties, the final reports are to be submitted to the Eastern Information Center, and the Consulting Tribe[s].

60. Geological Resources Mitigation Measure 1 (GEO-1):

Inadvertent Discovery of Paleontological Resources. If paleontological materials are uncovered during grading or other earth moving activities, the contractor shall be required to halt work in the immediate area of the find, and to retain a professional paleontologist to examine the materials to determine whether it is a significant paleontological resource.

If this determination is positive, the resource shall be left in place, if determined feasible by the project paleontologist. Otherwise, the scientifically consequential information shall be fully recovered by the paleontologist. Work may continue outside of the area of the find; however, no further work shall occur in the immediate location of the find until all information recovery has been completed and a report concerning it filed with the Development Services Director. The applicant shall bear the cost of implementing this mitigation.

61. Noise Mitigation Measure 1 (NOI-1):

Reduce Potential Project Construction Noise Levels. To reduce potential noise levels from project construction activities, the applicant shall:

a. Notify Residential Land Uses of Planned Construction Activities. This notice shall be provided at least two (2) weeks prior to the start of any construction activities, describe the noise control measures to be implemented by the project, and include the name and phone number of the designated contact for the applicant/project representative and the City of Redlands responsible for handling construction-related noise complaints (per action #5 below). This notice shall be provided to the owner/occupants of residential dwelling units that border the project site to the north and west and that are directly across Colton Avenue from the project site.

b. Restrict Work Hours: All construction-related work activities, including material deliveries, shall be subject to the requirements of City Municipal Code Section 8.06.120(G). Construction activities, including deliveries, shall occur only during the hours of 7 AM to 6 PM Monday to Saturday and shall not occur any time on Sundays and holidays. The applicant/project representative and/or its contractor shall post a sign at all entrances to the construction site informing contractors, subcontractors, other workers, etc. of this requirement.

c. Construction Equipment Selection, Use, and Noise Control Measures: The following measures shall apply to construction equipment used at the project site:

    i. Contractors shall use the smallest size equipment capable of safely completing work activities.
    ii. Construction staging shall occur as far away from residential land uses as possible given site and active work constraints.
    iii. Electric hook-ups shall be provided for stationary equipment (e.g., pumps, compressors, welding sets). This measure shall be subject to the approval of the local electric utility. If electric service is denied, the applicant shall ensure actions 3a, 3b, and 3d are implemented.
    iv. All stationary noise generating equipment shall be shielded and located as far as possible from residential land uses given site and active work constraints. Shielding may consist of a three-or four-sided enclosure

provided the structure/enclosure breaks the line of sight between the equipment and the receptor and provides for proper ventilation and equipment operation.

v. Heavy equipment engines shall be equipped with standard noise suppression devices such as mufflers, engine covers, and engine/mechanical isolators, mounts, and be maintained in accordance with manufacturer's recommendations during active construction activities.

vi. Pneumatic tools shall include a suppression device on the compressed air exhaust.

vii. No radios or other amplified sound devices shall be audible beyond the property line of the construction site.

d. Install Construction Noise Barrier: The following measures shall apply to project construction activities:

i. Site Preparation, Grading, and Foundation Work: During all site preparation, grading, and structure foundation work activities, a physical noise barrier shall be installed and maintained around the north, south, and western site perimeter to the maximum extent feasible given site constraints and access requirements. The noise barrier shall extend to a height of six (6) feet above grade. Potential barrier options capable of reducing construction noise levels could include, but are not limited to:

- A plywood or other barrier installed at-grade (or mounted to structures located at-grade, such as a K-Rail), and consisting of a solid material (i.e., free of openings or gaps other than weep holes) that has a minimum rated transmission loss value of 20 dB.
- Commercially available acoustic panels or other products such as acoustic barrier blankets that have a minimum sound transmission class (STC) or transmission loss value of 20 dB.
- Any combination of noise barriers and commercial products capable of achieving required construction noise reductions during site preparation, grading, and structure foundation work activities.
- The noise barrier may be removed following the completion of building foundation work (i.e., it is not necessary once framing and typical vertical building construction begins provided no other grading, foundation, etc. work is still occurring on-site).

ii. The noise barrier shall not be required if the perimeter concrete masonry unit wall included in the project's site plan is fully constructed prior to the start of substantial site preparation and grading activities at the site (i.e., only clearing and grubbing and grading necessary to access the site and install the perimeter wall may occur).

e. Prepare a Construction Noise Complaint Plan: The applicant shall prepare a Construction Noise Complaint Plan that shall:

i. Identify the name and/or title and contact information (including phone number and email) for a designated project and City representative responsible for addressing construction-related noise issues.
ii. Includes procedures describing how the designated project representative shall receive, respond, and resolve construction noise complaints.
iii. At a minimum, upon receipt of a noise complaint, the project representative shall notify the City contact, identify the noise source generating the complaint, determine the cause of the complaint, and take steps to resolve the complaint.

62. Noise Mitigation Measure 2 (NOI-2):

Reduce Potential Project HVAC Noise Levels. To reduce potential noise levels from project heating, ventilation, and air conditioning (HVAC) equipment, the City shall prohibit the installation of HVAC systems that generate a noise level greater than 76 dBA at three (3) feet. In addition, for HVAC systems located in the rear or side yards of residential units along the project's northern property line, the applicant shall, prior to the release of the grading or building permit that authorizes the construction of any such unit, submit evidence of one the following:

A. The HVAC units to be installed shall be located at least 25 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment) and shall not generate a noise level in excess of 74.6 dBA at three (3) feet from the unit. The City may accept a manufacturer's specifications or other information, such as actual empirical noise measurements, as evidence of the noise levels that may be generated by the final proposed HVAC system(s).
B. If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three (3) feet they shall be located a minimum of 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment).
C. If the HVAC units to be installed generate a noise level between 74.6 dBA and 76 dBA at three (3) feet) and they are located closer than 34 feet from the northern property line (as measured from the edge of the HVAC compressor/condenser equipment), then the height of the planned northern perimeter concrete masonry unit wall shall be increased from six (6) feet to eight (8) feet in height above the planned finished surface elevation.

63. Noise Mitigation Measure 3 (NOI-3):

Prohibit Vibratory Construction Equipment. To reduce potential vibration levels associated with construction of the proposed project, the applicant and/or its designated contractor,

contractor's representatives, or other appropriate personnel shall use tamper and drum/wheel style rollers during project construction. The use of large vibratory rollers or other vibratory equipment shall be prohibited during construction unless geotechnical evaluations indicate the use of this equipment is specifically required to address compaction or other building requirements, in which case the use of vibratory rollers and equipment shall be limited to the area/conditions specified in the geotechnical report.

Building Division

64. Building plans submitted for plan check shall consist of complete construction drawings including structural calculations, energy calculations and soils report to Building and Safety for plan review in accordance with the current edition of the California Building and Fire Codes including all local ordinances and standards which are effective at the time of Plan Check Submittal.

Facilities and Community Services Department

65. The City maintains a list of acceptable street trees by species, by street name, and by tree district, pursuant to RMC 12.52.050. Street trees for public streets adjacent to the project must be selected from this approved list.

66. Prior to issuance of any buildings permits for any building, the Developer shall prepare and submit a Trash Management Plan. The plan shall provide estimates of trash generation, estimates for the numbers and sizes of containers and facilities, schedule for City services, pertinent instructions for on-site maintenance staff (e.g., bins and containers shall not be placed on public streets and left unattended outdoors for more than two hours before or after trash service pick-up, bins and containers shall not be placed or staged in a manner that obstructs any vehicle travel lanes, etc.), and other necessary information as required by the City. The plan shall be subject to review and approval by the Facilities & Community Services Department and the Development Services Department, and may be modified by the City after approval to mitigate any unanticipated impacts or public nuisance conditions.

    a. Each building and building pad shall be designed to accommodate all necessary refuse storage rooms, bins and containers, hallways, access paths, and other structural elements to be completely screened or enclosed. Refuse and recycling storage rooms and all bins or containers shall be completely screened from view from any streets (when not placed outdoors for scheduled pick-up and hauling).

Fire Department

67. Fuels Management and Weed Abatement:

a. From the present time until project construction phase, property owner is responsible to maintain compliance with Redlands Municipal Code Chapter 8.40 regarding Weed Abatement and Fuels Management.

b. Weeds and annual grasses shall be maintained at a 4 inches of growth or less.

c. Tumbleweeds and similar uncultivated vegetation shall be removed.

68. Any gates shall be designed for emergency access, and incorporate Knox Rapid Access System, subject to approval by the Redlands Fire Department.

69. Fire Protection Plan: Prior to the issuance of building permits, a separate Fire Master Plan is required for submittal to the RFD. It shall be a site plan reflecting all the following fire department related items:

a. Fire hydrant locations, public and private, as well as the associated fire flow compliance.
b. FDC locations.
c. Dimensions from FDC's to hydrants.
d. DCDA locations.
e. Fire sprinkler riser locations and location of system serving.
f. FACP locations.
g. Knox box and Knox switch locations.
h. Gate locations.
i. Fire lane locations, dimensions, lengths, turning radii at corners and circles/cul-de-sacs.
j. Fire lane signage and striping.
k. Property dimensions or accurate scale.
l. Building locations and heights.
m. Building addresses and suite addresses.
n. Ground ladder access to emergency escape openings.

Other City Departments/Divisions:

70. Conditions of Approval from the following City Departments/Divisions are applicable to the project, and are hereby incorporated by reference:

a. Land Use Engineering Division (Exhibit B)

Brian Desatnik
Development Services Director

EXHIBIT B

LAND USE ENGINEERING DIVISION
CONDITIONS OF APPROVAL
(Tentative Tract Map No. 20571 and Commission Review & Approval No. 965)

[Attached]

REDLANDS DEVELOPMENT SERVICES DEPARTMENT
LAND USE ENGINEERING
DEVELOPMENT REQUIREMENTS
TENTATIVE TRACT NO. 20571 AND CONDITIONAL USE PERMIT NO. 1171

Date of P.C. Meeting:	**March 12, 2024**
Applicant:	**Vanita Suri Puri**
Location:	**Northwest Corner of E. Colton Avenue and N. Wabash Avenue**
Project Description:	**Construct 103 Single-Family Dwellings and Private Streets**

The applicant shall comply with the following engineering requirements to allow for the orderly development of the surrounding area and for public health and safety.

All requirements for development shall be consistent with requirements set forth in the General Plan; applicable sections of Redlands Municipal Code; latest edition of "Redlands Standard Specifications and Detail Drawings for Design and Construction of Public Improvements"; latest edition of American Public Works Association "Standard Plans for Public Works" and "Standard Specifications for Public Works Construction – Greenbook"; latest edition of "Redlands Water Systems Standard Specifications"; latest edition of "Redlands Sanitary Sewer Systems Standard Specifications"; and current Redlands policies and guidelines relative to development projects.

A. The following items are required prior to issuance of the GRADING PERMIT.

1. Pay plan check fee as established per resolution. The amount will be determined at plan check submittal.

2. Plans required to be submitted include:
   a. Precise Grading Plan. Grading plans shall be coordinated with the existing and proposed off-site improvements. (RMC 15.04)
   b. SWPPP/Erosion Control Plan. Erosion/Sediment Control Plan shall be submitted for review and approval. A copy of the project's Storm Water Pollution Prevention Plan (SWPPP) shall be submitted for review. SWPPP Best Management Practices (BMPs) to prevent and control discharges to the municipal separate storm sewer (drain) system shall be in effect for the entire duration of project construction to its completion and acceptance by the City. (RMC 13.54)
   c. Water Quality Management Plan. Submit final Water Quality Management Plan (WQMP) for review and approval. WQMP shall consist of post construction Best Management Practices (BMPs) prepared in accordance with the requirements and guidelines of the San Bernardino County Stormwater Program. The requirements of the WQMP shall remain in effect throughout the life of the project. (California State Order No. R8-2010-0036)

   All plans used as reference for design shall be listed on title sheet of all plans with reference numbers. All plans shall be submitted on 24" x 36" size sheets. Six (6) copies of each are required. After final review, grading and SWPPP plans shall be submitted on 24" x 36" size, min. 4 mil, mylar sheets for City's approval.

3. Submission of plan sets shall be complete and include all required engineering designs and drawings listed in No. 2 above. All plans submitted shall be substantially complete,

and no plan check queue place-holder plans will be accepted. An incomplete plan submittal will not be accepted for plan check.

4. All support documentation shall be submitted with the plans to be checked. Submission shall include:
   a. Hydrology Report and Hydrologic Calculations; (RMC 17.07.030)
   b. Geotechnical Report; (RMC 17.07.040)
   c. Easement Documents. (RMC 17.09.050)

5. A final WQMP that is in substantial conformance with the preliminary WQMP and in full conformance with the WQMP Guidance Document shall be submitted and approved prior to the approval of precise grading plans.

6. Cash cleanup deposit shall be submitted ($3,000.00). Deposit will be reimbursed after the work is completed and accepted by the City upon written request. (RMC 12.16.290)

7. Truck route permit is required for all construction vehicles 5 tons and over gross vehicular weight (e.g. concrete trucks) using streets other than established truck routes. (RMC 10.54)

   NOTE: Cash cleanup deposit and truck route permit submitted during the grading process could be transferred to be used during building construction or off-site improvement construction if it is within the time limit specified in the truck route permit, otherwise a new truck route permit must be issued.

8. For all development requiring coverage under the state of California General Storm Water Permit, in effect at the time of permit issuance, and whom have filed with the State Board a Notice of Intent (NOI), a copy of the Waste Discharge Identification Number (WDID) and NOI shall be submitted for review and file. Call (866) 563-3107. (RMC 13.54)

9. The Final WQMP shall also include a site trash plan detailing the installation, operation, and maintenance of a Full Capture System (FCS) for loose trash. The intent of the FCS is to capture loose trash preventing the trash from entering the site storm drains and basins. BMPs or devices used as FCS devices shall require acceptance by the City Engineer. Full Capture Systems are defined as treatment controls (either a single device or a series of devices) capable of trapping all particles 5 mm or greater. In addition, the FCS shall trap trash from the greater of:

   a. A flow not less than the peak flow rate, Q, resulting from a one-year, one-hour, storm. Precipitation intensity shall be determined using the NOAA ATLAS 14 Point Precipitation Frequency Estimates web site; or
   b. A flow rate equal to the on-site storm water conveyance system including pipes, channels, and swales.

B. The following items are required prior to RECORDATION OF TRACT MAP.

1. Pay plan check fee as established per resolution. The amount will be determined at plan check submittal.

2. Plans required to be submitted shall include (RMC 17.17.060):

a. Tract Map;
b. Pavement Striping and Signage Plans (including reflectorized pavement markers);
c. Street Tree Installation – Street trees shall be provided as per the approved Street Tree List;
d. Street Light Installation – Provide street lighting plan which show approved locations of service pedestal(s), conduits, street lights, appurtenances, and any necessary detail by Southern California Edison Company;
e. Potable Water Main Installation; and
f. Sewer Main Installation.

All plans used as reference for design shall be listed on title sheet of all plans with reference numbers. All plans shall be submitted on 24" x 36" size sheets. Three (3) copies of each are required. After final review, plans shall be submitted on 24" x 36" size, min. 4 mil, mylar sheets for City's approval.

3. Submission of plan sets shall be complete and include all required engineering designs and drawings listed in No. 2 above. All plans submitted shall be substantially complete, and no plan check queue place-holder plans will be accepted. An incomplete plan submittal will not be accepted for plan check.

4. All support documentation shall be submitted with the plans to be checked. Submission shall include (RMC 17.09.060):
   a. Title Reports and backup documents for the property;
   b. All record maps and deeds referenced on the Tract/Parcel Map;
   c. Easement Documents;
   d. Boundary and Lot Closure Calculations; and
   e. Record plans, maps and documents.

5. Pay the required development impact fees per ordinance in effect at time of approval of Final Tract Map. The exact amount will be determined based upon the review of the final building plans and project information. Development Impact Fees shall include;
   - Water Source Acquisition Charge (RMC 13.40);
   - Water/Sewer Frontage Charges; (RMC 13.44 and 13.12) and
   - Remaining Development Impact Fees will be due at time of building permit issuance or water meter installation (RMC 13.48.030 and Redlands Ordinance No. 2830).

6. All off-site improvements shall be designed by a Civil Engineer licensed in the State of California. All existing utilities shall be pot-holed to determine the actual depth if no signed plan is available. Field notes will be submitted at time of submitting the plan for review and plan checking (RMC 17.17.060).

7. The approximate locations of existing underground utilities shall be shown on the improvement/site/grading plans. The utilities shall be plotted from record and field data. The City of Redlands and the design Engineer assume no liability as to the exact location of said lines where locations are not shown.

8. Final City approved mylars for all public improvements shall be on file with the Municipal Utilities and Engineering Department.

9. Requirements for Wabash Avenue (RMC 17.15 and 17.17):

   a. Dedicate to provide for corner cutoffs at the property line return to accommodate a 30 foot radius curb return and pedestrian ramp at Streets "B" and "C";
   b. Repair/replace altered, broken or substandard existing off-site improvements to the project boundary. This shall include, but limited to the replacement of altered or broken curb and gutter;
   c. Provide full depth construction/reconstruction consistent with the City standard or alternative method of street rehabilitation as accepted by the City Engineer between the new curb and gutter to the street centerline verified through a geotechnical report;
   d. Construct standard property line adjacent sidewalk along the entire street frontage and ramps at all curb returns;
   e. Install LED ornamental streetlight(s) with the equivalent illumination of a 150 watt sodium vapor street light. Streetlight spacing shall be determined by the City of Redlands design specifications. Location of the light(s) will be determined at time of plan preparation. Coordinate with City staff for guidance. Prepare and submit a separate street lighting plan for City approval;
   f. Provide street trees spaced every 40 feet avoiding sewer and water laterals. Prepare and submit a separate street tree plan for City approval;
   g. Construct underwalk drain, if necessary;
   h. Use traffic index of 9.0; and
   i. Install residential fire hydrants as required by the Redlands Fire Department.

10. Requirements for Colton Avenue RMC 17.15 and 17.17):

   a. Dedicate to provide for corner cutoffs at the property line return to accommodate a 30 foot radius curb return and pedestrian ramp at Streets "A";
   b. Repair/replace altered, broken or substandard existing off-site improvements to the project boundary. This shall include, but limited to the replacement of altered or broken curb and gutter;
   c. Provide full depth construction/reconstruction consistent with the City standard or alternative method of street rehabilitation as accepted by the City Engineer between the new curb and gutter to the street centerline verified through a geotechnical report;
   d. Construct standard property line adjacent sidewalk along the entire street frontage and ramps at all curb returns;
   e. Provide street trees spaced every 40 feet avoiding sewer and water laterals. Prepare and submit a separate street tree plan for City approval;
   f. Construct underwalk drain, if necessary;
   g. Use traffic index of 9.0; and
   h. Install residential fire hydrants as required by the Redlands Fire Department.

11. Requirements for "Private" Interior Streets and Alleys (RMC 17.15 and 17.17):

   a. Dedicate for a private street, public utility, solid waste, sewer, and water easement as accepted by the City Engineer;
   b. Construct standard street section between new curb and street centerline consistent with the City Standard verified through a geotechnical report;

c. Construct standard sidewalk along the "Private" street frontages and ramps at all curb returns as shown on the approved tentative tract map and as accepted by the City Engineer;
d. Construct underwalk drain, if necessary;
e. Use traffic index of 5.0;
f. Install an eight_ inch minimum diameter potable water main including necessary valves and appurtenances as accepted by the City Engineer;
g. Install residential fire hydrants as required by the Redlands Fire Department; and
h. Install an eight_ inch minimum diameter sewer main with manholes and appurtenances as accepted by the City Engineer.

12. Provide for adequate drainage facilities as accepted by the City Engineer. The applicant shall provide and submit all necessary hydrology/hydraulic studies and calculations in accordance with the San Bernardino County Hydrology Manual (RMC 17.17).

13. Dedicate to provide for a water facilities easement for the existing water main/facilities at the southeast corner of the site as shown on the approved tentative tract map and as accepted by the city Engineer.

14. Provide a sight distance study for ingress and egress turning movements at the site entries for review and accepted by the City Engineer;

15. Conditions, Covenants and Restrictions ("CC&Rs") shall be prepared by the applicant and approved by the City for the project which address cross lot drainage, Water Quality Management Plan requirements, sewer usage, water service, and solid waste disposal, which are shared by the property owners. The CC&Rs shall contain the following:

a. A provision which reads substantially as follows: "The City shall have the right to review and approve any proposed amendment or termination of [the CC&Rs] when such termination or amendment would alter, amend, terminate or otherwise impair the rights of the City under those provisions of [the CC&Rs] which satisfy the conditions of approval imposed by the City for the project. All proposed amendments shall be submitted to the City's Development Services Director and shall be approved in writing by the City Attorney as a precondition of and prior to the recordation of such amendment."

b. A provision which reads substantially as follows: "[The CC&Rs] shall be covenants running with the land, and shall, in any event, and without regard to technical classification or designation, legal or otherwise, be, to the fullest extent permitted by law and equity, binding for the benefit and the favor of, and enforceable by the City of Redlands. Although the City of Redlands shall be a beneficiary of [the CC&Rs], and shall have a right to enforce [them], the City of Redlands shall not be obligated hereunder to exercise such rights of enforcement."

16. The CC&Rs shall be subject to a joint review by the all affected City Department Directors and the City Attorney's Office. The applicant shall be required to pay for the review of the CC&Rs by the affected Department Directors and the City Attorney's Office at such persons' hourly billing rates.

17. The CC&Rs shall be submitted to the City at least thirty (30) days prior to the submission of any request for approval of the final map. The CC&Rs shall subsequently be recorded, in the form approved by the City, prior to or at the same time as the final map.

18. Install reduced pressure principle backflow devices as required by City Engineer. (RMC 13.20)

19. Improvement bonds must be posted for the total estimated cost of off-site improvements as follows (RMC 17.17.080):

Performance	100% security (due prior to final map approval)
(Warranty)	10% security (due at time of acceptance of improvements)
Labor and Materials	50% security (due prior to final map approval)

Acceptable security forms: Surety Bond(s), Letter of Credit from a qualified bank or institution, Cash Deposits, or Set Aside Letter (savings account) in City's name subject to approval of the City Attorney and Finance Director.

20. Survey and Monumentation cash bond must be posted.

21. The 10% warranty security will be retained for one year after acceptance of public improvements by the City for warranty of off-site work.

22. Execute Subdivision Improvement Agreement.

C. The following items are required prior to issuance of the BUILDING PERMIT

1. Pay plan check fee as established per resolution. The amount is to be determined at plan check submittal. (City Resolution No. 7671)

2. Provide pad certification and compaction report to the Building and Safety Department.

3. Pay the required development impact fees per ordinance in effect at time of issuing the building permit. The exact amount will be determined based upon the review of the final building plan or project information. Development Impact Fees shall include:
   - Transportation Facilities; (RMC 3.54)
   - Fire Facilities; (RMC 3.60)
   - General Government Facilities; (RMC 3.60)
   - Library Facilities; (RMC 3.60)
   - Open Space/Park; (RMC 3.32)
   - Police Facilities; (RMC 3.60)
   - Storm Drain Facilities; (RMC 3.56)
   - Water Capital Improvement Charge; (RMC 3.48)
   - Recycled Water Capital Improvement Charge; (RMC 3.53)
   - Water Source Acquisition Charge *; (RMC 13.40)
   - Sewer Capital Improvement Charge; (RMC 3.44)
   - Solid Waste Capital Improvement Charge; (RMC 3.70) and
   - Water/Sewer/Recycled Water Frontage Charges *.(RMC 13.44 and

* These charges are required for building permit issuance if Final or Parcel Map was not required for the project or charges were not paid with the Final or Parcel Map approval.

4. Although this project will have an on-going inspection throughout construction, a final inspection for all off-site improvements must be scheduled by developer to certify that these improvements comply with City specifications. (RMC 12.16.090)

5. Submit recycling plans for site demolition/construction for review and approval in accordance with Chapter 13.66 of the Redlands Municipal Code.

6. Tract map shall be recorded and proof of recordation provided.

D. The following items are required prior to approval of APPLICATION FOR WATER SERVICE CONNECTION and prior to WATER METER INSTALLATION.

1. Pay the Water Capital Improvement Charge; (RMC 3.48.030)

2. Pay the Water Source Acquisition Charge *; (RMC 13.40)

3. Water Frontage Charges *; (RMC 13.44) and

4. Pay the Water Meter Charge. (Redlands Ordinance No. 2830)

E. The following items are required prior to issuance of the ENCROACHMENT PERMIT.

1. Cash cleanup deposit shall be submitted ($3,000.00). Deposit will be reimbursed after the work is completed and accepted by the City upon written request. (Required unless previously submitted under Sections A, B or C.) (RMC 12.16.290)

2. Truck route permit is required for all construction vehicles 5 tons and over gross vehicular weight (e.g. concrete trucks) using streets other than established truck routes. (RMC 10.54)

3. Section 4216/4217 of the Government Code requires a Dig Alert Identification Number be issued before a "Permit to Excavate" will be valid. For your Dig Alert Identification Number, call Underground Service Alert toll free, 1-800-227-2600, two (2) working days prior to conducting any excavation. (RMC 12.20.120)

4. Encroachment Permit application and two (2) sets of City approved plans must be submitted for all off-site improvements. Encroachment Permit fees shall be paid prior to issuance of Encroachment Permit. (RMC 12.16.010)

5. A California OSHA Permit Number for all work that is 5 feet deep or deeper shall be provided. Call (909)383-4321. (RMC 12.16.040)

6. A copy of soils report is required with recommendation for the final pavement structural section to be submitted prior to placing of the street pavement. The report shall include test results and boring/sampling locations.

7. A traffic control plan shall be prepared in accordance with the latest revision of CA MUTCD or W.A.T.C.H. manual, submitted and accepted by the City Engineer prior to issuance of an encroachment permit. The plan shall show all required construction signage, warning devices, road closures, detours, delineation, phasing schedules and anticipated durations of closures and detours for any work within the public right-of-way. The plans shall provide names and 24-hour phone numbers of individuals who can be contacted regarding traffic control measures.

8. Improvement bonds must be posted for the total estimated cost of off-site improvements as follows:

Performance	100% security (due prior to final map approval)
(Warranty)	10% security (due at time of acceptance of improvements)
Labor and Materials	50% security (due prior to final map approval)

Acceptable security forms: Surety Bond(s), Letter of Credit from a qualified bank or institution, Cash Deposits, or Set Aside Letter (savings account) in City's name subject to approval of the City Attorney and Finance Director.

9. Execute Subdivision Improvement Agreement. (RMC 17.17.070).

10. The 10% warranty security will be retained for one year after acceptance of public improvements by the City for warranty of off-site work.

F. The following items are required prior to issuance of CERTIFICATE OF OCCUPANCY.

1. All requirements as described in Sections A, B, C, D and E of these conditions of approval shall be met.

2. All work shall be completed to the satisfaction of the City Engineer. All as-built plans shall be delivered to the Municipal Utilities and Engineering Department for review and approval.

3. The Engineer of Record shall file a Final Certification for all grading and improvements relating to the project development.

4. Owner's Licensed Land Surveyor shall reset survey points, monuments, record corners, and centerline ties that were destroyed during construction and shall file Corner Records for those points prior to completion of the project with San Bernardino County Surveyor. Copies of information shall be furnished to the Municipal Utilities and Engineering Department. [California B&P Code 8762, 8767, 8768, 8771, and 8773(b)]

5. One mylar copy of recorded tract map shall be furnished to the Municipal Utilities and Engineering Department.

6. A list of as-built infrastructure improvement quantities shall be provided in the Excel format provided by the City showing quantities for each street segment (i.e. pavement, curb and gutter, sidewalk, etc.)

7. Streets may be required to have a seal coat applied at the option of the City Engineer. Type of seal coat is to be determined by the City Engineer.

8. Resurface existing roadway as directed by the City Engineer due to utility installations and construction damage.

9. Existing striping shall be removed and replaced as necessary. New striping and pavement markings shall be installed as required by the City Engineer.

10. Contractors will be required to pave new streets in two (2) phases with last phase being delayed until 95 percent of construction has been completed, or on approval of the City Engineer.

11. Owner/Developer shall provide recycling receipts as required by the recycling plan.

G. The following items are required prior to release of SECURITIES/WARRANTIES/DEPOSITS.

1. Prior to the release of the securities for the project, all improvements shall be reviewed and accepted by the City Engineer.

2. A recorded mylar copy of the Tract map shall be submitted, if a part of a lot-sale subdivision and not included in Item E.

3. Tie sheets shall be submitted for all monuments found and/or set in the public right-of-way.

4. The release of securities/warranties/deposits must be requested in writing to the City Engineer. Allow 30 days for processing.

DONALD YOUNG, P.E., P.M.P.
One Stop Permit Center Manager

Initial

FILE: TM 20571

City Council Meeting **K. 2.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Public Hearing-Ordinance No. 2963 Amending Title 15, Section 15.36.420 related to Freeway-Orientated Signs and Sign Conditional Use Permit No. 28 to Consider a Request to Construct a Freeway-Orientated Sign

(Mayor to declare meeting open as a public hearing)

a. **PUBLIC HEARING** to consider **ORDINANCE NO. 2963 (ORDINANCE TEXT AMENDMENT NO. 368),** an ordinance amending Title 15 (Sign Code) of the Redlands Municipal Code by updating Section 15.36.420 relating to regulations applicable to the location of freeway-oriented signs. This proposal qualifies for an exemption from environmental review in accordance with the California Environmental Quality Act Guidelines Section 15061(b)(3).

b. **PUBLIC HEARING** to consider **SIGN CONDITIONAL USE PERMIT NO. 28,** a request to construct a Freeway Oriented Sign for a motorist-serving business (drive-through restaurant) with an overall sign face exceeding 120 square-feet. The proposed sign is 95 feet high with a sign face consisting of 197.1 square-feet. The project site is located at the southwest corner of West Lugonia Avenue and Citrus Plaza Drive, on the west side of the Interstate 210 freeway, within the General Commercial (EV/CG) District of the East Valley Corridor Specific Plan (APNs: 0169-341-09-0000 and 0169-341-07-0000). The proposal qualifies for exemption from environmental review in accordance with the California Environmental Quality Act Guidelines Section 15311 for accessory structures such as on-premises signs. (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 upon applicant, or his/her representative, for comments and testimony.
5. Mayor calls for comments/questions/testimony from members of the public
   (3 minutes per speaker).
6. Mayor calls upon City Clerk to note any written comments received.
7. Mayor calls upon the applicant, or representative, for rebuttal comments (5 minutes).
8. Mayor closes the public hearing.
9. City Council considers the motion and votes.

MOTION(S):

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

1. I move to introduce Ordinance No. 2963 and find that the Ordinance is exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act Guidelines, and,

2. I move to approve Resolution No. 8581 to approve Sign Conditional Use Permit No. 28 for a freeway-oriented sign.

COMMISSION RECOMMENDATION:

Staff recommends that the City Council introduce Ordinance No. 2963 to amend Section 15.36.420 of RMC Chapter 15.36 (Sign Code) relating to regulations applicable to the location of freeway-oriented signs in Redlands. As the proposed amendment pertains to RMC Title 15 (Buildings and Construction) and not Title 18 (Zoning Regulations), the matter was not reviewed by the Planning Commission.

On March 12, 2024, the Planning Commission reviewed Sign Conditional Use Permit No. 28 and voted 5-2 recommending approval to the City Council. Commissioners Endsley and Wells voted against recommending approval, and stated this type of signage primarily serves as billboard advertisement and is no longer necessary for wayfinding due to advances in GPS/navigation and mobile technology. Concerns were also cited related to the potential change in the overall aesthetics and visual imposition that the proposed sign would create when entering the City in this area where there are few signs of this nature.

BACKGROUND:

In March 2023, the applicant (In-N-Out Burger) received approval of CUP No. 1170 for the construction of a 3,887 square-foot drive-through restaurant with dual drive-through lanes. The project is currently under construction and is anticipated to open in the second half of 2024. The project is located at the southern terminus of Citrus Plaza Drive at the intersection of Lugonia Avenue, and adjacent to the westerly side of the 210 freeway.

The nearest freeway off-ramp from the southbound 210 freeway is at San Bernardino Avenue, approximately one-half mile north of the project site (with direct access along Citrus Plaza Drive). The nearest freeway off-ramp from westbound Interstate 10 is at the Tennessee Street exit, approximately 1400 feet south of Lugonia Avenue. The nearest freeway off-ramp from eastbound Interstate 10 is at the Alabama Street exit, approximately one-half mile southwest of the project site.

Currently, Redlands Municipal Code (RMC) Section 15.36.420, titled, “Freeway Oriented Signs,” includes an illustration identifying the specific locations where freeway-oriented signs may be allowed (See Attachment A – Existing Figure 16). Properties eligible for freeway-oriented signs are generally located surrounding freeway exits onto City streets. Freeway-oriented signs may only be allowed for new automobile dealerships, regional shopping centers, and motorist serving businesses, which are defined in the Municipal Code as businesses that provide primarily food, lodging or fuel. Currently, the Tennessee Street underpass at Lugonia Avenue is not included on Figure 16 (as there are no off-ramps or on-ramps that directly connect to Lugonia Avenue).

The applicant is seeking approval to construct a freeway-oriented sign, which requires an ordinance text amendment to revise Figure 16. A related approval is required for a Sign Conditional Use Permit for the construction of a sign having over 120 square-feet in sign face area.

A) Proposed Code Amendment

The proposed code amendment would modify Figure 16 of the Sign Code to include additional areas near the intersection of the Tennessee Street Exit and Lugonia Avenue. In addition, to the requested modification by the applicant to include the Tennessee Street Exit on Figure 16, City staff is recommending modifications to Figure 16 to remove properties indicated on the exhibit that are no longer within the City of Redlands (as well as incidental modifications to make the exhibit more legible and user-friendly). The proposed updated Figure 16 is included as Attachment B.

The modifications to Figure 16 would include eight additional parcels within the

City of Redlands. While the proposed code amendment would allow additional properties the right to apply for a freeway-oriented sign, any proposed freeway-oriented sign must also comply with the provisions within RMC Section 15.36.420 (summarized below).

- Only regional shopping centers, multi-tenant automobile dealerships, and businesses which are "motorist serving" (provide food, fuel, or lodging) may install freeway-oriented signs.
- The maximum height of freeway-oriented signs shall be 25 feet unless a taller sign is necessary, as determined by a flag test and approved by the Planning Commission or City Council.
- The maximum size of a freeway-oriented sign shall be 120 square-feet unless a conditional use permit is approved. The area of a freeway-oriented sign shall not count toward the maximum sign area for the business.
- Freeway-Oriented signs may not obscure another sign when viewed from the freeway.
- New freeway-oriented signs may not be constructed closer than 100 feet from another freeway-oriented sign.
- Sign lettering must be a minimum of be one foot (1') in vertical or horizontal dimension and have a maximum size of three feet (3'), vertical or horizontal dimension.
- Only one (1) freeway-oriented sign is permitted per property, with exceptions for unified shopping centers on more than one parcel.

A limited number of parcels (eight) are to proposed to be included within the allowable freeway-oriented sign areas shown on Figure 16. Also, the code requirement for businesses located within these areas to be motorist-serving, regional shopping centers, or multi-tenant automobile dealerships would limit the potential applicants. Therefore, approval of the proposed code amendment is not anticipated to result in a significant number of additional signs within the indicated area.

B) Sign Conditional Use Permit No. 28

The applicant is proposing a freeway-oriented sign, which will be constructed as a pole sign for a motorist serving business (In-N-Out Burger) with a maximum height of 95 feet and a sign face area of 197 square feet. The project is located at the southern terminus of Citrus Plaza Drive, and adjacent to the west side of the 210 freeway. The sign will be designed for a single tenant and will be located near the northeast portion of the property adjacent to the 210 freeway (See Attachment C - Location Map; and Attachment D – Project Plans).

Signs over 120 square-feet in sign face area require approval of a Sign Conditional Use Permit by a 4/5 vote of the City Council. The Planning Commission staff report is included as Attachment E to this report and summarized below.

Flag Test: A flag test was conducted on July 25, 2022, based on the procedures outlined in the Municipal Code and is further discussed in the Planning Commission staff report. The purpose of a flag test is to determine the maximum allowable sign height for a freeway-oriented sign. To do this, a flag no smaller than 32 square-feet is lifted vertically at the location of the proposed sign, starting at a height of 25'. The flag is viewed from the freeway at the off-ramps serving the site and it is raised until it is visible from these locations. As detailed on the Planning Commission staff report, the off-ramps serving this project are Tennessee St. (from westbound Interstate 10), Alabama St. and Tennessee St. (from eastbound Interstate 10), and San Bernardino Ave. (from the southbound 210 freeway).

Based on the results of the flag test, a sign height of 95’ was determined to be necessary to clearly view the flag during the test. The flag at lower heights (65 ft. and 75 ft.) was not visible due to sight obstructions by freeway connectors and tall trees in the vicinity; the flag at a height of 85 ft. was marginally visible from the west only. Therefore, only at a height of 95 ft. was the flag visible from the west (10 Freeway approaching the Tennessee St. exit) and from the east (10 Freeway at the Tennessee St. exit), and partially visible from the north (southbound 210 Freeway at the San Bernardino Ave. exit). It should be noted that the subject property sits significantly lower than the surrounding 210 freeway lanes (approximately 35 ft. lower), therefore the sign height above freeway lane elevation is roughly 60 feet above freeway lane level. Based on the results of the flag test, the applicant has proposed a 95’ tall sign.

Development Standards: Table 1 lists the development standards for freeway-oriented signs, and summarizes the proposed sign's compliance with the applicable sign regulations.

Table 1: Sign Standards for Freeway Oriented Signs (RMC 15.36.420)		
Sign Standards	*Proposed Sign*	*Consistent?*
Permitted within areas identified within Figure 16 of RMC Chapter 15.36 (Sign Code).	An amendment is proposed to modify Figure 16 to allow signs at this location (freeway adjacent).	Yes, with the approval of the proposed Sign Code amendment.
Permitted for motorist-serving businesses.	The proposed sign is for a motorist serving business (provides primarily food, lodging, or fuel; and open 12 hours per day)	Yes
Maximum height of 25' unless flag test deems otherwise.	95' proposed	Flag test was performed on July 25, 2022. Flag was visible at 95 ft. high from 3/10 of one mile from the off-ramps directly serving the business.
May not obscure or be erected within 100' of another freeway-oriented sign.	850' to the nearest freeway-oriented sign (Citrus Plaza).	Yes
Minimum letter size of 12"; Maximum size of 36"	Letters are proposed to be 23" tall.	Yes
No more than 1 freeway-oriented sign per property	Only one fwy-oriented sign is proposed	Yes

With City Council approval of the proposed sign code amendment, the project will meet all applicable development standards and sign regulations.

Comparable Sign Heights in Vicinity: Several freeway-oriented signs exceeding 75 feet high already exist in the general area. Generally, the taller signs were approved due to surrounding hilly topography or elevated freeway connectors that justified the taller signs. Similar site conditions are apparent at the In-N-Out project site, where the 210 freeway is elevated approximately 30 feet higher than the project site (which for practical purposes would result in the proposed sign being approximately 65 feet higher than the freeway lanes). For further discussion and analysis, please see the Planning Commission staff report

(Attachment E).

C) Findings for Approval (SIgn CUP No. 28)

1. *The size of the sign should be compatible with the design, architecture, and scale of the building(s) and/or project.*

The proposed single freeway sign with a sign face that is 197 square feet. The design of the sign ties in colors and materials of the building located on site and is of a scale that will provide freeway drivers with adequate notice of the presence of the business on the property, which will allow them adequate time to safely navigate to an appropriate exit for the business.

2. *The size of the sign should be aesthetically consistent with the project, adjacent areas, and the City of Redlands.*

The project is located in an urbanized area of the City, adjacent to the I-10 and 210 freeways. The sign is located along a freeway corridor, which has similarly sized freeway-oriented signs. The size and style of the sign is aesthetically consistent with the development of the project site, which is being developed with a new motorist-serving restaurant. Due to the proposed sign's location within a freeway corridor adjacent to a freeway offramp within a location that is obscured by overpasses and existing vegetation, and the presence of similar signs in the adjacent areas, the proposed sign's size is suitable.

3. *The size of the sign should be needed to provide necessary project identification for the benefit of the general public.*

The size of the sign is needed to provide necessary project identification for the benefit of the general public. Due to the presence of elevated freeway overpasses surrounding the site, large trees and other vegetation blocking the view of the site, and due to the positioning of the site at a lower elevation than the adjacent intersecting freeways, the increased height and size of the sign is necessary to provide business identification, guidance and clarity for incoming motorists.

ENVIRONMENTAL REVIEW:

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.

The proposed sign is exempt from the California Environmental Quality Act

(CEQA) pursuant to Section 15311(a) of the CEQA Guidelines. Section 15311(a) exempts the construction or placement of minor structures accessory to existing commercial, industrial, or institutional facilities, including but not limited to on-premises signs.

ALTERNATIVES:

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

SUBMITTED BY:
Brian Desatnik, Development Services Director

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

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager

PREPARED BY:
Sean Reilly, Principal Planner

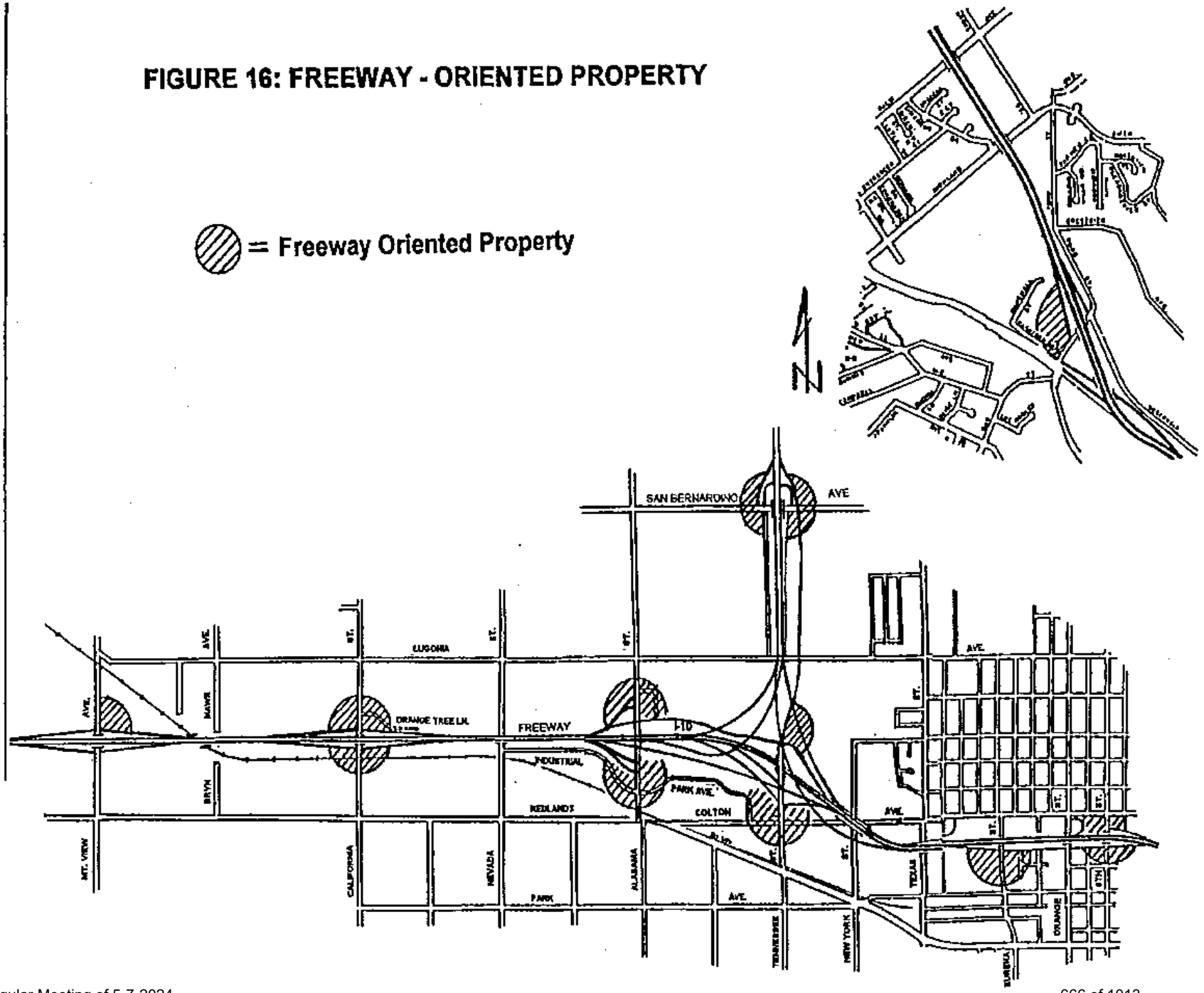
Attachments

Attachment A: Existing Figure 16 (RMC Section 15.36.420)
Attachment B: Proposed Figure 16 (RMC Section 15.36.420 amendment)
Attachment C: Location Map and Aerial Photograph
Attachment D: Sign CUP No. 28 Project Plans
Attachment E: March 12, 2024 Planning Commission Staff Report
Attachment F: Ordinance No. 2963
Attachment G: Resolution No. 8581

(Ord. 2552 § 1, 2004)

FIGURE 16: FREEWAY - ORIENTED PROPERTY

= Freeway Oriented Property



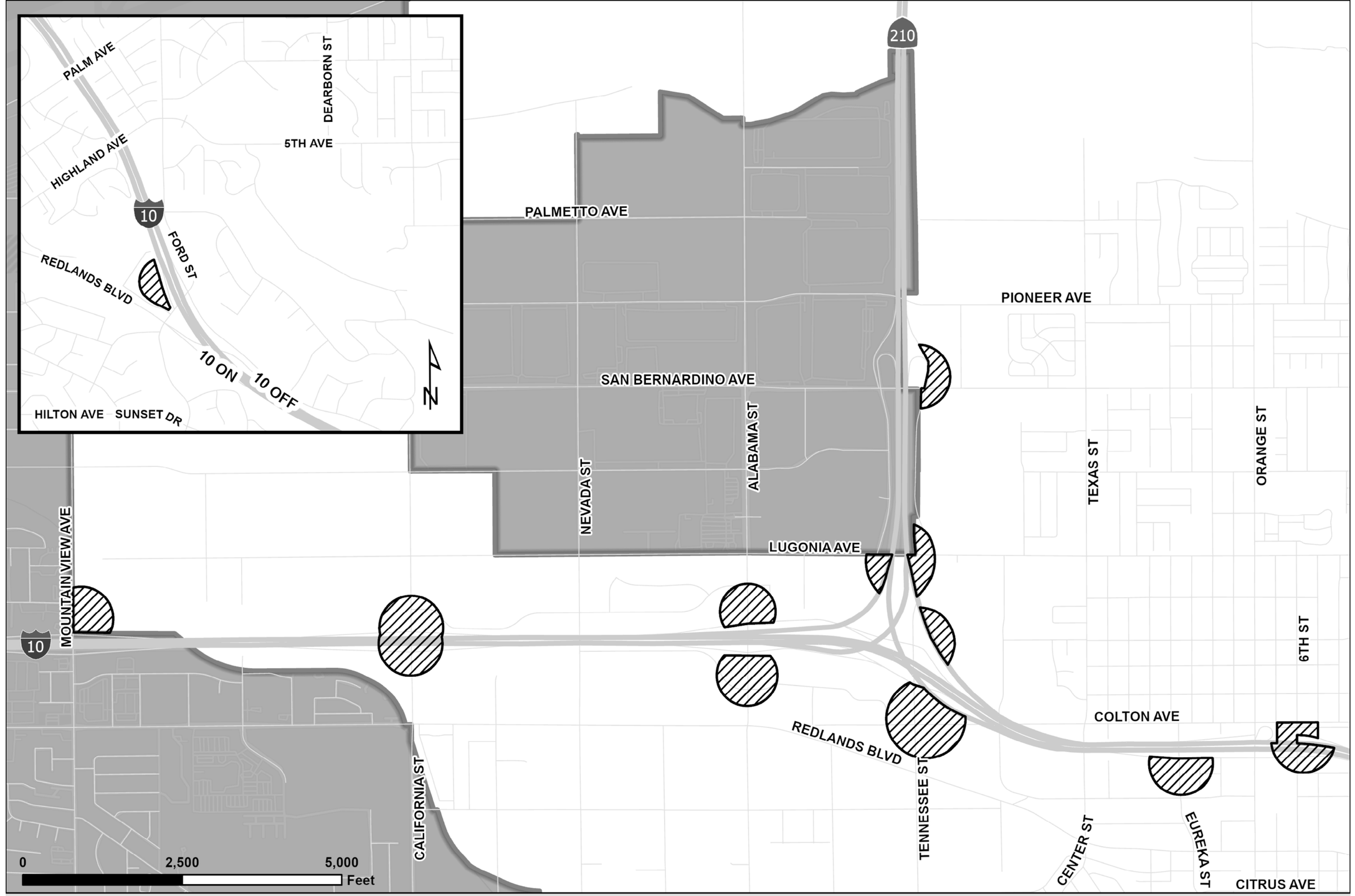


Figure 16:

Freeway Oriented Property

Freeway Oriented Property
Redlands Boundary
Freeways

Location Map

This map was produced by the City of Redlands, Geographic Information System.
The City of Redlands assumes no warranty or legal responsibility for the information contained on this map.
The data used to generate this map is dynamic in nature, therefore the information shown may or may not be the most current.

N
W E
S

Scale
0 525 1,050
Feet

City of Redlands
Department of Innovation & Technology
Geographic Information Systems

City of Redlands "A City That Works"

February 23, 2024

OneStop.mxd

Aerial Photo

This map was produced by the City of Redlands, Geographic Information System.
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N
W E
S

Scale
0 80 160
Feet

City of Redlands
Department of Innovation & Technology
Geographic Information Systems

City of REDLANDS "A City That Works"

February 23, 2024

OneStop.mxd

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IN-N-OUT BURGER

REVISIONS
R1: Added B1 wall sign on west elevation - 05/02/23 TT
R2: Revised A1 sq ft; Removed sign B1 - 05/18/23 TT
R3: Chg A1 to 60x180 - 07/19/23 TT
R4: A1 - Added side by side size options - 08/16/23 TT

A1 PYLON PERMIT PACKAGE
1301 W. Lugonia Ave Redlands, CA 92374

IN-N-OUT APPROVAL			
SIGNATURE	NAME	DATE	REVISION
SIGNATURE	NAME	DATE	REVISION
SIGNATURE	NAME	DATE	REVISION
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Signtech
4444 Federal Blvd San Diego, CA 92102
(619) 527-6100 signtech.com

In-N-Out
1301 W. Lugonia Ave Redlands, CA 92374

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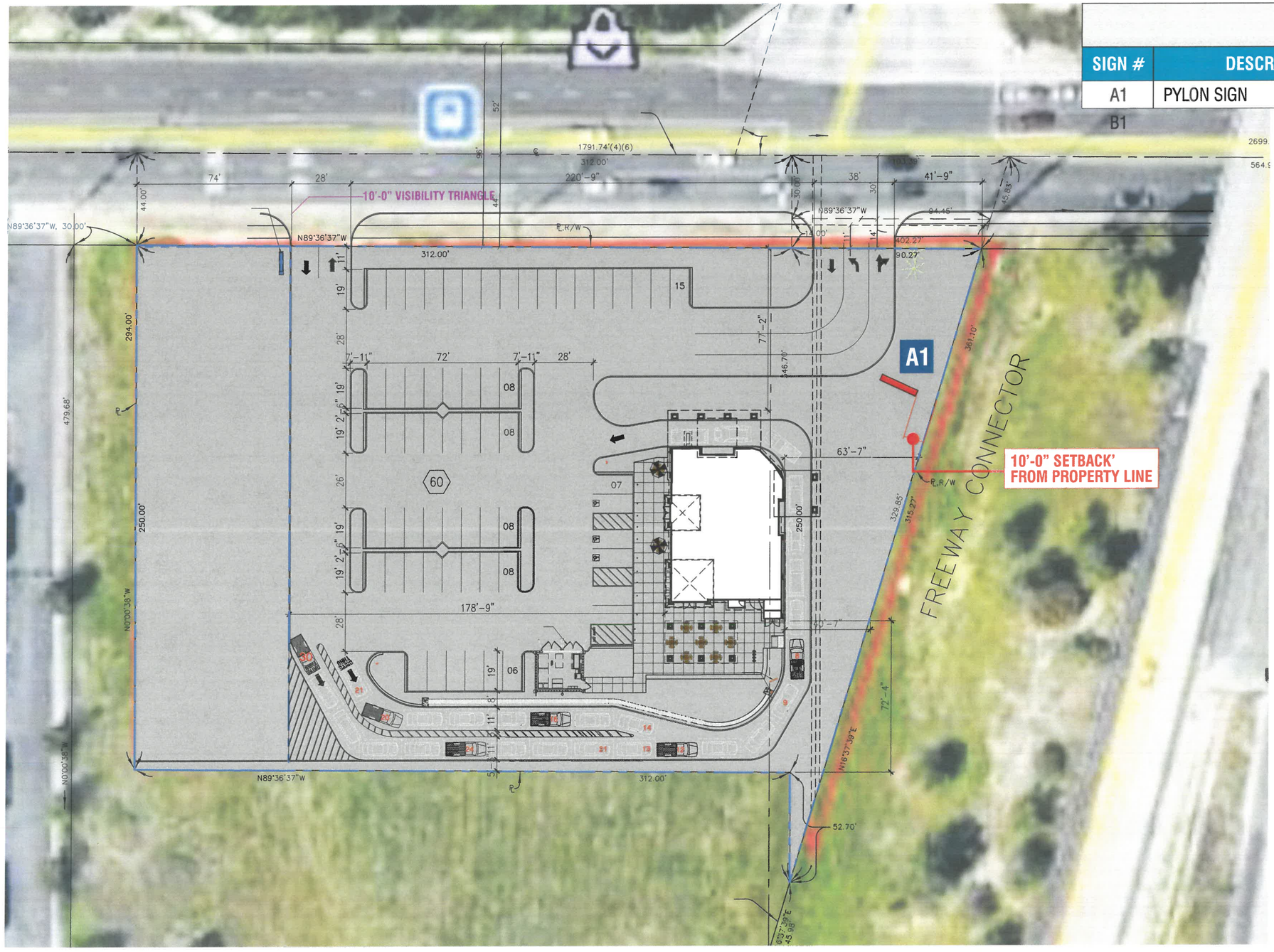
Sales: Bob McCarter
Coordinator: Garry Wilcox
Design: Thomsen
Engineering:

Date: 02/28/22
Drawing: 22-00547 **Rev:** A1 Pylon Permit Pkg-R5
Quote:
Project ID: IN-N-OUT_LUGONIA_1

SIGN LEGEND

SIGN #	DESCRIPTION	SIGN TYPE	SF	QTY
A1	PYLON SIGN	INO-PYL-60x180x1140	197.1	1



North

SITE PLAN SCALE: 1"=50'-0"

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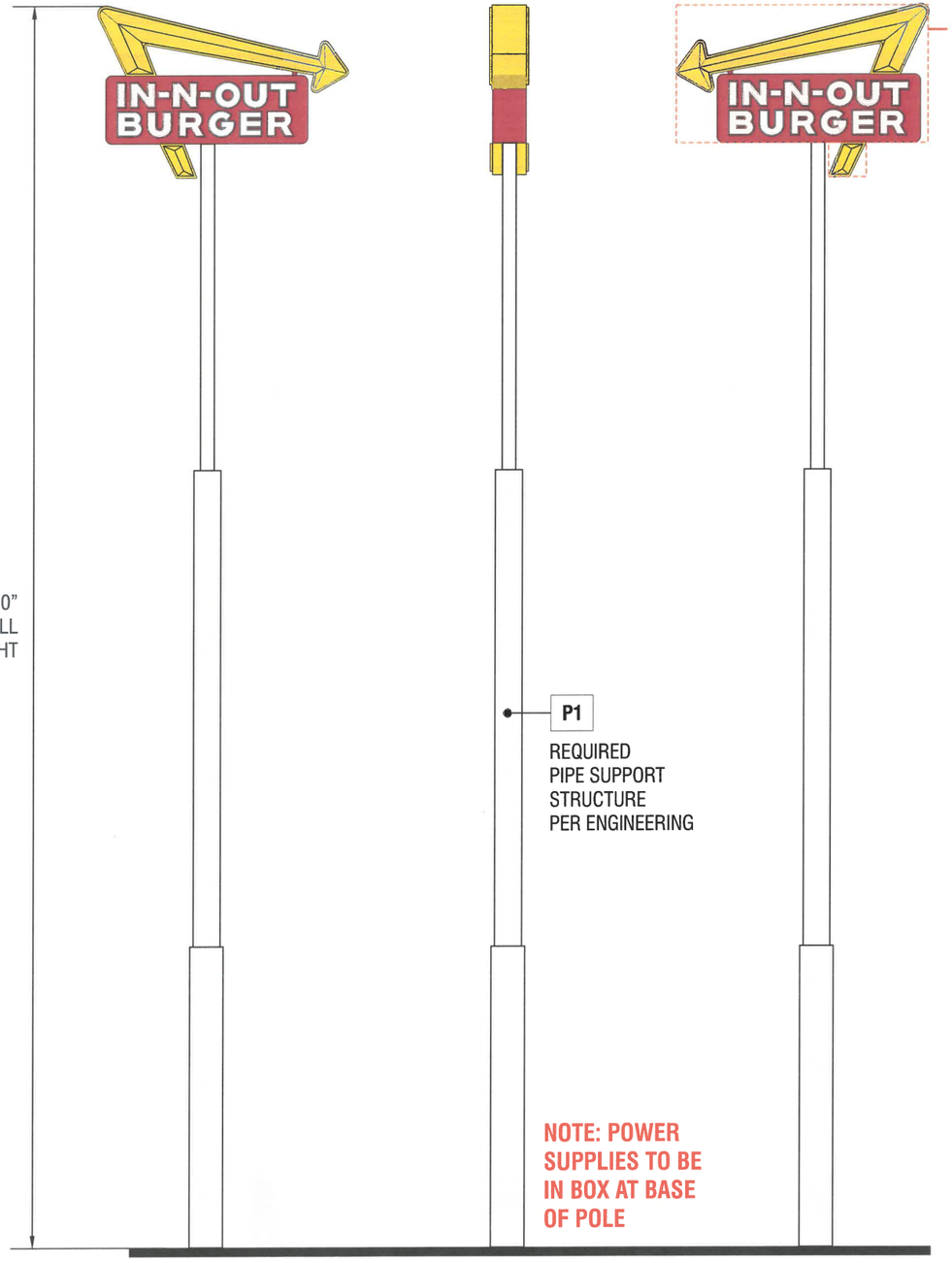
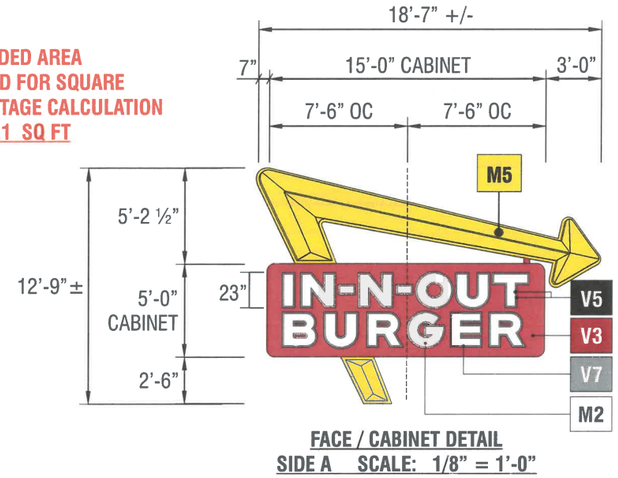


SIDE A
3/32" = 1'-0"

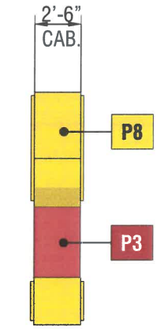
END VIEW
3/32" = 1'-0"

SIDE B
3/32" = 1'-0"

8 SIDED AREA
USED FOR SQUARE
FOOTAGE CALCULATION
197.1 SQ FT



FACE / CABINET DETAIL
SIDE A SCALE: 1/8" = 1'-0"



END VIEW
1/8" = 1'-0"

A1 SIGNTYPE INO-PYL-60x180x1140

MANUFACTURE AND INSTALL ONE (1) D/F INTERNALLY ILLUMINATED PYLON SIGN
"IN-N-OUT BURGERS" CABINET: SIGNCOMP EXTRUDED ALUMINUM
'IN-N-OUT" FACES: PANAFLEX FACES W/ FIRST SURFACE VINYL GRAPHICS
LETTER ILLUMINATION: SLOAN SIGN BOX II 6500K DUAL SIDED LEDs
ARROW: FABRICATED CHANNEL WITH FORMED TUFFAK
1869 YELLOW POLYCARBONATE FACE
ARROW ILLUMINATION: 5000k WHITE LEDs

PAINT

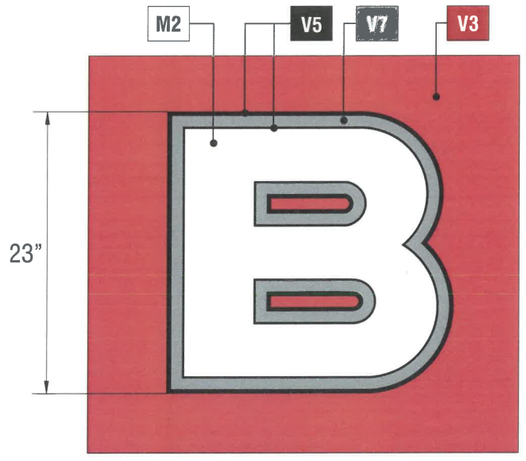
- P1 PAINTED TO MATCH DUNN EDWARDS #SP-514 'BONE CHINA' w/ SATIN FINISH
- P3 PAINT TO MATCH 'IN-N-OUT RED' W/ **HIGH GLOSS FINISH**
- P8 PAINT TO MATCH MATTHEWS #MP4944 'MOWER YELLOW' WITH **HIGH GLOSS FINISH**

VINYL

- V3 3M 3630-73 'DARK RED' TRANSLUCENT
- V5 3M 7725-12 'BLACK' OPAQUE
- V7 3M 3630-51 'SILVER GREY' TRANSLUCENT

MATERIALS

- M2 WHITE PANAFLEX
- M5 TUFFAC 1869 YELLOW POLYCARBONATE



DETAIL SCALE: 1" = 1'-0"

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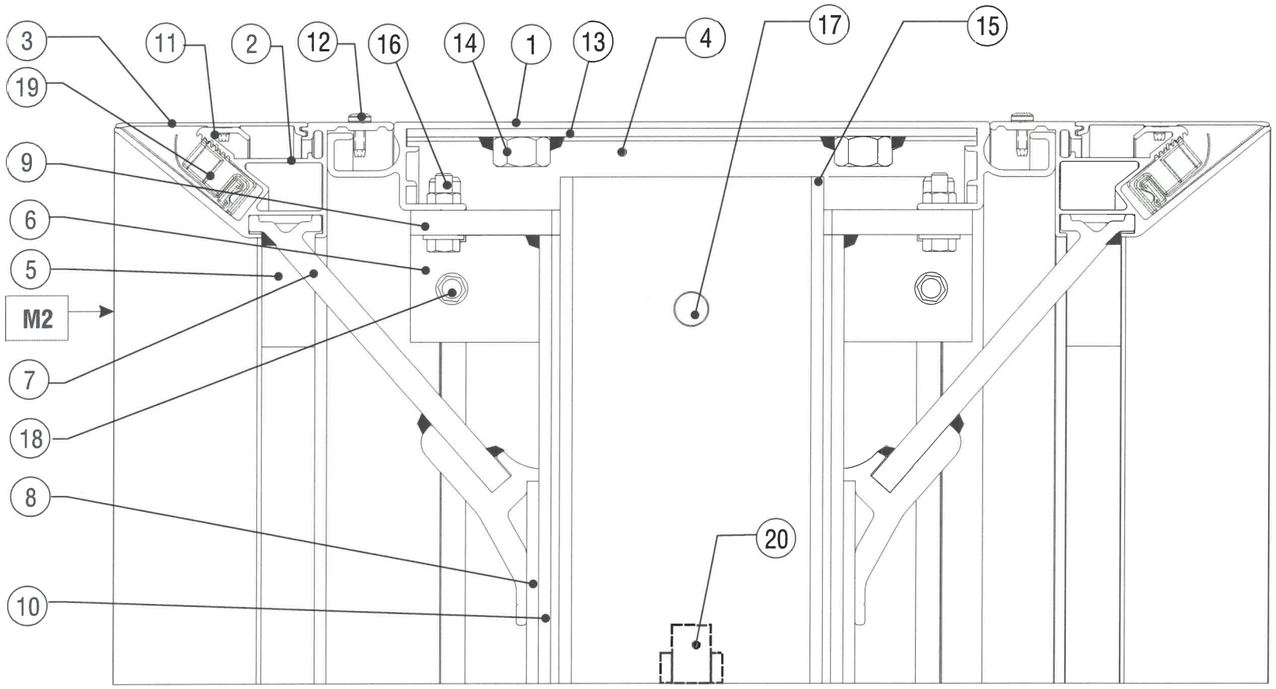

SPECIFICATIONS

1. SIGNCOMP #2008 DOUBLE FACE HINGE BODY (TOP & BOTTOM)
2. SIGNCOMP #2107 FLAT BLEED RETRO FRAME II (TOP & BOTTOM)
3. SIGNCOMP #2121 FLAT BLEED RETRO FRAME COVER (TOP & BOTTOM)
4. 2" X 2"X 3/16" THICK ALUMINUM ANGLE CORNER BODY
5. 2" X 2" X 1/8" THICK ALUMINUM ANGLE CORNER RETRO FRAME
6. 2" X 2" X 1/4" THICK STEEL ANGLE CORNER
7. SIGNCOMP #5357 FRAME BRACE
8. ¾" X 1 1/2" X 1/8" THICK ALUMINUM RECTANGLE SUPPORT
9. 9 1/2" X 8 1/2" X 3/8" THICK STEEL SADDLE PLATE
10. 1 ½" X 1 ½" X 3/16" THICK STEEL ANGLE POLE GUIDE
11. SIGNCOMP#5990 #6 X 1/2" LENGTH COUNTERSUNK SCREW
12. SIGNCOMP#5178 #10 X 5/8" LENGTH HINGE CLOSURE SCREW
13. 1" X 1/8" THICK ALUMINUM FLAT BAR
14. 1/2-13 HEX NUT FOR LIFTING THE CABINET
15. 4" STEEL SQUARE TUBE
16. 3/8-16 X 1" LENGTH STAINLESS STEEL HEX BOLT W/WASHER & NUT
17. 1/2-13 X 6" LENGTH HEX STEEL BOLT W/WASHER & NUT
18. 1/4-20 X 3/4" LENGTH HEX STEEL BOLT
19. SIGNCOMP#5360 TENSION CLIP - CLIP & MANDREL
20. HIGH OUTPUT GE TETRA POWERSTRIPS 4100K GEDSH41-1

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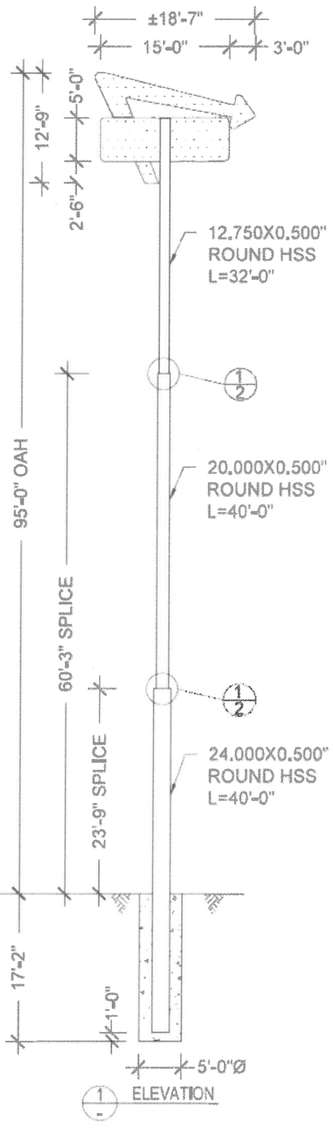
SULLAWAY ENGINEERING
11545 W. BERNARDO COURT, SUITE 201
SAN DIEGO, CA 92127
PROJECTMANAGER@SULLAWAYENG.COM
PHONE: 1-858-312-5150 FAX: 1-858-777-3534

PROJECT: IN-N-OUT, SIGN A1, 1301 W. LUGONIA AVE., REDLANDS, CA
PROJECT #: 42618C-1
CLIENT: SIGNTECH ELECTRICAL ADVERTISING, INC.

DATE: 10/17/2023
ENGINEER: CT
LAST REVISED: 10/23/2023



1 ELEVATION

10-27-2023

GENERAL NOTES
1. DESIGN CODE: CBC 2022
2. DESIGN LOADS: ASCE 7-16
3. WIND VELOCITY 100 MPH EXPOSURE C
4. CONCRETE 2500 PSI MINIMUM
5. ROUND HSS STEEL ASTM A500 GR. B, F_Y = 42 KSI MIN.
6. PROVIDE MIN. 3" CLEAR COVER ON ALL STEEL EMBEDDED IN CONCRETE WHEN CAST AGAINST SOIL
7. LATERAL SOIL BEARING PER CBC CLASS 5 (100 PSF/FT)
8. PROVIDE PROTECTION AGAINST DISSIMILAR METALS
9. ALL DIMENSIONS TO BE VERIFIED PRIOR TO FABRICATION

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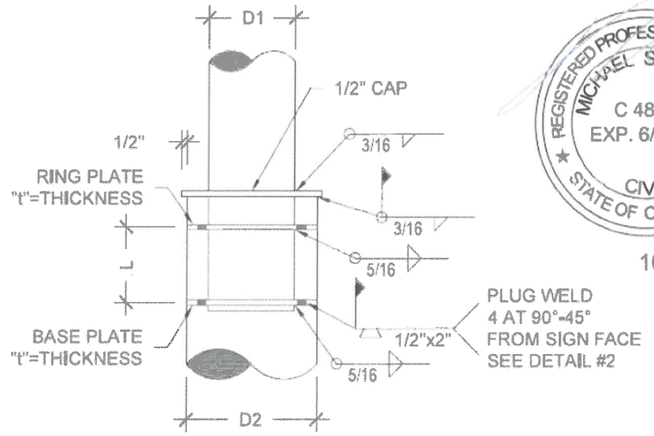
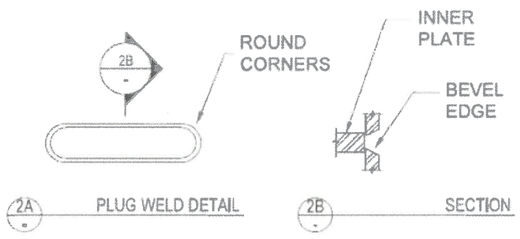
ENGINEER: CT
LAST REVISED: 10/23/2023



1 SPLICE DETAIL, TYP.

NOTES:
1. THIS DETAIL MAY BE USED FOR PIPE AND SQUARE TUBE SECTIONS.
2. L = 1.5xD1 OR 12" , WHICHEVER IS LARGEST

THICKNESS (t)
FOR D1 THRU 16" DIA., USE t = 1/2" PL.
FOR 16" DIA. < D1 < 30" DIA., USE t = 3/4" PL.
FOR D1 > 30" DIA.. USE t = 1" PL.



2A PLUG WELD DETAIL

2B SECTION

10-27-2023

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PROJ. NO.: 42618C-1
CLIENT: SIGNTECH ELECTRICAL ADVERTISING, INC.

DATE: 10/17/2023
ENGINEER: CT

v5.5

units; pounds, feet unless noted otherwise

Applied Wind Loads; from ASCE 7-16

$F=q_z*G*C_f*A_f$ with $q_z = 0.00256K_zK_{zt}K_dV^2$ (29.3.2 & 29.4)

C_f= 1.825 (Fig. 29.3-1) max. height= 95.000

K_{zt}= 1.0 (26.8.2) (=1.0 unless unusual landscape)

K_z= from table 28.3-1 Exposure= c

K_d= 0.85 for signs (table 26.6-1)

V= 100 mph

G= 0.85 (26.9) weight= 12.548 kips

s/h= 0.053 M_{DL}= 0.00 k-ft

B/s= 3.00

Pole Loads	structure component	height at section c.g	K_z	q_z	pressure q_z*G*C_f	A_f	shear	Wind Moment M_W
	1	7.50	0.85	18.50	28.69	30.00	861	6456
	2	17.50	0.88	19.06	29.57	10.00	296	5175
	3	21.88	0.92	19.93	30.92	7.50	232	5073
	4	24.38	0.94	20.35	31.57	2.08	66	1603
	5	27.50	0.96	20.91	32.43	8.33	270	7432
	6	32.50	1.00	21.66	33.61	8.33	280	9102
	7	37.50	1.03	22.32	34.62	8.33	288	10819
	8	50.00	1.09	23.74	36.82	33.33	1227	61367
	9	60.13	1.13	24.61	38.17	0.42	16	956
	10	70.13	1.17	25.48	39.52	20.98	829	58156
	11	81.13	1.21	26.41	40.97	2.39	98	7945
	12	88.63	1.24	26.90	41.73	125.42	5234	463898
					sums:	257.13	9698	637.98 (M_w) k-ft arm= 65.8

P_u= 14.42 kip M= 637.98 k-ft $M=\sqrt{(M_{DL}^2+M_w^2)}$

$M_u=\sqrt{(1.2M_{DL}^2+1.0M_W^2)}$ = 637.98 k-ft

Pole Design section; pipe

$M_u \le \phi M_n$ with $M_n = f_yZ$ f_y= 42 ksi ϕ= 0.9

H	M_u(k-ft)	Z req'd. (in)	Size(in)	t (in)	Z	Use
at grade	637.98	202.53	24	0.375	209.32	24x0.500" Round HSS, ϕM_n = 806.78 k-ft
splice at 23.75 ft	423.93	134.58	24	0.375	209.32	20x0.500" Round HSS, ϕM_n = 558 k-ft
splice at 60.25 ft	158.76	50.40	12	0.375	53.70	12.75x0.500" Round HSS, ϕM_n =221 k-ft

Footing Design footprint: round

ϕ= 1.3 CBC 1605.3.2 CBC Table 1806.2, sections 1806.3.4, 1807.3.2 S=(1.3x2x100psf/ft)

P= 7.56 kip S1 = S x d / 3 A = 2.34 x P / (S1 x b) S= 267

S1= 1066 d =0.5xA (1+ (1+4.36x h/A) ^.5) CBC 1807.3.2.1

A= 3.32

footing: **5' - 0" dia.**
17' - 2" deep

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Check Buckling for Round HSS Section

Pole Design-AISC section; HSS(>12") weight= 7.508 kips

F_y= 42 ksi ϕ= 0.9 E= 29,000 ksi

H	M_u(k-ft)	Z req'd. (in)	Size(in)	t (in)	Z	S			
at Grade	637.98	202.53	24	0.465	258	198	spec wt=	0.527	kcf
				r=	8.32	in	signage wt:	6.980	k
				A=	34.38	in^2	pipe weight	5.033	k

D/t= 51.6 h (L) = 40.00 ft P= 12.013 k

KL/r= 115.3 P_r= 14.42 k

K= 2 F_{cr}= 19.06 for KL/r<sqrt(E/f_y)) AISC Chap. E3

Fe= 22.3 ksi (E3-4) F_{cr}= 19.52 for KL/r>sqrt(E/f_y))

4.71sqrt(E/f_y)= 125.9 use F_{cr}= 19.06

for D/t < 0.07 E/Fy section is compact 0.07 E/F_y= 48

for D/t < 0.31 E/Fy section is non-compact 0.31 E/F_y= 214

Section is **non-compact**

$P_n=F_cA_g$= 655.4 k $P_c=\phi Pn$= 589.8 k

$M_n=(0.021E/(D/t) + F_y)S$= 896.4 k (non-compact) (F8-2)

$M_n=F_yZ$= 901.6 k-ft (compact)

$M_n=F_{cr}S$= 315.2 k-ft (slender - slender sections NOT USED)

use M_n= 896.4 k-ft $P_u/\phi P_n$ = 0.024

$M_c=\phi M_n$= 806.78 k-ft $M_u/\phi M_n$ = 0.791

P_r/P_c= 0.0244 AISC Chap. H1

$P_r/2P_c$= 0.0122

P_r/P_c + 8/9 * M_r/M_c = 0.727

For P_r/P_c<0.2: $P_r/2P_c$ + M_r/M_c = 0.803

use 0.80 OK

Round Pipe Torsion Capacity

D= 24 in

t= 0.465 in E= 29 x10e6 psi

L= 40.000 ft

J= 4763

C= 397 in3 C=2J/d J=pie/32(d^4-(d-2t)^4)

$T_n=F_{cr}C$ ϕ= 0.9 AISC H3

F_{cr}=1.23E / (sqrt(L/D)(D/t)^1.25) F_{cr} = 74.8 ksi max; F_{cr} = 74.8 ksi

F_{cr}=0.6E / ((D/t)^1.5) F_{cr} = 46.9 ksi

F_{cr} < 0.6F_y 0.6F_y = 25.2 ksi F_{cr} = 25.2 ksi

Tu= 19.42 k-ft (125.23ft^2)*(41.73psf)*(0.2*(18'-7")) (Area fromAutoCAD, see page#3 for Pnet)

ϕT_n= 9002 k-in 750.13 k-ft $(T_u/\phi T_n)^2$= 0.001

$P_u/\phi P_n + M_u/\phi M_n + (T_u/\phi T_n)^2$= 0.80 OK

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V5.5

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20x0.500" Round HSS Torsion Capacity

D= 20 in
t= 0.465 in E= 29 x10e6 psi
L= 40.00 ft fy= 42 ksi
J= 2724
C= 272 in3 C=2J/d J=pie/32(d^4-(d-2t)^4)

$T_n=F_{cr}C$ ϕ= 0.9 AISC H3

$F_{cr}=1.23E / (sqrt(L/D)(D/t)^{1.25})$ F_{cr} = 69.2 ksi max. F_{cr} = 69.2 ksi

$F_{cr}=0.6E / ((D/t)^{1.5})$ F_{cr} = 61.7 ksi

$F_{cr} < 0.6F_y$ $0.6F_y$ = 25.2 ksi F_{cr} = 25.2 ksi

Tu= 19.42 k-ft (125.23ft^2)*(41.73psf)*(0.2*(18'-7")) (Area fromAutoCAD, see page#3 for Pnet)

ϕT_n= 6178 k-in 514.86 k-ft $(T_u/\phi T_n)^2$= 0.001

$M_u/\phi M_n + (T_u/\phi T_n)^2$= **0.76 OK**

(see Page#3 for Mu & AISC Manual for ϕMn)

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V5.5

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12.750x0.500" Round HSS Torsion Capacity

D= 12.75 in
t= 0.465 in E= 29 x10e6 psi
L= 32.00 ft fy= 42 ksi
J= 678
C= 106 in3 C=2J/d J=pie/32(d^4-(d-2t)^4)

$T_n=F_{cr}C$ ϕ= 0.9 AISC H3

$F_{cr}=1.23E / (sqrt(L/D)(D/t)^{1.25})$ F_{cr} = 107.8 ksi max; F_{cr} = 121.2 ksi

$F_{cr}=0.6E / ((D/t)^{1.5})$ F_{cr} = 121.2 ksi

$F_{cr} < 0.6F_y$ $0.6F_y$ = 25.2 ksi F_{cr} = 25.2 ksi

Tu= 19.42 k-ft (125.23ft^2)*(41.73psf)*(0.2*(18'-7")) (Area fromAutoCAD, see page#3 for Pnet)

ϕT_n= 2412 k-in 201.03 k-ft $(T_u/\phi T_n)^2$= 0.009

$M_u/\phi M_n + (T_u/\phi T_n)^2$= **0.73 OK**

(see Page#3 for Mu & AISC Manual for ϕMn)

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City of Redlands
REQUEST FOR PLANNING COMMISSION ACTION

Planning Commission **Agenda Item NO. 5. B.**

Meeting Date: 03/12/2024

APPLICANT:

SIGNTECH ELECTRICAL ADVERTISING
(PROJECT PLANNER: SEAN REILLY, PRINCIPAL PLANNER)

1. **PUBLIC HEARING** to consider a recommendation to the City Council regarding **Sign Conditional Use Permit No. 28** - A request to construct a Freeway Oriented Sign for a motorist-serving business (drive-through restaurant) with an overall sign face exceeding 120 square-feet. The proposed sign is 95 feet high with a sign face consisting of 197.1 square-feet. The project site is located at the southwest corner of West Lugonia Avenue and Citrus Plaza Drive, on the west side of the Interstate 210 freeway, within the General Commercial (EV/CG) District of the East Valley Corridor Specific Plan (APNs: 0169-341-09-0000 and 0169-341-07-0000). The proposal qualifies for exemption from environmental review in accordance with the California Environmental Quality Act Guidelines Section 15311 for accessory structures such as on-premises signs.

SYNOPSIS

1. General Plan Designation:	Commercial	
2. Existing Zoning:	General Commercial (EV/CG) District of the East Valley Corridor Specific Plan.	
3. Surrounding Zoning:	North: Special Development (EV/SD) District of the EVCSP within San Bernardino County East, South, and West: EV/CG District	
4. Existing Land Use:	A new In-N-Out drive-through restaurant is currently being constructed on the project site.	
5. Surrounding Land Use:	North: Citrus Plaza Shopping Center (San Bernardino County) South: Vacant lot, telecommunications equipment, Interstate 10 East: 210 Freeway West: “A Storage Place” Self-Storage, bank and office building, Raising Cane’s drive-through restaurant	
6. Area / Topography:	The site is 2.1 acres, flat in topography.	
7. Environmental Determination:	The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15311(a) of the CEQA Guidelines.	
8. Socio-Economic Cost / Benefit Study:	The project is exempt from the Measure U requirement to complete a Socio-Economic Cost/Benefit Study.	
9. Planning Commission Submittal Dates:	(A) Date Submitted: (B) Date Accepted As Complete: (C) Planning Commission Meeting:	May 9, 2023 February 1, 2024 March 12, 2024

PROPOSAL

The applicant is proposing a freeway oriented sign, which will be constructed as a pole sign for a motorist serving business (In-N-Out Burger) with a maximum height of 95 feet and a sign face area of 197 square feet. The project is located at the southern terminus of Citrus Plaza Drive, and adjacent to the west side of the 210 freeway. The sign will be designed for a single tenant and will be located near the northeast portion of the property adjacent to the 210 freeway (See Attachment A - Location Map; and Attachment B - Project Plans).

BACKGROUND

In March 2023, In-N-Out Burger, received approval of CUP No. 1170 to construct a 3,887 square-foot drive-through restaurant with dual drive-through lanes at the proposed project site. The project is currently under construction and is anticipated to open in the second half of 2024.

Measure U, a City of Redlands voter-approved initiative regarding managed growth, requires that any commercial sign over 120 square-feet in sign area obtain a Conditional Use Permit and must be approved by a four-fifths (4/5) vote of the City Council. The applicant is seeking a recommendation from the Planning Commission to the City Council for the approval of Sign Conditional Use Permit No. 28.

ANALYSIS

The sign will be located on the west side of the 210 freeway and south of Lugonia Avenue on. The sign is proposed with a single white pole for support, with a sign face that will display the In-N-Out Burger corporate logo. No other tenant panels or signage is included in this proposal.

Flag Test: A flag test was performed in accordance with RMC Section 15.36.420(D) to determine the maximum appropriate sign height for this proposed freeway-oriented sign for the subject property. A flag no smaller than 32 square-feet is lifted vertically at the location of the proposed sign, starting at a height of 25'. City personnel then observe (from surrounding freeway lanes in multiple directions) whether the flag is visible beginning at a height of 25’, and if the flag is not visible, then it is raised in ten-foot increments until it is visible at a distance that is 3/10 of one mile (approximately 1,600 ft.) from the beginning of the off-ramps serving the business. The maximum allowable height for the sign is the greatest flag height necessary to be visible from 3/10 of a mile from the off-ramps.

The off-ramps serving this project are Tennessee St. (from westbound Interstate 10), Alabama St. and Tennessee St. (from eastbound Interstate 10), and San Bernardino Ave. (from the southbound 210 freeway). A flag test was completed on July 25, 2022, and a height of 95’ was necessary to clearly view flag during the test. The flag at lower heights (65 ft. and 75 ft.) was not visible due to sight obstructions by freeway connectors and tall trees in the vicinity; the flag at a height of 85 ft. was marginally visible from the west only. Therefore, only at a height of 95 ft. was the flag visible from the west (10 Freeway approaching the Tennessee St. exit) and from the east (10 Freeway at the Tennessee St. exit), and partially visible from the north (southbound 210 Freeway at the San Bernardino Ave. exit). It should be noted that the subject property sits significantly lower than the surrounding 210 freeway lanes (approximately 35 ft. lower), therefore the sign height above freeway lane elevation is roughly 60 feet above freeway lane level. Based on the results of the flag test, the applicant has proposed a 95’ tall sign.

Nearby Freeway-Oriented Signs: For comparison, Table 1 below indicates the location and height of some of the freeway-oriented signs within the City and surrounding area. Most of these signs range between 50 and 80 feet high (where the topography is generally flat and level with unobstructed sight lines). Where the surrounding topography includes slopes or hills, or freeway ramps/connectors are elevated nearby, then the freeway-oriented signs need to be somewha tigher than typical due to the obstructed sight lines.

Table 1: Nearby Freeway-Oriented Signs		
Business Identification	*Location*	*Height (ft.)*
1. In-N-Out Burger (Proposed)	1301 W. Lugonia Ave.	95*
2. Walmart/Food 4 Less	2072 W. Redlands Blvd.	50
3. Mountain Grove	27641 San Bernardino Ave.	65
4. Citrus Plaza	27550 W. Lugonia Ave.	70
5. Tom Bell Chevrolet	1590 Industrial Park Ave.	75
6. Toyota of Redlands	921 New York St.	80
7. Tri-City Center	1520 Industrial Park Ave.	80
8. Old Spaghetti Factory	1635 Industrial Park Ave.	80
9. Starbucks/Dominoe's Pizza	1045 Parkford Dr.	120*
10. 76 Gas Station	1076 Parkford Dr.	150*
* Indicates surrounding topography contains hills or significant freeway grade differences.		

Sign Code: Table 2 lists the development standards for freeway-oriented signs, and summarizes the proposed sign's compliance with the applicable sign regulations.

Table 2: Sign Standards for Freeway Oriented Signs (RMC 15.36.420)		
Sign Standards	*Proposed Sign*	*Consistent?*
Permitted within areas identified within Figure 16 of RMC Chapter 15.36 (Sign Code).	An amendment is proposed to modify Figure 16 to allow signs at this location (freeway adjacent).	Yes, with the approval of the proposed Sign Code amendment.
Permitted for motorist-serving businesses.	The proposed sign is for a motorist serving business (provides primarily food, lodging, or fuel; and open 12 hours per day)	Yes
Maximum height of 25' unless flag test deems otherwise.	95' proposed	Flag test was performed on July 25, 2022. Flag was visible at 95 ft. high from 3/10 of one mile from the off-ramps directly serving the business.
May not obscure or be erected within 100' of another freeway-oriented sign.	850' to the nearest freeway-oriented sign (Citrus Plaza).	Yes
Minimum letter size of 12"; Maximum size of 36"	Letters are proposed to be 23" tall.	Yes
No more than 1 freeway-oriented sign per property	Only one fwy-oriented sign is proposed	Yes

Proposed Sign Code Amendment: A code amendment to RMC Chapter 15.36, Section 15.36.420, is required to allow the proposed sign to be placed in this location. Figure 16 in Section 15.36.420 details locations where freeway-oriented signs may be placed (generally these locations are typically at the ends of freeway off-ramps and the immediately surrounding areas). The Tennessee Street off-ramp and its immediate area were not included in this figure, including the In-N-Out project site. The proposed amendment would modify Figure 16 to include both sides of the freeway near the Tennessee Street off-ramp and Lugonia Avenue intersection to indicate that these areas are eligible for Freeway Oriented Signs.

It should be noted that this amendment is not within the purview of the Planning Commission's recommendation, as the Sign Regulations are contained in RMC Title 15 (Buildings & Construction) and not in RMC Title 18 (Zoning Regulations). Following the Planning Commission recommendation on the size and height of the proposed sign, the proposed code amendment will be presented to the City Council along with the Planning Commission's recommendation on the sign for a final decision.

With City Council approval of the proposed sign code amendment, the project will meet all applicable development standards and sign regulations.

ENVIRONMENTAL REVIEW

The proposed sign is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15311(a) of the CEQA Guidelines. Section 15311(a) exempts the construction or placement of minor structures accessory to existing commercial, industrial, or institutional facilities, including but not limited to on-premises signs.

FINDINGS

Sign Conditional Use Permit has the following findings that must be made with respect to signs exceeding 120 square feet in size in order to approve of the proposed sign.

1.The size of the sign should be compatible with the design, architecture, and scale of the building(s) and/or project.

The proposed single freeway sign with a sign face that is 197 square feet. The design of the sign ties in colors and materials of the building located on site and is of a scale that will provide freeway drivers with adequate notice of the presence of the business on the property, which will allow them adequate time to safely navigate to an appropriate exit for the business.

2. *The size of the sign should be aesthetically consistent with the project, adjacent areas, and the City of Redlands.*

The project is located in an urbanized area of the City, adjacent to the I-10 and 210 freeways. The sign is located along a freeway corridor, which has similarly sized freeway-oriented signs. The size and style of the sign is aesthetically consistent with the development of the project site, which is being developed with a new motorist-serving restaurant. Due to the proposed sign's location within a freeway corridor adjacent to a freeway offramp within a location that is obscured by overpasses and existing vegetation, and the presence of similar signs in the adjacent areas, the proposed sign's size is suitable.

3. *The size of the sign should be needed to provide necessary project identification for the benefit of*

the general public.

The size of the sign is needed to provide necessary project identification for the benefit of the general public. Due to the presence of elevated freeway overpasses surrounding the site, large trees and other vegetation blocking the view of the site, and due to the positioning of the site at a lower elevation than the adjacent intersecting freeways, the increased height and size of the sign is necessary to provide business identification, guidance and clarity for incoming motorists.

RECOMMENDATIONS

Based on the above analysis and findings, staff recommends that the Planning Commission recommend approval of Sign Conditional Use Permit No. 28.

MOTIONS

If the staff recommendation is appropriate, the following motion is provided:

“I move that the Planning Commission adopt Resolution No. 1658 and recommend that the City Council approve Sign Conditional Use Permit No. 28.”

Attachments

Attachment A: Location Map and Aerial Photograph

Attachment B: Project Plans

Attachment C: Resolution No. 1658

ORDINANCE NO. 2963

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING TITLE 15.36 (SIGN CODE) OF THE REDLANDS MUNICIPAL CODE, SECTION 15.36.420 (FREEWAY ORIENTED SIGNS), TO MODIFY FIGURE 16.

WHEREAS, Ordinance No. 2963 would amend Section 15.36.420 (Freeway Oriented Signs) of Chapter 15.36 (Sign Code) of the Redlands Municipal Code to modify Figure 16 depicting the allowable locations for freeway oriented signs; and

WHEREAS, in accordance with Government Code section 65090, on or about April 25, 2024, the City Clerk gave notice by publication in a newspaper of general circulation of the holding of a public hearing at which Ordinance No. 2963 would be considered by City Council; and

WHEREAS, on May 7, 2024, the City Council held a noticed public hearing at which interested persons had an opportunity to testify in support of, or opposition to, Ordinance No. 2963; and

WHEREAS, Ordinance No. 2963 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 15.36.420, entitled “Freeway Oriented Signs” is hereby amended to read as follows:

“15.36.420: FREEWAY ORIENTED SIGNS:

Motorist serving businesses and regional shopping centers and new automobile dealerships which are within the areas identified in figure 16 of this section herein may install freeway oriented signs, subject to the regulations and standards of this code. The following regulations and standards shall apply to freeway oriented signs:

A. Only regional shopping centers, new automobile dealerships in accordance with subsection 15.36.390D of this chapter, and businesses which are "motorist serving" as defined in this chapter may install freeway oriented signs. In no case may a regional mall or any use within a "regional mall" (as defined in this chapter) install a freeway oriented sign.

B. The maximum height of freeway oriented signs shall be twenty five feet (25'), unless a taller sign is necessary to achieve visibility a minimum of three-tenths (3/10) of one mile from at least one approach to an off ramp serving the business. If determined necessary by a flag test as described below, a sign higher than twenty five feet (25') may be constructed.

C. The maximum size of a freeway oriented sign shall be one hundred twenty (120) square feet, unless a conditional use permit is approved for such a sign pursuant to subsection 15.36.100F of this chapter. The area of a freeway oriented sign shall not be counted toward the maximum sign area for the business.

D. Flag tests for freeway oriented signs shall be conducted as follows:

1. A flag or object no smaller than thirty two (32) square feet shall be lifted vertically in the location of the proposed freeway oriented sign, starting at a height of twenty five feet (25') (measured from the bottom of the object).

2. City personnel shall be stationed at locations three-tenths (3/10) of one mile from the beginning of the off ramps directly serving the business for which the sign will be installed.

3. City personnel shall observe whether the object is visible at a height of twenty five feet (25'). If the object is not visible, it shall be raised in ten foot (10') increments until it is visible from one direction at a distance of three-tenths (3/10) of one mile from the start of the off ramp approach. If a greater height is needed for visibility from one of the two (2) off ramp approaches, the planning commission may permit the greater height to be used if it is determined that visibility from that direction is needed.

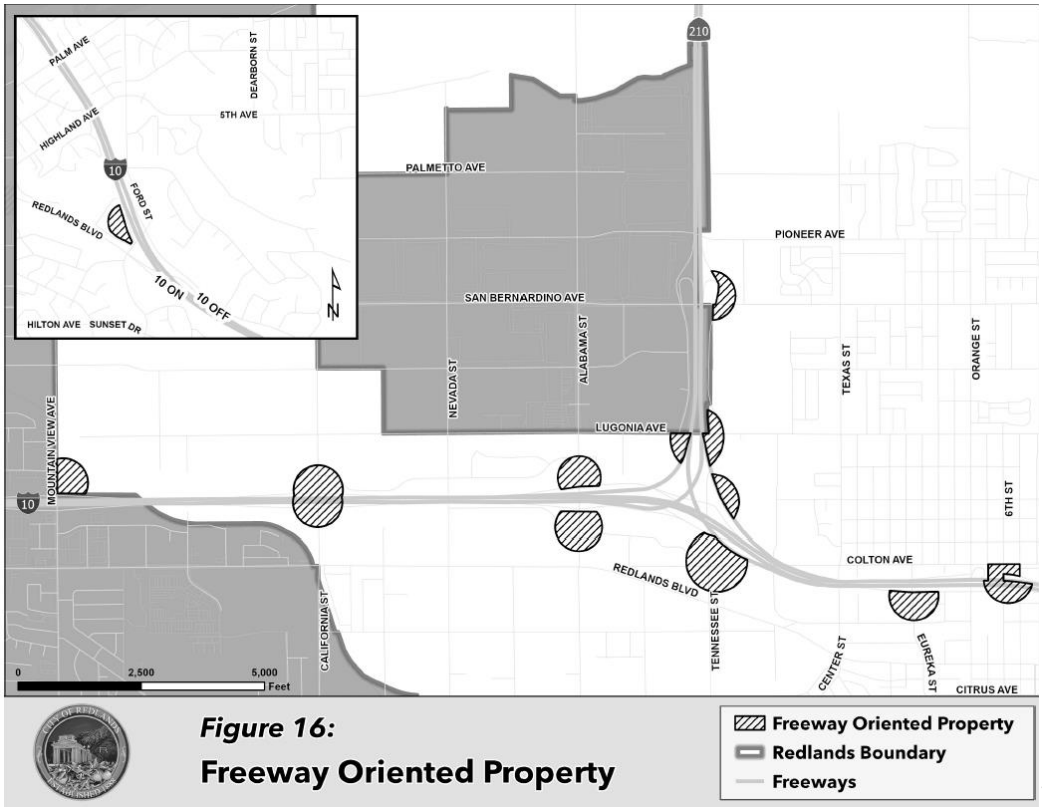
4. The height established in subsection D3 of this section (or by the planning commission, as noted in subsection D3 of this section) shall be maximum height for the sign.

E. No freeway oriented sign shall be erected which would obscure another sign when viewed from the freeway.

F. No freeway oriented sign shall be erected that will be closer than one hundred feet (100') from another freeway oriented sign.

G. The minimum size letter in the text of a freeway oriented sign shall be one foot (1') in vertical or horizontal dimension. The maximum size letter shall be three feet (3'), vertical or horizontal dimension.

H. No more than one freeway oriented sign is permitted per property; provided, however, that a freeway oriented property which is located within a freeway oriented unified shopping center may be permitted an additional freeway oriented sign if it is located on a separate parcel and the sign would meet all other standards in this section.



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SECTION 3. 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 4. 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

RESOLUTION NO. 8581

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING SIGN CONDITIONAL USE PERMIT NO. 28 TO CONSTRUCT A 197.1 SQUARE-FOOT FREEWAY ORIENTED SIGN LOCATED AT THE SOUTHWEST CORNER OF WEST LUGONIA AVENUE AND CITRUS PLAZA DRIVE, ON THE WEST SIDE OF THE INTERSTATE 210 FREEWAY.

WHEREAS, Signtech Electrical Advertising ("Applicant"), has submitted an application for a Sign Conditional Use Permit for the construction of a 197.1 square foot pole sign located at the southwest corner of West Lugonia Avenue and Citrus Plaza Drive, on the west side of the Interstate 210 freeway (APNs: 0169-341-09-0000 and 0169-341-07-0000); and

WHEREAS, on March 12, 2024, the Planning Commission held a duly noticed public hearing at which interested persons had an opportunity to testify in support of, or in opposition to, Sign Conditional Use Permit No. 28, and at which the Planning Commission subsequently recommended approval to the City Council; and

WHEREAS, Sign Conditional Use Permit No. 28 is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15311(a) of the CEQA Guidelines; and

WHEREAS, notice of the City Council's public hearing for the Project was published in a newspaper of general circulation by the City Clerk; and

WHEREAS, on May 7, 2024 the City Council held a public hearing and considered the staff written and oral reports, the recommendation of the Planning Commission, the testimony and written evidence submitted by and on behalf of the Applicant, and testimony by members of the public;

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

Section 1. CALIFORNIA ENVIRONMENTAL QUALITY ACT. The proposal is exempt from the California Environmental Quality Act (CEQA) pursuant to 15311 of the CEQA Guidelines for accessory structures such as on-premises signs.

Section 2. FINDINGS FOR APPROVAL OF SIGN CONDITIONAL USE PERMIT NO. 28. The City Council hereby approves Sign Conditional Use Permit No. 28 based upon the following findings, and subject to the Conditions of Approval attached hereto Exhibit "A."

1. *The size of the sign should be compatible with the design, architecture, and scale of the building(s) and/or project.*

The proposed single freeway sign with a sign face that is 197 square feet. The design of the sign ties in colors and materials of the building located on site and is of a scale that will

provide freeway drivers with adequate notice of the presence of the business on the property, which will allow them adequate time to safely navigate to an appropriate exit for the business.

2. *The size of the sign should be aesthetically consistent with the project, adjacent areas, and the City of Redlands.*

The project is located in an urbanized area of the City, adjacent to the I-10 and 210 freeways. The sign is located along a freeway corridor, which has similarly sized freeway-oriented signs. The size and style of the sign is aesthetically consistent with the development of the project site, which is being developed with a new motorist-serving restaurant. Due to the proposed sign's location within a freeway corridor adjacent to a freeway off ramp within a location that is obscured by overpasses and existing vegetation, and the presence of similar signs in the adjacent areas, the proposed sign's size is suitable.

3. *The size of the sign should be needed to provide necessary project identification for the benefit of the general public.*

The size of the sign is needed to provide necessary project identification for the benefit of the general public. Due to the presence of elevated freeway overpasses surrounding the site, large trees and other vegetation blocking the view of the site, and due to the positioning of the site at a lower elevation than the adjacent intersecting freeways, the increased height and size of the sign is necessary to provide business identification, guidance and clarity for incoming motorists.

Section 3. EFFECTIVE DATE. This Resolution shall become effective upon adoption.

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, 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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

EXHIBIT A

CONDITIONS OF APPROVAL

SIGN CONDITIONAL USE PERMIT NO. 28

1. This approval is for Sign Conditional Use Permit No. 28 to construct a 197.1 square-foot. freeway oriented Sign for a motorist serving business (In-N-Out Burger). The project is located at the southwest corner of West Lugonia Avenue and Citrus Plaza Drive, on the west side of the Interstate 210 freeway, within the General Commercial (EV/CG) District of the East Valley Corridor Specific Plan (APNs: 0169-341-09-0000 and 0169-341-07-0000).

2. This approval is subject to the separate and related approval of Ordinance Text Amendment No. 368, a proposal to amend RMC Chapter 15.36, Section 15.36.420 (Figure 16) for freeway-oriented signs.

3. No building permit for Sign Conditional Use Pemit No 28 may be issued until Ordinance Text Amendment No. 368 becomes effective.

4. Unless a building permit is issued for the proposed sign, or a time extension is granted in accordance with the Redlands Municipal Code, this approval shall expire two (2) years from the date of City Council approval.

5. All signs shall comply with all applicable provisions of the Redlands Municipal Code. The sign shall be constructed in compliance with all applicable building, electrical, and other codes in effect at the time of construction or maintenance, with particular respect to wind and seismic loads.

6. Prior to installation, the applicant shall obtain a Building Permit from the Development Services Department. All plans submitted to the City shall be in substantial conformance to the Planning Commission/City Council approval and any other changes required by the Commission/Council and/or staff. This condition applies to the site plan and all other illustrations, text, or plans submitted to the City in connection with this project.

7. The applicant shall not make any modifications or changes during construction that are in conflict or contrary to the sign's approved design or location without first consulting with the Development Services Director or designee.

8. Pursuant to Government Code Section 66020(d), certain fees, dedications, reservations or exactions imposed by the City as a condition of approval of this project are subject to a statutory ninety (90) day protest period. Please be advised that the ninety (90) day protest period for those fees, dedications, reservations and exactions which are subject to Government Code Section 66020(a) has commenced to run on the date this project was approved by the City.

9. The property owner and applicant and their successors and assigns, shall defend, by paying for the defense costs of the City of Redlands (for counsel retained by the City), indemnify and hold harmless the City of Redlands, and its elected officials, officers, employees, and agents, from and against any and all claims, actions, and proceedings (collectively "Claims") to attack, set aside, void or annul the approval of this Conditional Use Permit by the City, or Claims brought against the City due to acts or omissions in any way connected to the applicant's project that is the subject of this permit. This indemnification shall include, but not be limited to, damages, fees, costs, liabilities, and expenses incurred in such actions or proceedings, including damages for the injury to property or persons, including death of a person, and any award of costs or attorneys' fees. In the event any such action is commenced to attack, set aside, void or annul all, or any, provisions of this permit, or is commenced for any other reason against the City for acts or omissions relating to the applicant's project, within fourteen (14) City business days following notice of such action from the City, the applicant shall file with the City a performance bond or irrevocable letter of credit, or other form of security satisfactory to the City (the "Security") in a form satisfactory to the City, and in the amount of $300,000, to ensure applicant's performance of its defense and indemnity obligations under this condition. The Security amount shall not limit the total indemnity obligation of the applicant pursuant to this condition. The failure of the applicant to provide the Security shall be deemed an express acknowledgement and agreement by the applicant that the City shall have the authority and right, without objection by the applicant, to revoke all entitlements granted for the project pursuant to this permit. The City shall have no liability to the applicant for the exercise of City's right to revoke this permit.

_____

Brian Desatnik
Development Services Director

City Council Meeting **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, in accordance with Government Code section 65090, on or about April 26, 2024, the City Clerk gave notice by publication in a newspaper of general circulation of the holding of a public hearing at which Ordinance No. 2966 would be considered by City Council; and

WHEREAS, on May 7, 2024, the City Council held a noticed public hearing 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-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 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)(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 Title 17."

SECTION 4. 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.

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, in accordance with Government Code section 65090, on or about April 26, 2024, the City Clerk gave notice by publication in a newspaper of general circulation of the holding of a public hearing at which Ordinance No. 2966 would be considered by City Council; and

WHEREAS, on May 7, 2024, the City Council held a noticed public hearing 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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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, 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 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)(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. 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 **K. 4.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Public Hearing-Ordinance No. 2967 amending Ordinance No. 2961 Chapter 18.20 of the Redlands Municipal Code (Mayor to declare meeting open as a public hearing)

a. Consideration of 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).
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. 2967 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 City Council introduce the proposed amendment to RMC Chapter 18.20 (Ordinance No. 2967). On February 27, 2024, the Planning Commission unanimously adopted a Resolution recommending that the City Council approve Ordinance Text Amendment No. 366.

DISCUSSION:

A) Background

On April 16, 2024, the City Council adopted Ordinance No. 2961 to allow agricultural tourism and related land uses within the A-1, Agricultural zoning district (see Attachments A, B, and C). At the initial public hearing on April 2, 2024, several requests for revisions were presented to the City Council regarding the level of discretionary review to be required for specified land uses. Specifically, applicant's representative, Anna Knight, urged the Council to include four uses to be classified under the administrative review processes, rather than under the Conditional Use Permit processes. These items included: farm stays, educational farm camp (no motor vehicles/trailers), retail self-pick onsite by customers, and tours, day classes and farm experience excursions (Attachment D – Meeting Minutes). The City Council adopted the proposed Ordinance No. 2961 without any revisions at that time and directed staff to continue to work with the applicant to evaluate potential revisions that had been requested.

Staff is now bringing back minor amendments to RMC Chapter 18.20, which will require adoption of a separate ordinance to approve the revisions.

B) Code Amendment

The main elements of the proposed code amendment are the following:

1) Specify certain uses that may be allowable subject to approval of an Administrative Use Permit; and,

2) Slightly modify the list of uses that are subject to approval of a Conditional Use Permit.

No changes are necessary to the previously adopted development standards, performance standards, or sign regulations that will pertain to agritourism uses.

Staff has met with the applicant and the applicant is in agreement that these proposed text amendments sufficiently address their concerns and prior public comments.

1) Accessory Uses

In the proposed amendment, certain accessory uses are permitted subject to approval of an Administrative Use Permit (with review and approval procedure pursuant to RMC Chapter 18.193). The approval process for an Administrative Use Permit includes public noticing as well as a public hearing and decision by the Development Servies Director (RMC § 18.193.060). The Director may also refer applications directly to the Planning Commission for the decision. Decisions of the Director may be appealed to the Planning Commission, and decisions of the Commission may be appealed to the City Council (RMC § 18.193.070).

These uses were previously listed under the section for conditional uses. Note that occupancy limits are proposed (i.e., numbers of persons, rooms, or beds) in order to be considered accessory uses and be eligible for an Administrative Use Permit.

New text is in bold.

"18.20.040: ACCESSORY USES:

In the A-1 zone, the following accessory uses that are secondary and supplemental (not to exceed 25% of the land area in active agriculture/ranching) to the primary agricultural uses of the land, may be permitted subject to approval of an Administrative Use Permit in accordance with the provisions of Chapter 18.193 of this title.

A. Retail self-pick or u-pick by customers of produce grown on-site (between 150 to 300 persons daily).

B. Tours, day classes, day camp, educational farm camp, or farm experience excursions (between 150 to 300 persons daily).

C. Farm-stay facility, or general tent camping facilities (no motor vehicles or trailers), with up to 50 rooms.

D. Overnight camp for persons under eighteen years of age, with up to 50 beds."

2) Conditional Uses

The list of conditional uses has been slightly modified to clarify the occupancy limits (i.e., number of persons, rooms, or beds) that will be subject to discretionary review and approval with a Conditional Use Permit. Conditional Use Permit applications are decided by the Planning Commission (RMC §

18.192.040). Decisions of the Commission may be appealed to the City Council (RMC § 18.192.070), and the City Council by its own volition may call up a Commission decision for appeal review (RMC § 18.192.080).

"Uses permitted by conditional use permit in the A-1 zone include:

A. Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, containing more than ten thousand (10,000) square feet or twenty (20) spaces. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

B. Aviaries and hatcheries.

C. Dairies, including the processing of milk.

D. Farms or ranches for commercial raising of poultry or rabbits. No more than five hundred (500) poultry or rabbits for each twenty thousand (20,000) square feet of lot area; provided, however, that such rabbits or fowl are kept at least fifty feet (50') from any property line, and five hundred feet (500') from any residential zone, church, school, park or hospital.

E. Grange halls and similar uses incidental to the promotion and development of sound agriculture.

F. Related ancillary activities to agricultural or ranching operations, including agritourism activities, that are secondary and supplemental to the primary agricultural uses of the land (not to exceed 25% of the land area in active agriculture/ranching), including but not limited to the following:

1. Bed and breakfast inn or facility.
2. Food processing operations, wholesale or retail (including canning, food packaging, with or without ancillary on-site retail food sales).
3. Compost production and processing that exceeds a total of nine hundred (900) tons per year for on-site use, with or without incidental sale of compost for off-site use.
4. ~~Educational farm camp (day camp and/or overnight camp).~~ **Overnight camp for persons under eighteen years of age, with more than 50 beds.**
5. Harvest festivals, seasonal or special events, or other periodic assembly uses.
6. Retail self-pick or u-pick by customers of produce grown on-site (with more than ~~150~~ **300** persons daily).
7. Tours, day classes, **day camp, educational farm camp,** and farm experience excursions (with more than ~~150~~ **300** persons daily).
8. **Farm-stay facility, or general tent camping facilities (no motor vehicles or trailers), with more than 50 rooms.**

~~8.~~ **9.** Sales of other food or beverage products, with a portion of the ingredients sourced on-site.

~~9.~~ **10.** Wineries, including the following related ancillary activities:

a. Wine tasting room;
b. Retail sale of vintner products, which must include some products that are produced on-site; and,
c. Hospitality activities limited to the education of growing vineyards or the production of wine, provided that not more than forty percent (40%) of the interior floor area is utilized for such activity.

G. Riding stables or academies; provided, that the minimum lot size for such use shall be not less than five (5) acres, and that all such buildings for the housing, feeding or rental of such animals shall be at least one hundred feet (100') from any property line, and five hundred feet (500') from any R-S or R-1 zone, church, school, park or hospital.

H. Wedding venue, indoors or outdoors, on non-prime agricultural land or soils.

I. Water harvesting, no bottling on site."

B) General Plan Consistency

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

Action 4-A.40: Permit commercial functions related to agricultural uses to encourage the sustainability of farming in Redlands and the Planning Area. Such functions can include: roadside stands, packing and processing operations, agri-tourism events, and bed-and-breakfast inns. Amend the Zoning Ordinance to permit such uses.

Principle 4-P.23: Preserve agricultural land in the Planning Area and protect it from premature development.

Action 4-A.37: Ensure adequate buffers and transitions between agricultural land and non-agricultural development in order to reduce the potential for land use conflicts.

C) Environmental Review

The adoption of the proposed zoning amendment is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) as the proposal is a code amendment and does not have the potential for causing a significant effect on the environment. Any future applications for entitlements (e.g., CUP, AUP, etc.) may be subject to

environmental review on the merits of the individual application, and the applicability of CEQA would be determined on a case-by-case basis.

ALTERNATIVES:

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

STRATEGIC PLAN:

The proposal is consistent with Priority A (Quality of Life), Strategic Objective No. 4 (Parks, Recreation and Open Space) which states, “Enhance recreational program opportunities.”

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

PREPARED BY:
Brian Foote, City Planner/Planning Manager

Fiscal Impact

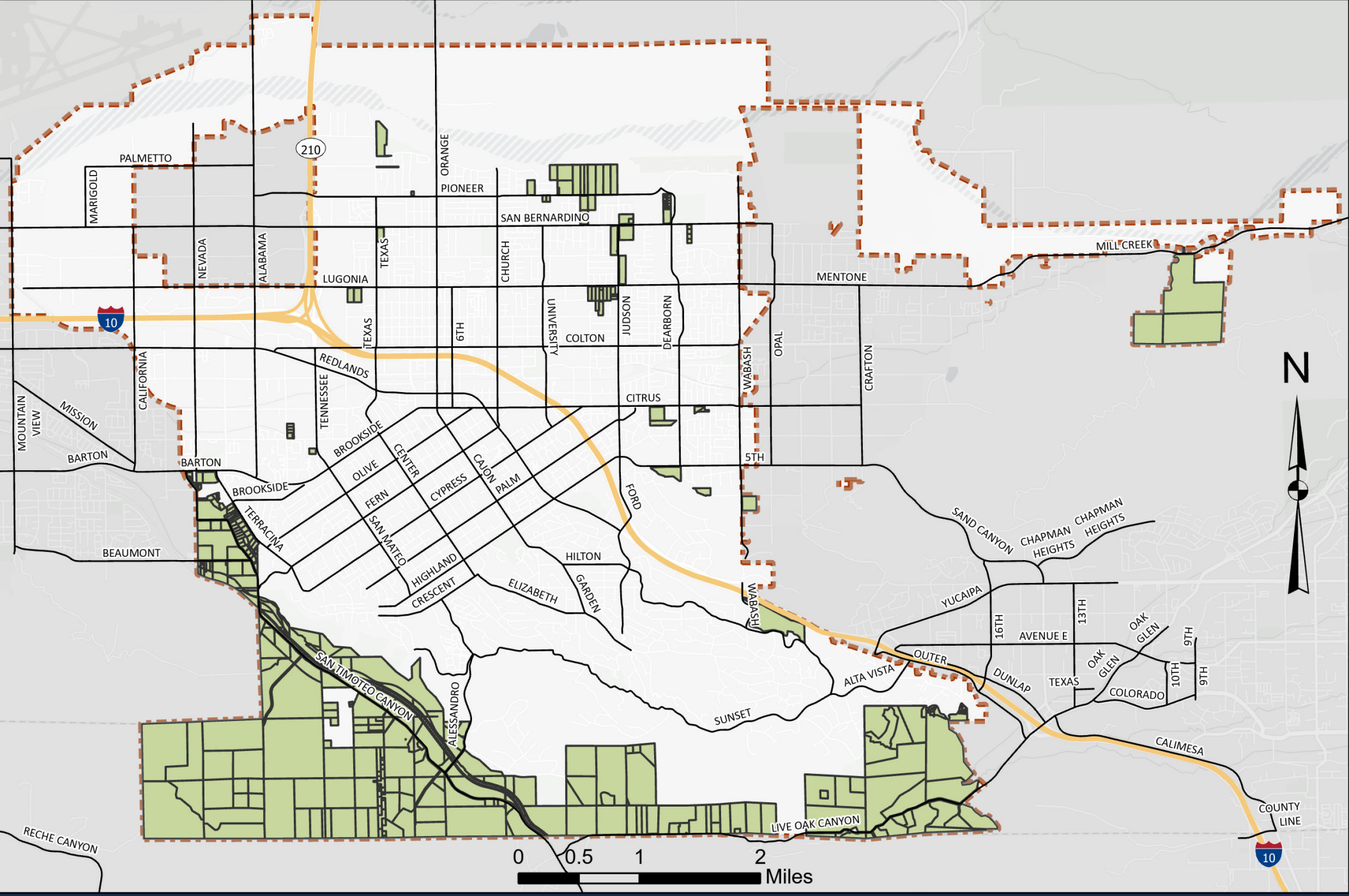
Fiscal Year:	23-24
Revenue Generating:	No
Appropriation Required Y/N:	No

Discussion:

No impact to the General Fund.

Attachments

Attachment A: Map of Agricultural (A-1) District
Attachment B: Ordinance No. 2961
Attachment C: City Council Staff Report of April 2, 2024
Attachment D: Meeting Minutes of April 2, 2024
Attachment E-1: Ordinance 2967 (Legislative)
Attachment E-2: Draft Ordinance 2967 (Clean)



A1-Agricultural Zoning Districts

City of Redlands

Author: *Redlands GIS* ***Date:*** *February 15, 2024*

Legend

- Freeway
- Major Street
- A-1 Parcels
- City Boundary

ORDINANCE NO. 2961

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDLANDS AMENDING TITLE 18 (ZONING REGULATIONS) OF THE REDLANDS MUNICIPAL CODE TO PERMIT AGRICULTURAL TOURISM AND RELATED LAND USES, AND ADOPTING NEW ZONING REGULATIONS AND DEVELOPMENT STANDARDS FOR AGRITOURISM AND RELATED USES IN THE A-1, AGRICULTURAL ZONE.

WHEREAS, Two Canyons Farmers Guild ("Applicant"), has submitted an application for Ordinance Text Amendment No. 366 to amend RMC Title 18 (Zoning Regulations), Chapter 18.20, to permit agricultural tourism and related ancillary land uses as permitted or conditionally permitted uses within the A-1, Agricultural District; and,

WHEREAS, on February 27, 2024, the Planning Commission held a public hearing and considered the staff report, oral report, the testimony and written evidence submitted by City staff; and,

WHEREAS, on February 27, 2024, the Planning Commission held a public hearing and considered the testimony and written evidence submitted by the Applicant and the general public; and,

WHEREAS, on February 27, 2024, the Planning Commission unanimously recommended that the City Council approve Ordinance Text Amendment No. 366; and,

WHEREAS, on or about March 22, 2024, the City Clerk gave notice by publication in a newspaper of general circulation of the holding of a public hearing at which Ordinance No. 2961 would be considered by City Council; and

WHEREAS, on April 2, 2024, the City Council held a public hearing and considered the staff report, oral report, the testimony and written evidence submitted by City staff, the Applicant, and the public; and,

WHEREAS, adoption of the proposed ordinance qualifies for exemption from environmental review under the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15061(b)(3); and,

WHEREAS, after closing the public hearing and deliberating upon the matter, the City Council finds that the proposed amendment to Title 18 (Zoning Regulations) of the Redlands Municipal Code will be consistent with the public health, safety, and general welfare; and,

WHEREAS, Action 4-A.40 in the 2035 General Plan states, "Permit commercial functions related to agricultural uses to encourage the sustainability of farming in Redlands and the Planning Area. Such functions can include: roadside stands, packing and processing operations, agri-tourism events, and bed-and-breakfast inns. Amend the Zoning Ordinance to permit such uses."

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

SECTION 1. General Plan Consistency. The proposed Ordinance Text Amendment is consistent with the City of Redlands *General Plan 2035*, including Principle 4-P.23, Action 4-A.37, and Action 4-A.40.

SECTION 2. Approval of Ordinance Text Amendment No. 366 to RMC Section 18.20.030. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.030, entitled "Permitted Uses," is hereby amended to read as follows:

"Principal permitted uses in the A-1 zone include:

A. Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, pursuant to the review procedures set forth in section 18.12.190 of this title for lots containing ten thousand (10,000) square feet or less or twenty (20) spaces or fewer. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

B. Apiaries, provided that no hives or boxes housing bees are kept closer than three hundred feet (300') from any dwelling other than that occupied by the owner of the apiary.

C. Farms or ranches for the grazing, breeding or raising of not more than two (2) horses, cattle, pigs, goats or sheep per acre. Except for the keeping of up to three (3) horses, as provided for in sections 18.44.020 through 18.44.050 of this title of the R-1 zone, no animal(s) shall be housed or corralled closer than five hundred feet (500') from any existing residence in the R-1, R-1-D, R-2, R-2-2000 or R-3 zone, or one hundred feet (100') from any property line.

D. Farms or ranches with non-commercial or incidental keeping of poultry. No more than one hundred (100) chickens or poultry for each contiguous one acre of lot area; provided, however, that such fowl are housed or corralled at least five hundred feet (500') from any residential zone, church, school, park or hospital, or one hundred feet (100') from any property line.

E. Horse boarding.
F. Orchards, groves, nurseries, the raising of field crops, tree crops, berry crops, bush crops, truck gardening and commercial flower growing.
G. Single-family residences; provided, however, that there shall be not more than two (2) dwellings on each parcel of five (5) acres or more. Where parcels of land are already subdivided into parcels less than five (5) acres in area, there shall be permitted one dwelling for each lot, provided the lot contains dimensions and an area equivalent to the closest single-family residential zone.
H. The sale of fruit, vegetables, produce, flowers, eggs/meats, and other similar products grown on the property; provided, however, that roadside stands located on private

property used for such sales shall not exceed one thousand two hundred (1,200) square feet. Roadside or other interior stands shall include architectural treatment that blends the structure into the rural open space character of the area. Exterior treatment materials consisting of primarily natural materials such as wood, stone, brick, or stucco are permitted. Roof materials shall be fire-resistant and may include metal roofing. Structures with predominantly metal siding, or other structures or objects not originally designed as occupiable structures (such as shipping containers or otherwise utilizing corrugated metal), are prohibited. Roadside stands for serving customers shall comply with all applicable provisions of the California Building Code (including ADA accessibility), Redlands Municipal Code Title 15 (Buildings and Construction), and California Fire Code.

I. Compost production and processing, not to exceed a total of nine hundred (900) tons per year for on-site use, which may include incidental sale of compost for off-site use (not to exceed 25% of the total cubic yards produced), and no piling or storage of compost higher than fifteen feet above ground level.

J. Related ancillary activities including agritourism activities that are secondary and supplemental (not to exceed 25% of the land area in active agriculture/ranching) to the primary agricultural uses of the land, including the following:

1. Preparation of farm-to-table meals (for on-site or off-site consumption).
2. Retail sale of ancillary farm grown products, prepackaged food items, gardening tools, and other small food- or farm-related sundry items to individual consumers.
3. Retail self-pick or u-pick by customers of produce grown on-site (not to exceed 150 persons daily).
4. Temporary holiday sales facilities, including but not limited to pumpkin lots and tree lots, subject to approval of a permit in accordance with Chapter 18.194 of this title.
5. Walking tours, day classes, farm experience excursions, living history farms, processing demonstrations (not to exceed 150 persons daily)."

SECTION 3. Approval of Ordinance Text Amendment No. 366 to RMC Section 18.20.050. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.050, entitled "Conditional Uses," is hereby amended to read as follows:

"Uses permitted by conditional use permit in the A-1 zone include:

A. Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, containing more than ten thousand (10,000) square feet or twenty (20) spaces. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

B. Aviaries and hatcheries.

C. Dairies, including the processing of milk.

D. Farms or ranches for commercial raising of poultry or rabbits. No more than five hundred (500) poultry or rabbits for each twenty thousand (20,000) square feet of lot area; provided, however, that such rabbits or fowl are kept at least fifty feet (50') from any property line, and five hundred feet (500') from any residential zone, church, school, park or hospital.

E. Grange halls and similar uses incidental to the promotion and development of sound agriculture.

F. Related ancillary activities to agricultural or ranching operations, including agritourism activities, that are secondary and supplemental to the primary agricultural uses of the land (not to exceed 25% of the land area in active agriculture/ranching), including but not limited to the following:

1. Bed and breakfast, resort hotel, farm-stay, or general tent camping/glamping facilities (no motor vehicles or trailers).
2. Food processing operations, wholesale or retail (including canning, food packaging, with or without ancillary on-site retail food sales).
3. Compost production and processing that exceeds a total of nine hundred (900) tons per year for on-site use, with or without incidental sale of compost for off-site use.
4. Educational farm camp (day camp and/or overnight camp).
5. Harvest festivals, seasonal or special events, or other periodic assembly uses.
6. Retail self-pick or u-pick by customers of produce grown on-site (with more than 150 persons daily).
7. Tours, day classes, and farm experience excursions (with more than 150 persons daily).
8. Sales of other food or beverage products, with a portion of the ingredients sourced on-site.
9. Wineries, including the following related ancillary activities:
    a. Wine tasting room;
    b. Retail sale of vintner products, which must include some products that are produced on-site; and,
    c. Hospitality activities limited to the education of growing vineyards or the production of wine, provided that not more than forty percent (40%) of the interior floor area is utilized for such activity.

G. Riding stables or academies; provided, that the minimum lot size for such use shall be not less than five (5) acres, and that all such buildings for the housing, feeding or rental of such animals shall be at least one hundred feet (100') from any property line, and five hundred feet (500') from any R-S or R-1 zone, church, school, park or hospital.

H. Wedding venue, indoors or outdoors, on non-prime agricultural land or soils.

I. Water harvesting, no bottling on site."

SECTION 4. Approval of Ordinance Text Amendment No. 366 to add new RMC Section 18.20.200. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), is hereby amended to add Section 18.20.200, entitled "Development Standards for Agritourism Facilities," as follows:

"18.20.200: AGRITOURISM FACILITIES AND ACTIVITIES:

A. Definition of Agritourism. Agritourism is the act of visiting a working farm/ranch or agricultural operation for the purpose of enjoyment, education, or active involvement in the activities of the farm/ranch or agricultural operation that adds to the economic viability of the agricultural operation. Agritourism activities are secondary and supplemental to the agricultural uses of the land, and do not create conflicts with agricultural activities on said lands and/or adjacent lands.

B. Purpose. Agritourism allows for enhanced economic viability of working farms while maintaining the rural character of agricultural districts for the continued operation and preservation of farming and ranching land uses. All activities shall be consistent with The Right to Farm Act (Calif. Civil Code §3482.5).

C. Definition of Non-Prime Agricultural Land. Land that is not "prime agricultural land" as defined by the California Department of Conservation is the preferred location for agritourism activities and any structures or improvements appurtenant thereto. Land that is defined as "prime agricultural land" means those lands and soils as defined as prime agricultural lands by the California Department of Conservation.

D. Compatibility with Agriculture. Agritourism rides and attractions shall be limited to the following (as a permitted use or a conditionally permitted use):

1. One (1) farm animal petting zoo on non-prime soils.
2. One (1) pony ride area located on non-prime soils.
3. One (1) food vendor, mobile or on-site (with County environmental health permit if applicable) located on non-prime soils.
4. One (1) pre-packaged food/snack bar on non-prime soils.
5. One (1) haunted house/barn on non-prime soils.
6. One (1) hay maze on non-prime soils.
7. One (1) train and tracks located on non-prime soils.
8. Inflatable devices on non-prime soils, subject to case-by-case review.
9. One (1) hayride on all soils.
10. Train rides on rubberized wheels throughout all soils, subject to case-by-case review.
11. One (1) produce stand on all soils.
12. Other recreational/educational activities, subject to review and approval of the Development Services Director or Planning Commission.
13. Days and hours of operation as per determination by the Development Services Director or Planning Commission.

E. Development and Performance Standards for Agritourism. Agritourism uses shall be consistent with the following operating and development standards, including but not limited to:

1. Adequate on-site parking to accommodate the uses must be provided on non-prime soils and designated on the site plan for review by Development Services staff. The parking requirement shall be determined by the Development Services Director (for permitted agritourism uses) or the Planning Commission (for conditionally permitted uses). All required parking and motor vehicle maneuvering areas shall be located on the same or contiguous parcel(s) of land under the same ownership or leasehold as the use the parking is intended to serve. Parking areas shall be provided in accordance with Chapter 18.164, Article III (Property Development Standards), except Section 18.164.310 may be waived or modified by the Development Services Director or Planning Commission.

2. Signs related to agritourism uses shall be subject to the applicable provisions of the Redlands Sign Regulations (RMC Chapter 15.36, Section 15.36.390).

3. On parcels with a minimum of ten (10) contiguous acres or more in size, all agritourism elements should be clustered and shall consume no more than one (1) gross acre in aggregate per every ten contiguous acres of site area (excludes hayrides or trains with rubberized wheels). Parking is excluded from the acreage calculation.

4. On parcels less than ten (10) contiguous acres in size, all agritourism elements should be clustered and shall consume no more than ten percent (10%) in aggregate of the gross site acreage (excludes hayrides or trains with rubberized wheels). Parking is excluded from the acreage calculation.

5. All agritourism facilities, structures, uses and activities shall be located and conducted at least three hundred feet (300') from any residential zone, church, school, park or hospital, as measured to the nearest property line of the adjacent use. Parking is excluded from the separation requirement.

6. If non-agricultural development is to occur, it shall minimize its impacts on natural areas and on nearby farming and agricultural operations. Natural land forms shall be preserved as much as practicable, and any grading or cut/fill activity shall be minimized for roads, driveways, and site grading.

7. Development and new structures shall include high quality of architectural design and site planning utilizing design themes that blend structures into the rural open space character of the area. Natural exterior treatment materials such as wood, stone, brick, and stucco are permitted. Roof materials shall be fire-resistant and may include metal roofing. Structures with predominantly metal siding, or other structures or objects not originally designed as occupiable structures (such as utilizing corrugated metal or shipping containers), are prohibited. These design standards shall not be applicable to any structures utilized solely and exclusively

for farm operations, maintenance, farm-related equipment or vehicles.

8. Development and structures shall comply with all applicable provisions of the California Building Code (including ADA accessibility by the public), Redlands Municipal Code Title 15 (Buildings and Construction), California Fire Code, City of Redlands Local Agency Management Program for Onsite Wastewater Treatment Systems, and any applicable development regulations of other agencies (e.g., Regional Water Quality Control Board).

9. Outdoor lighting standards for agritourism uses.

a. Lighting and glare overspill shall be contained on-site and shall not exceed one-half (0.5) foot-candle as measured at the property line.

b. All outdoor fixtures shall be fully shielded, installed, and maintained in such a manner that shielding does not permit excessive light trespass.

c. All outdoor lighting shall be extinguished by eleven p.m. (11:00 p.m.), close of business, or when people are no longer present in exterior areas, whichever is later, except for the following:

i. Lighting used for entry or exit points of a structure, parking areas, driveways, and driveway ingress/egress points; or,
ii. Lighting activated by motion sensor that extinguishes no later than five minutes after activation.

d. Blinking, flashing, or high-intensity lighting that causes light trespass are prohibited.

10. Noise control shall be subject to the Noise Ordinance (Redlands Municipal Code Chapter 8.06) and the exterior noise standards for residential uses.

11. Property owners and operators shall comply with all applicable regulations and permitting requirements of other agencies (e.g., San Bernardino County Health Department, South Coast Air Quality Management District, California Department of Alcoholic Beverage Control, Department of Agriculture, etc.).

12. Additional conditions of approval that may be attached to a land use approval to protect the public health, safety, and general welfare."

SECTION 5. Approval of Ordinance Text Amendment No. 366 to add new RMC Section 15.36.390. The proposed amendment to Title 15 of the Redlands Municipal Code, Chapter 15.36 (Sign Regulations), is hereby amended to add Section 15.36.390, entitled "A-1 Zoning District," as follows:

"15.36.390: A-1 ZONING DISTRICT:

Commercial signs for agritourism uses in the A-1 zoning district shall be subject to the following requirements:

A. The sign provisions for the Administrative and Professional Office (A-P) zoning district (Section 15.36.260 of this title) shall apply to approved nonresidential uses within the A-1, Agricultural District subject to a building permit and/or applicable sign permit.

B. A temporary sign or banner shall be permitted for approved nonresidential uses that include seasonal sales of agricultural products or approved seasonal or periodic activities, subject to the applicable development standards and design criteria contained in Sections 15.36.520 and 15.36.530 of this title.

C. One (1) portable or A-frame sign shall be permitted per property for the seasonal sales of agricultural products or approved seasonal or periodic activities, subject to the applicable development standards and design criteria contained in Section 15.36.240 (subsections B through F) of this title."

SECTION 6. California Environmental Quality Act. The proposed Ordinance Text Amendment does not require environmental review in accordance with Section 15061(b)(3) of the CEQA Guidelines, as this proposal is exempt because there is no possibility that the zoning code amendment may have a significant effect on the environment.

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 16th day of April, 2024, by the following vote:

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

Jeanne Donaldson, City Clerk

City Council Meeting **AGENDA ITEM NO. H. 1.**

DATE: 04/02/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Ordinance No. 2961 –
(Mayor to declare meeting open as a public hearing)

1. **Public Hearing** to consider a recommendation to amend Redlands Municipal Code Chapter 18.20 (A-1, Agricultural District) to permit certain types of agritourism and related uses as ancillary land uses within the A-1, Agricultural zone, as well as adopt development standards and sign standards for agritourism uses.

2. Finding 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 upon applicant, or his/her representative, for comments and testimony.
5. Mayor calls for comments/questions/testimony from members of the public
   (3 minutes per speaker).
6. Mayor calls upon City Clerk to note any written comments received.
7. Mayor calls upon the applicant, or representative, for rebuttal comments (5 minutes).
8. Mayor closes the public hearing.
9. 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. 2961.

COMMISSION RECOMMENDATION:

On February 27, 2024, the Planning Commission unanimously adopted Resolution No. 1655 recommending that the City Council approve Ordinance Text Amendment No. 366.

BACKGROUND:

The applicant represents multiple property owners and farmers who predominantly reside or operate citrus groves in the San Timoteo Canyon and Live Oak Canyon areas of Redlands. The applicant has applied to amend the provisions of Redlands Municipal Code (RMC) Chapter 18.20 for the A-1, Agricultural District to expand the list of allowable ancillary and supportive activities to enhance and diversify revenue sources from existing agricultural land uses. The largest contiguous area of Redlands with A-1 zoning is in San Timoteo Canyon and Live Oak Canyon (south Redlands). Smaller areas of remnant groves with A-1 zoning include parcels near the Redlands Municipal Airport (northeast Redlands).

The applicant's stated intent is to promote the longevity and economic sustainability of farming operations (i.e., economic development opportunities) without sacrificing or diminishing the existing agricultural uses of the land. As citrus production in the region has gradually declined over recent decades, landowners are seeking additional ancillary revenue streams to augment declining crop income. Some grove owners in areas of north Redlands experiencing encroachment by urban development have chosen to cease growing crops entirely and sell the land to home builders. This proposed code amendment will allow for a variety of related land uses that are intended to be ancillary and supportive of agriculture activities, without detrimentally affecting the rural and historic character of the agricultural areas.

Project Description:

The applicant, Two Canyon Farmers Guild, has applied for Ordinance Text Amendment No. 366 to permit agricultural tourism in the A-1, Agricultural District. Agricultural tourism (or "agri-tourism") is a broad concept that includes a variety of activities including:

- On-farm direct sales (farm stand, u-pick, pumpkin patch, etc.);
- Educational activities (classes, camps, tours, farm experience excursions, tastings, petting zoos, etc.);
- Accommodation and lodging (farm stays, bed & breakfast, tent camping, cabins, etc.);
- Outdoor recreation (picnic, horseback riding, biking, photography, etc.); and,
- Entertainment and special events (wedding venue, corn maze, harvest festival, farm dinners, etc.).

The proposed ordinance includes a definition for “agritourism” as well as a statement of intent. Agritourism “is the act of visiting a working farm/ranch or agricultural operation for the purpose of enjoyment, education, or active involvement in the activities of the farm/ranch or agricultural operation that adds to the economic viability of the agricultural operation. Agritourism activities are secondary and supplemental to the agricultural uses of the land, and do not create conflicts with agricultural activities on said lands and/or adjacent lands.” The stated purpose is to allow for enhanced economic viability of working farms while maintaining the rural character of agricultural districts for the continued operation and preservation of farming and ranching land uses.

ANALYSIS:

A) Zoning Code Amendment

The main elements of the proposed code amendment are the following:

1) Expand the list of permitted and ancillary land uses (secondary and supplemental to primarily agricultural uses) in the A-1, Agricultural zone;
2) Expand the list of conditional land uses (secondary and supplemental to primarily agricultural uses) for the A-1, Agricultural zone;
3) Adopt new development standards and operating standards for agritourism facilities; and,
4) Adopt new sign regulations pertaining to agritourism facilities in the A-1 zone.

These are described in greater detail below. The applicant’s original request also included a provision to allow farmworker housing, however, that component has been removed from this application (and will be addressed in a separate code amendment updating the City’s housing definitions and regulations as part of the 2021-2029 Housing Element work program).

1) Permitted Uses

New permitted uses (i.e., allowed by-right with no discretionary review required) are proposed to include the following:

- Roadside stand up to 1,200 square-feet in size (an increase over the current limit of 500 square-feet). The existing regulations only permit “the sale of fruit, vegetables, produce, flowers and other similar products grown on the property.”
- Temporary holiday sales, such as pumpkin lot or tree lot, subject to a permit approved in accordance with the existing regulations in RMC Chapter 18.194 (Temporary Holiday Sales Facilities).
- Related ancillary activities including agritourism activities that are secondary and supplemental (not to exceed 25% of the land area in active agriculture/ranching) to the primary agricultural uses of the land, including the following:
  - Preparation of farm-to-table meals (for on-site or off-site consumption).
  - Retail sale of ancillary farm-grown products, prepackaged food items, gardening tools, and other small food- or farm-related sundry items to individual consumers.
  - Retail self-pick or u-pick by customers of produce grown on-site (not to exceed 150 persons daily).
  - Temporary holiday sales facilities, subject to a permit approved in accordance with RMC Chapter 18.194.
  - Walking tours, day classes, farm experience excursions, living history farms, processing demonstrations (not to exceed 150 persons daily)
- Compost production and processing, not to exceed a total of 900 tons per year for on-site use. This would also include incidental sale of compost for off-site use (not to exceed 25% of the total cubic yards produced), and no piling or storage of compost higher than 15 feet above ground level.

2) Conditional Uses

New conditional uses (i.e., allowable subject to discretionary review and a Conditional Use Permit) are proposed to include the following:

- Wedding venue, indoors or outdoors, on non-prime agricultural land.
- Related ancillary activities to agricultural or ranching operations, including agritourism activities, that are secondary and supplemental to the primary agricultural uses of the land (not to exceed 25% of the land area in active agriculture/ranching), including the following:

1. Bed and breakfast, farm-stay, general camping facilities, glamping facilities, or resort hotel.
2. Food processing operations, wholesale or retail (including canning, food packaging, with or without ancillary on-site retail food sales).
3. Compost production and processing that exceeds a total of 900 tons per year for on-site use, with or without incidental sale of compost for off-site use.
4. Educational farm camp (day camp and/or overnight camp).
5. Harvest festivals, seasonal or special events, or other periodic assembly uses.

6. Retail self-pick or u-pick by customers of produce grown on-site (with more than 150 persons daily).
7. Tours, day classes, and farm experience excursions (with more than 150 persons daily).
8. Sales of other food or beverage products, with a portion of the ingredients sourced on-site.
9. Wineries, including the following related ancillary activities:
    a. Wine tasting room;
    b. Retail sale of vintner products, which must include some products that are produced on-site; and,
    c. Hospitality activities limited to the education of growing vineyards or the production of wine, provided that not more than forty percent (40%) of the interior floor area is utilized for such activity.

3) Proposed development standards

This new section includes several proposed development standards and performance standards for agritourism land uses. This section lists the types of rides and attractions that may be provided as well as the types of non-prime soils on which the activities may be conducted. The proposed language is provided in the draft ordinance.

The development standards encourage clustering of agritourism structures, and related improvements and activities, for the purpose of avoiding or minimizing any impacts on agricultural operations and soils.

- On parcels with a minimum of 10 contiguous acres or more in size, all agritourism structures and related improvements should be clustered and shall consume no more than one (1) gross acre in aggregate per every ten contiguous acres of site area (excludes hayrides or trains with rubberized wheels). Parking is excluded from the acreage calculation.
- On parcels less than 10 contiguous acres in size, all agritourism structures and related improvements should be clustered and shall consume no more than ten percent (10%) in aggregate of the gross site acreage (excludes hayrides or trains with rubberized wheels). Parking is excluded from the acreage calculation.
- If non-agricultural development is to occur, it shall minimize its impacts on natural areas and on nearby farming and agricultural operations. Natural land forms shall be preserved as much as practicable, and any grading or cut/fill activity shall be minimized for roads, driveways, and site grading.

The development standards also include a 300-foot separation requirement from any surrounding residential or other sensitive uses (church, school, hospital, or park), design and building requirements for any agritourism structures, lighting regulations, noise control regulations, ADA accessibility requirements, and

on-site parking regulations (with a provision that allows waiving the typical requirement for installation of paving).

4) Sign regulations for agritourism uses

The proposed amendment would allow limited commercial signs for approved nonresidential uses (consistent with the existing sign regulations that apply in the Administrative & Professional Office zoning district), temporary signs or banners (consistent with existing sign regulations for temporary signs), plus one small A-frame sign that may be placed adjacent to public right-of-way. The following Section 15.36.390 would be created and added to the sign regulations:

"15.36.390: A-1 ZONING DISTRICT:

Commercial signs for agritourism uses in the A-1 zoning district shall be subject to the following requirements:

A. The sign provisions for the Administrative and Professional Office (A-P) zoning district (Section 15.36.260 of this title) shall apply to approved nonresidential uses within the A-1, Agricultural District subject to a building permit and/or applicable sign permit.

B. A temporary sign or banner shall be permitted for approved nonresidential uses that include seasonal sales of agricultural products or approved seasonal or periodic activities, subject to the applicable development standards and design criteria contained in Sections 15.36.520 and 15.36.530 of this title.

C. One (1) portable or A-frame sign shall be permitted per property for the seasonal sales of agricultural products or approved seasonal or periodic activities, subject to the applicable development standards and design criteria contained in RMC Section 15.36.240 (subsections B through F of this title" (pertaining to portable A-frame signs in the downtown area).

B) General Plan Consistency

The proposed code amendment will be consistent with and implement several Principles and Actions contained in the 2035 General Plan, as listed below. It is evident that this type of code amendment was contemplated in 2015-16 when the draft General Plan Update was being prepared, and is specifically referenced in Action 4-A.40.

Action 4-A.40: Permit commercial functions related to agricultural uses to encourage the sustainability of farming in Redlands and the Planning Area. Such functions can include: roadside stands, packing and processing operations, agri-tourism events, and bed-and-breakfast inns. Amend the Zoning Ordinance to permit such uses.

Principle 4-P.23: Preserve agricultural land in the Planning Area and protect it from premature development.

Action 4-A.37: Ensure adequate buffers and transitions between agricultural land and non-agricultural development in order to reduce the potential for land use conflicts.

C) Planning Commission Review

On February 27, 2024, the Planning Commission held a public hearing and received public comments. A total of 17 speakers offered testimony in support of the proposal, including Redlands property owners (farmers), residents, local business representatives, representatives from local school districts, and other interested persons. In addition, a total of 24 written comments were submitted prior to the meeting (almost all from Redlands residents and all in support of the proposal) and were reviewed by Commissioners prior to the meeting. There were no public speakers or written comments opposed to the code amendment.

The applicant provided additional information and clarification in response to Commissioners' questions. Commissioners discussed matters related to land uses and agri-tourism activities, permitting processes, the City's review procedures for temporary uses and proposed development, and other matters pertaining to the agriculture industry in Redlands. The Commission voted 7 to 0 recommending that the City Council approve the ordinance.

ENVIRONMENTAL REVIEW:

The adoption of the proposed zoning amendment is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) as the proposal is a code amendment and does not have the potential to result in a significant effect on the environment. Any future development applications or other applications for entitlements may be subject to environmental review on the merits of the individual application(s), and the applicability of CEQA would be determined on a case-by-case basis.

ALTERNATIVES:

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

STRATEGIC PLAN:

The proposal is consistent with Priority A (Quality of Life), Strategic Objective No. 4 (Parks, Recreation and Open Space) which states, "Enhance recreational program opportunities."

SUBMITTED BY:
Brian Desatnik, Development Services Director

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

REVIEWED BY:
Yvette M. Abich Garcia, City Attorney
Janice McConnell, Assistant City Manager
Christopher Boatman, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
Brian Foote, City Planner/Planning Manager

Attachments

Attachment A: Map of the Agricultural (A-1) Zoning District
Attachment B: Examples of Agritourism Uses
Attachment C-1: Ordinance No. 2961 (Legislative)
Attachment C-2: Ordinance No. 2961 (Clean)

MINUTES

Regular meeting of the City Council of the City of Redlands held in the Council Chambers, Civic Center, 35 Cajon Street, on April 2, 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; Phillip Doolittle, City Treasurer; 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

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 Mayor Tejeda. The pledge of allegiance to the American flag was conducted by the Flag Folder and Safety Squad of Kingsbury Elementary School.

PRESENTATIONS

Redlands Pet Adoption

Animal Services Supervisor Jodi Kroeger and Kennel Attendant Hailey Stuck introduced "Ariel", a three-year-old female Australian Kelpie, who is available for adoption, along with forty-three other dogs and ten cat at the Redlands Animal Shelter. Ms. Kroeger informed the Council there had been forty-one dogs and eight cats adopted in March 2024. She announced the Shelter was full, and all dog adoption fees would be waived.

Proclamation National Crime Victims' Rights Week

Council Member Saucedo and Police Chief Tolber presented a Proclamation declaring April 21-27, 2024, as National Crime Victims' Rights Week to Rose Madsen of Family and Friends of Murder Victims.

Proclamation Dolores Huerta Day

Council Member Saucedo presented a Proclamation to Yolanda Contreras in celebration of Dolores Huerta Day.

Proclamation Child Abuse Prevention Month

Mayor Tejeda presented a Proclamation declaring the month of April 2024 as Child Abuse Prevention Month to Kevin Anderson, Interim Children's Network Officer, San Bernardino County.

Council Members agreed to move Agenda Item I-4 of New Business to the first item of discussion under New Business. Consideration of Resolution No. 8573, naming the park in Tract No. 20336 in honor of Jerry Coyazo, naming the baseball field within the park in honor of Joe Gonzales, and the placement of a commemorative plaque in honor of Patrick J. Meyer on the flag pole at the park.

PUBLIC COMMENT

Mayor Tejeda announced that comments could be presented in-person, via Zoom, via cell phone or landline.

Construction Industry Tax Fraud - Eddie Campos and Delshawn McClellon, of Western States Regional Council of Carpenters, brought attention to a growing problem of employer tax fraud in the construction industry, which they said was allowing businesses to cheat their employees, evade taxes and defraud communities. A Days of Action event is planned from April 13 - April 19, to protest and raise awareness.

Parking Enforcement - Dennis Bell noted that the City had increased the levels of parking enforcement in the downtown area, but he said this same level of enforcement should apply across the City.

CONSENT CALENDAR

Minutes

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously approved, by roll call vote, the regular meeting minutes of March 19, 2024.

Vote: 5 - 0 Passed

Proclamation National Crime Victims' Rights Week

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring April 21-27, 2024 National Crime Victims' Rights Week.

Vote: 5 - 0 Passed

Proclamation Dolores Huerta Day

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring April 10, 2024, as Dolores Huerta Day.

Vote: 5 - 0 Passed

Proclamation Child Abuse Prevention Month

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously authorized, by roll call vote, the issuance of a proclamation declaring the month of April 2024 as Child Abuse Prevention Month.

Vote: 5 - 0 Passed

Conflict of Interest Code Review

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously directed staff, by roll call vote, to review the Conflict of Interest Code for the City of Redlands in accordance with Section 87306.5 of the California Government Code.

Vote: 5 - 0 Passed

Resolution No. 8569 Small Claims Court Representatives

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously approved, by roll call vote, Resolution No. 8569 appointing Small Claims Court Representatives to act for the City of Redlands and on the City's behalf and Rescinding Resolution No.8405.

Vote: 5 - 0 Passed

Homeless Resources Services Agreement

Homeless Solutions Manager David Rabindranath introduced a Homeless Resources Services Agreement and purchase order with Swami Shriji Investment Inc. doing business as Super 8 Redlands for Temporary Housing Services on an as-needed basis for an amount not to exceed $66,300. He added that the Super 8 Redlands operates the motel within the City of Redlands and the purchase order will facilitate the use of the motel for the purpose of providing emergency rooms for homeless individuals and families, ranging in stay from one to seven nights. As public comment, Dennis Bell thought the City's strategy was only just to warehouse the homeless population instead of addressing the bigger problems associated with homelessness.

On motion of Mayor Eddie Tejeda, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously approved, by roll call vote, a Homeless Resources Services Agreement and a sole source purchase order with Swami Shriji Investment Inc. doing business as Super 8 Redlands for Temporary Housing Services on an as-needed basis for an amount not to exceed $66,300.

Vote: 5 - 0 Passed

Amending On-Call Plumbing Services Agreement

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously approved, by roll call vote, the First Amendment to the agreement to perform on-call plumbing services with Pro-Craft Construction, Inc. for an additional $30,000 per year for the remaining two years, resulting in a total agreement amount of $210,000.

Vote: 5 - 0 Passed

Amending Development Impact Fee Study Professional Services Agreement

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously determined, by roll call vote, that the Fourth Amendment to the Professional Services Agreement with David Taussig and Associates, Inc. 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 Fourth Amendment to the Professional Services Agreement with David Taussig and Associates, Inc. increasing the total compensation to $67,480.

Vote: 5 - 0 Passed

RESA Event Services Agreement

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously determined, by roll call vote, 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; and approved the agreement with the University of Redlands for the Redlands Emergency Services Academy.

Vote: 5 - 0 Passed

RAFME Side Letter Agreement

On motion of Council Member Denise Davis, seconded by Mayor Pro Tempore Paul Barich, the City Council unanimously approved, by roll call vote, the Side Letter of Agreement between the City and Redlands Association of Fire Management Employees modifying language in Article 19 of the Memorandum of Understanding to clarify sick leave benefits at the time of retirement.

Vote: 5 - 0 Passed

PUBLIC HEARINGS

Ordinance No. 2961 Agritourism

Mayor Tejeda opened the public hearing and called on Planning Manager Brian Foote, of Development Services, for details of Ordinance No. 2961, to amend Redlands Municipal Code Chapter 18.20 (A-1, Agricultural District) to permit certain types of agritourism and related uses as ancillary land uses within the A-1, Agricultural zone, as well as adopt development standards and sign standards for agritourism uses. He reported the applicant, Two Canyon Farmers Guild, represents multiple property owners and farmers who predominantly reside or operate citrus groves in the San Timoteo Canyon and Live Oak Canyon areas of Redlands. The applicant has applied to amend the provisions of Redlands Municipal Code (RMC) Chapter 18.20 for the A-1, Agricultural District to expand the list of allowable ancillary and supportive activities to enhance and diversify revenue sources from existing agricultural land uses. The largest contiguous area of Redlands with A-1 zoning is in San Timoteo Canyon and Live Oak Canyon (south Redlands). On February 27, 2024, the Planning Commission held a public hearing and voted 7 to 0, recommending that the City Council approve the ordinance.

Representing Two Canyon Farmers Guild, Anna Knight explained the group's intent was to promote the longevity and economic sustainability of farming operations (i.e., economic development opportunities) without sacrificing or diminishing the existing agricultural uses of the land. As citrus production in the region has gradually declined over recent decades, landowners are seeking additional ancillary revenue streams to augment declining crop income. This proposed code amendment will allow for a variety of related land uses that are intended to be ancillary and supportive of agriculture activities, without detrimentally affecting the rural and historic character of the agricultural areas. She introduced another local farmer, Tony Hicks, who added that fewer restrictions in connection to pumpkin patches, "glamping", and wineries would be helpful.

As public comment, fifteen speakers, including Dennis Bell, Linda Hamilton, Phil Courtney, Bob Knight, Ann Van Damme, Kaito Knight, John P Beall, Teresa Mattura, Julie Estrella, Tammy White, Doug Powell, Hans and Mary Ann Schaepper, Chamber of Commerce Executive Director, Evan Sanford and Jaimie Fanous addressed the Council to voice their support of the proposal. Speakers represented a diverse segment of the population including Redlands property owners (farmers), residents, local business representatives, members from local school districts, and other interested persons. Overall, they stressed the value the proposed changes would bring and stated these would benefit not only the farmers, but bring a revenue boost to the local economy, and would preserve the rich agricultural heritage of the community.

Four written comments were received from Sherli Leonard representing Redlands Conservancy and also representing Two Canyons Conservancy, Samiha Hamdi of Fresh Approach and Jamie Fanous, of Community Alliance with Family Farmers. All letters were in full support of the proposal. As rebuttal, Anna Knight urged the Council to include four line items to be classified under the administrative review processes, rather than under the Conditional Use Permit processes. These items included farm stays, educational farm camp (no motor vehicles/trailers), retail self-pick onsite by customers, and tours, day classes and farm experience excursions. With no additional comments, Mayor Tejeda closed the public hearing.

Council Members thanked Anna Knight for her informative and passionate presentation and announced their support of agritourism. They were anxious to make this work for both the farmers and the City but wanted to make sure clear standards were set. Several questions were raised, and they asked for clarification regarding the timing to approve the ordinance, the timing to consider revisions to the ordinance and possible continuation of the hearing to the May 7 Council meeting, definition of certain terms, such as "glamping", the use of RVs, permit requirements and cost of permits. During the lengthy discussion, it was agreed to introduce the ordinance as originally presented and continue to work with the applicant to evaluate the additional revisions they requested.

On motion of Mayor Eddie Tejeda, seconded by Council Member Denise Davis, the City Council unanimously introduced, by roll call vote, Ordinance No. 2961, to amend the Redlands Municipal Code Chapter 18.20 (A-1, Agricultural District) to permit certain types of agritourism and related uses as ancillary land uses within the A-1, Agricultural zone, as well as adopt development standards and sign standards for agritourism uses; and determined 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.

Vote: 5 - 0 Passed

NEW BUSINESS

Arts and Culture Master Plan Agreement

Facilities and Community Services Director Crocker reviewed a Professional Services Agreement with The Cultural Planning Group, LLC for the development of an Arts and Culture Master Plan for an amount not to exceed $126,000. The Cultural Arts Commission recommended that the City Council direct staff to procure the services of a consultant to develop an Arts and Culture Master Plan (Plan), as the Plan is a necessary tool to ensure that art is promoted and utilized in a cohesive and intentional manner throughout the community. On December 6, 2022, the City Council directed staff to advertise a request for proposal for the development of the Plan. As public comment, Dennis Bell said the City didn't need another plan, and he thought it was a waste of taxpayers' money.

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council determined, by roll call vote, that approval of a Professional Services Agreement with The Cultural Planning Group, LLC for the development of an Arts and Culture Master Plan is exempt from the California Environmental Quality Act pursuant to Section 15061(b)(3) of the CEQA Guidelines; and approved the Professional Services Agreement with The Cultural Planning Group, LLC for an amount not to exceed $126,000.

Vote: 4 - 0 Passed
Mayor Pro Tem Barich was absent during the vote

Amending Applied LNG Technologies, LLC Agreement

Facilities and Community Services Director Crocker explained the need to amend the Agreement with Applied LNG Technologies, LLC to increase the total agreement amount not to exceed $3,909,879. During the first extended term of this agreement, the City has experienced an increase in RLNG and CNG sales. This Second Amendment will increase the agreement amount and provide for the purchase order modification to account for the increased expense and revenue associated with the additional fuel sales. The estimated revenue for FY 2023-24 is $851,500, which is a 39% increase over FY 2022-23 totals.

On motion of Council Member Mario Saucedo, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, an additional expense appropriation in the amount of $136,902; a revenue appropriation in the amount of $243,000 for the Equipment Maintenance Fund; and approved the Second Amendment to the Agreement with Applied LNG Technologies, LLC.

Vote: 5 - 0 Passed

Resolution No. 8559 Master Lease & Purchase Caterpillar Model D8 Track Type Tractor

Facilities and Community Services Director Crocker detailed Resolution No. 8559 approving a Master Lease and Purchase Agreement with Caterpillar Financial Services Inc. for the lease and purchase of a replacement Caterpillar Model D8 Track Type Tractor for $1,363,518.10. The City uses a D8 Dozer at the City landfill on a daily basis and plays a crucial role in daily landfill operations and has now surpassed its recommended service life and is no longer in working condition. The dozer is essential to maintain regulatory compliance, and its replacement is needed immediately to stay in compliance, avoid unnecessary fines, and incur violations at the California Street Landfill. The purchase price will be paid over a six-year term with the first (5) five annual payments in the amount of $272,683.42 and a remaining payment in the sixth year in the amount of $101.00. At the end of the agreement and upon the last payment, the City will own the vehicle outright.

On motion of Council Member Jenna Guzman-Lowery, seconded by Council Member Denise Davis, the City Council unanimously approved, by roll call vote, Resolution No. 8559 approving a Master Lease and Purchase

Agreement with Caterpillar Financial Services Inc. for the lease and purchase of a replacement Caterpillar Model D8 Track Type Tractor for $1,363,518.10.

Vote: 5 - 0 Passed

Resolution No. 8753 Naming of Park, Baseball Field & Commemorative Plaque in Tract No. 20336

Facilities and Community Services Department Director Crocker provided background for Resolution No. 8573 and the proposal to name the park in Tract No. 20336 in honor of Jerry Coyazo, name the baseball field within the park in honor of Joe Gonzales, and to place a commemorative plaque in honor of Patrick J. Meyer on the flag pole at the park. As part of the development of Tract 20336, now known as the Live Oak neighborhood, MLC Holdings LLC will build and dedicate to the City of Redlands an 11.8-acre public park with 7 sports fields, parking, public restroom facilities, picnic, and passive open space areas. The Master Landscape Plan incorporates several features in the park, including: one baseball/softball field, six soccer fields, a basketball court, sports field lighting, restrooms, and multi-use trails. The developer requested the City name the park and the Parks and Recreation Advisory Commission led the effort in accordance with the park naming resolution. They received over 150 park name suggestions from the public.

As public comment, Jim Holmes, President and CEO of Redlands Community Hospital, spoke in honor of Pat Meyer, who was instrumental in bringing many developments to fruition, including this one. Mr. Holmes spoke for the many others also in attendance, and he expressed their deep sadness of Mr. Meyer's recent passing, on March 31, 2024. Mayor Tejeda and Council Member Saucedo praised Mr. Meyer for his efforts to encourage developers to incorporate parks and trails and sports fields within their developments, bringing great value to the whole community. Andy Coyazo, on behalf of the Coyazo family, and Gloria Candelaria, on behalf of her father, Joe Gonzales, said they were humbled and honored to have the park and baseball field named for their families.

On motion of Mayor Pro Tempore Paul Barich, seconded by Council Member Jenna Guzman-Lowery, the City Council unanimously approved, by roll call vote, Resolution No. 8573, naming the park in Tract No. 20336 in honor of Jerry Coyazo, naming the baseball field at the park in honor of Joe Gonzales, and placing a commemorative plaque in honor of Patrick J. Meyer on the flag pole at the park.

Vote: 5 - 0 Passed

COUNCIL MEMBER ANNOUNCEMENTS AND ACTIVITIES

Council Member Guzman-Lowery announced the West Valley National Crime Week Memorial will be held on April 22, 2024 in Rancho Cucamonga. On a personal note, she was grateful for City staff members and gave special recognition to the Redlands Fire Department, Station 1 crew, for their incredible response to a family emergency.

Council Member Saucedo expressed his appreciation of Esther Martinez, Redlands Emergency Operations Specialist, who was honored by Assemblymember James C. Ramos as one of the 2024 Women of Distinction in Assembly District 45. The annual award honors women in the district who exemplify leadership, innovation, and service in Assembly District 45.

ADJOURNMENT

There being no further action required the meeting adjourned at 8:20 P.M. in honor of Pat J. Meyer, who passed away on March 31, 2024. Mayor Tejeda called for a moment of silence and praised him for his dedication and selfless service to the betterment of the community. He will be greatly missed. The next regular meeting of the City of Redlands City Council will be held on April 16, 2024.

ORDINANCE NO. 2967

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDLANDS AMENDING TITLE 18 (ZONING REGULATIONS) OF THE REDLANDS MUNICIPAL CODE TO AMEND THE PROVISIONS PERTAINING TO AGRICULTURAL TOURISM AND RELATED LAND USES IN THE A-1, AGRICULTURAL ZONE.

WHEREAS, Two Canyons Farmers Guild ("Applicant"), has submitted an application for Ordinance Text Amendment No. 366 to amend RMC Title 18 (Zoning Regulations), Chapter 18.20, to permit agricultural tourism and related ancillary land uses as permitted uses, conditionally permitted uses, or uses subject to an administrative use permit within the A-1, Agricultural District; and,

WHEREAS, on February 27, 2024, the Planning Commission held a duly noticed public hearing and unanimously recommended that the City Council approve Ordinance Text Amendment No. 366; and,

WHEREAS, on April 2, 2024, the City Council held a duly noticed public hearing and considered the staff report, oral report, the testimony and written evidence submitted by City staff, the Applicant, and the public; and,

WHEREAS, on April 16, 2024, the City Council adopted Ordinance No. 2961 approving agricultural tourism land uses and related uses, as well as approved new development standards and performance standards for agritourism land uses; and,

WHEREAS, the City Council now desires to amend the provisions previously adopted by Ordinance No. 2961 pertaining to agritourism land uses; and,

WHEREAS, on or about April 26, 2024, the City Clerk gave notice by publication in a newspaper of general circulation of the holding of a public hearing at which Ordinance No. 2967 would be considered by City Council; and

WHEREAS, on May 7, 2024, the City Council held a public hearing and considered the staff report, oral report, the testimony and written evidence submitted by City staff, the Applicant, and the public; and,

WHEREAS, adoption of the proposed ordinance qualifies for exemption from environmental review under the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15061(b)(3); and,

WHEREAS, after closing the public hearing and deliberating upon the matter, the City Council finds that the proposed amendment to Title 18 (Zoning Regulations) of the Redlands Municipal Code will be consistent with the public health, safety, and general welfare.

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

SECTION 1. General Plan Consistency. The proposed Ordinance Text Amendment is consistent with the City of Redlands *General Plan 2035*, including Principle 4-P.23, Action 4-A.37, and Action 4-A.40.

SECTION 2. Approval of Amendment to RMC Section 18.20.030. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.030, entitled "Permitted Uses," is hereby amended to read as follows:

"Principal permitted uses in the A-1 zone include:

A. Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, pursuant to the review procedures set forth in section 18.12.190 of this title for lots containing ten thousand (10,000) square feet or less or twenty (20) spaces or fewer. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

B. Apiaries, provided that no hives or boxes housing bees are kept closer than three hundred feet (300') from any dwelling other than that occupied by the owner of the apiary.

C. Farms or ranches for the grazing, breeding or raising of not more than two (2) horses, cattle, pigs, goats or sheep per acre. Except for the keeping of up to three (3) horses, as provided for in sections 18.44.020 through 18.44.050 of this title of the R-1 zone, no animal(s) shall be housed or corralled closer than five hundred feet (500') from any existing residence in the R-1, R-1-D, R-2, R-2-2000 or R-3 zone, or one hundred feet (100') from any property line.

D. Farms or ranches with non-commercial or incidental keeping of poultry. No more than one hundred (100) chickens or poultry for each contiguous one acre of lot area; provided, however, that such fowl are housed or corralled at least five hundred feet (500') from any residential zone, church, school, park or hospital, or one hundred feet (100') from any property line.

E. Horse boarding.

F. Orchards, groves, nurseries, the raising of field crops, tree crops, berry crops, bush crops, truck gardening and commercial flower growing.

G. Single-family residences; provided, however, that there shall be not more than two (2) dwellings on each parcel of five (5) acres or more. Where parcels of land are already subdivided into parcels less than five (5) acres in area, there shall be permitted one dwelling for each lot, provided the lot contains dimensions and an area equivalent to the closest single-family residential zone.

H. The sale of fruit, vegetables, produce, flowers, eggs/meats, and other similar products grown on the property; provided, however, that roadside stands located on private property used for such sales shall not exceed one thousand two hundred (1,200) square feet. Roadside or other interior stands shall include architectural treatment that blends the structure into the rural open space character of the area. Exterior treatment materials consisting of primarily natural materials such as wood, stone, brick, or stucco are permitted. Roof materials shall be fire-resistant and may include metal roofing. Structures with predominantly metal siding, or other structures or objects not originally designed as occupiable structures (such as shipping containers or otherwise utilizing corrugated metal), are prohibited. Roadside stands for serving customers shall comply with all applicable provisions of the California Building Code (including ADA accessibility), Redlands Municipal Code Title 15 (Buildings and Construction), and California Fire Code.

I. Compost production and processing, not to exceed a total of nine hundred (900) tons per year for on-site use, which may include incidental sale of compost for off-site use (not to exceed 25% of the total cubic yards produced), and no piling or storage of compost higher than fifteen feet above ground level.

J. Related ancillary activities including agritourism activities that are secondary and supplemental (not to exceed 25% of the land area in active agriculture/ranching) to the primary agricultural uses of the land, including the following:

1. Preparation of farm-to-table meals (for on-site or off-site consumption).
2. Retail sale of ancillary farm grown products, prepackaged food items, gardening tools, and other small food- or farm-related sundry items to individual consumers.
3. Retail self-pick or u-pick by customers of produce grown on-site (not to exceed 150 persons daily).
4. Temporary holiday sales facilities, including but not limited to pumpkin lots and tree lots, subject to approval of a permit in accordance with Chapter 18.194 of this title.
5. Walking tours, day classes, day camps, farm experience excursions, living history farms, processing demonstrations (not to exceed 150 persons daily).

K. The Planning Commission may, by resolution of record, permit any other uses which it may determine to be similar to those listed in section 18.20.030 of this chapter, in conformity with the intent and purpose of the A-1 zone, and not more obnoxious or detrimental to the public health, safety and welfare or other uses permitted in this zone."

SECTION 3. Approval of Amendment to RMC Section 18.20.040. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.040, is hereby amended to read as follows:

"18.20.040: ~~SIMILAR USES PERMITTED BY COMMISSION DETERMINATION:~~

~~The commission may, by resolution of record, permit any other uses which it may determine to be similar to those listed in section 18.20.030 of this chapter, in conformity with the intent and purpose of the A-1 zone, and not more obnoxious or detrimental to the public health, safety and welfare or other uses permitted in this zone.~~

18.20.040: ACCESSORY USES:

In the A-1 zone, the following accessory uses that are secondary and supplemental (not to exceed 25% of the land area in active agriculture/ranching) to the primary agricultural uses of the land, may be permitted subject to approval of an Administrative Use Permit in accordance with the provisions of Chapter 18.193 of this title.

A. Retail self-pick or u-pick by customers of produce grown on-site (between 150 to 300 persons daily).

B. Tours, day classes, day camp, educational farm camp, or farm experience excursions (between 150 to 300 persons daily).

C. Farm-stay facility, or general tent camping facilities (no motor vehicles or trailers), with up to 50 rooms.

D. Overnight camp for persons under eighteen years of age, with up to 50 beds."

SECTION 4. Approval of Amendment to RMC Section 18.20.050. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.050, entitled "Conditional Uses," is hereby amended to read as follows:

"Uses permitted by conditional use permit in the A-1 zone include:

A. Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, containing more than ten thousand (10,000) square feet or twenty (20) spaces. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

B. Aviaries and hatcheries.

C. Dairies, including the processing of milk.

D. Farms or ranches for commercial raising of poultry or rabbits. No more than five

hundred (500) poultry or rabbits for each twenty thousand (20,000) square feet of lot area; provided, however, that such rabbits or fowl are kept at least fifty feet (50') from any property line, and five hundred feet (500') from any residential zone, church, school, park or hospital.

E. Grange halls and similar uses incidental to the promotion and development of sound agriculture.

F. Related ancillary activities to agricultural or ranching operations, including agritourism activities, that are secondary and supplemental to the primary agricultural uses of the land (not to exceed 25% of the land area in active agriculture/ranching), including but not limited to the following:

1. Bed and breakfast inn or facility.
2. Food processing operations, wholesale or retail (including canning, food packaging, with or without ancillary on-site retail food sales).
3. Compost production and processing that exceeds a total of nine hundred (900) tons per year for on-site use, with or without incidental sale of compost for off-site use.
4. ~~Educational farm camp (day camp and/or overnight camp).~~ Overnight camp for persons under eighteen years of age, with more than 50 beds.
5. Harvest festivals, seasonal or special events, or other periodic assembly uses.
6. Retail self-pick or u-pick by customers of produce grown on-site (with more than ~~150~~ 300 persons daily).
7. Tours, day classes, day camp, educational farm camp, and farm experience excursions (with more than ~~150~~ 300 persons daily).
8. Farm-stay facility, or general tent camping facilities (no motor vehicles or trailers), with more than 50 rooms.

~~8.~~ 9. Sales of other food or beverage products, with a portion of the ingredients sourced on-site.

~~9.~~ 10. Wineries, including the following related ancillary activities:

   a. Wine tasting room;
   b. Retail sale of vintner products, which must include some products that are produced on-site; and,
   c. Hospitality activities limited to the education of growing vineyards or the production of wine, provided that not more than forty percent (40%) of the interior floor area is utilized for such activity.

G. Riding stables or academies; provided, that the minimum lot size for such use shall be not less than five (5) acres, and that all such buildings for the housing, feeding or rental of such animals shall be at least one hundred feet (100') from any property line, and five hundred feet (500') from any R-S or R-1 zone, church, school, park or hospital.

H. Wedding venue, indoors or outdoors, on non-prime agricultural land or soils.

I. Water harvesting, no bottling on site."

SECTION 5. California Environmental Quality Act. The proposed Ordinance Text Amendment does not require environmental review in accordance with Section 15061(b)(3) of the CEQA Guidelines, as this proposal is exempt because there is no possibility that the zoning code amendment may have a significant effect on the environment.

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

ORDINANCE NO. 2967

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REDLANDS AMENDING TITLE 18 (ZONING REGULATIONS) OF THE REDLANDS MUNICIPAL CODE TO AMEND THE PROVISIONS PERTAINING TO AGRICULTURAL TOURISM AND RELATED LAND USES IN THE A-1, AGRICULTURAL ZONE.

WHEREAS, Two Canyons Farmers Guild ("Applicant"), has submitted an application for Ordinance Text Amendment No. 366 to amend RMC Title 18 (Zoning Regulations), Chapter 18.20, to permit agricultural tourism and related ancillary land uses as permitted uses, conditionally permitted uses, or uses subject to an administrative use permit within the A-1, Agricultural District; and,

WHEREAS, on February 27, 2024, the Planning Commission held a duly noticed public hearing and unanimously recommended that the City Council approve Ordinance Text Amendment No. 366; and,

WHEREAS, on April 2, 2024, the City Council held a duly noticed public hearing and considered the staff report, oral report, the testimony and written evidence submitted by City staff, the Applicant, and the public; and,

WHEREAS, on April 16, 2024, the City Council adopted Ordinance No. 2961 approving agricultural tourism land uses and related uses, as well as approved new development standards and performance standards for agritourism land uses; and,

WHEREAS, the City Council now desires to amend the provisions previously adopted by Ordinance No. 2961 pertaining to agritourism land uses; and,

WHEREAS, on or about April 26, 2024, the City Clerk gave notice by publication in a newspaper of general circulation of the holding of a public hearing at which Ordinance No. 2967 would be considered by City Council; and

WHEREAS, on May 7, 2024, the City Council held a public hearing and considered the staff report, oral report, the testimony and written evidence submitted by City staff, the Applicant, and the public; and,

WHEREAS, adoption of the proposed ordinance qualifies for exemption from environmental review under the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15061(b)(3); and,

WHEREAS, after closing the public hearing and deliberating upon the matter, the City Council finds that the proposed amendment to Title 18 (Zoning Regulations) of the Redlands Municipal Code will be consistent with the public health, safety, and general welfare.

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

SECTION 1. General Plan Consistency. The proposed Ordinance Text Amendment is consistent with the City of Redlands *General Plan 2035*, including Principle 4-P.23, Action 4-A.37, and Action 4-A.40.

SECTION 2. Approval of Amendment to RMC Section 18.20.030. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.030, entitled "Permitted Uses," is hereby amended to read as follows:

"Principal permitted uses in the A-1 zone include:

A. Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, pursuant to the review procedures set forth in section 18.12.190 of this title for lots containing ten thousand (10,000) square feet or less or twenty (20) spaces or fewer. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

B. Apiaries, provided that no hives or boxes housing bees are kept closer than three hundred feet (300') from any dwelling other than that occupied by the owner of the apiary.

C. Farms or ranches for the grazing, breeding or raising of not more than two (2) horses, cattle, pigs, goats or sheep per acre. Except for the keeping of up to three (3) horses, as provided for in sections 18.44.020 through 18.44.050 of this title of the R-1 zone, no animal(s) shall be housed or corralled closer than five hundred feet (500') from any existing residence in the R-1, R-1-D, R-2, R-2-2000 or R-3 zone, or one hundred feet (100') from any property line.

D. Farms or ranches with non-commercial or incidental keeping of poultry. No more than one hundred (100) chickens or poultry for each contiguous one acre of lot area; provided, however, that such fowl are housed or corralled at least five hundred feet (500') from any residential zone, church, school, park or hospital, or one hundred feet (100') from any property line.

E. Horse boarding.

F. Orchards, groves, nurseries, the raising of field crops, tree crops, berry crops, bush crops, truck gardening and commercial flower growing.

G. Single-family residences; provided, however, that there shall be not more than two (2) dwellings on each parcel of five (5) acres or more. Where parcels of land are already subdivided into parcels less than five (5) acres in area, there shall be permitted one dwelling for each lot, provided the lot contains dimensions and an area equivalent to the closest single-family residential zone.

H. The sale of fruit, vegetables, produce, flowers, eggs/meats, and other similar products grown on the property; provided, however, that roadside stands located

on private property used for such sales shall not exceed one thousand two hundred (1,200) square feet. Roadside or other interior stands shall include architectural treatment that blends the structure into the rural open space character of the area. Exterior treatment materials consisting of primarily natural materials such as wood, stone, brick, or stucco are permitted. Roof materials shall be fire-resistant and may include metal roofing. Structures with predominantly metal siding, or other structures or objects not originally designed as occupiable structures (such as shipping containers or otherwise utilizing corrugated metal), are prohibited. Roadside stands for serving customers shall comply with all applicable provisions of the California Building Code (including ADA accessibility), Redlands Municipal Code Title 15 (Buildings and Construction), and California Fire Code.

I. Compost production and processing, not to exceed a total of nine hundred (900) tons per year for on-site use, which may include incidental sale of compost for off-site use (not to exceed 25% of the total cubic yards produced), and no piling or storage of compost higher than fifteen feet above ground level.

J. Related ancillary activities including agritourism activities that are secondary and supplemental (not to exceed 25% of the land area in active agriculture/ranching) to the primary agricultural uses of the land, including the following:

1. Preparation of farm-to-table meals (for on-site or off-site consumption).
2. Retail sale of ancillary farm grown products, prepackaged food items, gardening tools, and other small food- or farm-related sundry items to individual consumers.
3. Retail self-pick or u-pick by customers of produce grown on-site (not to exceed 150 persons daily).
4. Temporary holiday sales facilities, including but not limited to pumpkin lots and tree lots, subject to approval of a permit in accordance with Chapter 18.194 of this title.
5. Walking tours, day classes, day camps, farm experience excursions, living history farms, processing demonstrations (not to exceed 150 persons daily).

K. The Planning Commission may, by resolution of record, permit any other uses which it may determine to be similar to those listed in section 18.20.030 of this chapter, in conformity with the intent and purpose of the A-1 zone, and not more obnoxious or detrimental to the public health, safety and welfare or other uses permitted in this zone."

SECTION 3. Approval of Amendment to RMC Section 18.20.040. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.040, is hereby amended to read as follows:

"18.20.040: ACCESSORY USES:

In the A-1 zone, the following accessory uses that are secondary and supplemental (not to

exceed 25% of the land area in active agriculture/ranching) to the primary agricultural uses of the land, may be permitted subject to approval of an Administrative Use Permit in accordance with the provisions of Chapter 18.193 of this title.

A. Retail self-pick or u-pick by customers of produce grown on-site (between 150 to 300 persons daily).

B. Tours, day classes, day camp, educational farm camp, or farm experience excursions (between 150 to 300 persons daily).

C. Farm-stay facility, or general tent camping facilities (no motor vehicles or trailers), with up to 50 rooms.

D. Overnight camp for persons under eighteen years of age, with up to 50 beds."

SECTION 4. Approval of Amendment to RMC Section 18.20.050. The proposed amendment to Title 18 of the Redlands Municipal Code, Chapter 18.20 (A-1 Agricultural District), Section 18.20.050, entitled "Conditional Uses," is hereby amended to read as follows:

"Uses permitted by conditional use permit in the A-1 zone include:

A. Accessory public parking areas which serve existing public facilities such as parks, trails or linear parks, or similar public uses, containing more than ten thousand (10,000) square feet or twenty (20) spaces. In this instance, "accessory" shall mean that the parking area is accessory to the existing land use of either park, trail or linear park, or similar public use.

B. Aviaries and hatcheries.

C. Dairies, including the processing of milk.

D. Farms or ranches for commercial raising of poultry or rabbits. No more than five hundred (500) poultry or rabbits for each twenty thousand (20,000) square feet of lot area; provided, however, that such rabbits or fowl are kept at least fifty feet (50') from any property line, and five hundred feet (500') from any residential zone, church, school, park or hospital.

E. Grange halls and similar uses incidental to the promotion and development of sound agriculture.

F. Related ancillary activities to agricultural or ranching operations, including agritourism activities, that are secondary and supplemental to the primary agricultural uses of the land (not to exceed 25% of the land area in active agriculture/ranching), including but not limited to the following:

1. Bed and breakfast inn or facility.
2. Food processing operations, wholesale or retail (including canning, food packaging, with or without ancillary on-site retail food sales).
3. Compost production and processing that exceeds a total of nine hundred (900) tons per year for on-site use, with or without incidental sale of compost for off-site use.
4. Overnight camp for persons under eighteen years of age, with more than 50 beds.
5. Harvest festivals, seasonal or special events, or other periodic assembly uses.
6. Retail self-pick or u-pick by customers of produce grown on-site (with more than 300 persons daily).
7. Tours, day classes, day camp, educational farm camp, and farm experience excursions (with more than 300 persons daily).
8. Farm-stay facility, or general tent camping facilities (no motor vehicles or trailers), with more than 50 rooms.
9. Sales of other food or beverage products, with a portion of the ingredients sourced on-site.
10. Wineries, including the following related ancillary activities:
    a. Wine tasting room;
    b. Retail sale of vintner products, which must include some products that are produced on-site; and,
    c. Hospitality activities limited to the education of growing vineyards or the production of wine, provided that not more than forty percent (40%) of the interior floor area is utilized for such activity.

G. Riding stables or academies; provided, that the minimum lot size for such use shall be not less than five (5) acres, and that all such buildings for the housing, feeding or rental of such animals shall be at least one hundred feet (100') from any property line, and five hundred feet (500') from any R-S or R-1 zone, church, school, park or hospital.

H. Wedding venue, indoors or outdoors, on non-prime agricultural land or soils.

I. Water harvesting, no bottling on site."

SECTION 5. California Environmental Quality Act. The proposed Ordinance Text Amendment does not require environmental review in accordance with Section 15061(b)(3) of the CEQA Guidelines, as this proposal is exempt because there is no possibility that the zoning code amendment may have a significant effect on the environment.

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

City Council Meeting **L. 1.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of Resolution No. 8584 Authorizing Forgiveness of the Interfund Loan between the Public Facilities Fund and the General Fund (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 adopt Resolution No. 8584.

RECOMMENDATION:

Staff recommends that Council adopt Resolution No. 8584.

DISCUSSION:

In 1993, the City issued Certificates of Participation to refinance previous borrowings that were issued in 1985, 1986, and 1987 for the acquisition and construction of the corporate yard, Fire Station 263, a two-story parking garage in downtown, as well as certain improvements to the A. K. Smiley Library. In 2003, the aforementioned Certificates of Participation were refinanced again with a maturity date of September 1, 2017.

As part of the provisions of the 2003 refinancing, payment of the debt service on the Certificates of Participation shall be evenly split between the General Fund and the Public Facilities Fund (50% and 50%, respectively). Although debt service fluctuated annually according to the amortization schedule, roughly $1.8 million was due each year, with $900,000 due from the Public Facilities Fund and $900,000 due from the General Fund.

Between 2003, when the certificates were issued, and 2017, when the certificates matured, the City navigated several economic cycles including the Great Recession. In 2003, building permit activity was at an all-time high in California from its previous peak in 1986. New development was occurring throughout the City and this development generated significant revenue in the form of impact fees, the main source of revenue in the Public Facilities Fund. Then, in a matter of a few years, the economy took a turn and the Great Recession ensued. New housing starts and development activity declined sharply, and with it, development impact fee revenue.

During these years, the General Fund provided annual loans to the Public Facilities Fund in order for Public Facilities to pay its required 50% share of the debt service on the certificates. During the most severe years of the Recession, smaller loans were also provided from other funds to the Public Facilities Fund in order to shoulder some of the burden from an already over-burdened General Fund. These other interfund loans were provided from the Open Space Fund, the Parks & Open Space Fund, and the Storm Drain Construction Fund and have been fully repaid. There is one remaining interfund loan from the Water Fund in the amount of $16,090. Staff does not recommend forgiveness of this loan, as the Public Facilities Fund should be able to fully repay this amount by the end of the current fiscal year.

The total amount outstanding as of June 30, 2023 was $7,690,541 owed to the General Fund from the Public Facilities Fund. As the fund has been attempting to repay this loan for several years and has not made significant progress, staff feels it is appropriate to forgive the loan based on two important factors. The first is the concept of timeliness. Impact fees currently collected in the Public Facilities Fund should be expended on projects and facilities related to current development. In this case, the fees are repaying a loan for debt incurred in the distant past. The second factor is the nature of the projects that were financed with the initial borrowing: the City's Corporate Yard, Fire Station 263, a public parking structure, and improvements to the A. K. Smiley Public Library. All such projects are legitimate obligations of the General Fund, which is designated as the City's fund to record all general government services like fire protection, public infrastructure and library services.

ALTERNATIVES:

The Council may deny, modify, or table this request for Council action.

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: FY 2023-24

Appropriation Required Y/N: No

Discussion:

The fiscal impact of forgiveness of the Interfund Loan between the Public Facilities Fund and the General Fund is mostly related to the assets and liabilities in both funds and not actual cash or expenditures. Forgiveness of the loan will eliminate the Advances Payable within the Public Facilities Fund, except for the amount still owed to the Water Fund ($16,090). It will also eliminate the Advances Receivable within the General Fund from $7,690,541 to $0.

Attachments

Resolution No. 8584 Interfund Loan Forgiveness between Fund 251 & Fund 101

RESOLUTION NO. 8584

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS AUTHORIZING THE FORGIVENESS OF THE INTERFUND LOAN BETWEEN THE CITY'S PUBLIC FACILITIES FUND (251) AND THE CITY'S GENERAL FUND (101) RELATED TO REPAYMENT OF 2003 CERTIFICATES OF PARTICIPATION FOR CERTAIN PUBLIC INFRASTRUCTURE IMPROVEMENTS REFUNDED IN 1993

WHEREAS, the City issued Certificates of Participation in 2003 to refund borrowings from 1993 that financed certain projects related to the acquisition and construction of the corporate yard, Fire Station 263, a two-story parking garage in downtown, and certain improvements to the A. K. Smiley Library; and

WHEREAS, as part of the provisions of the 2003 refinancing, payment of the debt service on the Certificates of Participation was to be evenly split between the General Fund and the Public Facilities Fund (50% and 50%, respectively); and

WHEREAS, during certain years the Public Facilities Fund did not have sufficient revenue to cover its portion of the debt service related to the 2003 Certificates of Participation because such revenue was linked to the economic cycles and building activity that affected the amount of development impact fee revenue generated in the fund; and

WHEREAS, revenue currently collected in the Public Facilities Fund is intended to provide a funding mechanism for new public infrastructure and facilities required to serve new development in the community; and

WHEREAS, the nature of the projects previously financed under the 2003 Certificates of Participation are duly recognized as appropriate and proper obligations of the General Fund;

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

Section 1. The City Council hereby determines that approval of this Resolution is exempt from further environmental review pursuant to Sections 15061(b)(3) of the California Environmental Quality Act guidelines as approval of this resolution will not cause a direct physical change to the environment, nor a reasonably foreseeable indirect physical change to the environment.

Section 2. The City Council hereby authorizes the forgiveness of the Interfund Loan between the City's Public Facilities Fund (251) and the City's General Fund (101), and accordingly, the City's financial accounting records will reflect a decrease in Advances Receivable in the General Fund of $7,690,541 and a decrease in Advances Payable in the Public Facilities Fund of the same amount.

Section 3. This Resolution shall take effect take effect immediately upon its adoption.

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, 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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

City Council Meeting **L. 2.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of the introduction of Ordinance No. 2964 and Ordinance No. 2965 to implement water and wastewater rate increases, adoption of Resolution No. 8583 providing notice of intent to increase water and wastewater rates, direct staff to issue the required Proposition 218 notice establishing a public hearing date and location, and determine that consideration of the proposed rate increases 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 to introduce Ordinance No. 2964 and Ordinance No. 2965 and that consideration of the proposed water and wastewater rate increases are exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act; and

2. I move that the City Council adopt Resolution No. 8583 providing notice of intent to increase water and wastewater rates; and;

3. I move to direct staff to issue the required Proposition 218 notice for a public hearing.

RECOMMENDATION:

The Utility Advisory Committee and staff recommend the following water and wastewater rate increases:

Water -

- A two percent (2%) rate increase in fiscal year 24/25
- A two percent (2%) rate increase in fiscal year 25/26

Wastewater -

- A ten percent (10%) rate increase in fiscal year 24/25
- A ten percent (10%) rate increase in fiscal year 25/26

Staff further recommends City Council determine that adoption of Resolution No. 8583 is exempt from environmental review pursuant to Section 15061(b)(3) of the State's guidelines implementing the California Environmental Quality Act, adopt Resolution No. 8583 providing notice of intent to increase water and wastewater rates, and direct staff to issue the Proposition 218 notice establishing a date and location for a public hearing.

DISCUSSION:

Chapter 2.70 of the Redlands Municipal Code establishes a framework for a citizen committee, the Utility Advisory Committee (UAC), to develop fair and equitable rates to cover costs of services for the City's water and wastewater utilities. The seven (7) member UAC was appointed by City Council on January 16, 2024, and worked with MUED staff and the City's Utility Rate Consultant, Raftelis, to develop rate recommendations that provide adequate revenue to recover costs for services, are equitable to all customer classes, comply with state and federal laws, and are easily explained to customers. The UAC serves in an advisory capacity to the City Council.

The rate recommendation process began by introducing the UAC to the Municipal Utilities and Engineering Department (MUED) structure, water and wastewater utilities, and 6-year Capital Improvement Program (CIP). The UAC reviewed historic and projected operating, maintenance, and CIP costs necessary to provide high-quality services for Redlands' utility customers. Raftelis presented a financial analysis including multi-year revenue projections, target reserve balances, and annual labor and material cost escalations. Several rate scenarios were modeled and considered by the UAC, who ultimately recommends the following rate adjustments:

Potable Water:

- 2% increase in FY 24/25

- 2% increase in FY 25/26

Non-Potable Water:

- 0% increase in FY 24/25
- 0% increase in FY 25/26

Wastewater:

- 10% increase in FY 24/25
- 10% increase in FY 25/26

These increases will be applied to customer classifications proportionally based on the demands placed on each utility, and will generate the additional revenue necessary to continue providing water and wastewater utility services for all Redlands customers. Resolution No. 8583 provides notice of intent to increase water and wastewater rates.

If City Council determines these recommendations are appropriate, staff will issue a Public Hearing Proposition 218 notice, which will include a copy of Resolution 7128 that describes protest procedures. The following schedule is anticipated:

Resolution of Intent/Ordinance Introduction	May 7, 2024
Proposition 218 Notices Mailed	May 10, 2024
Ordinance - Public Hearing/Adoption	July 2, 2024
Rate Implementation	August 5, 2024

Approval of water and wastewater utility rate increases 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 in 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
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director

PREPARED BY:
John R. Harris

Fiscal Impact

Fiscal Year: FY 24/25
Revenue Generating: Y
Appropriation Required Y/N: N
Discussion:

Adoption of the recommended Water and Wastewater rates will generate revenues necessary to offset operating, maintenance, and capital improvement costs for each utility.

Attachments

Resolution No. 8583
2024 UAC Presentation
Prop 218 Notice
Raftelis Rate Study Report
Resolution 7128
Ordinance 2964 Amending RMC 3.52
Ordinance 2965 Amending RMC 3.62

RESOLUTION NO. 8583

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS DECLARING ITS INTENTION TO ADJUST WATER AND WASTEWATER RATES; SETTING THE TIME AND PLACE FOR A PROPOSITION 218 MAJORITY PROTEST PUBLIC HEARING; AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO PROVIDE THE RELATED NOTICE IN COMPLIANCE WITH THE STATE-MANDATED TIMING REQUIREMENTS

WHEREAS, the City of Redlands has identified ongoing operational and capital needs associated with the City's water and wastewater utility systems; and

WHEREAS, in order to fund the identified water and wastewater system operational and capital costs, it will be necessary to adjust the City's current water and wastewater rates; and

WHEREAS, the City of Redlands engaged Raftelis, a firm with expertise in the analysis of costs relating to utilities, to conduct a rate study of the City's water and wastewater utilities; and

WHEREAS, the City Council received the report prepared by Raftelis at the May 7, 2024 City Council meeting and heard from staff on this matter; and

WHEREAS, on November 5, 1996, California voters approved Proposition 218, requiring specific procedures be followed with regard to "property-related" fee increases, including the need to provide written notice at least 45 days in advance of a public hearing; and

WHEREAS, on July 24, 2006, the California Supreme Court confirmed that charges for water and wastewater (sewer) are subject to Proposition 218 procedures (*Bighorn-Desert View Water Agency v. Verjil* (2006) 39 Cal. 4th 205); and

WHEREAS, on April 20, 2015, the California Court of Appeal ruled that water rate surcharges and by analogy, wastewater surcharges may be charged as long as they are based upon the actual cost of service to the ratepayers receiving the surcharge (*Capistrano Taxpayers Association, Inc. v. City of San Juan Capistrano* (2015) 235 Cal. App. 4th 1493); and

WHEREAS, the City Council believes it is in the public interest and desires to proceed through the requisite processes pursuant to the provisions of Proposition 218 in order to consider adjustments to the City of Redlands' fees, rates, and charges related to its water and wastewater systems.

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

Section 1. A Proposition 218 Public Hearing is hereby set and will be held before the City Council on July 2, 2024, in order for the City Council to consider adjustments to the City's water and wastewater utility fees, rates, and/or charges; and

Section 2. The City Manager, or designee, is hereby authorized and directed to cause a notice of Public Hearing that provides details related to adjustments to the specific water and wastewater fees, Rates, and/or charges being proposed to be mailed no later than May 10, 2024, in a manner that complies with applicable laws, including without limitation, the State-mandated 45-day required notice under Proposition 218.

Section 3. At the Public Hearing, the City Council shall consider objections and protests, if any, to the proposed rate adjustments, and Resolution No. 7128 shall govern the submission and tabulation of written protests with respect to the proposed rate adjustments.

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, 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:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

UTILITIES ADVISORY COMMITTEE (UAC)

WASTEWATER, POTABLE WATER

& NON-POTABLE WATER

REVENUE ADJUSTMENT RECOMMENDATIONS

UTILITIES ADVISORY COMMITTEE

- Appointed by City Council January 16, 2024
- Series of meetings from February through April 2024
- WWTP Operational Status from Staff
- Financial and Rate Review from Consultant Raftelis

COMMITTEE MEMBERS

- John E. James - Chair
- Sid Jain - Vice Chair
- Richard Corneille
- Dan Jimenez
- Brandon Lopez
- Aholibama “Oly” Ojeda
- Desiree Reyes

MISSION STATEMENT/GOALS

- The Utilities Advisory Committee will recommend to the City Council revenue adjustments for potable water, wastewater and non-potable water utilities.

- The Committee will:
  - Examine different approaches to establishing potable water, wastewater and non-potable water revenue needs
  - Promote understanding and appreciation for different points of view, and
  - Build consensus that will ensure a balanced approach to divergent interests in the community concerning utility rates.

FINANCIAL ANALYSIS

- Reviewed Overall Financial Needs to Maintain Safe, Reliable Systems and Service to Residents
- All operations were analyzed in the following financial areas:
  - Operation and Maintenance (O&M) costs
  - Capital Improvement Projects (Capital Investment)
  - Revenue Projections at Current Rates
  - Reserve Balances
  - Reserve Balance Target
  - Required Revenue Adjustments to Maintain Reserves
  - Keep Credit Rating at or Above Current AA+ Level

WASTEWATER UTILITY

WASTEWATER

- Wastewater Operations and Maintenance Costs
  - Collection System –
    - Primarily Gravity Flow Pipe System
    - Inspection And Periodic Clean Out
  - Treatment Plant – Continuous Flow From the City at Large Must be Treated and Discharged on a continuous Basis
  - Electricity
  - Chemicals
  - Replacement Parts

WASTEWATER TREATMENT PLANT

1.– Headworks
2.--Primary Clarifiers
3.--Primary Sludge Pump Station
4 - Peak Storage Ponds and Pump Station
5 - Aeration Basins and Blower Building
6 -Secondary Clarifiers and Effluent Pump Station
7.--MBR Facility
8.- Recycled Water Pump Station
9.- RAS/WAS Pump Station
10- DAFTs
11 - Primary and Secondary Digesters
12- Dewatering Facility
13- Solar
14- Cogeneration Facility
15 - Flare

Wastewater Treatment Plant (WWTP)

- Critical Failure of MBR (Membrane Bioreactor) filters
- Consultant recommended a 2 phase approach
  - 1st Phase to replace MBR filters – High quality recycled water
  - 2nd Phase to rehabilitate remaining WWTP
- Costs/Funding
  - MBR from existing reserves and other funding sources - $15MM
  - Phase 2 from rate adjustments and issuance of debt – State Revolving Fund
  - Phase 2 cost - $45MM

PHASE 2- WWTP UPGRADE PROJECT

- **PROCESS, MECHANICAL, STRUCTURAL, CIVIL, & ELECTRICAL DESIGN**:
  - **PRIMARY PROCESS;** HEADWORKS, CLARIFIERS, SLUDGE PUMPS, & PEAK PONDS
  - **SECONDARY/TERTIARY PROCESS;** AERATION BASINS, BLOWER BUILDING & BLOWERS, RAS PUMPS, EFFLUENTS PUMP STATION, MBR FACILITY
  - **SOLIDS HANDLING FACILITY;** THICKENING, DIGESTER, DEWATERING
  - **ELECTRICAL**; FIVE (5) POWER CENTERS, & A SECOND EMERGENCY GENERATOR

Examples of Equipment in Critial Need of Replacement/Upgrade

Raw Sewage Pump P-550A

Sludge Collector Drive Primary Clarifiers 1 and 2 (1962)

Fan Cooling Blower No. 2

Primary Sludge Pump No. 2 (1972)

Exhaust Fan (1962)

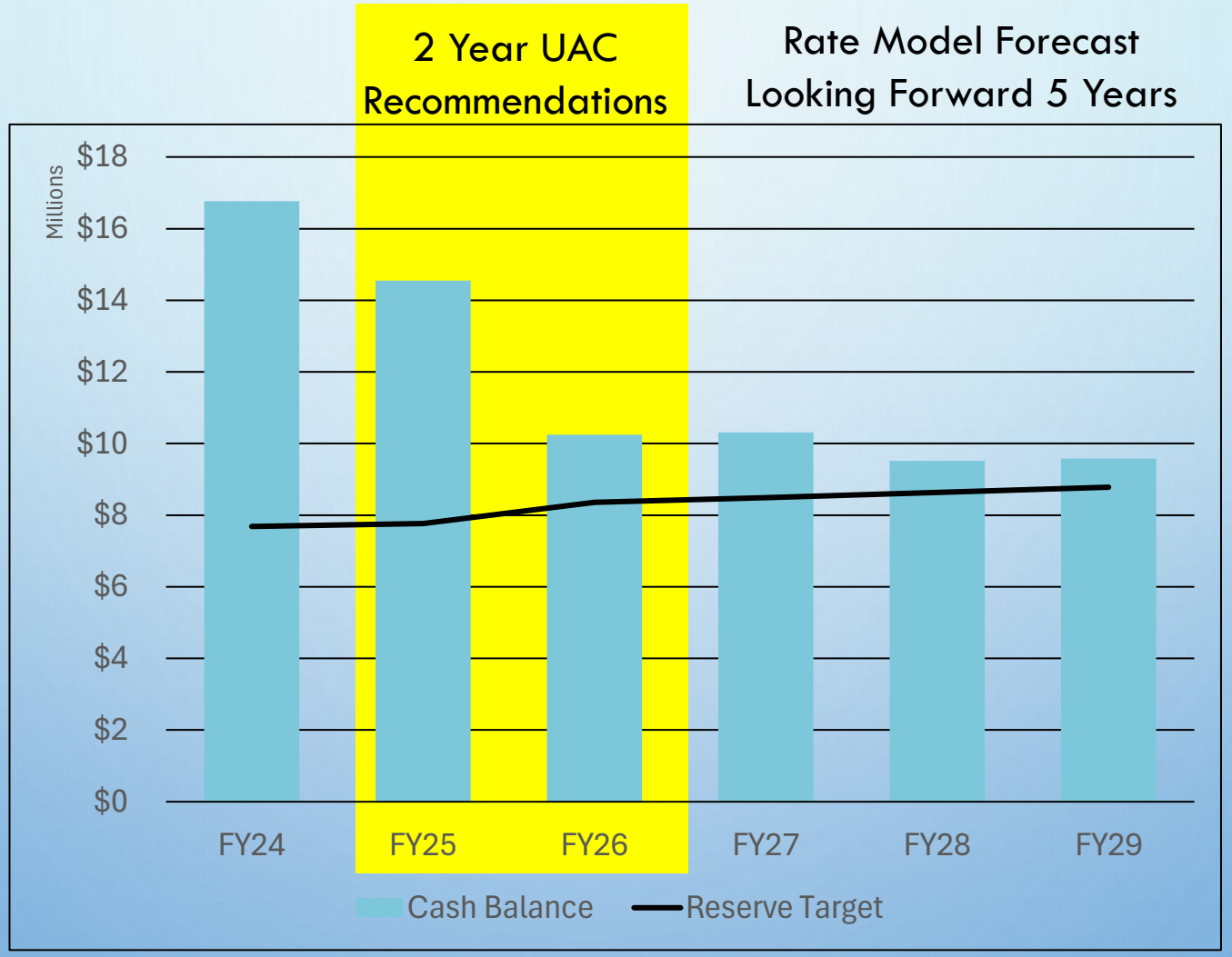
REVENUE ADJUSTMENTS VS. IMPACT ON CUSTOMER BILL

- Prop 218 – Charge imposed upon any parcel shall not exceed the proportional cost of service attributable to the parcel.
- Cost of service –
  - O&M expenses
  - Capital costs
  - Treatment cost based on makeup and concentration of waste stream – varies by customer
- Total revenue adjustments based on cost of service of the utility
- Final impact on individual bill depends on customer type and is proportional to incurred cost of service - Prop 218

RECOMMENDED WASTEWATER RATES

Revenue Adjustments		2 Year UAC Recommendations 10.0%	10.0%	Rate Model Forecast Looking Forward 5 Years 10.0%	10.0%	8.0%
Bi-Monthly Rates	**Current**	**July 2024**	**July 2025**	**July 2026**	**July 2027**	**July 2028**
Residential ($/dwelling unit)						
Single Family	$62.43	$66.04	$72.65	$79.92	$87.92	$94.96
Multiple Family	$48.08	$52.40	$57.64	$63.41	$69.76	$75.35
Non-Residential ($/ccf)						
Low Strength I	$2.42	$2.82	$3.11	$3.43	$3.78	$4.09
Low Strength II	$2.87	$3.41	$3.76	$4.14	$4.56	$4.93
Low Strength III	$3.32	$3.99	$4.39	$4.83	$5.32	$5.75
Medium Strength I	$3.77	$4.58	$5.04	$5.55	$6.11	$6.60
Medium Strength II	$4.22	$5.16	$5.68	$6.25	$6.88	$7.44
Medium Strength III	$4.67	$5.75	$6.33	$6.97	$7.67	$8.29
High Strength I	$5.12	$6.34	$6.98	$7.68	$8.45	$9.13
High Strength II	$5.56	$6.92	$7.62	$8.39	$9.23	$9.97
Large Volume User	$3.32	$3.99	$4.39	$4.83	$5.32	$5.75
Minimum Charge ($)	$48.08	$52.40	$57.64	$63.41	$69.76	$75.35
Schools ($/100 ADA)						
Elementary	$134.38	$143.11	$157.43	$173.18	$190.50	$205.74
Secondary & High	$215.02	$238.52	$262.38	$288.62	$317.49	$342.89
Septage Charge ($/gal)	$0.11	$0.10	$0.11	$0.13	$0.15	$0.17

WASTEWATER – ENDING BALANCES



POTABLE WATER UTILITY

POTABLE WATER

- Water Operations and Maintenance Costs
  - Water Treatment
    - Surface Water - Chemicals
  - Water Wells
    - Electric Pumping Costs
    - Chemicals
  - Reservoirs
    - Maintenance and Chemicals
  - Pipe Delivery System
    - Leak Repair
- Capital Improvement Projects per Master Plan
  - Yearly Pipe Replacement
  - Other Infrastructure Investments and Betterments

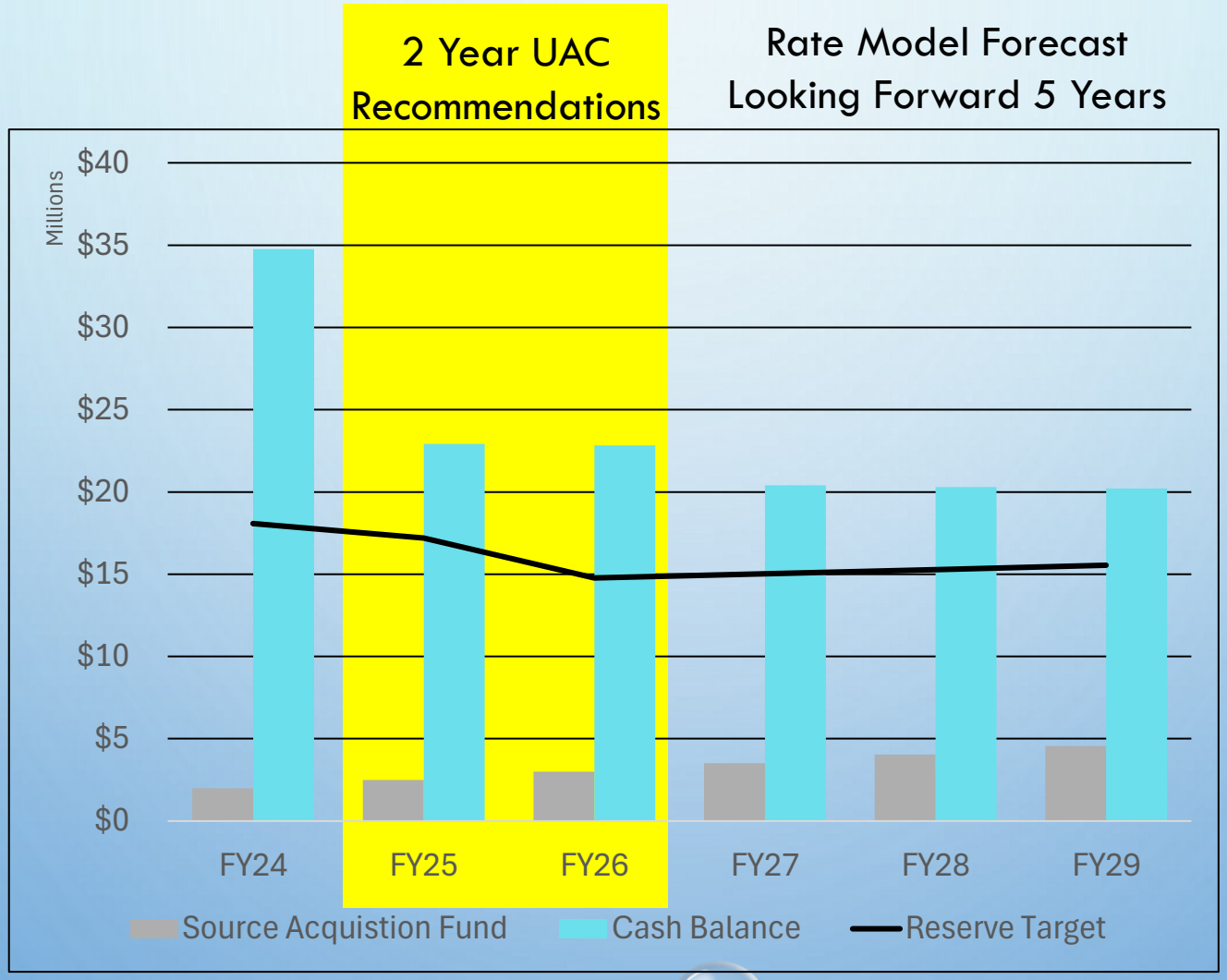
REVENUE ADJUSTMENTS VS. IMPACT ON CUSTOMER BILL

- Prop 218 – Charge imposed upon any parcel shall not exceed the proportional cost of service attributable to the parcel.
- Cost of service –
  - O&M expenses
  - Capital costs
  - Water delivery cost for total amount of water delivered to City at large
  - Peaking Charges – costs to meet maximum daily peak demands
- Total revenue adjustments based on total cost of service of the utility
- Final impact on individual bill depends on customer and customer type and is proportional to incurred cost of service based on water usage- Prop 218

PROPOSED POTABLE WATER RATES

		2 Year UAC Recommendations		Rate Model Forecast Looking Forward 5 Years		
Revenue Adjustments		2.0%	2.0%	2.0%	2.0%	2.0%
Bi-Monthly Rates	**Current**	**July 2024**	**July 2025**	**July 2026**	**July 2027**	**July 2028**
Water Service Charge						
5/8"	$32.10	$32.94	$33.60	$34.28	$34.97	$35.67
3/4"	$43.17	$44.01	$44.90	$45.80	$46.72	$47.66
1"	$64.67	$65.50	$66.81	$68.15	$69.52	$70.92
1 1/2"	$116.79	$117.60	$119.96	$122.36	$124.81	$127.31
2"	$172.83	$173.62	$177.10	$180.65	$184.27	$187.96
3"	$299.23	$299.97	$305.97	$312.09	$318.34	$324.71
4"	$462.10	$462.79	$472.05	$481.50	$491.13	$500.96
6"	$853.02	$853.56	$870.64	$888.06	$905.83	$923.95
8"	$1,256.97	$1,257.36	$1,282.51	$1,308.17	$1,334.34	$1,361.03
10"	$2,977.00	$2,976.76	$3,036.30	$3,097.03	$3,158.98	$3,222.16
12"	$3,915.20	$3,914.61	$3,992.91	$4,072.77	$4,154.23	$4,237.32
Water Usage Rate ($/ccf)						
Building Water Usage						
Tier 1	$1.46	$1.57	$1.61	$1.65	$1.69	$1.73
Tier 2	$1.78	$1.86	$1.90	$1.94	$1.98	$2.02
Tier 3	$2.69	$2.79	$2.85	$2.91	$2.97	$3.03

POTABLE WATER – ENDING BALANCES



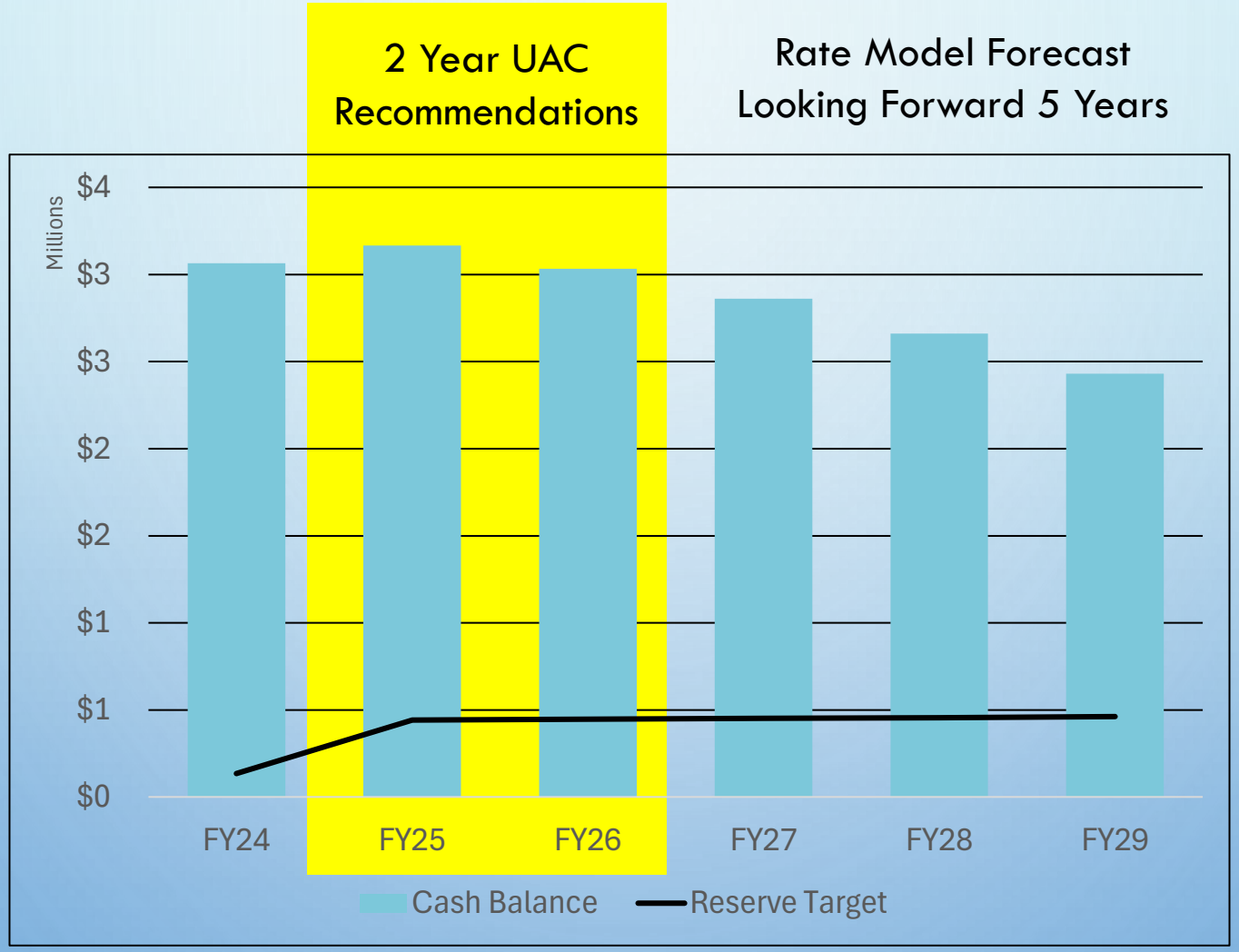
NON-POTABLE WATER UTILITY

RECOMMENDED NON-POTABLE WATER RATES*

		2 Year UAC Recommendations		Rate Model Forecast Looking Forward 5 Years		
Revenue Adjustments		0.0%	0.0%	0.0%	0.0%	0.0%
Bi-Monthly Rates	**Current**	**July 2024**	**July 2025**	**July 2026**	**July 2027**	**July 2028**
Non-Potable Water Service Charge ($/meter size)						
3/4"	$13.81	$13.81	$13.81	$13.81	$13.81	$13.81
1"	$20.65	$20.65	$20.65	$20.65	$20.65	$20.65
1 1/2"	$37.29	$37.29	$37.29	$37.29	$37.29	$37.29
2"	$55.16	$55.16	$55.16	$55.16	$55.16	$55.16
3"	$95.50	$95.50	$95.50	$95.50	$95.50	$95.50
4"	$147.45	$147.45	$147.45	$147.45	$147.45	$147.45
6"	$272.16	$272.16	$272.16	$272.16	$272.16	$272.16
8"	$401.04	$401.04	$401.04	$401.04	$401.04	$401.04
Non-Potable Water Usage Rate ($/ccf)						
Non-Potable Water	$0.99	$0.99	$0.99	$0.99	$0.99	$0.99
Conversion Customer	$0.64	$0.64	$0.64	$0.64	$0.64	$0.64

*Only applies to non-potable water customers

NON-POTABLE WATER – ENDING BALANCES



REVENUE ADJUSTMENT RECOMMENDATIONS SUMMARY

- Wastewater
  - 10% a year for each of next 2 years
  - Issuance of $45MM in debt to capital project costs
  - Revenue adjustment will cover SRF debt service
- Potable Water
  - 2% a year for each of next 2 years
  - Will retain Capital Investment needed for continued reliable water delivery service
  - Will retain reserve balances at recommended target level
- Non-Potable Water
  - 0% a year for each of next 2 years
  - Retains reserve balances to allow for future expansion of non-potable system

PROPOSED SINGLE FAMILY CUSTOMER BI-MONTHLY IMPACTS (3/4" METER, 40 CCF)

A Bi-Monthly Impacts	B Proposed July 2024	C Proposed July 2025	D Proposed July 2026	E Proposed July 2027	F Proposed July 2028
Current Water Bill	$121.08	$121.08	$121.08	$121.08	$121.08
Proposed Water Bill	$125.86	$128.61	$131.37	$134.15	$136.95
Difference ($)	*$4.78*	*$7.53*	*$10.29*	*$13.07*	*$15.87*
Current Wastewater Bill	$62.43	$62.43	$62.43	$62.43	$62.43
Proposed Wastewater Bill	$66.04	$72.65	$79.92	$87.92	$94.96
Difference ($)	*$3.61*	*$10.22*	*$17.49*	*$25.49*	*$32.53*
Current Non-Potable Water Bill	$53.41	$53.41	$53.41	$53.41	$53.41
Proposed Non-Potable Water Bill	$53.41	$53.41	$53.41	$53.41	$53.41
Difference ($)	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*
Current Water and Wastewater Bill	$183.51	$183.51	$183.51	$183.51	$183.51
Proposed Water and Wastewater Bill	$191.90	$201.26	$211.29	$222.07	$231.91
Difference ($)	*$8.39*	*$17.75*	*$27.78*	*$38.56*	*$48.40*
Current Combined Bill	$236.92	$236.92	$236.92	$236.92	$236.92
Proposed Combined Bill	$245.31	$254.67	$264.70	$275.48	$285.32
Difference ($)	*$8.39*	*$17.75*	*$27.78*	*$38.56*	*$48.40*

The End

Thank you

Questions ?

CITY OF REDLANDS

MAY 2024

NOTICE OF PUBLIC HEARING REGARDING PROPOSED ADOPTION OF WATER AND WASTEWATER UTILITY RATE INCREASES

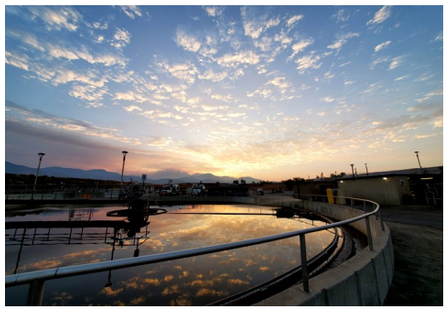
The City Council of the City of Redlands is currently considering an increase to its water and wastewater utility rates. You are receiving this notice because you are a City water and/or wastewater utility customer, or an owner of property receiving water and/or wastewater utility services from the City. This notice describes the proposed rate increases and explains how you may participate in a public hearing and the rate setting process.

On July 2, 2024, at 6:00 p.m., or as soon thereafter as the matter may be heard, pursuant to Article XIIID of the California Constitution (Proposition 218), a public hearing on the proposed water and wastewater rate increases will be held by the City Council in the Council Chambers, located at 35 Cajon Street, Redlands, CA 92373. The purpose of the hearing is to consider verbal and written testimony, and any written protests, relating to the proposed increases to water

REDLANDS RATE SETTING BACKGROUND

Wastewater rates were last increased in July 2022 and water rates were last increased in July 2018. Periodic rate increases are necessary to (i) ensure that each water and wastewater service customer bears a fair and proportionate share of the costs of providing services (consistent with Proposition 218 legal requirements); (ii) recoup the rising cost of providing services, including operation and maintenance costs, debt service and capital program needs; and (iii) meet financial, regulatory, and service obligations. Water and wastewater system costs include energy, fuel, and chemical costs; distribution and collection costs; treatment and disposal costs; administrative and customer service account costs, and costs related to facilities replacement, rehabilitation, and upgrades. The City has made significant improvements to its utility infrastructure to ensure continued functionality and reliability, and to meet State and Federal regulatory agency requirements. The City recently expended more than $14,000,000, and will expend an additional $45,000,000 to upgrade its Wastewater Treatment Plant during the next five years. Additionally, antiquated pipelines have been and will continue to be replaced to avoid leaks, overflows, and related potential regulatory penalties. The City recently completed water utility and wastewater utility master plans that identify necessary capital improvements for the efficient and effective operation of the City's water and wastewater utility infrastructure. These plans serve as a guide for the efficient and timely replacement, rehabilitation, and/or maintenance of water and wastewater infrastructure.

The proposed increases are scheduled to go into effect on August 5, 2024, and on July 1, 2025



Redlands Wastewater Treatment Plant as it stands today.

The table shows the current and the proposed wastewater rates which, if approved, will become effective in 2024 and 2025. While modest rate increases are proposed to reflect the increased costs to the City of providing service and meeting financial obligations, the basic wastewater rate structure for all customer classes remains unchanged.

PROPOSED BI-MONTHLY SEWER SERVICE CHARGES

CUSTOMER CLASS	CURRENT RATE	PROPOSED RATE	
		August 5, 2024	July 1, 2025
Residential			
Single Family Dwelling Unit	$62.43	$66.04	$72.65
Multi-Family Dwelling Unit	$48.08	$52.40	$57.64
NON-RESIDENTIAL BASED ON WATER USE IN CCF			
Low Strength I	$2.42	$2.82	$3.11
Low Strength II	$2.87	$3.41	$3.76
Low Strength III	$3.32	$3.99	$4.39
Medium Strength I	$3.77	$4.58	$5.04
Medium Strength II	$4.22	$5.16	$5.68
Medium Strength III	$4.67	$5.75	$6.33
High Strength I	$5.12	$6.34	$6.98
High Strength II	$5.56	$6.92	$7.62
Large Volume User	$3.32	$3.99	$4.39
Schools ($/100 students)			
Elementary School	$134.38	$143.11	$157.43
Secondary & High School	$215.02	$238.52	$262.38
Septage	$0.11	$0.10	$0.11

CITY OF REDLANDS

MAY 2024

NOTICE OF PUBLIC HEARING REGARDING PROPOSED ADOPTION OF SEWER SERVICE

The table shows the current and the proposed water service rate which, if approved, will become effective in 2024 and 2025. The Water Service rate is a fixed charge that does not fluctuate with increasing and/or decreasing water usage. While modest rate increases are proposed to reflect the increased costs to the City of providing service and meeting financial obligations, the basic water service rate structures for all customer classes remains unchanged.

PROPOSED BI-MONTHLY WATER SERVICE CHARGES

WATER SERVICE	CURRENT RATE	PROPOSED RATE	
		August 5, 2024	July 1, 2025
5/8”	$32.10	$32.94	$33.60
3/4”	$43.17	$44.01	$44.90
1”	$64.67	$65.50	$66.81
1 1/2”	$116.79	$117.60	$119.96
2”	$172.83	$173.62	$177.10
3”	$299.23	$299.97	$305.97
4”	$462.10	$462.79	$472.05
6”	$853.02	$853.56	$870.64
8”	$1,256.97	$1,257.36	$1,282.51
10”	$2,977.00	$2,976.76	$3,036.30
12”	$3,915.20	$3,914.61	$3,992.91
FIRE PROTECTION SERVICE			
2”	$10.19	$11.81	$12.05
3”	$18.10	$21.20	$21.63
4”	$31.75	$37.39	$38.14
6”	$80.73	$95.48	$97.39
8”	$165.22	$195.69	$199.61
10”	$292.32	$346.42	$353.35
12”	$468.46	$555.33	$566.44
FIRE HYDRANT SERVICE	$73.60	$299.97	$305.97

The table shows the current and the proposed water usage rate which, if approved, will become effective in 2024 and 2025. The Water Usage rate varies with increasing and/or decreasing water usage. While modest rate increases are proposed to reflect the increased costs to the City of providing service and meeting financial obligations, the basic water usage rate structures for all customer classes remains unchanged. Water use is measured in one hundred cubic feet increments (CCF). One (1) CCF equals 748 gallons.

PROPOSED BI-MONTHLY WATER USAGE CHARGES

BUILDING WATER USAGE	CURRENT RATE	PROPOSED RATE	
		August 5, 2024	July 1, 2025
TIER I (≤ 16 ccf)	$1.46	$1.57	$1.61
TIER II (17 ccf - 27 ccf)	$1.78	$1.86	$1.90
TIER III (> 27 ccf)	$2.69	$2.79	$2.85
NON-BUILDING WATER USAGE			
TIER I (≤ 27 ccf)	$1.78	$1.77	$1.81
TIER II (> 27 ccf)	$2.69	$2.49	$2.54
FIRE PROTECTION WATER			
ALL UNITS	$2.69	$2.79	$2.85

City of Redlands
Municipal Utilities & Engineering Department
P.O. Box 3005
Redlands, CA 92373

PRESORT STD
U.S. POSTAGE PAID
SAN BERNARDINO, CA
PERMIT 1123

MAIL MERGE
XXXX XXXXXX XX
XXXXXXXXX, XX. XXXXX

APN: XXXXXXXXXXXXXXX

UTILITIES ADVISORY COMMITTEE

In accordance with Chapter 2.70 of the Redlands Municipal Code, every two years the City Council appoints seven utility customers of the City to be members of its Utilities Advisory Committee (UAC). Members of the UAC provide oversight and guidance for the process to assist the City's financial consultant and staff in establishing water, wastewater and non-potable water rates, charges and revenue requirements. The UAC provides recommendations to the City Council to ensure that water, wastewater, and non-potable water rates and charges (1) recover costs reasonably borne in providing water, wastewater and non-potable water services; (2) are equitable to all customer classes; (3) are in compliance with all state and federal law; and (4) are easily explained to customers. The UAC was formed by the City Council on January 16, 2024, and the UAC provided its recommendations for City Council consideration on May 7, 2024.

HOW DO I PROTEST THE RATE CHANGES?

If you wish to oppose the proposed water and wastewater rate increases, you must submit a written protest pursuant to the Resolution No. 7128 which establishes a policy for the submission and tabulation of protests with respect to the public hearings for utility rate adjustments. The written protest must contain the printed name and original wet signature of the property owner or customer, and must include the street address, or the county of San Bernardino Assessor's parcel number of the property served. During the public hearing, the City Council will consider all public testimony and all written protests. At the conclusion of the public hearing, the City Council will decide whether to adopt the proposed rate increases. Only one written protest per identified parcel or property will be counted for determining whether a majority protest exists. If valid written protests are received from a majority of the affected property owners, the City Council will not approve the proposed rate increases. Your written protest must be received (not postmarked) by the City Clerk prior to the close of the public hearing on July 2, 2024. Protests should be addressed and mailed to: City Clerk, Redlands City Hall, 35 Cajon Street, Suite 4, Redlands, CA 92373. Written protests may also be presented in-person to the City Clerk prior to the July 2, 2024 meeting. Written protests may also be submitted during the public hearing. Protests may not be submitted via email or by other electronic means.

Additional information regarding the proposed water and wastewater rate increases is presented in the City of Redlands 2024 Water, Wastewater, and Non-Potable Water Financial Plan & Rate Study which is available for review during business hours at the City Clerk's Office or you may review the report on the City's website at www.cityofredlands.org. For questions or additional information regarding the proposed rate increases, you may also contact the City's Municipal Utilities and Engineering Department at (909) 798-7698.

ptage

CITY OF REDLANDS

Water, Wastewater, and Non-Potable Water Financial Plan and Rate Study

FINAL REPORT / MARCH 27, 2024

RAFTELIS

March 27, 2024

John R. Harris
Municipal Utilities & Engineering Director
City of Redlands
Municipal Utilities and Engineering
35 Cajon Street
Redlands, CA 92373

Subject: Water, Wastewater, and Non-Potable Water Financial Plan and Rate Study Report

Dear Mr. Harris:

Raftelis is pleased to provide this Water, Wastewater, and Non-Potable Water Financial Plan Study Report (Report) for the City of Redlands (City). This report presents the analyses, rationales, and methodologies utilized in the study to determine utility rates that align with the requirements of Proposition 218. The study was developed with feedback and input from City staff.

The study involved a comprehensive review of the City's current water, wastewater, and non-potable water cost requirements to determine rates that meet the City's objectives. The main objectives that informed the study include:

- Adequately recovering all costs to ensure the financial sufficiency of the City's utilities
- Determining feasible capital financing plans for all three utilities
- Developing long-term financial plans for all three utilities
- Calculating cost of service-based rates for all three utilities
- Minimizing customer impacts from rate adjustments

We are confident that the proposed rates developed during this study are fair and equitable for the City's customers and are in alignment with the requirements of Proposition 218. We appreciate the input provided by City staff which helped guide the final recommendations of the financial plan and resulting rates. It was a pleasure working with you and your team, and we wish to express our gratitude for the support you and other City staff provided during the study.

Sincerely,

Sudhir Pardiwala
Executive Vice President

Lindsay Roth
Consultant

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     - 1.5.2. Wastewater Utility 6
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Appendices

Appendix A: Alternative Wastewater Rate Scenario

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1. Executive Summary

1.1. Study Background

In 2022, the City of Redlands (City) contracted Raftelis to conduct a Water, Wastewater, and Non-Potable Water Rate Study, which included developing long-term financial plans and cost of service rates.

This report presents the three financial plans and resulting rates for the water, wastewater, and non-potable water utilities for a five-year period to ensure fairness and equity for its customers and the financial stability of the three enterprises.

This Executive Summary outlines the proposed financial plans and resulting rates and contains a description of the rate study process, methodology, and recommendations for the City's rates. The main objectives that informed the Study include:

- Adequately recovering all costs to ensure the financial sufficiency of the City's utilities
- Determining feasible capital financing plans for all three utilities
- Developing long-term financial plans for all three utilities
- Calculating cost of service-based rates for the three utilities
- Minimizing customer impacts from changes to the rate structures

1.2. Current Rates

The City's current water rates were adopted on July 1, 2018 and include a bi-monthly service charge based on meter size for water service, fire protection service, fire hydrant service, and tiered water usage rates per hundred cubic feet (ccf) of water by customer class. **Table 1-1** shows current bi-monthly service charges and fire protection and hydrant service charges, and **Table 1-2** shows the water usage rates by customer class.

Table 1-1: Current Bi-Monthly Water Service Charges ($/meter size)

	A	B	C	D
Line	Meter Size	Water Service Charge	Fire Protection Water Service Charge	Fire Hydrant Service Charge
1	5/8"	$32.10		
2	3/4"	$43.17		
3	1"	$64.67		
4	1 1/2"	$116.79		
5	2"	$172.83	$10.19	$73.60
6	3"	$299.23	$18.10	$73.60
7	4"	$462.10	$31.75	$73.60
8	6"	$853.02	$80.73	$73.60
9	8"	$1,256.97	$165.22	$73.60
10	10"	$2,977.00	$292.32	$73.60
11	12"	$3,915.20	$468.46	$73.60

Table 1-2: Current Water Usage rates ($/ccf of water)

	A	B
Line	Customer Class	Water Usage Rate
1	Building Water Usage	
2	Tier 1	$1.46
3	Tier 2	$1.78
4	Tier 3	$2.69
5		
6	Non-Building Water Usage	
7	Tier 1	$1.78
8	Tier 2	$2.69
9		
10	Other Water Usage	
11	B Contract	$100.46
12	Recycled	$110.00
13		
14	Fire Protection Water Usage	
15	All Units	$2.69

The current wastewater rates were implemented on July 1, 2018, and include a bi-monthly service charge for residential customers and schools and non-residential wastewater usage rates per ccf of water usage. **Table 1-3** shows the current bi-monthly residential service charges, **Table 1-4** shows the non-residential wastewater usage rates for all non-residential customer classes, and **Table 1-5** shows the bi-monthly schools service charge by school type.

Table 1-3: Current Bi-Monthly Residential Wastewater Service Chargers ($/dwelling unit)

	A	B
Line	Residential Customer Class	Wastewater Service Rate
1	Single Family	$62.43
2	Multiple Family	$48.08

Table 1-4: Current Non-Residential Wastewater Usage Rates ($/ccf of water)

	A	B
Line	Non-Residential Customer Class	Wastewater Usage Rate
1	Low Strength I	$2.42
2	Low Strength II	$2.87
3	Low Strength III	$3.32
4	Medium Strength I	$3.77
5	Medium Strength II	$4.22
6	Medium Strength III	$4.67
7	High Strength I	$5.12
8	High Strength II	$5.56
9	Large Volume User	$3.32
10	Minimum Charge ($)	$48.08
11		
12	Septage Charge ($/gal)	$0.11

Table 1-5: Current Bi-Monthly Schools Wastewater Service Charge ($/100 students)

	A	B
Line	Schools Customer Class	Wastewater Service Rate
1	Elementary	$134.38
2	Secondary & High	$215.02

The current non-potable water rates include a bi-monthly service charge and a usage rate per ccf of non-potable water usage. **Table 1-6** and **Table 1-7** show the bi-monthly non-potable water service charges and non-potable water usage rates, respectively.

Table 1-6: Current Bi-Monthly Non-Potable Water Service Charges ($/meter size)

	A	B
Line	Meter Size	Non-Potable Water Service Charge
1	3/4"	$13.81
2	1"	$20.65
3	1 1/2"	$37.29
4	2"	$55.16
5	3"	$95.50
6	4"	$147.45
7	6"	$272.16
8	8"	$401.04

Table 1-7: Current Non-Potable Water Usage Rates ($/ccf of water)

	A	B
Line	Non-Potable Customer Class	Non-Potable Water Usage Rate
1	Non-Potable Water	$0.99
2	Conversion Customer	$0.64

1.3. Process and Approach

The City's rate-setting process involves participation and feedback from City staff. During the study, Raftelis met with City staff to discuss and understand the challenges the City's three utilities face and to provide guidance to finalize the rate recommendations, which are detailed in this report.

During these meetings, Raftelis presented the various assumptions, inputs, and scenario analyses that were utilized to determine the water, wastewater, and non-potable water financial plans. City staff discussed the upcoming capital project requirements, which are some of the main drivers for the revenue adjustments in the final recommendations presented in this report. Raftelis designed and presented the financial plan and rate models to analyze various scenarios, such as those related to debt issuances, revenue adjustments, and capital funding.

The proposed financial plans detailed in this report followed industry standard practices for long-term financial planning and utilized commonly accepted assumptions in the absence of specified assumptions from the City, such as general inflation based on the Consumer Price Index (CPI). Raftelis worked closely with City staff to determine the most accurate methodology to project future revenues and expenses to reinforce sound fiscal management practices.

The City opted for no revenue adjustments for non-potable water. The cost of service analysis utilized to develop the water rates followed the guidelines for allocating costs outlined in the American Water Works Association's (AWWA) "Principles of Water Rates, Fees, and Charges: Manual of Water Supply Practices M1, 6th edition" (M1 Manual). Wastewater rates followed the guidelines for allocating costs outlined in the Water Environment Federation (WEF) *Manual of Practice No. 27, Financing and Charges for Wastewater (2018)*. The cost of service analysis and rate design process consists of seven major steps, as outlined below:

1. Determine the revenue requirement, equal to the revenue to be recovered from rates.
2. Functionalize operations and maintenance (O&M) expenses and capital assets into functional categories such as supply, distribution, treatment, laboratory, collection, engineering, etc.
3. Allocate each functional category into cost components such as supply, base delivery, peaking, meter and customer service for water, and wastewater flow and strength, which includes biochemical oxygen demand (BOD) and total suspended solids (TSS) for wastewater.
4. Develop customer class characteristics and units of service by cost component.
5. Calculate the unit cost component rates by dividing the total cost in each component by the total units of service for that component. For example, wastewater service units include flow which is measured in ccf and BOD and TSS which are measured in pounds (lbs) per year.
6. Calculate the cost for each customer class by multiplying the unit cost by the units of service for each customer class.

7. Design rates to meet the City's objectives.

The financial plans for the three utilities include the five-year Study period from fiscal year (FY) 2025[1] to FY 2029. The proposed rates were developed for implementation on July 1, 2024 (beginning of FY 2025) and in July of every year thereafter until 2029.

1.4. Legal Framework

California Constitution Article XIII D, Section 6, commonly referred to as Proposition 218, was enacted in 1996 to ensure that rates and fees are reasonable and proportionate to the cost of providing service. The principal requirements for the fairness of the fees, as they relate to public wastewater service are as follows:

1. A property-related charge (such as water and wastewater rates) imposed by a public agency on a parcel shall not exceed the costs required to provide the property-related service.
2. Revenues derived by the charge shall not be used for any other purpose other than that for which the charge was imposed.
3. The amount of the charge imposed upon any parcel shall not exceed the proportional cost of service attributable to the parcel.
4. No charge may be imposed for a service unless that service is actually used or immediately available to the owner of the property.
5. A written notice of the proposed charge shall be mailed to the record owner of each parcel at least 45 days prior to the public hearing, when the agency considers all written protests against the charge.

Proposition 218 requires that rates cannot be "arbitrary and capricious," meaning that the rate-setting methodology must be sound and there must be a nexus between the costs and the rates charged. Raftelis follows industry standard rate setting methodologies to perform the cost of service analysis for the water utility based on the M1 Manual and for the wastewater utility based on WEF's Manual No. 27.

1.5. Results and Recommendations

Raftelis worked closely with City staff to define the final results and recommendations of the water, wastewater, and non-potable water rate Study. The recommendations presented in this report will ensure the financial sufficiency and stability of the City's three utilities to fund all necessary operating costs, capital costs, and to maintain sufficient cash balances. To minimize customer impacts due to changes in rate structure, which is a key objective that informed the Study approach, Raftelis recommends that the City maintain the same rate structure for the water, wastewater, and non-potable water systems.

1.5.1. Water Utility

- The water O&M expenses are expected to increase, on average, by 3.6 percent each year of the Study based on the City's FY 2024 budget and inflationary assumptions.
- The City plans to spend approximately $52.8 million on capital projects from FY 2025 to FY 2029.
- Raftelis recommends 2..0 percent revenue adjustments per year in FY 2025 through FY 2029 to fund its capital project spending and to maintain a sufficient cash balance.

[1] FY 2025 is the period from July 1, 2024 to June 30, 2025.

1.5.2. Wastewater Utility

- The wastewater O&M expenses are expected to increase, on average, by 3.7 percent each year of the Study based on the City's FY 2024 budget and inflationary assumptions.
- The City plans to spend $66.3 million in capital projects from FY 2025 to FY 2029, the majority of which is to refurbish and modify the City's current wastewater treatment plant.
- The City plans to obtain an SRF loan of $45 million in FY 2026 to fund most of the wastewater treatment plant project costs.
- Raftelis recommends 10 percent revenue adjustments per year in FY 2025 through FY 2028 and 8 percent revenue adjustment in FY 2029 to fund capital projects and debt service and to meet debt coverage requirements. The wastewater financial plan will be reviewed again in the next rate cycle.

1.5.3. Non-Potable Water Utility

- The non-potable O&M expenses are expected to increase, on average, by 3 percent each year of the Study based on the City's FY 2024 budget and inflationary assumptions.
- The City plans to spend $1.5 million in capital projects for the non-potable water utility from FY 2025 to FY 2029.
- Raftelis recommends no revenue adjustments for FY 2025 through FY 2029 as the utility has sufficient cash balance to fund capital project costs and operating expenses.

1.6. Proposed Rates

Table 1-8 and **Table 1-9** show the proposed bi-monthly water service charges and water usage rates for the City's water utility, respectively, based on the above recommendations. The proposed water rates for FY 2025 are determined by the cost of service analysis, and rates for the following years are increased from those rates based on the proposed revenue adjustments.

Table 1-8: Proposed Bi-Monthly Water Service Charges ($/meter size)

	A	B	C	D	E	F	G
Line	Bi-Monthly Water Service Charges	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	**Water Service**						
2	5/8"	$32.10	$32.94	$33.60	$34.28	$34.97	$35.67
3	3/4"	$43.17	$44.01	$44.90	$45.80	$46.72	$47.66
4	1"	$64.67	$65.50	$66.81	$68.15	$69.52	$70.92
5	1 1/2"	$116.79	$117.60	$119.96	$122.36	$124.81	$127.31
6	2"	$172.83	$173.62	$177.10	$180.65	$184.27	$187.96
7	3"	$299.23	$299.97	$305.97	$312.09	$318.34	$324.71
8	4"	$462.10	$462.79	$472.05	$481.50	$491.13	$500.96
9	6"	$853.02	$853.56	$870.64	$888.06	$905.83	$923.95
10	8"	$1,256.97	$1,257.36	$1,282.51	$1,308.17	$1,334.34	$1,361.03
11	10"	$2,977.00	$2,976.76	$3,036.30	$3,097.03	$3,158.98	$3,222.16
12	12"	$3,915.20	$3,914.61	$3,992.91	$4,072.77	$4,154.23	$4,237.32
13							
14	**Fire Protection Service**						
15	2"	$10.19	$11.81	$12.05	$12.30	$12.55	$12.81
16	3"	$18.10	$21.20	$21.63	$22.07	$22.52	$22.98
17	4"	$31.75	$37.39	$38.14	$38.91	$39.69	$40.49
18	6"	$80.73	$95.48	$97.39	$99.34	$101.33	$103.36
19	8"	$165.22	$195.69	$199.61	$203.61	$207.69	$211.85
20	10"	$292.32	$346.42	$353.35	$360.42	$367.63	$374.99
21	12"	$468.46	$555.33	$566.44	$577.77	$589.33	$601.12
22							
23	**Fire Hydrant Service**						
24	All Meters	$73.60	$299.97	$305.97	$312.09	$318.34	$324.71

Table 1-9: Proposed Water Usage Rates ($/ccf of water)

	A	B	C	D	E	F	G	H
Line	Water Usage Rates	Bi-Monthly Tiers	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	**Building Water Usage**							
2	Tier 1	16	$1.46	$1.57	$1.61	$1.65	$1.69	$1.73
3	Tier 2	27	$1.78	$1.86	$1.90	$1.94	$1.98	$2.02
4	Tier 3	Over 27	$2.69	$2.79	$2.85	$2.91	$2.97	$3.03
5								
6	**Non-Building Water Usage**							
7	Tier 1	27	$1.78	$1.77	$1.81	$1.85	$1.89	$1.93
8	Tier 2	Over 27	$2.69	$2.49	$2.54	$2.60	$2.66	$2.72
9								
10	**Fire Protection Water Usage**							
11	All Units		$2.69	$2.79	$2.85	$2.91	$2.97	$3.03

Table 1-10 and **Table 1-11** show the proposed bi-monthly residential and schools wastewater service charges and non-residential water usage rates for the wastewater utility, respectively. The proposed wastewater rates are based on the cost of service analysis.

Table 1-10: Proposed Bi-Monthly Residential and Schools Wastewater Service Charges

	A	B	C	D	E	F	G
Line	Bi-Monthly Wastewater Service Charges	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Residential ($/dwelling unit)						
2	Single Family	$62.43	$66.04	$72.65	$79.92	$87.92	$94.96
3	Multiple Family	$48.08	$52.40	$57.64	$63.41	$69.76	$75.35
4							
5	Schools ($/100 students)						
6	Elementary	$134.38	$143.11	$157.43	$173.18	$190.50	$205.74
7	Secondary & High	$215.02	$238.52	$262.38	$288.62	$317.49	$342.89

Table 1-11: Proposed Non-Residential Wastewater Usage Rates ($/ccf of water)

	A	B	C	D	E	F	G
Line	Wastewater Usage Rates	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Non-Residential Usage ($/ccf)						
2	Low Strength I	$2.42	$2.82	$3.11	$3.43	$3.78	$4.09
3	Low Strength II	$2.87	$3.41	$3.76	$4.14	$4.56	$4.93
4	Low Strength III	$3.32	$3.99	$4.39	$4.83	$5.32	$5.75
5	Medium Strength I	$3.77	$4.58	$5.04	$5.55	$6.11	$6.60
6	Medium Strength II	$4.22	$5.16	$5.68	$6.25	$6.88	$7.44
7	Medium Strength III	$4.67	$5.75	$6.33	$6.97	$7.67	$8.29
8	High Strength I	$5.12	$6.34	$6.98	$7.68	$8.45	$9.13
9	High Strength II	$5.56	$6.92	$7.62	$8.39	$9.23	$9.97
10	Large Volume User	$3.32	$3.99	$4.39	$4.83	$5.32	$5.75
11	Minimum Charge ($)	$48.08	$52.40	$57.64	$63.41	$69.76	$75.35
12							
13	Septage Charge ($/gal) *	$0.11	$0.10	$0.11	$0.13	$0.15	$0.17
14	Minimum Septage Charge		$15.00	$16.50	$18.15	$19.97	$21.57

Table 1-12 and **Table 1-13** show the bi-monthly non-potable water service charges and non-potable water usage rates, respectively. Raftelis recommends no revenue adjustments for the study period. The proposed rates for FY 2025 are based on the cost of service analysis and remain the same through FY 2029.

Table 1-12: Proposed Bi-Monthly Non-Potable Water Service Charges ($/meter size)

	A	B	C	D	E	F	G
Line	Bi-Monthly Non-Potable Water Service Charges	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Non-Potable Water Service						
2	3/4"	$13.81	$13.81	$13.81	$13.81	$13.81	$13.81
3	1"	$20.65	$20.65	$20.65	$20.65	$20.65	$20.65
4	1 1/2"	$37.29	$37.29	$37.29	$37.29	$37.29	$37.29
5	2"	$55.16	$55.16	$55.16	$55.16	$55.16	$55.16
6	3"	$95.50	$95.50	$95.50	$95.50	$95.50	$95.50
7	4"	$147.45	$147.45	$147.45	$147.45	$147.45	$147.45
8	6"	$272.16	$272.16	$272.16	$272.16	$272.16	$272.16
9	8"	$401.04	$401.04	$401.04	$401.04	$401.04	$401.04

Table 1-13: Proposed Non-Potable Water Usage Rates ($/ccf of water)

	A	B	C	D	E	F	G
Line	Non-Potable Water Usage Rates	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	**Non-Potable Water Usage**						
2	Non-Potable Water	$0.99	$0.99	$0.99	$0.99	$0.99	$0.99
3	Conversion Customer	$0.64	$0.64	$0.64	$0.64	$0.64	$0.64

1.7. Combined Customer Impacts

Table 1-14 outlines the proposed customer bi-monthly impacts for a Single Family customer with a ¾" meter using 40 ccf of water each billing period. The customer impacts show the water, wastewater, non-potable water, and combined bill impacts. A typical Single Family customer will have water and wastewater service, and the total impact for this typical customer does not exceed $8 per bi-monthly billing period in the first year (Column B, Line 15).

Table 1-14: Proposed Single Family Customer Bi-Monthly Impacts (3/4" meter, 40 ccf)

	A	B	C	D	E	F
Line	Bi-Monthly Impacts	Proposed July 2024	Proposed July 2025	Proposed July 2026	Proposed July 2027	Proposed July 2028
1	Current Water Bill	$121.08	$121.08	$121.08	$121.08	$121.08
2	Proposed Water Bill	$125.86	$128.61	$131.37	$134.15	$136.95
3	*Difference ($)*	*$4.78*	*$7.53*	*$10.29*	*$13.07*	*$15.87*
4						
5	Current Wastewater Bill	$62.43	$62.43	$62.43	$62.43	$62.43
6	Proposed Wastewater Bill	$66.04	$72.65	$79.92	$87.92	$94.96
7	*Difference ($)*	*$3.61*	*$10.22*	*$17.49*	*$25.49*	*$32.53*
8						
9	Current Non-Potable Water Bill	$53.41	$53.41	$53.41	$53.41	$53.41
10	Proposed Non-Potable Water Bill	$53.41	$53.41	$53.41	$53.41	$53.41
11	*Difference ($)*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*
12						
13	Current Water and Wastewater Bill	$183.51	$183.51	$183.51	$183.51	$183.51
14	Proposed Water and Wastewater Bill	$191.90	$201.26	$211.29	$222.07	$231.91
15	*Difference ($)*	*$8.39*	*$17.75*	*$27.78*	*$38.56*	*$48.40*
16						
17	Current Combined Bill	$236.92	$236.92	$236.92	$236.92	$236.92
18	Proposed Combined Bill	$245.31	$254.67	$264.70	$275.48	$285.32
19	*Difference ($)*	*$8.39*	*$17.75*	*$27.78*	*$38.56*	*$48.40*

1.8. Regional Rate Survey

Figure 1-1 shows the bi-monthly sewer bill comparison for a Single Family Dwelling Unit customer. The graph shows the City's proposed wastewater charge to be implemented in July of 2024.

Figure 1-2 shows the bi-monthly water bill comparison for a Single Family Dwelling Unit customer using a 3/4" meter and 40 ccf of water use per bi-monthly billing period. The graph shows the City's proposed water rates to be implemented in July of 2024.

Figure 1-1: Regional Single Family Customer Bi-Monthly Sewer Bill Comparison

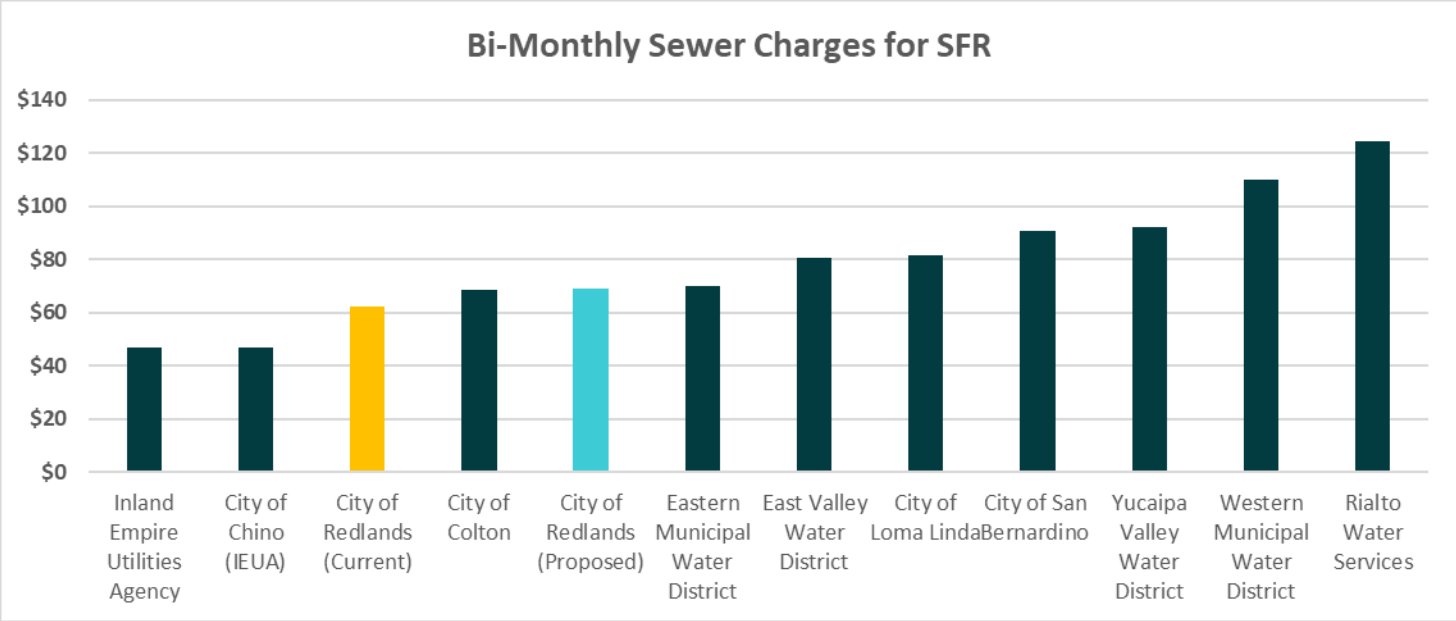
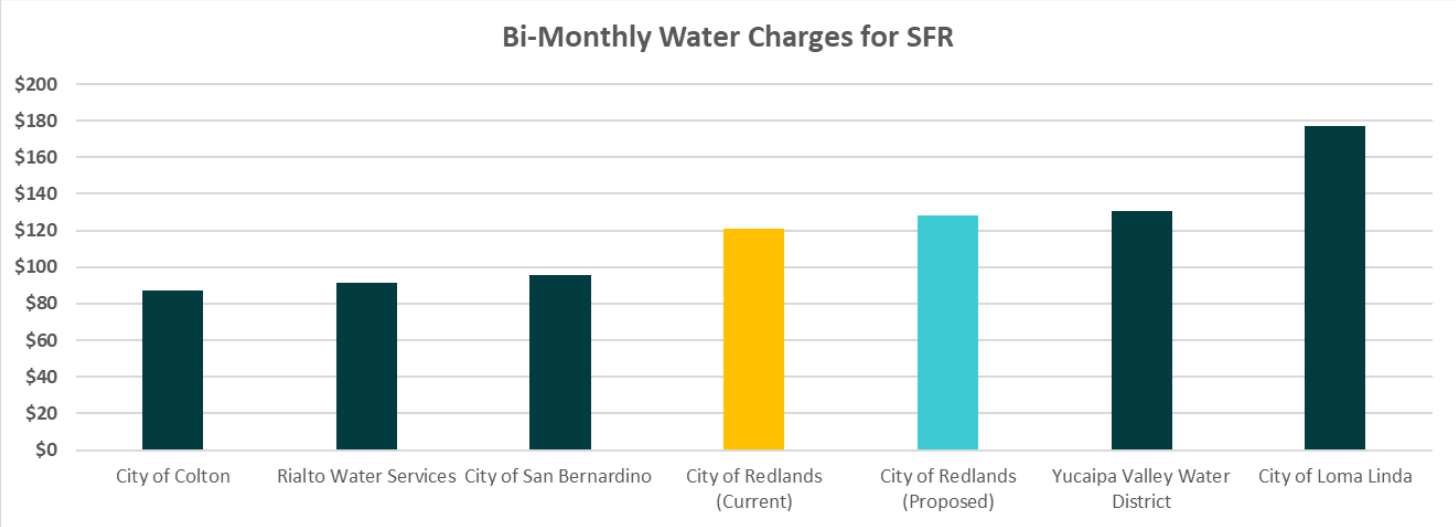


Figure 1-2: Regional Single Family Customer Bi-Monthly Water Bill Comparison



2. Key Assumptions

The key assumptions outlined in this section of the report represent the global assumptions utilized in the Study to project the number of customer accounts, revenues, and expenses for future years. City staff provided data on customer accounts, usage, and actual revenues and expenses for FY 2022 and budgeted revenues and expenses for FY 2023 and FY 2024. The remaining years of the Study, from FY 2025 to FY 2029, were projected based on this information and the key assumptions shown in this section.

2.1. Customer Account Growth

Table 2-1 shows the customer account growth projections for each customer class based on recommendations from City staff. The values from the 2015 Urban Water Management Plan (UWMP) were maintained for this rate study cycle. This conservative value was used as a prudent fiscal practice to ensure that adequate revenues are collected to fund the City's utilities in the event that large growth does not occur.

Table 2-1: Customer Account Growth Projections

	A	B	C	D	E	F	G
Line	Customer Account Growth	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	Single Family	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
2	Multiple Family	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
3	Commercial	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
4	Municipal	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
5	Non-Building	0.6%	0.6%	0.5%	0.5%	0.5%	0.5%
6	Fire Service	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
7	School	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
8	Non-Potable	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%

2.2. Revenue Inflation Factors

Table 2-2 shows the revenue inflation factors utilized to project future revenues and calculate investment income. Projections assume no increase in miscellaneous, non-rate revenues throughout the study period. The reserve interest rate is used to calculate the investment income based on projected fund balances and is based on conservative estimates.

Table 2-2: Revenue Inflation Factors

	A	B	C	D	E	F	G
Line	Revenue Inflation Factors	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	Non-Rate Revenues	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2	Reserve Interest Rate	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%

2.3. Expense Inflation Factors

Table 2-3 shows the expense inflation factors, which are used to project future operating and capital project expenses for the study period. These factors were determined with input from City staff and reference industry standard escalations and commonly used price indices. The general inflation factor is based on the long-term change in the CPI. Water supply, utilities, power, and chemical costs are based on industry averages. The capital inflation factor is based on the Engineering News Record Construction Cost Index (CCI).

Table 2-3: Expense Inflation Factors

	A	B	C	D	E	F	G
Line	Expense Inflation Factors	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	General	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
2	Salary/Benefits	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
3	Water Supply	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
4	Utilities/Power	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
5	Chemicals	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
6	Supplies/Materials	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
7	Capital	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%

3. Water – Financial Plan

This section of the report details the water enterprise's long-term financial plan, based on the projected revenues, expenses, debt service, and capital project costs. Raftelis modeled the financial plan without revenue (status quo) and with proposed revenue adjustments to ensure the financial sustainability and solvency of the water utility. The results of the water financial plan are the proposed rates for five years based on the proposed revenue adjustments.

3.1. Projected Revenues

City staff provided the actual FY 2022 revenues and budgeted FY 2023 and FY 2024 revenues for the water utility, which were used to project revenues for the remainder of the study period. **Table 3-1** shows the projected water revenues for each of the water funds.

The water rate revenues (Lines 4, 6, 8-10) are calculated for future years based on the weighted customer account growth assumptions for each customer class (**Table 2-1**). The City expects modest increases in water rate revenues for all years of the study. The investment income (Lines 13, 27) is calculated using the reserve interest rate (**Table 2-2** , Line 2). The remaining revenues are inflated using the non-rate revenue inflation factor (**Table 2-2**, Line 1).

Table 3-1: Projected Water Revenues

	A	B	C	D	E	F	G
Line	Projected Revenues	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Water Service (501)**						
2	Cost Recover/Reimb Expenditure	$25	$25	$25	$25	$25	$25
3	Plan Check	$21,000	$21,000	$21,000	$21,000	$21,000	$21,000
4	Water Usage	$26,337,835	$26,482,428	$26,624,274	$26,766,879	$26,910,248	$27,054,385
5	Fire Flow Testing	$3,000	$3,000	$3,000	$3,000	$3,000	$3,000
6	"B" Contract Water Usage	$105,000	$82,423	$82,860	$83,299	$83,741	$84,185
7	Water Meter Install	$30,000	$30,000	$30,000	$30,000	$30,000	$30,000
8	Irrigation Water Usage	$3,100,000	$3,146,152	$3,162,826	$3,179,589	$3,196,441	$3,213,382
9	Fire Hydrant Water Usage	$155,000	$140,931	$141,689	$142,451	$143,218	$143,988
10	Fire Protection Water Usage	$420,000	$541,627	$544,541	$547,470	$550,415	$553,376
11	Conservation Violation Penalty	$525	$525	$525	$525	$525	$525
12	Frontage Charge	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000
13	Investment Income	$510,297	$286,933	$227,614	$215,110	$202,470	$201,514
14	Returned Check Charge	$50	$50	$50	$50	$50	$50
15	Rental Income	$130,000	$130,000	$130,000	$130,000	$130,000	$130,000
16	Miscellaneous Receipts	$105,000	$105,000	$105,000	$105,000	$105,000	$105,000
17	**Total - Water Service (501)**	**$32,917,731**	**$32,970,095**	**$33,073,404**	**$33,224,399**	**$33,376,133**	**$33,540,430**
18							
19	**Source Acquisition (508)**						
20	Water Source Acq Residential	$437,000	$437,000	$437,000	$437,000	$437,000	$437,000
21	Water Source Acquisition Non-Resident	$46,000	$46,000	$46,000	$46,000	$46,000	$46,000
22	**Total - Source Acquisition (508)**	**$500,297**	**$505,300**	**$510,353**	**$515,457**	**$520,611**	**$525,818**
23							
24	**Water CIP (509)**						
25	Capital Improv Chrg Non-Res	$345,000	$345,000	$345,000	$345,000	$345,000	$345,000
26	Capital Improv Chrg Resident	$1,610,000	$1,610,000	$1,610,000	$1,610,000	$1,610,000	$1,610,000
27	Investment Income	$0	$0	$0	$0	$0	$0
28	**Total - Water CIP (509)**	**$1,955,000**	**$1,955,000**	**$1,955,000**	**$1,955,000**	**$1,955,000**	**$1,955,000**
29							
30	**Total - Revenues**	**$35,373,029**	**$35,430,395**	**$35,538,757**	**$35,694,856**	**$35,851,745**	**$36,021,248**

3.2. Projected O&M Expenses

City staff provided the actual FY 2022 and budgeted FY 2023 and FY 2024 O&M expenses for the water utility based on expense function. **Table 3-2** shows the projected O&M expenses for the study period, inflated for FY 2025 and beyond using the expense inflation factors (**Table 2-3**).

Table 3-2: Projected Water O&M Expenses

Line	A Projected O&M Expenses	B FY 2024	C FY 2025	D FY 2026	E FY 2027	F FY 2028	G FY 2029
1	**Water Service (501)**						
2	Salaries and Benefits	$7,678,736	$7,985,885	$8,305,321	$8,637,534	$8,983,035	$9,342,356
3	Services - Power	$2,330,125	$2,459,708	$2,596,497	$2,740,467	$2,892,419	$3,052,796
4	Services	$11,441,234	$11,784,471	$12,138,005	$12,502,145	$12,877,210	$13,263,526
5	Supplies - Purchased Water	$0	$0	$0	$0	$0	$0
6	Supplies - Treatment	$475,500	$501,944	$529,858	$559,237	$590,245	$622,973
7	Supplies	$3,179,750	$3,275,143	$3,373,397	$3,474,599	$3,578,837	$3,686,202
8	Debt Service	$0	$0	$0	$0	$0	$0
9	**Total - Water Service (501)**	**$25,105,345**	**$26,007,150**	**$26,943,078**	**$27,913,981**	**$28,921,745**	**$29,967,853**
10							
11	**Water Project (503)**						
12	Salaries and Benefits	$7,035	$7,316	$7,609	$7,913	$8,230	$8,559
13	Services - Power	$0	$0	$0	$0	$0	$0
14	Services	$500,000	$515,000	$530,450	$546,364	$562,754	$579,637
15	Supplies - Purchased Water	$0	$0	$0	$0	$0	$0
16	Supplies - Treatment	$0	$0	$0	$0	$0	$0
17	Supplies	$0	$0	$0	$0	$0	$0
18	Fixed Assets	$0	$0	$0	$0	$0	$0
19	Debt Service	$0	$0	$0	$0	$0	$0
20	**Total - Water Project (503)**	**$507,035**	**$522,316**	**$538,059**	**$554,277**	**$570,984**	**$588,196**
21							
22	**Source Acquisition (508)**						
23	Fixed Assets	$0	$0	$0	$0	$0	$0
24	**Total - Water Project (503)**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
25							
26	**Total - O&M Expenses**	**$25,612,380**	**$26,529,467**	**$27,481,137**	**$28,468,258**	**$29,492,730**	**$30,556,049**

3.3. Debt Service

The City currently has two existing debt issues for the water utility. **Table 3-3** shows the annual principal and interest payments for the existing debts.

Table 3-3: Existing Water Debt Service

	A	B	C	D	E	F	G
Line	Existing Debt Service	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Safe Drinking Water (Tate)**						
2	Principal	$355,782	$364,156	$926,522	$0	$0	$0
3	Interest	$27,937	$19,563	$32,773	$0	$0	$0
4	**Total - Safe Drinking Water (Tate)**	**$383,719**	**$383,719**	**$959,295**	**$0**	**$0**	**$0**
5							
6	**Hinkley SRF Loan**						
7	Principal	$499,951	$512,536	$525,439	$538,666	$552,226	$566,127
8	Interest	$153,165	$146,912	$134,169	$121,105	$107,713	$93,983
9	**Total - Hinkley SRF Loan**	**$653,116**	**$659,448**	**$659,607**	**$659,771**	**$659,938**	**$660,110**
10							
11	**Total - Existing Debt Service**	**$1,036,834**	**$1,043,167**	**$1,618,902**	**$659,771**	**$659,938**	**$660,110**

3.4. Capital Projects

City staff provided the capital improvement plan (CIP) for the water utility for the study period.

Table 3-4 shows the CIP costs for the study period, escalated by the capital expense inflation factor (**Table 2-3**, Line 7) to determine CIP costs in future years' dollars. Replacement projects are funded through a combination of water rate revenues, cash reserves, and bond proceeds, and expansion projects are funded entirely through Development Impact Fee (DIF) revenues.

Table 3-4: Inflated Water Capital Projects

	A	B	C	D	E	F	G
Line	Capital Projects (Inflated)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Replacement**						
2	Annual Citywide Water Pipeline Replacement	$4,635,000	$4,774,050	$4,917,272	$5,064,790	$5,216,733	$5,373,235
3	Highline Replacement Project - Final Phase	$206,000	$3,182,700	$0	$0	$0	$0
4	Citywide Pavement Repair for Water	$309,000	$318,270	$327,818	$0	$0	$0
5	Water System SCADA Design & Integration (14 sites)	$0	$0	$0	$0	$0	$0
6	Water System SCADA Design & Integration (18 sites fy 21/22; 13 sites fy 22/23)	$0	$0	$0	$0	$0	$0
7	Annual Citywide Potable Water Meter Replacements	$0	$0	$0	$0	$0	$0
8	Water Infrastructure Seismic Assessment	$0	$0	$0	$0	$0	$0
9	HAWC Booster Pump Rehab	$515,000	$0	$0	$0	$0	$0
10	1750 Blend Manifold Replacement	$0	$0	$0	$0	$0	$0
11	Booster #2310 Replacement	$0	$0	$0	$0	$0	$0
12	Booster #2311 Replacement	$0	$0	$0	$0	$0	$0
13	Booster Stations & MCC Upgrade Master Plan - Tesco	$0	$318,270	$546,364	$844,132	$869,456	$895,539
14	Booster Pump Replacement (Booster Pump Repl Order TBD)	$0	$530,450	$546,364	$337,653	$347,782	$358,216
15	Sunset Reservoir Rehab / Repl to meet current seismic standards	$0	$6,365,400	$0	$0	$0	$0
16	Margarita, Sand Cyn., Smiley, 5th Ave. Tank Mixers Installation	$0	$0	$0	$0	$0	$0
17	Texas Grove Reservoir stair installation & mixer	$0	$0	$0	$0	$0	$0
18	AWIA Reservoir Risk Mitigation (R3 Thru R7)	$0	$0	$0	$1,042,221	$0	$0
19	AWIA Reservoir Risk Mitigation (R8 Thru R13)	$0	$0	$0	$0	$585,433	$0
20	Agate Reservoir curtin anchor replacement	$0	$0	$0	$0	$98,538	$298,513
21	Hinckley WTP Transmission Line Repl (Cost shared with B.V.)	$2,060,000	$0	$0	$0	$0	$0
22	Hinckley/Tate Roof Repair	$0	$0	$0	$0	$0	$0
23	Hinckley WTP Safety Fencing	$0	$0	$0	$0	$0	$0
24	Hinckley Sludge Press	$0	$0	$0	$0	$0	$0
25	Hinckley Generator Replacement	$0	$0	$0	$0	$0	$0
26	Hinckley WTP Paving	$0	$0	$0	$0	$0	$0
27	AWIA HWTP Resilience Improvements (R1)	$0	$0	$0	$272,373	$0	$0
28	Tate WTP Transmission Line Assessment	$4,120,000	$0	$0	$0	$0	$0
29	Tate ACH Tank Replacement	$0	$0	$0	$0	$0	$0
30	Tate WTP Clarifier Recoating & Cover Installation	$0	$0	$0	$0	$0	$0
31	Tate Influent Static Mixer	$0	$0	$163,909	$0	$0	$0
32	Tate PLC Replacement (End of Life Hardware)	$0	$0	$0	$0	$0	$0

	A	B	C	D	E	F	G
Line	Capital Projects (Inflated)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
33	PRV Station Replacement (Redlands Blvd. & New Jersey)	$257,500	$0	$0	$0	$0	$0
34	AWIA TWTP Resilience Improvements (R2)	$257,500	$0	$0	$160,948	$0	$0
35	Tate Disinfection System Upgrade Cl2 Gas to NaOCl	$257,500	$0	$163,909	$1,688,263	$0	$0
36	Maint. - Airport 1	$0	$0	$0	$168,826	$0	$0
37	Maint. - S.B. MUNI	$0	$0	$0	$258,867	$0	$0
38	Maint. - E.L. 3	$0	$0	$0	$47,271	$0	$0
39	Maint. - E.L. 6	$0	$0	$0	$92,292	$0	$0
40	Maint. - N. Orange 1	$0	$0	$0	$174,454	$0	$0
41	Maint. - Madeira	$0	$0	$0	$0	$165,776	$0
42	Maint. - Mentone 2	$0	$0	$0	$0	$192,439	$0
43	Maint. - Well 38	$0	$0	$0	$0	$173,891	$0
44	Maint. - Well 39	$0	$0	$0	$0	$185,484	$0
45	Maint. - Airport 2	$137,773	$0	$0	$0	$0	$191,048
46	Maint. - Mill Creek 2A	$69,216	$0	$0	$0	$0	$95,524
47	Maint. - Rees	$116,019	$0	$0	$0	$0	$161,197
48	Maint. - Church St.	$143,483	$0	$0	$0	$0	$202,989
49	Maint. - Crafton	$0	$196,267	$0	$0	$0	$0
50	Maint. - Orange ST	$0	$201,571	$0	$0	$0	$0
51	Maint. - N. Orange 2	$0	$212,180	$0	$0	$0	$0
52	Maint. - Well 10	$0	$0	$218,545	$0	$0	$0
53	Maint. - Well 13	$0	$0	$218,545	$0	$0	$0
54	Maint. - Mill Creek 2	$0	$0	$147,518	$0	$0	$0
55	Agate 2 Liner	$0	$249,312	$0	$0	$0	$0
56	E.L. 6 Liner	$0	$201,571	$0	$196,964	$0	$0
57	E.L.3 Drill New Well	$103,000	$2,652,250	$0	$0	$0	$0
58	AWIA Resilience Improvements (R18)	$0	$58,350	$0	$0	$0	$0
59	Wellhead Perchlorate Treatment Evaluation - Church Street/Orange/Well #38/Well #39	$0	$0	$0	$0	$0	$0
60	Wellhead Perchlorate Treatment Evaluation - Well #10/Well #13/Agate #1/Agate #2/Crafton	$0	$0	$0	$0	$0	$0
61	Entrained Air Treatment System Assessment	$0	$530,450	$0	$0	$0	$0
62	**Total - Replacement**	**$13,186,991**	**$19,791,090**	**$7,250,244**	**$10,349,054**	**$7,835,533**	**$7,576,262**

Table 3-5 shows the proposed capital financing plan for the water utility. The City plans to fully fund its water CIP for all years of the study (Line 1). The inflated project costs (Line 3) are the total project costs (

Table 3-4, Line 13). The CIP expenditures will be funded through rate revenue and reserves.

Table 3-5: Proposed Water Capital Financing Plan

	A	B	C	D	E	F	G
Line	Capital Financing Plan	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**CIP to Spend**	100%	100%	100%	100%	100%	100%
2							
3	**Inflated Project Costs**	$13,186,991	$19,791,090	$7,250,244	$10,349,054	$7,835,533	$7,576,262
4							
5	Bond Proceeds	$0	$0	$0	$0	$0	$0
6	Balance	$0	$0	$0	$0	$0	$0
7							
8	**Capital Financing**						
9	Rate Funded	$13,186,991	$19,791,090	$7,250,244	$10,349,054	$7,835,533	$7,576,262
10	Bond Funded	$0	$0	$0	$0	$0	$0
11	Loan Funded	$0	$0	$0	$0	$0	$0
12							
13	**Total - Capital Financing**	**$13,186,991**	**$19,791,090**	**$7,250,244**	**$10,349,054**	**$7,835,533**	**$7,576,262**

3.5. Current Financial Plan – Status Quo

Table 3-6 shows the projected water financial plan without revenue adjustments (also referred to as status quo). Rate revenues and other revenues are derived from projected revenues (**Table 3-1**). O&M expenses are derived from projected O&M expenses (**Table 3-2**); existing debt service is from the annual debt service payments for outstanding debt (**Table 3-3**); rate funded capital projects (Line 22) are from the capital financing plan (**Table 3-5**, Line 9).

The net cash flow (Line 26) is calculated by subtracting O&M expenses (Line 17) and debt and capital costs (Line 24) from the total revenues (Line 6). Net operating revenue (Line 27) is equal to total revenues (Line 6) less O&M expenses (Line 17). Debt coverage (Line 29) is calculated by dividing the net operating revenue (Line 27) by the total debt service (Lines 20 and 21) and is well over the required debt coverage (Line 30).

Net cash flow is negative for all years of the rate study, which means that the water utility does not have enough revenue from rates to fund its operating expenses, debt, and capital costs. If there are no revenue adjustments for the water utility, the fund cash balance (Line 33) will be depleted by FY 2030.

Table 3-6: Projected Water Financial Plan (Status Quo)

	A	B	C	D	E	F	G

Line	Water Financial Plan	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Revenues**						
2	Rate Revenues	$30,012,835	$30,311,138	$30,473,330	$30,636,390	$30,800,322	$30,965,132
3	Revenue Adjustments	$0	$0	$0	$0	$0	$0
4	Investment Income	$510,297	$283,902	$215,366	$187,208	$152,218	$121,950
5	Other Revenues	$4,702,600	$4,680,023	$4,680,460	$4,680,899	$4,681,341	$4,681,785
6	**Total - Revenues**	**$35,225,731**	**$35,275,063**	**$35,369,156**	**$35,504,497**	**$35,633,881**	**$35,768,867**
7							
8	**O&M Expenses**						
9	Salaries and Benefits	$7,685,771	$7,993,202	$8,312,930	$8,645,447	$8,991,265	$9,350,916
10	Services - Power	$2,330,125	$2,459,708	$2,596,497	$2,740,467	$2,892,419	$3,052,796
11	Services	$11,941,234	$12,299,471	$12,668,455	$13,048,509	$13,439,964	$13,843,163
12	Supplies - Purchased Water	$0	$0	$0	$0	$0	$0
13	Supplies - Treatment	$475,500	$501,944	$529,858	$559,237	$590,245	$622,973
14	Supplies	$3,179,750	$3,275,143	$3,373,397	$3,474,599	$3,578,837	$3,686,202
15	Fixed Assets	$0	$0	$0	$0	$0	$0
16	Debt Service	$0	$0	$0	$0	$0	$0
17	**Total - O&M Expenses**	**$25,612,380**	**$26,529,467**	**$27,481,137**	**$28,468,258**	**$29,492,730**	**$30,556,049**
18							
19	**Debt and Capital**						
20	Existing Debt Service	$1,036,834	$1,043,167	$1,618,902	$659,771	$659,938	$660,110
21	Proposed Debt Service	$0	$0	$0	$0	$0	$0
22	Rate Funded Capital Projects	$13,186,991	$19,791,090	$7,250,244	$10,349,054	$7,835,533	$7,576,262
23	DIF Funded Capital Projects	$0	$0	$0	$0	$0	$0
24	**Total - Debt and Capital**	**$14,223,825**	**$20,834,256**	**$8,869,146**	**$11,008,824**	**$8,495,472**	**$8,236,372**
25							
26	**Net Cash Flow**	**($4,480,474)**	**($11,958,659)**	**($851,127)**	**($3,842,585)**	**($2,224,320)**	**($2,893,554)**
27	Net Operating Revenue	$9,743,351	$8,875,597	$8,018,019	$7,166,239	$6,271,152	$5,342,818
28							
29	**Calculated Debt Coverage**	**9.40**	**8.51**	**4.95**	**10.86**	**9.50**	**8.09**
30	Required Debt Coverage	1.25	1.25	1.25	1.25	1.25	1.25
31							
32	Beginning Balances	$55,254,771	$36,741,518	$24,805,159	$23,981,386	$20,171,257	$17,984,549
33	Ending Balances	$36,741,518	$24,805,159	$23,981,386	$20,171,257	$17,984,549	$15,133,812

Figure 3-1 shows the proposed water capital financing plan in graphical format, based on the capital projects shown in

Table 3-4 and with no debt issuances. The dark teal bars represent the rate funded CIP costs.

Figure 3-1: Proposed Water Capital Financing Plan (Status Quo)

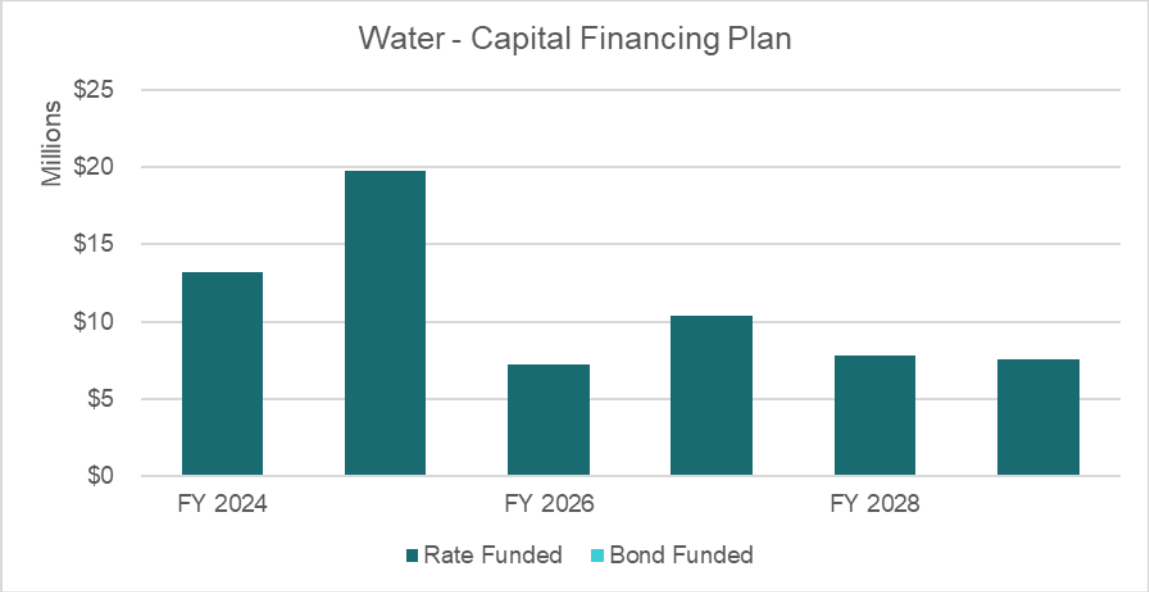


Figure 3-2 shows the projected water financial plan under the status quo scenario in graphical format. The stacked bars represent the O&M expenses (light gray), supply, treatment, and power (dark teal), debt service (yellow), and capital projects (dark gray). The green bars show the changes to cash balances: if the green bars are below the stacked bars, then the City will be drawing from cash reserves, and vice versa. The current and proposed revenue lines overlap since there is no revenue adjustment. Since the line, which represents current revenues, is below the stacked bars, this means that the City's current water revenues are not sufficient to fund its costs.

Figure 3-2: Projected Water Financial Plan (Status Quo)

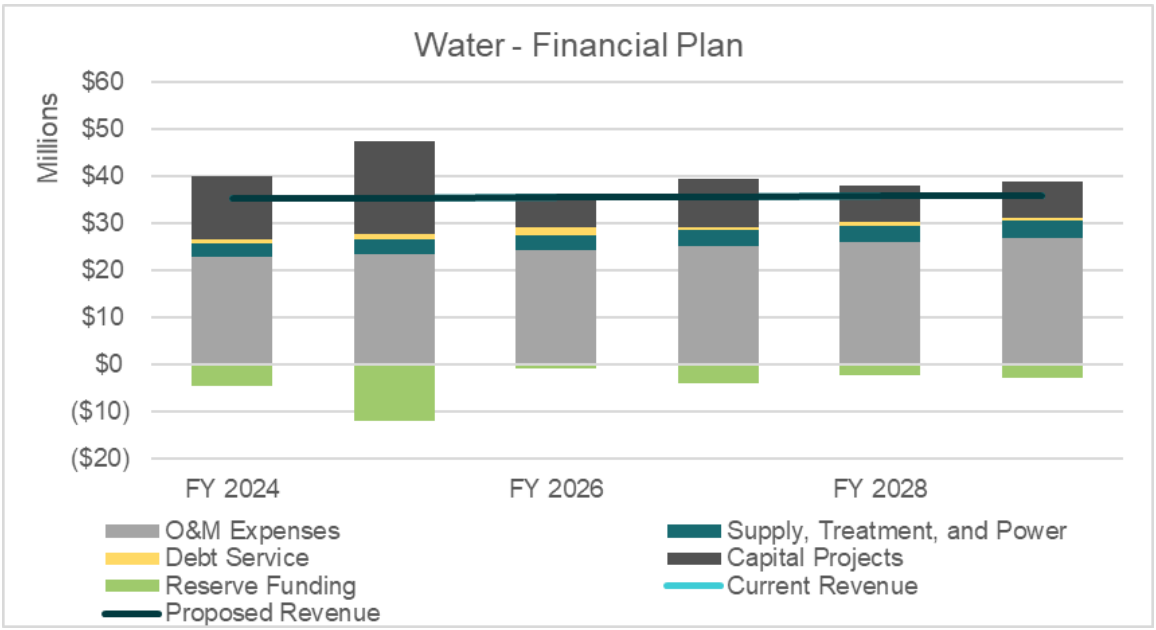
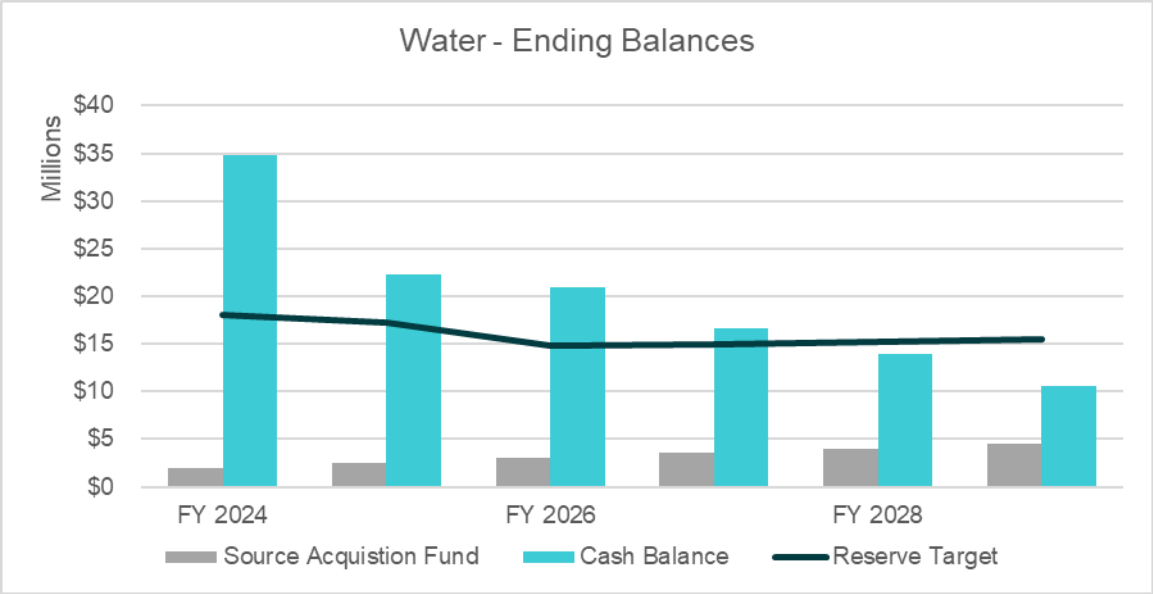


Figure 3-3 shows the projected water fund cash balance under the status quo scenario in graphical format. Without revenue adjustments, the cash balances (shown as turquoise bars) will be significantly drawn down over the Study period and will be depleted by FY 2030.

Figure 3-3: Projected Water Fund balances (Status Quo)



3.6. Proposed Financial Plan

The projected financial plan under the status quo scenario in **Table 3-6** shows that the City's current water rate revenues are not sufficient to sustain financial sufficiency for the water utility beginning in FY 2027. **Table 3-7** shows the proposed revenue adjustments for the study period, effective in July of each fiscal year, which will allow the City to fund all necessary operating and capital costs.

Table 3-7: Proposed Water Revenue Adjustments

	A	B	C
Line	Fiscal Year	Revenue Adjustment	Month Effective
1	FY 2025	2.0%	July
2	FY 2026	2.0%	July
3	FY 2027	2.0%	July
4	FY 2028	2.0%	July
5	FY 2029	2.0%	July

Table 3-8 shows the projected water financial plan with the proposed revenue adjustments from FY 2025 through FY 2029. The net cash flow (Line 26) is negative for all years as the water utility draws down cash reserves to minimize rate impacts. The ending cash balance (Line 33) is positive throughout the study period.

Table 3-8: Projected Water Financial Plan (Proposed Revenue Adjustments)

	A	B	C	D	E	F	G
Line	Water Financial Plan	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Revenues**						
2	Rate Revenues	$30,012,835	$30,311,138	$30,473,330	$30,636,390	$30,800,322	$30,965,132
3	Revenue Adjustments	$0	$606,223	$1,231,123	$1,875,192	$2,538,937	$3,222,876
4	Investment Income	$510,297	$286,933	$227,614	$215,110	$202,470	$201,514
5	Other Revenues	$4,702,600	$4,680,023	$4,680,460	$4,680,899	$4,681,341	$4,681,785
6	**Total - Revenues**	**$35,225,731**	**$35,884,317**	**$36,612,527**	**$37,407,592**	**$38,223,070**	**$39,071,306**
7							
8	**O&M Expenses**						
9	Salaries and Benefits	$7,685,771	$7,993,202	$8,312,930	$8,645,447	$8,991,265	$9,350,916
10	Services - Power	$2,330,125	$2,459,708	$2,596,497	$2,740,467	$2,892,419	$3,052,796
11	Services	$11,941,234	$12,299,471	$12,668,455	$13,048,509	$13,439,964	$13,843,163
12	Supplies - Purchased Water	$0	$0	$0	$0	$0	$0
13	Supplies - Treatment	$475,500	$501,944	$529,858	$559,237	$590,245	$622,973
14	Supplies	$3,179,750	$3,275,143	$3,373,397	$3,474,599	$3,578,837	$3,686,202
15	Fixed Assets	$0	$0	$0	$0	$0	$0
16	Debt Service	$0	$0	$0	$0	$0	$0
17	**Total - O&M Expenses**	**$25,612,380**	**$26,529,467**	**$27,481,137**	**$28,468,258**	**$29,492,730**	**$30,556,049**
18							
19	**Debt and Capital**						
20	Existing Debt Service	$1,036,834	$1,043,167	$1,618,902	$659,771	$659,938	$660,110
21	Proposed Debt Service	$0	$0	$0	$0	$0	$0
22	Rate Funded Capital Projects	$13,186,991	$19,791,090	$7,250,244	$10,349,054	$7,835,533	$7,576,262
23	DIF Funded Capital Projects	$0	$0	$0	$0	$0	$0
24	**Total - Debt and Capital**	**$14,223,825**	**$20,834,256**	**$8,869,146**	**$11,008,824**	**$8,495,472**	**$8,236,372**
25							
26	**Net Cash Flow**	**($4,480,474)**	**($11,349,406)**	**$392,244**	**($1,939,491)**	**$364,869**	**$408,885**
27	Net Operating Revenue	$9,743,351	$9,484,850	$9,261,390	$9,069,333	$8,860,341	$8,645,257
28							
29	**Calculated Debt Coverage**	**9.40**	**9.09**	**5.72**	**13.75**	**13.43**	**13.10**
30	Required Debt Coverage	1.25	1.25	1.25	1.25	1.25	1.25
31							
32	Beginning Balances	$55,254,771	$36,741,518	$25,414,413	$25,834,010	$23,926,976	$24,329,457
33	Ending Balances	$36,741,518	$25,414,413	$25,834,010	$23,926,976	$24,329,457	$24,781,159

Figure 3-4 shows the proposed water capital financing plan in graphical format, based on the capital financial plan shown in **Table 3-5**. The dark teal bars show that all CIP is funded by rates and reserves.

Figure 3-4: Proposed Water Capital Financing Plan

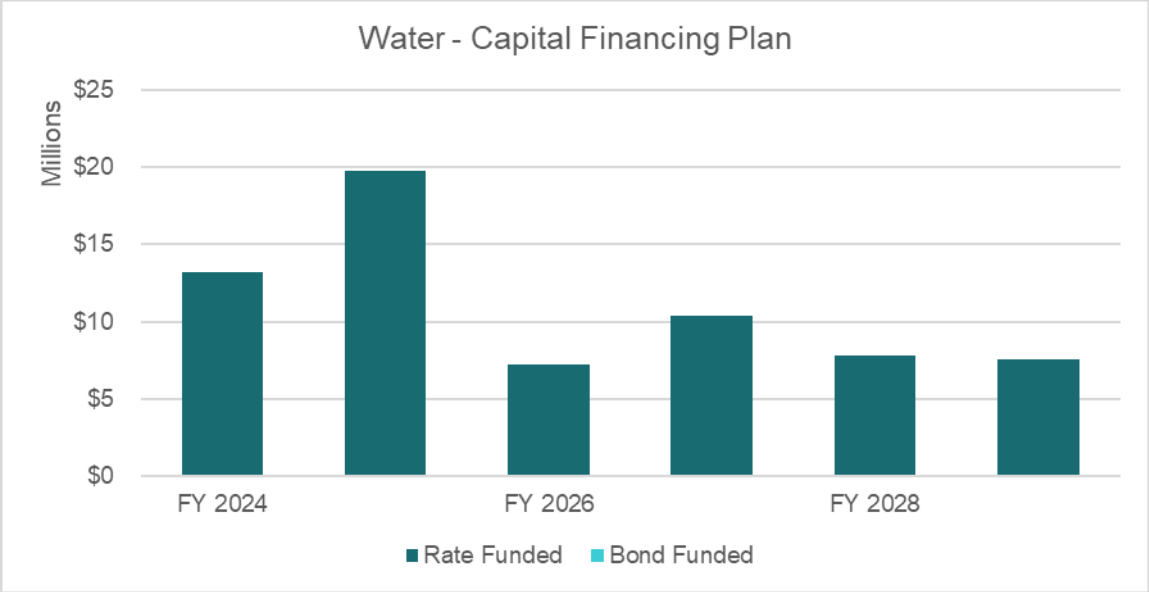


Figure 3-5 shows the proposed financial plan in graphical format with the revenue adjustments in **Table 3-7**. The proposed revenues shown as the dark teal line, along with the draw down of the reserves (green bars), allow the City to fund its operating and capital costs for the study period.

Figure 3-5: Projected Water Financial Plan (Proposed Revenue Adjustments)

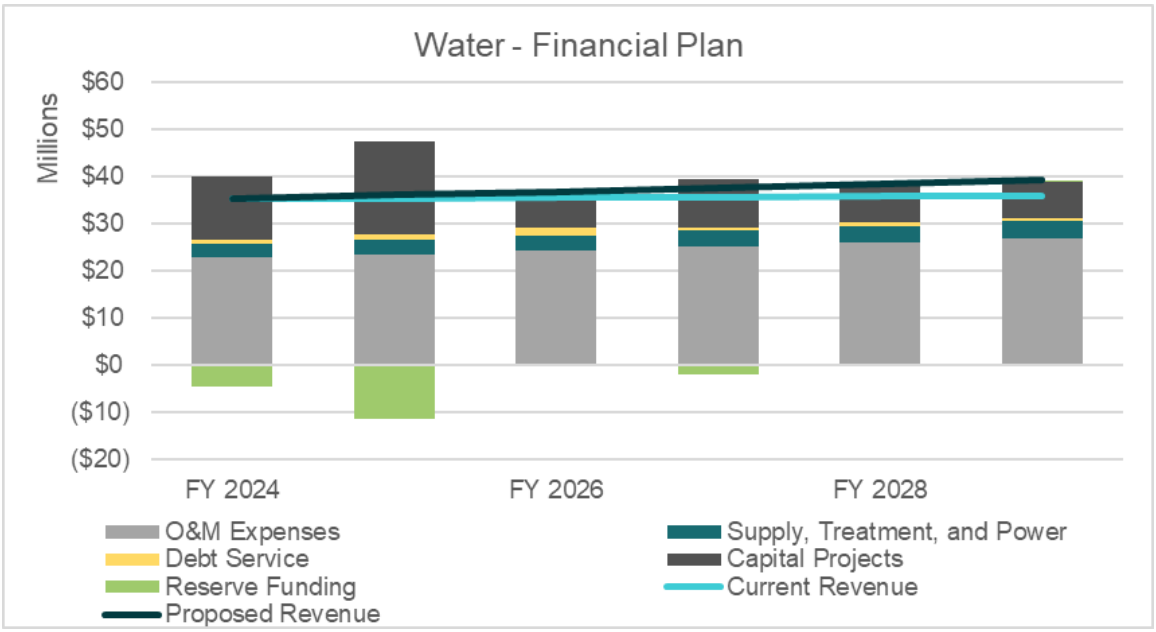
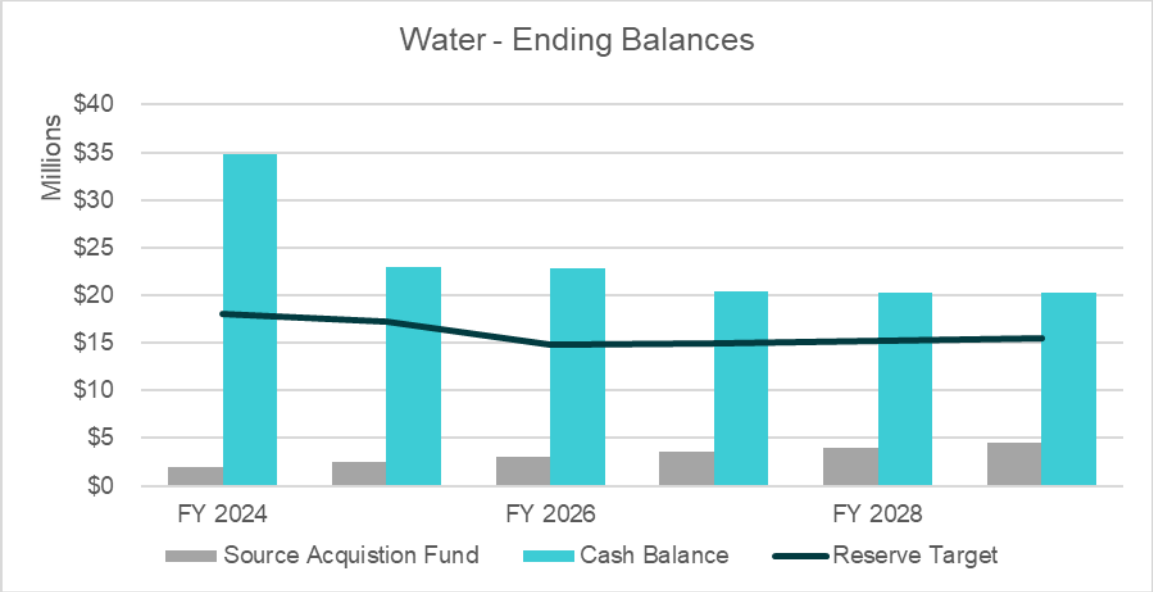


Figure 3-6 shows the projected water fund balances with the proposed revenue adjustments in **Table 3-7**. The City's restricted reserves are for the source acquisition fund and are represented by the gray bars. The unrestricted reserves or cash balance is comprised of operating and capital reserves. The blue bars represent the unrestricted cash balance available to finance operating expenses and capital projects. While the

unrestricted reserves are being drawn down through the study period, the ending balance remains at or above target through FY 2029.

Figure 3-6: Projected Water Fund Balances (Proposed Revenue Adjustments)



4. Water – Cost-of-Service Analysis and Rates

This section of the report details the cost-of-service analysis and rate calculation process to determine the proposed water rates. The goal of this process is to determine the cost of providing water service to each of the City's water customer classes and to ensure equity and fairness among the various classes.

4.1. Process and Approach

The cost-of-service analysis utilized to develop the water rates followed the guidelines for allocating costs outlined in the AWWA M1 manual. The cost of service analysis and rate design process consists of seven major steps, as outlined below:

1. Determine the revenue requirement, equal to the revenue to be recovered from rates
2. Functionalize O&M expenses and capital assets into functional categories such as supply, pumping, transmission & distribution, customer service & billing, etc.
3. Allocate each functional category into cost components such as supply, meters, customer service, conservation, base delivery, etc.
4. Develop customer class characteristics and units of service by cost component
5. Calculate the cost component unit rates by dividing the total cost in each cost component by the total units of service for that component. For example, base delivery costs are divided by the annual water demand and customer billing costs are divided by the annual number of bills.
6. Calculate the cost for each customer class by multiplying the unit cost by the units of service for each customer class.
7. Design rates to meet City's objectives.

4.2. Revenue Requirement

The first step of the cost-of-service analysis is to determine the revenue requirement for the test year, or rate-making year. The test year of this study is FY 2025.
Table 4-1 shows the revenue requirement calculations for the water utility.

The revenue requirements (Lines 2-3) are equal to the O&M expense and debt and capital costs for FY 2025 (**Table 3-8**, Column C, Lines 17 and 24). The revenues from other sources (Lines 7-10), also known as non-rate revenues or revenue offsets, are equal to all non-rate revenues (**Table 3-8**, Column C, Lines 4-5). The adjustment for cash from/(to) reserves (Line 14) is equal to the negative value of net cash flow (**Table 3-8**, Column C, Line 26) excluding the source acquisition fund revenue of $437,000.

The revenue to be recovered from rates excluding interest income (Line 19) is divided between operating (Column B) and capital (Column C) based on the function of each line item. For example, debt and capital costs (Line 3) are allocated to capital, while O&M expenses (Line 2) are allocated to operating. Note that the total revenue requirement (Column D, Line 18) is equal to rate revenues increased by a full year of the revenue adjustment for FY 2025. Interest income is excluded in Line 19 to be used as an offset for the Tier 1 building variable rate and therefore is excluded from the total rate revenue requirement for FY 2025.

Table 4-1: Water Revenue Requirement Calculation

	A	B	C	D
Line	Revenue Requirement Calculation	Operating	Capital	Total
1	**Revenue Requirements**			
2	O&M Expenses	$26,529,467	$0	$26,529,467
3	Debt and Capital	$0	$20,834,256	$20,834,256
4	**Total - Revenue Requirements**	**$26,529,467**	**$20,834,256**	**$47,363,723**
5				
6	**Revenue from Other Sources**			
7	Investment Income	$0	$286,933	$286,933
8	Water Service (501)	$2,242,023	$0	$2,242,023
9	Water Capital Improvement (509)	$0	$1,955,000	$1,955,000
10	B Contract Water Revenue	$130,000	$0	$130,000
11	**Total - Revenue from Other Sources**	**$2,372,023**	**$2,241,933**	**$4,613,957**
12				
13	**Adjustments**			
14	Cash from Reserves	$0	$11,832,406	$11,832,406
15	Midyear Increase	$0	$0	$0
16	**Subtotal - Adjustments**	**$0**	**$11,832,406**	**$11,832,406**
17				
18	**Revenue to be Recovered from Rates**	**$24,157,443**	**$6,759,917**	**$30,917,361**
19	**Revenue to be recovered Excluding Interest Income**	**$24,157,443**	**$7,046,850**	**$31,204,294**

4.3. Peaking Factors

One of the major factors in cost allocation is allocation of peaking costs. To do so, we must identify system-wide peaking factors. The maximum day demand is the maximum amount of water used in a single day in a year. The maximum hour demand is the maximum usage in an hour on the maximum usage day. Different facilities, such as distribution and storage facilities and infrastructure, and the capital and O&M costs associated with those facilities, are designed to meet the peak demands placed on the system by customers. Therefore, extra capacity costs include the O&M and capital costs associated with meeting peak customer demand in excess of average rate of use, or base use, requirements. The system-wide factors for maximum day and maximum hour were provided by the City's UWMP. Maximum day and maximum hour factors are shown in **Table 4-2** relative to the base factor. Base, or average daily demand, is represented by the factor of 1.00.

Table 4-2: System Peaking

	A	B
Line	Allocation Factor	System Peaking Factor
1	Base	1.00
2	Max Day	1.70
3	Max Hour	2.75

Calculated water system peaking factors from Table 4-2 are shown in Column B of **Table 4-3**. The system-wide peaking factors are used to derive the cost causation component allocation base (i.e., percentages) shown

in Columns of **Table 4-3**. The numbers and calculations outlined in the following sections are rounded and may not be equal to the exact amounts shown.

Line 1 "Base" represents the average day demand throughout the year and is, therefore assigned a factor of 1.00.

- Base = 1.00 / 1.00 = 100%

Line 2 "Max Day" is the ratio of maximum day demand relative to base demand, or 1.33. The percentage allocated to maximum day is the incremental responsibility above base demand.

- Base = 1.00 / 1.70 = 59%
- Max Day = (1.70 – 1.00) / 1.70 = 41%

Similarly, Line 3, "Max Hour" is the ratio of maximum hour demand, on the maximum day, relative to base demand. The max hour factor is 1.65.

- Base = 1.00 / 2.75 = 36%
- Max Day = (1.70 – 1.00) / 2.75 = 26%
- Max Hour = (2.75 – 1.70) / 2.75 = 38%

These factors indicate how much additional capacity is required to meet demand above average daily use. As demand, and therefore capacity, increases, so must the sizing of facilities and pipelines, which incur greater costs to construct, maintain, and replace. To understand the interpretation of the percentages shown in columns C through E, "Base" is established as the average daily demand during the year. These allocation bases are used to assign certain functionalized costs to the cost causation components including reservoir, transmission, treatment, and distribution functions.

Table 4-3: System-Wide Peaking Factors

	A	B	C	D	E	F
Line	Allocation Factor	System Peaking Factor	Base	Max Day	Max Hour	Total
1	Base	1.00	100%	0%	0%	100%
2	Max Day	1.70	59%	41%	0%	100%
3	Max Hour	2.75	36%	26%	38%	100%
4	Average Max Day/Max Hour		48%	33%	19%	100%

4.4. Operating and Capital Cost Allocation

The next step in the cost-of-service analysis is to determine the operating and capital cost allocations by cost component. The cost components for water include Base, Max Day, Max Hour, Meters, Customer, Fire Protection, Conservation and General.

Table 4-4 shows the water operating cost allocation. The allocation basis for each function is listed in Column B. For the purpose of allocating operating costs, City staff provided the O&M expense budget estimates by function (Column A, Lines 14-25). This is representative of the distribution of operating costs shown in **Table 3-2**. Functions include General and Administration, Engineering, Production & Operations, Production Maintenance, Water Treatment, Water Quality, Water Distribution, Water Conservation Program, B Contract (Reimbursable and City), and South Mountain Water. The operating costs are allocated to each cost component based on the percentage allocation (Lines 1-12) for each component. The final O&M expense allocation (Line 27) is determined by taking the weighted proportion of total operating costs by cost component based on the percentage allocations.

Table 4-4: Water Operating Cost Allocation

Line	A O&M Allocation	B Allocation Basis	C Base	D Max Day	E Max Hour	F Meters	G Customer	H Fire Protection	I Conservation	J General	K Total
1	Water Admin & General	General	0%	0%	0%	0%	11%	0%	0%	89%	100%
2	Water Engineering	Max Hour Fire	25%	18%	27%	15%	0%	15%	0%	0%	100%
3	Water Production & Operations - General	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
4	Water Production Maintenance	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
5	Water Treatment - HTWTP	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
6	Water Treatment - HHWTP	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
7	Water Quality - General	Base	95%	0%	0%	5%	0%	0%	0%	0%	100%
8	Water Distribution - General	Max Hour Fire	25%	18%	27%	15%	0%	15%	0%	0%	100%
9	Water Conservation Program	Conservation	0%	0%	0%	0%	0%	0%	100%	0%	100%
10	B' Contract (Reimbursable)	Base	95%	0%	0%	5%	0%	0%	0%	0%	100%
11	B' Contract (City)	Base	95%	0%	0%	5%	0%	0%	0%	0%	100%
12	South Mountain Water (Reimbursable)	Base	95%	0%	0%	5%	0%	0%	0%	0%	100%
13											
14	Water Admin & General	General	$0	$0	$0	$0	$925,279	$0	$0	$7,486,349	$8,411,628
15	Water Engineering	Max Hour Fire	$302,904	$212,852	$317,640	$178,585	$0	$178,585	$0	$0	$1,190,566
16	Water Production & Operations - General	Max Day	$3,019,621	$2,121,896	$0	$0	$0	$0	$0	$0	$5,141,518
17	Water Production Maintenance	Max Day	$1,859,120	$1,306,409	$0	$0	$0	$0	$0	$0	$3,165,529
18	Water Treatment - HTWTP	Max Day	$493,743	$346,954	$0	$0	$0	$0	$0	$0	$840,697
19	Water Treatment - HHWTP	Max Day	$681,909	$479,179	$0	$0	$0	$0	$0	$0	$1,161,088
20	Water Quality - General	Base	$458,256	$0	$0	$24,119	$0	$0	$0	$0	$482,375
21	Water Distribution - General	Max Hour Fire	$1,416,314	$995,248	$1,485,216	$835,024	$0	$835,024	$0	$0	$5,566,826
22	Water Conservation Program	Conservation	$0	$0	$0	$0	$0	$0	$452,935	$0	$452,935
23	B' Contract (Reimbursable)	Base	$93,653	$0	$0	$4,929	$0	$0	$0	$0	$98,582
24	B' Contract (City)	Base	$12,412	$0	$0	$653	$0	$0	$0	$0	$13,066
25	South Mountain Water (Reimbursable)	Base	$4,425	$0	$0	$233	$0	$0	$0	$0	$4,658
26	**Total O&M Expenses**		**$8,342,358**	**$5,462,538**	**$1,802,856**	**$1,043,543**	**$925,279**	**$1,013,609**	**$452,935**	**$7,486,349**	**$26,529,467**
27	*O&M Allocation*		*31%*	*21%*	*7%*	*4%*	*3%*	*4%*	*2%*	*28%*	*100%*

Table 4-5 shows the water capital cost allocation. To minimize fluctuations in the capital cost allocation as capital projects change from year to year, capital costs are allocated on the basis of capital assets. For the purpose of allocating capital costs, City staff provided the water capital assets listed by function (Column A, Lines 16-29). This is representative of the distribution of capital costs shown in **Table 3-5**. Functions include Source of Supply, Wells, Pumping, Treatment, Transmission, Distribution, Storage, Meters, Fire Protection, Customer Billing, Land, Building Improvements, Rolling Stock (Vehicles), and General Plant. The capital asset costs are allocated into each cost component based on the percentage allocation (Lines 1-14) for each component. The final capital expense allocation (Line 31) is determined by taking the weighted proportion of total capital asset costs by cost component.

Table 4-5: Water Asset Allocation

	A	B	C	D	E	F	G	H	I	J	K
Line	Assets Allocation	Allocation Basis	Base	Max Day	Max Hour	Meters	Customer	Fire Protection	Conservation	General	Total
1	Source of Supply	Base	95%	0%	0%	5%	0%	0%	0%	0%	100%
2	Wells	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
3	Pumping	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
4	Treatment	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
5	Transmission	Max Day Fire	47%	33%	0%	5%	0%	15%	0%	0%	100%
6	Distribution	Max Hour Fire	25%	18%	27%	15%	0%	15%	0%	0%	100%
7	Storage	Max Day Fire	47%	33%	0%	5%	0%	15%	0%	0%	100%
8	Meters	Meters	0%	0%	0%	100%	0%	0%	0%	0%	100%
9	Fire Protection	Fire Service	0%	0%	0%	0%	0%	100%	0%	0%	100%
10	Customer Billing	Billing & Customer Service	0%	0%	0%	0%	100%	0%	0%	0%	100%
11	Land	Max Day Fire	47%	33%	0%	5%	0%	15%	0%	0%	100%
12	Building and Improvements	General	0%	0%	0%	0%	11%	0%	0%	89%	100%
13	Rolling Stock (Vehicles)	Base	95%	0%	0%	5%	0%	0%	0%	0%	100%
14	General Plant	Max Day	59%	41%	0%	0%	0%	0%	0%	0%	100%
15											
16	Source of Supply	Base	$9,387,387	$0	$0	$494,073	$0	$0	$0	$0	$9,881,460
17	Wells	Max Day	$1,504,123	$1,056,951	$0	$0	$0	$0	$0	$0	$2,561,074
18	Pumping	Max Day	$329,162	$231,303	$0	$0	$0	$0	$0	$0	$560,466
19	Treatment	Max Day	$42,208	$29,660	$0	$0	$0	$0	$0	$0	$71,867
20	Transmission	Max Day Fire	$29,223,535	$20,535,457	$0	$3,109,937	$0	$9,329,811	$0	$0	$62,198,740
21	Distribution	Max Hour Fire	$2,240,016	$1,574,065	$2,348,990	$1,320,658	$0	$1,320,658	$0	$0	$8,804,388
22	Storage	Max Day Fire	$2,815,532	$1,978,482	$0	$299,626	$0	$898,878	$0	$0	$5,992,518
23	Meters	Meters	$0	$0	$0	$0	$0	$0	$0	$0	$0
24	Fire Protection	Fire Service	$0	$0	$0	$0	$0	$0	$0	$0	$0
25	Customer Billing	Billing & Customer Service	$0	$0	$0	$0	$0	$0	$0	$0	$0
26	Land	Max Day Fire	$3,307,469	$2,324,167	$0	$351,977	$0	$1,055,932	$0	$0	$7,039,545
27	Building and Improvements	General	$0	$0	$0	$0	$1,562,036	$0	$0	$12,638,289	$14,200,325
28	Rolling Stock (Vehicles)	Base	$383,718	$0	$0	$20,196	$0	$0	$0	$0	$403,913
29	General Plant	Max Day	$0	$0	$0	$0	$0	$0	$0	$0	$0
30	**Total Assets**		**$49,233,150**	**$27,730,086**	**$2,348,990**	**$5,596,467**	**$1,562,036**	**$12,605,279**	**$0**	**$12,638,289**	**$111,714,296**
31	*Asset Allocation*		*44%*	*25%*	*2%*	*5%*	*1%*	*11%*	*0%*	*11%*	*100%*

4.5. Allocation of Fire Protection Costs – Public vs. Private

Water systems provide two types of fire protection: public fire protection for firefighting, which is generally visible as hydrants on a street, and private fire protection which provides fire flow to building and other structure sprinkler systems for fire suppression within private improvements. To determine the share of total fire costs responsible to each, Raftelis performs an analysis of the public hydrants and private fire lines.

Table 4-6 shows the steps of allocating costs between public and private fire service Each fire connection size has a fire flow demand factor similar to a hydraulic capacity factor of a water meter. The diameter of the connection is raised to the 2.63 power to determine the fire flow demand factor[2]. The number of connections of a specific size is multiplied by the fire flow demand factor to derive total equivalent fire connections. Total fire costs are allocated based on the percentage share of total equivalent fire connections between public and private. The analysis estimates that 75 percent of fire costs relate to public fire and will be included and recovered on the monthly fixed charges. The remaining 25 percent is attributable to private fire service and will be recovered through private fire service charges.

Table 4-6: Fire Analysis

	A	B	C	D
Line	Fire Line/Hydrant Size	Fire Ratio	Number of Lines/Hydrants	Equivalent Demand
1	**Private Fire Line Size**			
2	2"	6.19	10	64
3	3"	17.98	0	0
4	4"	38.32	153	5,868
5	6"	111.31	151	16,817
6	8"	237.21	183	43,394
7	10"	426.58	127	54,363
8	12"	689.04	0	0
9	**Total Fire Lines**	**0.00**	**625**	**120,505**
10				25%
11	**Public Fire Hydrant Size**			
12	**6"**	**111.31**	**3,236**	**360,202**
13				75%

4.6. Final Cost Allocation of Revenue Requirement

The total revenue recoverable from each cost causation component through water rates is shown in

[2] Hazen-Williams equation via AWWA M1 Manual

Table 4-7 using the revenue requirement from **Table** 4-1, the O&M and Capital allocations in

Table 4-4 and

Table 4-5, and the fire cost analysis in **Table 4-6**. Since public fire protection costs are a function of system capacity, they are reallocated to the Meter component. Interest earnings, shown separately, will be used to offset some rates. Five percent of Base costs and 33 percent of Peaking costs (Max Day plus Max Hour) are allocated to the meter charge to preserve the utility's current fixed revenue recovery of 30 percent.

Table 4-7: Revenue Requirement by Cost Component

	A	B	C	D	E	F	G	H	I	J	K
Line	Cost Allocation	Base	Max Day	Max Hour	Meters	Customer	Fire Protection	Conservation	General	Offset	Total
1	Operating Revenue Requirement	$7,596,460	$4,974,127	$1,641,661	$950,239	$842,549	$922,981	$412,437	$6,816,988	$0	$24,157,443
2	Capital Revenue Requirement	$3,105,589	$1,749,192	$148,172	$353,021	$98,532	$795,131	$0	$797,213	$0	$7,046,850
3	Revenue Offset	$0	$0	$0	$0	$0	$0	$0	$0	-$286,933	-$286,933
4	**Total Cost of Service**	**$10,702,049**	**$6,723,320**	**$1,789,834**	**$1,303,259**	**$941,081**	**$1,718,112**	**$412,437**	**$7,614,201**	**-$286,933**	**$30,917,361**
5	Allocation of General Cost	$3,597,842	$2,260,262	$601,711	$438,133	$0	$577,599	$138,654	-$7,614,201	$0	$0
6	Allocation to Public Fire	$0	$0	$0	$1,720,216	$0	-$1,720,216	$0	$0	$0	$0
7	Allocation of Base to Meter	-$714,995	$0	$0	$714,995	$0	$0	$0	$0	$0	$0
8	Allocation of Peak to Meter	$0	-$2,964,582	-$789,210	$3,753,792	$0	$0	$0	$0	$0	$0
9	**Total Adjusted Cost of Service**	**$13,584,896**	**$6,019,000**	**$1,602,335**	**$7,930,394**	**$941,081**	**$575,496**	**$551,092**	**$0**	**-$286,933**	**$30,917,361**

4.7. Unit Cost Components

Unit costs for each component must be calculated, which starts by assessing the total water demand (or equivalent service units) for each cost component. Projected water use (base units of service) for FY 2025 is shown in **Table 4-8**. Daily use is calculated as annual use is divided by 365 days. Demand is detailed by rate class. Values are rounded to the nearest ccf and may not be equal to the exact values shown.

Table 4-8: FY 2025 Projected Water Usage by Class

	A	B	C
Line	Customer Class	Annual Use (ccf)	Average Daily Use (ccf/day)
1	Building Water Usage		
2	Tier 1	3,215,034	8,808
3	Tier 2	282,597	774
4	Tier 3	4,665,284	12,782
5	Non-Building Water Usage		
6	Tier 1	76,156	209
7	Tier 2	1,119,180	3,066
8	**Total**	**9,358,251**	**25,639**

Table 4-9 shows the total equivalent meters and annual number of bills. **Table 4-10** shows the total equivalent fire line connections. These totals are used as the denominator in developing unit costs for the rate components of the monthly fixed service charges and private fire service charges.

Table 4-9: Derivation of Equivalent Meters

	A	B	C	D	E
Line	Meter Size	Meter Count	Hydraulic Capacity Factor	Equivalent Meters	Annual Bi-monthly Bills
1	5/8"	179	1.00	179	1,073
2	3/4"	8,284	1.43	11,804	49,703
3	1"	11,981	2.25	26,957	71,884
4	1 1/2"	778	4.25	3,307	4,668
5	2"	775	6.40	4,960	4,650
6	3"	78	11.25	879	469
7	4"	54	17.50	953	327
8	6"	28	32.50	902	166
9	8"	13	48.00	641	80
10	10"	0	114.00	0	0
11	12"	1	150.00	154	6
12	**Total**	**22,171**		**50,735**	**133,026**

Table 4-10: Derivation of Equivalent Fire Lines

	A	B	C	D	E
Line	Fire Line Size	Fire Line Count	Demand Factor	Equivalent Fire Lines	Annual Bi-monthly Bills
1	2"	10	6.19	64	62
2	3"	0	17.98	0	0
3	4"	153	38.32	5,868	919
4	6"	151	111.31	16,817	906
5	8"	183	237.21	43,394	1,098
6	10"	127	426.58	54,363	765
7	12"	0	689.04	0	0
8	**Total**	**625**		**120,505**	**3,749**

Table 4-11 shows the total and extra capacity calculation by class and tier for maximum day and maximum hour demand. The class and tier specific maximum day peaking factors were calculated by dividing the maximum billing period usage by the average billing period usage. The class and tier specific maximum hour peaking factors were calculated by multiplying the maximum day peaking factors by the ratio of the system-wide maximum hour to maximum day peaking factors shown in **Table 4-3**.

Table 4-11: Calculation of Peak Capacity

	A	B	C	D	E	F	G	H	I
				Max Day			Max Hour		
Line	Customer Class	Annual Use (ccf)	Average Daily Use (ccf/day)	Capacity Factor	Total Capacity (ccf/day)	Extra Capacity (ccf/day)	Capacity Factor	Total Capacity (ccf/day)	Extra Capacity (ccf/day)
1	**Building Water Usage**								
2	Tier 1	3,215,034	8,808	1.33	11,683	2,875	2.14	18,879	7,195
3	Tier 2	282,597	774	1.48	1,149	375	2.40	1,856	708
4	Tier 3	4,665,284	12,782	2.41	30,742	17,961	3.89	49,676	18,933
5	**Non-Building Water Usage**								
6	Tier 1	76,156	209	1.55	322	114	2.50	521	199
7	Tier 2	1,119,180	3,066	2.26	6,923	3,857	3.65	11,187	4,264

Utilizing the final cost of service from

Table 4-7 as the numerator and **Table 4-8**, **Table 4-9**, **Table 4-10**, and

Table 4-11 as the denominators allows us to derive the unit costs of service in

Table 4-12. The total cost of service is divided by the respective units of service to calculate the unit cost of each cost component.

Meter costs are divided by the total meter equivalencies from **Table 4-9** multiplied by 6 bi-monthly bills to determine a cost per equivalent meter and annual customer costs are divided by the estimated number of annual monthly bills, also from **Table 4-9**. Fire protection costs are divided by total fire line equivalencies from **Table 4-10** to determine a cost per equivalent inch of fire line. Base delivery costs are divided by total annual water demand from **Table 4-8** to determine a cost per unit of water usage. Similarly, Conservation costs are divided by annual Tier 3 water demand and Offset savings are divided by Building Tier 1 usage as those are the units from **Table 4-8** over which those costs and savings, respectively, are being recovered. The unit costs are used to distribute the cost components to the meter classes and commodity classes and tiers.

Table 4-12: Cost Causation Component Unit Cost Calculation

	A	B	C	D	E	F	G	H	I
Line	Cost of Service	Base	Max Day	Max Hour	Meters	Customer	Fire Protection	Conservation	Offset
1	Cost of Service	$13,584,896	$6,019,000	$1,602,335	$7,930,394	$941,081	$575,496	$551,092	($286,933)
2	Units of Service	9,358,251	25,181	31,299	304,412	136,775	723,031	4,665,284	3,215,034
3	Unit of Measure	ccf	ccf/day	ccf/day	equiv. meter/yr	bills/yr	equiv. line/yr	ccf	
4	**Unit Cost**	**$1.45**	**$239.03**	**$51.19**	**$26.05**	**$6.88**	**$0.80**	**$0.12**	**($0.09)**

4.8. Distribution of Cost Components to Customer Classes

The final step in a cost-of-service analysis is to distribute the cost components to the customer classes using the unit costs derived in

Table 4-12. This is the end goal of a cost-of-service analysis and yields the cost to serve each class.

Table 4-13 shows the derivation of the costs to serve each class. The supply, base, max day, max hour, conservation, and offset cost components are collected through the commodity charges ($/ccf). Fire protection, meters, and customer cost components are collected through the City's bi-monthly fixed service charge ($/2 months) and private fire service charge ($/2 months). The interest revenue, which is a non-rate revenue and over which the City Council has discretion, is applied as an offset to Tier 1 rate for building usage to provide affordability for low volume customers. All building users will benefit from the lower rate in Tier 1.

To derive the cost to serve each class, the unit costs from

Table 4-12 are multiplied by the respective units of service for each class (**Table 4-8**, **Table 4-9**, **Table 4-10**, and

Table 4-11). With the cost to serve each user class calculated, we can proceed to derive rates to collect the cost to serve each commodity class, tier, and meter size.

Table 4-13: Derivation of Costs to Serve Each Class

	A	B	C	D	E	F	G	H	I	J
Line	Customer Class	Base	Max Day	Max Hour	Meters	Customer	Fire Protection	Conservation	Offset	Total
1	Building Water Usage				$7,930,394	$915,285				$8,845,679
2	Tier 1	$4,667,102	$687,190	$368,367					($286,933)	$5,435,726
3	Tier 2	$410,232	$89,549	$36,224						$536,005
4	Tier 3	$6,772,354	$4,293,149	$969,294				$551,092		$12,585,888
5	Non-Building Water Usage									
6	Tier 1	$110,551	$27,213	$10,168						$147,933
7	Tier 2	$1,624,657	$921,899	$218,282						$2,764,838
8	Fire Protection	$0	$0	$0		$25,796	$575,496			$601,292
9	**Total Cost of Service**	**$13,584,896**	**$6,019,000**	**$1,602,335**	**$7,930,394**	**$941,081**	**$575,496**	**$551,092**	**($286,933)**	**$30,917,361**

4.9. Rate Calculation

4.9.1. Proposed Bi-Monthly Fixed Charges

Table 4-14 shows the bi-monthly service charge calculation, which consists of the Meter and Customer cost components. The Meter cost component is derived based on total equivalent meters. Therefore, the meter unit cost (**Table 4-12**, Column E, Line 4) is multiplied by the capacity ratio for each meter size (Column B) to appropriately reflect the share of cost by meter size (Column C). The Customer cost does not vary with meter size, and therefore the Customer unit cost (**Table 4-12**, Column F, Line 4) is applied uniformly across all meter sizes (Column D). These components added together determine the proposed bi-monthly service charge (Column E).

Table 4-14: Proposed Bi-Monthly Service Charge (FY 2025)

	A	B	C	D	E	F
Line	Bi-Monthly Service Charge	Capacity Ratio	Meter	Customer	Proposed Charge	Current Charge
1	5/8"	1.00	$26.05	$6.88	$32.94	$32.10
2	3/4"	1.43	$37.12	$6.88	$44.01	$43.17
3	1"	2.25	$58.62	$6.88	$65.50	$64.67
4	1 1/2"	4.25	$110.72	$6.88	$117.60	$116.79
5	2"	6.40	$166.73	$6.88	$173.62	$172.83
6	3"	11.25	$293.08	$6.88	$299.97	$299.23
7	4"	17.50	$455.90	$6.88	$462.79	$462.10
8	6"	32.50	$846.67	$6.88	$853.56	$853.02
9	8"	48.00	$1,250.47	$6.88	$1,257.36	$1,256.97
10	10"	114.00	$2,969.87	$6.88	$2,976.76	$2,977.00
11	12"	150.00	$3,907.73	$6.88	$3,914.61	$3,915.20

4.9.2. Proposed Bi-Monthly Fire Service Charges

Table 4-15 shows the bi-monthly service charge calculation, which consists of the Private Fire and Customer cost components. The Private Fire unit cost (**Table 4-12**, Column G, Line 4) is multiplied by the fire ratio for each fire line diameter (Column B) to appropriately reflect the share of cost by fire line (Column C). A connection's share of the Customer cost does not vary with fire line size, and therefore the Customer unit cost (**Table 4-12**, Column F, Line 4) is applied uniformly across all meter sizes (Column D). These components added together arrive at the proposed bi-monthly fire service charge (Column E).

Table 4-15: Proposed Bi-Monthly Fire Service Charge (FY 2025)

	A	B	C	D	E	F
Line	Bi-Monthly Fire Service Charge	Capacity Ratio	Fire	Customer	Proposed Charge	Current Charge
1	2"	6.19	$4.93	$6.88	$11.81	$10.19
2	3"	17.98	$14.31	$6.88	$21.20	$18.10
3	4"	38.32	$30.50	$6.88	$37.39	$31.75
4	6"	111.31	$88.60	$6.88	$95.48	$80.73
5	8"	237.21	$188.80	$6.88	$195.69	$165.22
6	10"	426.58	$339.54	$6.88	$346.42	$292.32
7	12"	689.04	$548.44	$6.88	$555.33	$468.46

4.9.3. Proposed Water Usage Rates

The City's water usage rates consist of five components: Base, Peaking, Supply, Conservation, and Offset. The following subsections will present the calculations for each of the components.

4.9.3.1. Base Component

The Base component is applied uniformly across all units of water and is equal to the Base unit cost (**Table 4-12**, Column B, Line 4).

4.9.3.2. Peaking Component

Table 4-16 shows the Peaking unit cost calculation for each customer class and tier. Peaking costs (Column C) are the sum of Max Day and Max Hour costs for each class and tier (**Table 4-13**, Columns C and D). Peaking costs are divided by annual use (Column B) to determine the Peaking unit cost for each class and tier (Column D).

Table 4-16: Peaking Unit Cost Calculation

	A	B	C	D
Line	Customer Class	Annual Use (ccf)	Peaking Costs	Unit Cost
1	**Building Water Usage**			
2	Tier 1	3,215,034	$1,055,557	$0.33
3	Tier 2	282,597	$125,773	$0.45
4	Tier 3	4,665,284	$5,262,443	$1.13
5	**Non-Building Water Usage**			
6	Tier 1	76,156	$37,381	$0.49
7	Tier 2	1,119,180	$1,140,181	$1.02

4.9.3.3. Supply Component

Table 4-17 shows the calculation of the unit cost for each source of water (Line 6). The percentage from each source (Line 2) is determined by the proportion of volume purchased from each source in Line 1. These proportions are used to determine the proportion of demand from each source (Line 3). The direct water

purchase costs (provided by City staff) on Line 4 are divided by the estimated potable demand (Line 3) to calculate the unit costs in Line 6.

Table 4-18 shows supply component unit cost calculation for each customer class and tier. The lowest cost water source is used for Tier 1, if that source does not meet the demand, then water from the next lowest source is used and so on. Once the Tier 1 demand is met then Tier 2 is allocated the remaining lowest cost water and so on. The uses for each class and tier from each source (Columns E through H) are multiplied by their respective unit costs (**Table 4-17**, Line 6) to calculate the total supply cost for each class and tier in Column J. The total costs (Column J) are divided by the total use (Column I) to calculate the supply unit cost for each class and tier (Column K).

Table 4-17: Potable Water Supply Cost

	A	B	C	D	E	F
Line	Potable Water Supply Cost	MC Surface	SAR Surface (BV)	Groundwater	SWP Water	Total
1	Volume (AF)	5,700	5,466	10,767	1,342	23,275
2	% from Source	24%	23%	46%	6%	100%
3	Estimated Potable Demand	2,291,939	2,197,531	4,329,091	539,690	9,358,251
4	Direct Water Purchase Costs	$148,209	$431,779	$1,453,551	$200,000	$2,233,539
5	% of Water Purchase Costs	7%	19%	65%	9%	100%
6	Unit Cost ($/ccf)	$0.06	$0.20	$0.34	$0.37	$0.24

Table 4-18: Supply Component Calculation

Line	A Customer Class	B Tier Definitions	C Annual Use (ccf)	D % of Annual Use	E MC Surface	F SAR Surface (BV)	G Groundwater	H SWP Water	I Total Use (ccf)	J Total Cost	K Supply Unit Cost
1	**Building Water Usage**										
2	Tier 1	16	3,215,034	34%	1,999,188	1,215,847	0	0	3,215,034	$368,173	$0.11
3	Tier 2	27	282,597	3%	0	282,597	0	0	282,597	$55,526	$0.20
4	Tier 3	Over 27	4,665,284	50%	0	418,395	3,776,134	470,755	4,665,284	$1,524,549	$0.33
5	**Non-Building Water Usage**										
6	Tier 1	27	76,156	1%	76,156	0	0	0	76,156	$4,925	$0.06
7	Tier 2	Over 27	1,119,180	12%	216,595	280,692	552,958	68,935	1,119,180	$280,367	$0.25
8	**Total Potable Use**		**9,358,251**	**100%**	**2,291,939**	**2,197,531**	**4,329,091**	**539,690**	**9,358,251**	**$2,233,539**	

4.9.3.4. Conservation Component

The Conservation component is applied to Building Tier 3 use and is equal to the Conservation unit cost (**Table 4-12**, Column H, Line 4) for that class and tier only.

4.9.3.5. Offset Component

The Offset component is applied to Building Tier 1 use and is equal to the Offset unit cost (**Table 4-12**, Column I, Line 4) for that class and tier only. The offset helps to provide affordability in Tier 1 and benefits all building customers.

4.9.3.6. Water Usage Rates

Table 4-19 shows the calculation of proposed water usage rates (Column H) for each customer class and tier based on the five rate components (Columns C through G) described previously.

Table 4-19: Proposed Water Usage Rates (FY 2025)

	A	B	C	D	E	F	G	H
Line	Customer Class	Bi-monthly Tiers, ccf	Supply	Base Delivery	Peaking	Conservation	Offset	Proposed Rate
1	**Building Water Usage**							
2	Tier 1	16	$0.11	$1.21	$0.33	$0.00	($0.09)	$1.57
3	Tier 2	27	$0.20	$1.21	$0.45	$0.00	$0.00	$1.86
4	Tier 3	Over 27	$0.33	$1.21	$1.13	$0.12	$0.00	$2.79
5	**Non-Building Water Usage**							
6	Tier 1	27	$0.06	$1.21	$0.49	$0.00	$0.00	$1.77
7	Tier 2	Over 27	$0.25	$1.21	$1.02	$0.00	$0.00	$2.49

4.9.3.7. Proposed Rate Schedule

Table 4-20 and **Table 4-21** show the proposed bi-monthly water service charges, private fire service charges, and water usage rates, respectively. The proposed water rates after the FY 2025 test year are increased across the board by the revenue adjustments in **Table 3-7**.

Table 4-20: Proposed Bi-Monthly Service Charges

	A	B	C	D	E	F	G
Line	Bi-Monthly Water Service Charges	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	**Water Service**						
2	5/8"	$32.10	$32.94	$33.60	$34.28	$34.97	$35.67
3	3/4"	$43.17	$44.01	$44.90	$45.80	$46.72	$47.66
4	1"	$64.67	$65.50	$66.81	$68.15	$69.52	$70.92
5	1 1/2"	$116.79	$117.60	$119.96	$122.36	$124.81	$127.31
6	2"	$172.83	$173.62	$177.10	$180.65	$184.27	$187.96
7	3"	$299.23	$299.97	$305.97	$312.09	$318.34	$324.71
8	4"	$462.10	$462.79	$472.05	$481.50	$491.13	$500.96
9	6"	$853.02	$853.56	$870.64	$888.06	$905.83	$923.95
10	8"	$1,256.97	$1,257.36	$1,282.51	$1,308.17	$1,334.34	$1,361.03
11	10"	$2,977.00	$2,976.76	$3,036.30	$3,097.03	$3,158.98	$3,222.16
12	12"	$3,915.20	$3,914.61	$3,992.91	$4,072.77	$4,154.23	$4,237.32
13							
14	**Fire Protection Service**						
15	2"	$10.19	$11.81	$12.05	$12.30	$12.55	$12.81
16	3"	$18.10	$21.20	$21.63	$22.07	$22.52	$22.98
17	4"	$31.75	$37.39	$38.14	$38.91	$39.69	$40.49
18	6"	$80.73	$95.48	$97.39	$99.34	$101.33	$103.36
19	8"	$165.22	$195.69	$199.61	$203.61	$207.69	$211.85
20	10"	$292.32	$346.42	$353.35	$360.42	$367.63	$374.99
21	12"	$468.46	$555.33	$566.44	$577.77	$589.33	$601.12
22							
23	**Fire Hydrant Service**						
24	All Meters	$73.60	$299.97	$305.97	$312.09	$318.34	$324.71

Table 4-21: Proposed Water Usage Rates

	A	B	C	D	E	F	G	H
Line	Water Usage Rates	Bi-Monthly Tiers	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	**Building Water Usage**							
2	Tier 1	16	$1.46	$1.57	$1.61	$1.65	$1.69	$1.73
3	Tier 2	27	$1.78	$1.86	$1.90	$1.94	$1.98	$2.02
4	Tier 3	Over 27	$2.69	$2.79	$2.85	$2.91	$2.97	$3.03
5								
6	**Non-Building Water Usage**							
7	Tier 1	27	$1.78	$1.77	$1.81	$1.85	$1.89	$1.93
8	Tier 2	Over 27	$2.69	$2.49	$2.54	$2.60	$2.66	$2.72
9								
10	**Fire Protection Water Usage**							
11	All Units		$2.69	$2.79	$2.85	$2.91	$2.97	$3.03

5. Wastewater – Financial Plan

This section of the report details the wastewater enterprise's long-term financial plan, based on the projected revenues, expenses, debt service, and capital project costs. Raftelis modeled the financial plan without revenue adjustments (status quo) and with proposed revenue adjustments to ensure the financial sustainability and solvency of the wastewater utility. The result of the wastewater financial plan is the total revenue requirement utilized as the basis for the cost-of-service analysis and resulting rates in the next section of the report.

5.1. Customer Accounts and Usage

Table 5-1 shows the projected wastewater customer accounts and water usage for the study period. City staff provided wastewater customer accounts and usage data for FY 2022, which are then projected based on the customer account growth rates from **Table 2-1**. Typical types of users that fall within the non-residential classes include:

- Low Strength I – Car Wash
- Low Strength II – Office Building
- Low Strength III – Hotel (rooms only, no restaurant)
- Medium Strength I – Laundromat (linen & general)
- Medium Strength II – Mini-Mall
- Medium Strength III – Hotel (with restaurant)
- High Strength I – Laundry (industrial)
- High Strength II - Bakery

Table 5-1: Projected Wastewater Customer Accounts and Usage

	A	B	C	D	E	F	G
Line	Wastewater Customer Data	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Residential (dwelling units)**						
2	Single Family	16,661	16,752	16,842	16,932	17,022	17,113
3	Multiple Family	10,017	10,072	10,126	10,180	10,234	10,289
4	**Total - Residential**	**26,678**	**26,824**	**26,967**	**27,111**	**27,256**	**27,402**
5							
6	**Non-Residential (ccf)**						
7	Low Strength I	43,850	44,091	44,328	44,567	44,806	45,047
8	Low Strength II	411,018	413,274	415,497	417,732	419,979	422,239
9	Low Strength III	89,331	89,821	90,305	90,790	91,279	91,770
10	Medium Strength I	26,055	26,198	26,339	26,480	26,623	26,766
11	Medium Strength II	37,882	38,090	38,295	38,501	38,708	38,916
12	Medium Strength III	19,582	19,689	19,795	19,902	20,009	20,117
13	High Strength I	10,217	10,273	10,328	10,383	10,439	10,495
14	High Strength II	135,769	136,514	137,248	137,987	138,729	139,475
15	Large Volume User	33,116	33,298	33,477	33,657	33,838	34,020
16	**Total - Non-Residential**	**806,821**	**811,248**	**815,612**	**820,000**	**824,411**	**828,846**
17							
18	**Schools (students)**						
19	Elementary	4,821	4,848	4,874	4,900	4,927	4,953
20	Secondary & High	8,145	8,189	8,233	8,278	8,322	8,367
21	**Total - Schools**	**12,966**	**13,037**	**13,107**	**13,178**	**13,249**	**13,320**

5.2. Current Rates

The City's current wastewater rates include bi-monthly wastewater service charges for residential customers by type of dwelling unit, a non-residential wastewater usage rate based on ccf of water usage per customer class, and for schools by 100 students. **Table 5-2** shows the current wastewater rates effective July 1, 2021.

Table 5-2: Current Bi-Monthly Wastewater Service Charges and Usage Rates

	A	B
Line	Current Wastewater Rates	FY 2024
1	**Bi-Monthly Residential Rate ($/dwelling unit)**	
2	Single Family	$62.43
3	Multiple Family	$48.08
4		
5	**Non-Residential Rate ($/ccf)**	
6	Low Strength I	$2.42
7	Low Strength II	$2.87
8	Low Strength III	$3.32
9	Medium Strength I	$3.77
10	Medium Strength II	$4.22
11	Medium Strength III	$4.67
12	High Strength I	$5.12
13	High Strength II	$5.56
14	Large Volume User	$3.32
15		
16	**Bi-Monthly Schools Rate ($/100 students)**	
17	Elementary	$134.38
18	Secondary & High	$215.02

5.3. Calculated Rate Revenues at Current Rates

Table 5-3 shows the calculated wastewater rate revenues by customer class. To calculate rate revenues, the current wastewater rates (**Table 5-2**) are multiplied by the customer account and usage data (**Table 5-1**) for all years of the study.

Residential rate revenues (Lines 2-3) = Residential wastewater service charge x Residential dwelling units x 6 billing periods

Non-residential rate revenues (Lines 7-15) = Non-residential wastewater usage rate x Non-residential water usage in ccf

Schools rate revenues (Lines 19-20) = Schools wastewater service charge x (Number of students / 100 students) x 6 billing periods

Table 5-3: Calculated Wastewater Rate Revenues at Current Rates

	A	B	C	D	E	F	G
Line	Calculated Rate Revenues	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Residential (dwelling units)**						
2	Single Family	$6,240,804	$6,275,056	$6,308,577	$6,342,276	$6,376,156	$6,410,216
3	Multiple Family	$2,889,669	$2,905,522	$2,921,037	$2,936,634	$2,952,315	$2,968,079
4	**Total - Residential**	**$9,130,473**	**$9,180,579**	**$9,229,613**	**$9,278,910**	**$9,328,470**	**$9,378,295**
5							
6	**Non-Residential (ccf)**						
7	Low Strength I	$106,118	$106,700	$107,274	$107,851	$108,432	$109,015
8	Low Strength II	$1,179,622	$1,186,095	$1,192,476	$1,198,891	$1,205,340	$1,211,825
9	Low Strength III	$296,580	$298,207	$299,811	$301,424	$303,046	$304,676
10	Medium Strength I	$98,227	$98,765	$99,297	$99,831	$100,368	$100,908
11	Medium Strength II	$159,863	$160,740	$161,605	$162,474	$163,348	$164,227
12	Medium Strength III	$91,448	$91,949	$92,444	$92,941	$93,441	$93,944
13	High Strength I	$52,309	$52,596	$52,879	$53,163	$53,449	$53,737
14	High Strength II	$754,876	$759,018	$763,101	$767,206	$771,334	$775,483
15	Large Volume User	$109,946	$110,549	$111,144	$111,741	$112,343	$112,947
16	**Total - Non-Residential**	**$2,848,988**	**$2,864,620**	**$2,880,031**	**$2,895,524**	**$2,911,101**	**$2,926,762**
17							
18	**Schools (students)**						
19	Elementary	$38,875	$39,088	$39,298	$39,510	$39,722	$39,936
20	Secondary & High	$105,076	$105,652	$106,221	$106,792	$107,367	$107,944
21	**Total - Schools**	**$143,950**	**$144,740**	**$145,519**	**$146,302**	**$147,089**	**$147,880**
22							
23	**Total - Non-Residential and Schools**	**$2,992,938**	**$3,009,360**	**$3,025,550**	**$3,041,826**	**$3,058,190**	**$3,074,642**

5.4. Projected Revenues at Current Rates

Table 5-4 shows the projected wastewater revenues for the study period. City staff provided actual revenues for FY 2022 and budgeted revenues for FY 2023 and FY 2024. The wastewater rate revenues (Lines 3-4) from FY 2024 and beyond are from the rate revenue calculations (**Table 5-3**, Lines 4 and 23). Investment income (Lines 8, 16, 23, and 27) are calculated using the reserve interest rate (**Table 2-2**, Line 2). All other revenues are inflated for future years based on the non-rate revenue inflation factor (**Table 2-2**, Line 1).

Table 5-4: Projected Wastewater Revenues at Current Rates

	A	B	C	D	E	F	G
Line	Projected Revenues	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Wastewater Service (521)**						
2	Cost Recover/Reimb Expenditure	$3,100	$3,100	$3,100	$3,100	$3,100	$3,100
3	Sewer Residential	$9,130,473	$9,180,579	$9,229,613	$9,278,910	$9,328,470	$9,378,295
4	Sewer Non-Residential	$2,992,938	$3,009,360	$3,025,550	$3,041,826	$3,058,190	$3,074,642
5	Recycled Water Usage	$330,000	$330,000	$330,000	$330,000	$330,000	$330,000
6	Septage Charge	$48,000	$48,000	$48,000	$48,000	$48,000	$48,000
7	Frontage Charge	$69,000	$69,000	$69,000	$69,000	$69,000	$69,000
8	Investment Income	$164,714	$137,328	$104,710	$83,431	$79,585	$75,754
9	Miscellaneous Receipts	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000
10	**Total - Wastewater Service (521)**	**$12,763,225**	**$12,802,367**	**$12,834,973**	**$12,879,268**	**$12,941,345**	**$13,003,791**
11							
12	**Wastewater Project (523)**						
13	State Grants	$0	$0	$0	$0	$0	$0
14	Federal Grants	$0	$0	$0	$0	$0	$0
15	Other Grants	$0	$0	$0	$0	$0	$0
16	Investment Income	$0	$0	$0	$0	$0	$0
17	Sale of Surplus Property	$0	$0	$0	$0	$0	$0
18	Miscellaneous Receipts	$0	$0	$0	$0	$0	$0
19	Misc Taxable Sales	$0	$0	$0	$0	$0	$0
20	**Total - Wastewater Project (523)**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
21							
22	**Wastewater Debt Service (526)**						
23	Investment Income	$0	$0	$0	$0	$0	$0
24	**Total - Wastewater Debt Service (526)**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
25							
26	**Wastewater Capital Improvement (529)**						
27	Investment Income	$18,297	$18,480	$18,665	$18,852	$19,040	$19,231
28	**Total - Wastewater Capital Improvement (529)**	**$18,297**	**$18,480**	**$18,665**	**$18,852**	**$19,040**	**$19,231**
29							
30	**Total - Revenues**	**$12,781,523**	**$12,820,848**	**$12,853,639**	**$12,898,120**	**$12,960,385**	**$13,023,022**

5.5. Projected O&M Expenses

Table 5-5 shows the projected wastewater O&M expenses for the study period. City staff provided the actual O&M expenses for FY 2022 and budgeted O&M expenses for FY 2023 and FY 2024, which are escalated for future years of the study based on the expense inflation factors (**Table 2-3**).

Table 5-5: Projected Wastewater O&M Expenses

	A	B	C	D	E	F	G
Line	Projected O&M Expenses	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Wastewater Service (521)**						
2	Salaries and Benefits	$4,660,205	$4,846,613	$5,040,478	$5,242,097	$5,451,781	$5,669,852
3	Services - Power	$850,000	$897,270	$947,169	$999,687	$1,055,118	$1,113,621
4	Services	$5,440,159	$5,500,364	$5,665,375	$5,835,336	$6,010,396	$6,190,708
5	Supplies - Treatment	$1,054,400	$1,113,037	$1,174,936	$1,240,083	$1,308,842	$1,381,414
6	Supplies	$1,353,450	$1,394,054	$1,435,875	$1,478,951	$1,523,320	$1,569,019
7	**Total - Wastewater Service (521)**	**$13,358,214**	**$13,751,338**	**$14,263,832**	**$14,796,154**	**$15,349,457**	**$15,924,615**
8							
9	**Wastewater Project (523)**						
10	Services	$250,000	$257,500	$265,225	$273,182	$281,377	$289,819
11	Supplies	$0	$0	$0	$0	$0	$0
12	**Total - Wastewater Project (523)**	**$250,000**	**$257,500**	**$265,225**	**$273,182**	**$281,377**	**$289,819**
13							
14	**Wastewater Debt Service (526)**						
15	Services	$17,590	$18,117	$18,661	$19,221	$19,797	$20,391
16	**Total - Wastewater Debt Service (526)**	**$17,590**	**$18,117**	**$18,661**	**$19,221**	**$19,797**	**$20,391**
17							
18	**Total - O&M Expenses**	**$13,625,804**	**$14,026,955**	**$14,547,718**	**$15,088,557**	**$15,650,631**	**$16,234,825**

5.6. Debt Service

The City currently has one existing debt issue for the wastewater utility. **Table 5-6** shows the annual principal and interest payments for the existing debt. This debt will be paid off in FY 2025.

Table 5-6: Existing Wastewater Debt Service

	A	B	C	D	E	F	G
Line	Existing Debt Service	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**CA Recycled Water Project**						
2	Principal	$347,449	$356,136	$0	$0	$0	$0
3	Interest	$17,590	$8,903	$0	$0	$0	$0
4	**Total - CA Recycled Water Project**	**$365,039**	**$365,039**	**$0**	**$0**	**$0**	**$0**
5							
6	**Total - Existing Debt Service**	**$365,039**	**$365,039**	**$0**	**$0**	**$0**	**$0**

To fund the wastewater capital program, the City plans on obtaining an SRF loan in FY 2026. The SRF loan is a 30-year term at 2.1% interest. The proposed loan proceeds would be used to fund most of the wastewater treatment plant rehabilitation capital costs. The proposed annual debt service is shown in **Table 5-7**. Because the SRF loan is paid off after completion of the project it is funding, repayment will start in FY 2028.

Table 5-7: Proposed Wastewater Debt Service

	A	B	C	D	E	F	G
Line	Proposed Debt Service	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	Proposed Loan Issuance	$0	$0	$45,000,000	$0	$0	$0
2	Loan Proceeds	$0	$0	$45,000,000	$0	$0	$0
3							
4	**Annual Debt Service**						
5	FY 2024 Bond Issuance	$0	$0	$0	$0	$0	$0
6	FY 2025 Bond Issuance		$0	$0	$0	$0	$0
7	FY 2026 Bond Issuance			$0	$0	$2,036,979	$2,036,979
8	FY 2027 Bond Issuance				$0	$0	$0
9	FY 2028 Bond Issuance					$0	$0
10	FY 2029 Bond Issuance						$0
11							
12	**Total - Proposed Debt Service**	**$0**	**$0**	**$0**	**$0**	**$2,036,979**	**$2,036,979**

5.7. Capital Projects

City staff provided the CIP for the wastewater utility for the study period.

Table 5-8 shows the CIP costs for the study period, escalated by the capital expense inflation factor (**Table 2-3**, Line 7) to determine CIP costs in future years' dollars. The CIP provided consists of projects totaling $66.3 million for the five years FY 2025 through FY 2029. Projects are funded through a combination of wastewater rate revenues, cash reserves, DIF revenues, and debt proceeds.

Table 5-8: Inflated Wastewater Capital Projects

	A	B	C	D	E	F	G
Line	Capital Projects (Inflated)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Replacement**						
2	Annual Citywide Sewer Pipeline Replacement	$3,090,000	$3,182,700	$3,278,181	$3,376,526	$3,477,822	$3,582,157
3	Citywide Sewer Manhole Adjustment	$0	$318,270	$0	$0	$0	$0
4	WWTP Rehabilitation - MBR System Equipment - Phase 1	$0	$0	$0	$0	$0	$0
5	WWTP Rehabilitation - MBR System Equipment Installation- Phase 1A	$0	$0	$0	$0	$0	$0
6	WWTP Rehabilitation - MBR & Digester Improvements - Phase 1B	$0	$0	$0	$0	$0	$0
7	WWTP Rehabilitation - Phase 2 (Design)	$0	$0	$0	$0	$0	$0
8	WWTP Rehabilitation - Phase 2A, 2B, 2C & 2D (Construction)	$0	$0	$48,565,640	$0	$0	$0
9	Alabama Septage Pond Remediation	$0	$0	$0	$0	$0	$0
10	WWTP Drying bed leachate remediation	$0	$0	$0	$0	$0	$0
11	Brine Cap Rehabilitation	$0	$0	$0	$112,551	$0	$0
12	Storm water-Hillside stabilization and parking lot rehab/expansion	$103,000	$0	$0	$0	$0	$0
13	WW Composite Samplers	$0	$0	$0	$0	$0	$0
14	Laboratory Instruments	$56,650	$63,654	$71,027	$78,786	$86,946	$95,524
15	Centrifuge Conveyor	$0	$0	$0	$0	$0	$0
16	Chemical Tank Lining Project	$0	$0	$0	$0	$0	$0
17	Centrifuge HMI Upgrade Phase 1&2	$0	$0	$0	$0	$0	$0
18	WWTP Sign- Front Entrance	$0	$31,827	$0	$0	$0	$0
19	Chemical Feed Skids (Polymer/Sodium Hypochlorite/Ferric)	$0	$0	$0	$0	$0	$0
20	WW Operations Facility Improvement	$0	$0	$0	$0	$0	$0
21	Climate Controlled Storage Units	$0	$0	$0	$0	$0	$0
22	Chemical Storage Tank (Ferric)	$0	$0	$0	$0	$0	$0
23	Citywide Sewer Manhole REHAB	$515,000	$0	$0	$0	$0	$0
24	**Total - Replacement**	**$3,764,650**	**$3,596,451**	**$51,914,848**	**$3,567,863**	**$3,564,768**	**$3,677,681**

Table 5-9 shows the proposed wastewater capital financing plan based on the CIP (

Table 5-8). The City plans to fully fund its wastewater CIP for all years of the study (Line 1). The debt proceeds (Line 11) are from the proposed Debt issues (**Table 5-7**, Line 2).

Table 5-9: Proposed Wastewater Capital Financing Plan

	A	B	C	D	E	F	G
Line	Capital Financing Plan	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**CIP to Spend**	100%	100%	100%	100%	100%	100%
2							
3	**Inflated Project Costs**	$3,764,650	$3,596,451	$51,914,848	$3,567,863	$3,564,768	$3,677,681
4							
5	Bond Proceeds	$0	$0	$0	$0	$0	$0
6	Balance	$0	$0	$0	$0	$0	$0
7							
8	**Capital Financing**						
9	Rate Funded	$3,764,650	$3,596,451	$6,914,848	$3,567,863	$3,564,768	$3,677,681
10	Bond Funded	$0	$0	$0	$0	$0	$0
11	Loan Funded	$0	$0	$45,000,000	$0	$0	$0

5.8. Current Financial Plan – Status Quo

Table 5-10 shows the projected wastewater financial plan under the status quo scenario. Revenues (Lines 2-7) are equal to projected revenues (**Table 5-4**). The O&M expenses (Lines 10-18) are equal to projected O&M expenses for the study period (**Table 5-5**). Existing debt service (Line 21) is equal to the principal and interest payments for the City's outstanding wastewater debt (**Table 5-6**). Rate funded CIP (Line 23) is derived from the capital financing plan (**Table 5-9**).

The net cash flow (Line 27) is negative for all years of the Study under the status quo scenario, signifying that the City's current wastewater rate revenues are not sufficient to fund the operating expenses, debt and capital costs associated with the proposed CIP. In addition, the calculated debt coverage (Line 30) is well below the required coverage (Line 31), which will put the City's wastewater utility into technical default. In FY 2026 and FY 2027, there is no calculated debt coverage because the wastewater utility will not have any debt service payments.

Table 5-10: Projected Wastewater Financial Plan (Status Quo)

Line	A Wastewater Financial Plan	B FY 2024	C FY 2025	D FY 2026	E FY 2027	F FY 2028	G FY 2029
1	**Revenues**						
2	Rate Revenues	$12,171,411	$12,237,939	$12,303,163	$12,368,736	$12,434,660	$12,500,937
3	Revenue Adjustments	$0	$0	$0	$0	$0	$0
4	Investment Income	$183,011	$149,690	$98,158	$43,425	$19,040	$19,231
5	Sale of Surplus Property	$0	$0	$0	$0	$0	$0
6	Other Revenues	$2,152,100	$2,152,100	$2,152,100	$2,152,100	$2,152,100	$2,152,100
7	**Total - Revenues**	**$14,506,523**	**$14,539,729**	**$14,553,421**	**$14,564,261**	**$14,605,801**	**$14,672,268**
8							
9	**O&M Expenses**						
10	Salaries and Benefits	$4,660,205	$4,846,613	$5,040,478	$5,242,097	$5,451,781	$5,669,852
11	Services - Power	$850,000	$897,270	$947,169	$999,687	$1,055,118	$1,113,621
12	Services	$5,707,749	$5,775,981	$5,949,261	$6,127,738	$6,311,570	$6,500,918
13	Supplies - Purchased Water	$0	$0	$0	$0	$0	$0
14	Supplies - Treatment	$1,054,400	$1,113,037	$1,174,936	$1,240,083	$1,308,842	$1,381,414
15	Supplies	$1,353,450	$1,394,054	$1,435,875	$1,478,951	$1,523,320	$1,569,019
16	Fixed Assets	$0	$0	$0	$0	$0	$0
17	Debt Service	$0	$0	$0	$0	$0	$0
18	**Total - O&M Expenses**	**$13,625,804**	**$14,026,955**	**$14,547,718**	**$15,088,557**	**$15,650,631**	**$16,234,825**
19							
20	**Debt and Capital**						
21	Existing Debt Service	$365,039	$365,039	$0	$0	$0	$0
22	Proposed Debt Service	$0	$0	$0	$0	$2,036,979	$2,036,979
23	Rate Funded Capital Projects	$3,764,650	$3,596,451	$6,914,848	$3,567,863	$3,564,768	$3,677,681
24	DIF Funded Capital Projects	$0	$0	$0	$0	$0	$0
25	**Total - Debt and Capital**	**$4,129,689**	**$3,961,490**	**$6,914,848**	**$3,567,863**	**$5,601,747**	**$5,714,660**
26							
27	**Net Cash Flow**	**($3,248,970)**	**($3,448,717)**	**($6,909,145)**	**($4,092,158)**	**($6,646,577)**	**($7,277,217)**
28	Net Operating Revenue	$880,719	$512,773	$5,703	($524,295)	($1,044,830)	($1,562,557)
29							
30	**Calculated Debt Coverage**	**2.41**	**1.40**	**#N/A**	**#N/A**	**(0.51)**	**(0.77)**
31	Required Debt Coverage	1.25	1.25	1.25	1.25	1.25	1.25
32							
33	Beginning Balances	$20,017,133	$16,768,163	$13,319,447	$6,410,302	$2,318,143	($4,328,434)
34	Ending Balances	$16,768,163	$13,319,447	$6,410,302	$2,318,143	($4,328,434)	($11,605,650)

Figure 5-1 shows the proposed wastewater capital financing plan in graphical format, based on the capital projects shown in

Table 5-8. The dark teal bars represent the portion of CIP funded by rates.

Figure 5-1: Proposed Wastewater Capital Financing Plan

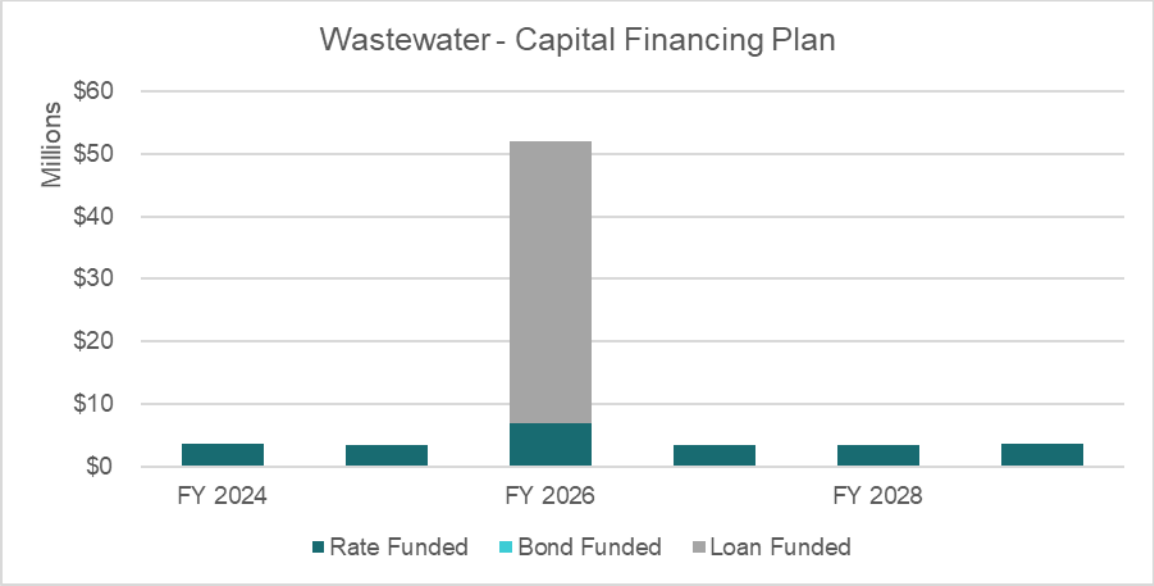


Figure 5-2 shows the projected wastewater financial plan without revenue adjustments in graphical format. The turquoise line, representing current wastewater revenues, is well below the stacked bars representing the O&M (light grey), treatment and power (teal), debt service (yellow), and capital (dark grey) expenses. The green bars, which are below the stacked bars, show that the City will be drawing down its wastewater cash balances significantly without revenue adjustments.

Figure 5-2: Projected Wastewater Financial Plan (Status Quo)

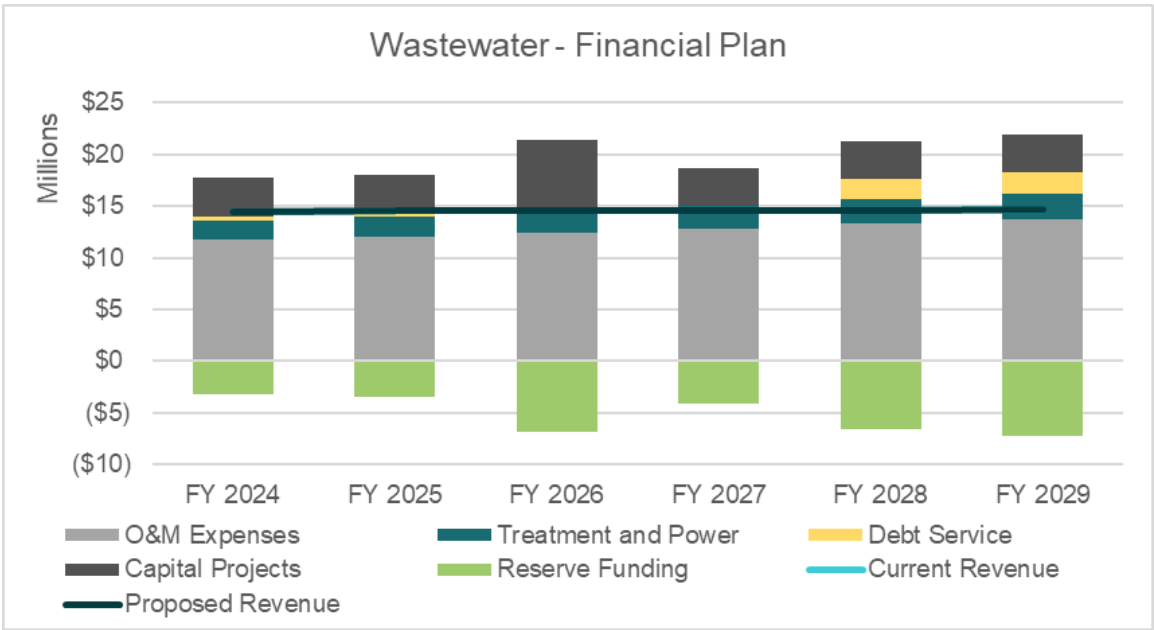
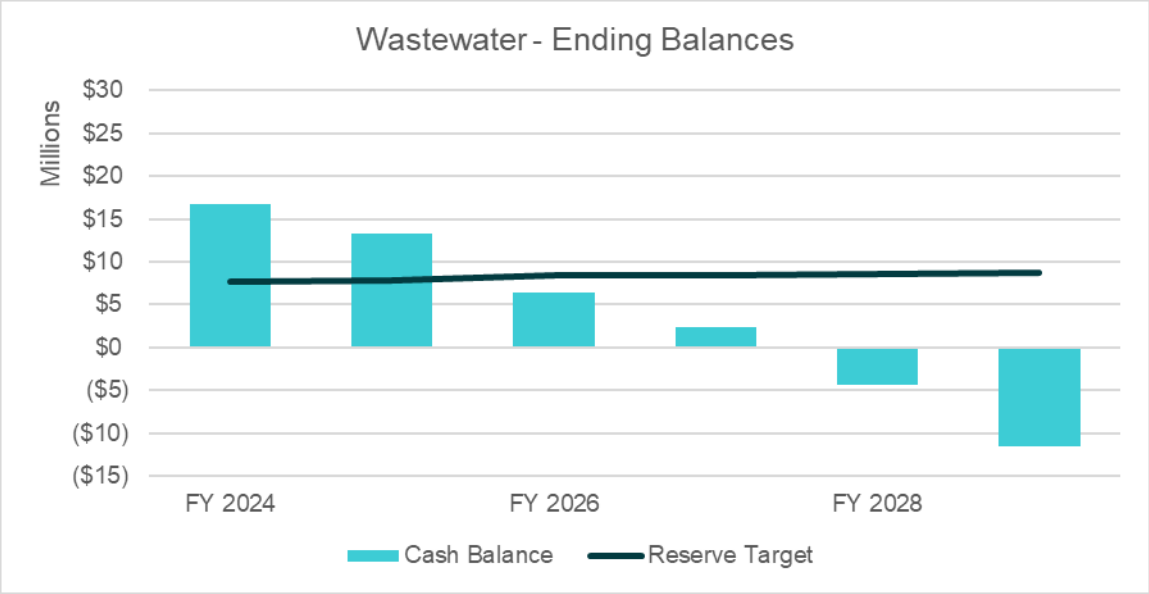


Figure 5-3 shows the projected wastewater fund cash balance without revenue adjustments in graphical format. In FY 2028, the wastewater unrestricted cash balance (shown as turquoise bars) will be negative and become further depleted at the end of the study period. The grey bars represent the restricted reserves including operating, capital, equipment replacement and treatment plant reserves.

Figure 5-3: Projected Wastewater Fund Balances (Status Quo)



5.9. Proposed Financial Plan

Table 5-11 shows the proposed revenue adjustments necessary to maintain the financial sufficiency of the City's wastewater utility. The revenue adjustments will be effective starting July 2024 and in July every year thereafter.

Table 5-11: Proposed Wastewater Revenue Adjustments

Line	A Fiscal Year	B Revenue Adjustment	C Month Effective
1	FY 2025	10.0%	July
2	FY 2026	10.0%	July
3	FY 2027	10.0%	July
4	FY 2028	10.0%	July
5	FY 2029	8.0%	July

Table 5-12 shows the projected wastewater financial plan with the proposed revenue adjustments (**Table 5-11**). The net cash flow (Line 27) is negative in some years of the study period but will reduce the wastewater cash balances significantly less than under the status quo scenario. With the proposed revenue adjustments and debt issuance, the wastewater utility will meet its debt coverage ratio requirements (Line 30) and have positive ending balances (Line 34).

Table 5-12: Projected Wastewater Financial Plan (Proposed Revenue Adjustments)

Line	A Wastewater Financial Plan	B FY 2024	C FY 2025	D FY 2026	E FY 2027	F FY 2028	G FY 2029
1	**Revenues**						
2	Rate Revenues	$12,171,411	$12,237,939	$12,303,163	$12,368,736	$12,434,660	$12,500,937
3	Revenue Adjustments	$0	$1,223,794	$2,583,664	$4,094,052	$5,770,926	$7,265,895
4	Investment Income	$183,011	$155,809	$123,375	$102,283	$98,625	$94,985
5	Sale of Surplus Property	$0	$0	$0	$0	$0	$0
6	Other Revenues	$2,152,100	$2,152,100	$2,152,100	$2,152,100	$2,152,100	$2,152,100
7	**Total - Revenues**	**$14,506,523**	**$15,769,642**	**$17,162,303**	**$18,717,171**	**$20,456,311**	**$22,013,917**
8							
9	**O&M Expenses**						
10	Salaries and Benefits	$4,660,205	$4,846,613	$5,040,478	$5,242,097	$5,451,781	$5,669,852
11	Services - Power	$850,000	$897,270	$947,169	$999,687	$1,055,118	$1,113,621
12	Services	$5,707,749	$5,775,981	$5,949,261	$6,127,738	$6,311,570	$6,500,918
13	Supplies - Purchased Water	$0	$0	$0	$0	$0	$0
14	Supplies - Treatment	$1,054,400	$1,113,037	$1,174,936	$1,240,083	$1,308,842	$1,381,414
15	Supplies	$1,353,450	$1,394,054	$1,435,875	$1,478,951	$1,523,320	$1,569,019
16	Fixed Assets	$0	$0	$0	$0	$0	$0
17	Debt Service	$0	$0	$0	$0	$0	$0
18	**Total - O&M Expenses**	**$13,625,804**	**$14,026,955**	**$14,547,718**	**$15,088,557**	**$15,650,631**	**$16,234,825**
19							
20	**Debt and Capital**						
21	Existing Debt Service	$365,039	$365,039	$0	$0	$0	$0
22	Proposed Debt Service	$0	$0	$0	$0	$2,036,979	$2,036,979
23	Rate Funded Capital Projects	$3,764,650	$3,596,451	$6,914,848	$3,567,863	$3,564,768	$3,677,681
24	DIF Funded Capital Projects	$0	$0	$0	$0	$0	$0
25	**Total - Debt and Capital**	**$4,129,689**	**$3,961,490**	**$6,914,848**	**$3,567,863**	**$5,601,747**	**$5,714,660**
26							
27	**Net Cash Flow**	**($3,248,970)**	**($2,218,804)**	**($4,300,263)**	**$60,752**	**($796,066)**	**$64,432**
28	Net Operating Revenue	$880,719	$1,742,686	$2,614,585	$3,628,615	$4,805,680	$5,779,092
29							
30	**Calculated Debt Coverage**	**2.41**	**4.77**	**#N/A**	**#N/A**	**2.36**	**2.84**
31	Required Debt Coverage	1.25	1.25	1.25	1.25	1.25	1.25
32							
33	Beginning Balances	$20,017,133	$16,768,163	$14,549,359	$10,249,096	$10,309,848	$9,513,781

34	Ending Balances	$16,768,163	$14,549,359	$10,249,096	$10,309,848	$9,513,781	$9,578,214

Figure 5-4 shows the proposed wastewater capital financing plan in graphical format, based on the capital financial plan shown in **Table 5-9**. The dark teal bars represent the portion of replacement CIP funded by rates and the turquoise bars represent the portion of replacement CIP funded by bond proceeds. Most of the capital projects in FY 2026 are funded from SRF Loan proceeds.

Figure 5-4: Proposed Wastewater Capital Financing Plan

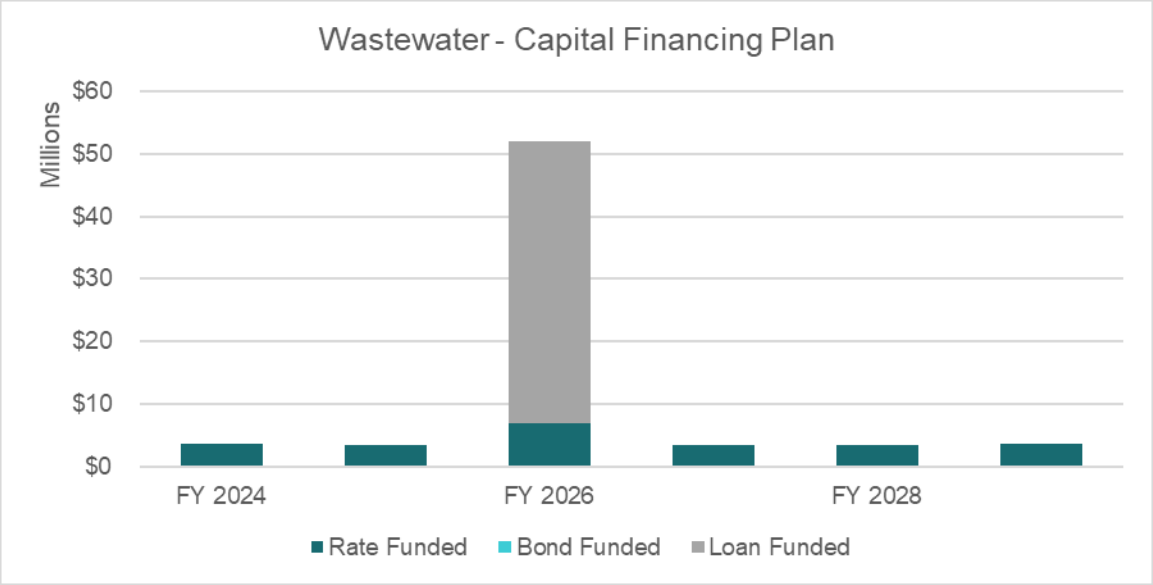


Figure 5-5 shows the projected wastewater financial plan with the proposed revenue adjustments. Although the net cash flow is still negative in some years of the study, shown by the green bars under the stacked grey, yellow, and teal bars, the additional revenue will allow the wastewater utility to meet its debt coverage requirements and fund its operating and capital costs for the Study period.

Figure 5-5: Projected Wastewater Financial Plan (Proposed Revenue Adjustments)

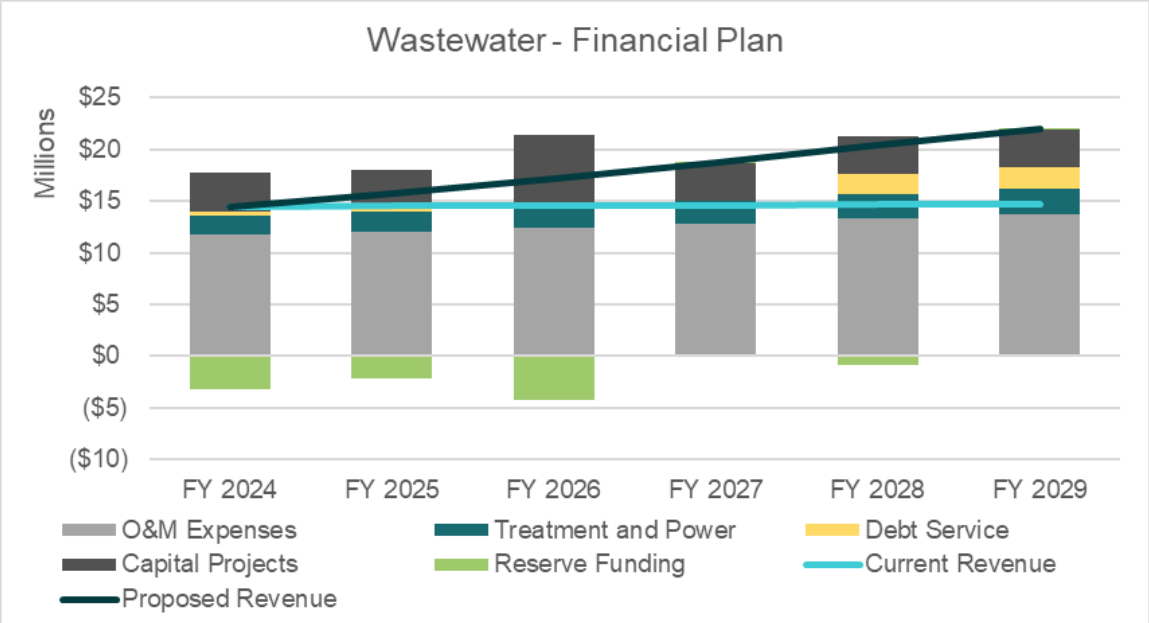


Figure 5-6 shows the projected wastewater fund balances with the proposed revenue adjustments. The cash balances are positive for all years of the Study. These balances are drawn down to fund the City's capital projects in FY 2025, FY 2026, and FY 2028.

Figure 5-6: Projected Wastewater Fund Balances (Proposed Revenue Adjustments)

6. Wastewater – Cost of Service Analysis and Rates

This section of the report details the cost-of-service analysis and rate calculation process to determine the proposed wastewater rates. The goal of this process is to determine the cost of providing wastewater service to each of the City's wastewater customer classes and to ensure equity and fairness among the various classes.

6.1. Process and Approach

The cost-of-service analysis utilized to develop the wastewater rates followed the guidelines for allocating costs outlined in the WEF Manual No. 27. The cost-of-service analysis and rate design process consists of eight major steps, as outlined below:

1. Determine the revenue requirement, equal to the revenue to be recovered from rates.
2. Conduct a treatment plant mass balance analysis to estimate the flows and strength characteristics of each customer class.
3. Functionalize O&M expenses and capital assets into functional categories such as treatment, laboratory, collection, engineering, etc.
4. Allocate each functional category into cost components such as wastewater flow and strength, which includes BOD and TSS.
5. Develop customer class characteristics and units of service by cost component.
6. Calculate the cost component unit rates by dividing the total cost in each cost component by the total units of service for that component. For example, wastewater flow is measured in ccf and BOD and TSS are measured in lbs per year.
7. Calculate the cost for each customer class by multiplying the unit cost by the units of service for each customer class.
8. Design rates to meet City's objectives.

6.2. Revenue Requirement

The first step of the cost-of-service analysis is to determine the revenue requirement for the test year, or rate-making year. The test year of this study is FY 2025. **Table 6-1** shows the revenue requirement calculation for the wastewater utility.

The revenue requirements (Lines 2-4) are equal to the O&M expenses and debt and capital costs for FY 2025 (**Table 5-12**, Column C, Lines 18 and 25). The revenues from other sources (Lines 7-11), also known as non-rate revenues or revenue offsets, are equal to all non-rate revenues (**Table 5-12**, Column C, Lines 4-6). The adjustment for cash from/(to) reserves (Line 15) is equal to the negative value of net cash flow (**Table 5-12**, Column C, Line 27).

The revenue to be recovered from rates (Line 19) is divided between operating (Column B) and capital (Column C) based on the function of each line item. For example, debt and capital costs (Line 3) are allocated to capital, while O&M expenses (Line 2) are allocated to operating. Note that the total revenue requirement (Column D, Line 19) is equal to rate revenues for a full year of the revenue adjustment for FY 2025.

Table 6-1: Wastewater Revenue Requirement Calculation

	A	B	C	D
Line	Revenue Requirement (FY 2025)	Operating	Capital	Total
1	**Revenue Requirements**			
2	O&M Expenses	$14,008,838	$0	$14,008,838
3	Debt and Capital	$0	$3,979,607	$3,979,607
4	**Total - Revenue Requirements**	**$14,008,838**	**$3,979,607**	**$17,988,445**
5				
6	**Revenue from Other Sources**			
7	Investment Income	$0	$137,328	$137,328
8	Sale of Surplus Property	$0	$0	$0
9	Other Revenues	$0	$0	$0
10	Wastewater Service (521)	$427,100	$0	$427,100
11	Wastewater Project (523)	$0	$0	$0
12	**Total - Revenue from Other Sources**	**$427,100**	**$137,328**	**$564,428**
13				
14	**Adjustments**			
15	Cash from Reserves	$0	$3,962,284	$3,962,284
16	Midyear Increase	$0	$0	$0
17	**Subtotal - Adjustments**	**$0**	**$3,962,284**	**$3,962,284**
18				
19	**Revenue to be Recovered from Rates**	**$13,581,738**	**($120,005)**	**$13,461,733**

6.3. Plant Mass Balance

The second step of the cost-of-service analysis is to conduct a plant mass balance analysis. The plant mass balance analysis is used to estimate and validate the wastewater loadings (flow and strength) generated by each customer class. While wastewater discharged into sewers for most users is not metered when it enters the wastewater system, the total amount of flow and strength entering the treatment plant is a known quantity. The quantity entering into the wastewater system is called total plant influent.

From the total plant influent, a portion is subtracted for inflows and infiltration (I&I). Non-residential customer flows can be estimated based on their water usage and using industry-accepted return factors. From there, residential customer loadings can be calculated by subtracting I&I and estimated non-residential loadings from total plant influent to determine the reasonableness of residential loadings.

Table 6-2 shows the wastewater flow estimates for elementary and secondary schools. The estimated wastewater flow per student (Line 1) in gallons per capita per day (gpcd) is based on industry standards, with some conservation factored in for secondary schools. This is multiplied by the projected number of students for FY 2025 (**Table 5-1**, Column D, Lines 19-20). The annual flow in gallons (Line 3) is converted to ccf (Line 4) to determine the total wastewater flow in ccf for elementary and secondary schools.

Table 6-2: Schools Wastewater Flow Estimate

	A	B	C
Line	Schools	Elementary	Secondary
1	Per Student Flow (gcpd)	5	8
2	Students	4,848	8,189
3	Annual Flow (gal)	7,962,732	22,418,316
4	Annual Flow (ccf)	10,645	29,971

Table 6-3 shows the plant balance analysis for all customer classes. There is no change to the customer classes which are grouped by the strength of their wastewater flow. The left-most columns (Columns B to D) represent the same values as the right-most columns (Columns F to H) in converted values. Flow is measured in million gallons per day (MGD) and converted to ccf per year. BOD and TSS are measured in milligrams per liter (mg/L) and converted to lbs per year.

City staff provided total plant influent (Line 1) and estimated approximately 7 percent of total influent to be from I&I (Line 2). Customers are grouped based on their strength and estimated strength - BOD and TSS in mg/L (Columns C and D, Lines 2-17) - are based on industry standards. The non-residential return factors (Column E) are estimated for the City's characteristics. The wastewater flows for non-residential customers (Column F, Lines 6-14) are calculated by multiplying the non-residential water usage (**Table 5-1**, Column C, Lines 7-15) by the return factors. The estimated wastewater flows for schools (Column D, Lines 16-17) were calculated in

Table 6-2. Septage loadings (Line 20) represent a small portion of total plant loadings; flow is derived from data provided by City staff, and strength is based on industry standards.

The net residential loadings (Line 22) are determined by subtracting non-residential loadings (Lines 5-17), septage (Line 20), and I&I (Line 2) from total plant influent (Line 1).

Table 6-3: Wastewater Plan Balance Calculation

	A	B	C	D	E	F	G	H
Line	**Plant Balance**	**Flow (MGD)**	**BOD (mg/L)**	**TSS (mg/L)**	**Return Factor**	**Flow (ccf)**	**BOD (lbs/yr)**	**TSS (lbs/yr)**
1	Total Plant Influent	5.85	329	248		2,852,760	5,863,450	4,423,940
2	Less: I&I	0.41	100	100		199,693	124,656	124,656
3	**Net Plant Influent**	**5.44**	**346**	**260**		**2,653,067**	**5,738,795**	**4,299,284**
4								
5	**Non-Residential**							
6	Low Strength I	0.08	50	50	84%	37,036	11,560	11,560
7	Low Strength II	0.71	150	150	84%	347,150	325,055	325,055
8	Low Strength III	0.15	250	250	84%	75,450	117,747	117,747
9	Medium Strength I	0.05	350	350	84%	22,006	48,079	48,079
10	Medium Strength II	0.07	450	450	84%	31,996	89,878	89,878
11	Medium Strength III	0.03	550	550	84%	16,539	56,784	56,784
12	High Strength I	0.02	650	650	84%	8,629	35,013	35,013
13	High Strength II	0.23	750	750	84%	114,672	536,867	536,867
14	Large Volume User	0.06	250	250	84%	27,970	43,650	43,650
15								
16	Elementary School	0.02	130	130	100%	10,645	8,639	8,639
17	Secondary & High School	0.06	130	130	100%	29,971	24,322	24,322
18	**Subtotal Non-Residential Flow**	**1.48**	**288**	**288**		**722,064**	**1,297,592**	**1,297,592**
19								
20	Septage	0.001	5,400	12,000		583	19,665	43,700
21								
22	**Net Residential Flow**	**3.96**	**367**	**245**		**1,930,419**	**4,421,538**	**2,957,993**

The plant mass balance analysis in

Table 6-3 results in total estimated residential loadings. **Table 6-4** shows the number of total single family and multiple family dwelling units. To allocate the total flow and strength between single and multiple family customers, the dwelling units (**Table 5-1**, Column D, Lines 2-3) are multiplied by the dwelling unit (DU) ratio (Column C) to determine the adjusted units (Column D). The dwelling unit ratio represents the amount of wastewater flow compared to the average flow from a single family customer. The ratio for multiple family dwelling units is lower than that of single family because multiple family units tend to have a smaller household size based on housing density data. The proportion of adjusted units (Column E), or equivalent dwelling units (EDU), is used to allocate the estimated residential loadings between single and multiple family.

Table 6-4: Residential Proportion of Wastewater Flow

	A	B	C	D	E
Line	Residential Customer Classes	Dwelling Units	DU Ratio	Adjusted Units	Proportion of Total Units
1	Single Family	16,752	1.00	16,752	67.7%
2	Multiple Family	10,072	0.79	7,991	32.3%
3	**Total - Residential**	**26,824**		**24,744**	**100.0%**

Table 6-5 shows the estimated residential wastewater loadings, allocated using the EDU ratios (**Table 6-4**, Column E). The total residential flow (Line 3) is equal to that calculated in the plant mass balance analysis (

Table 6-3, Columns F to H, Line 22). To validate the results of the plant mass balance analysis, the total estimated residential flow is divided by the total population estimate, equal to 70,130 people, to determine that each resident in the City uses 56 gpcd. The residential wastewater strength shown in **Table 6-3**, Line 22, is also reasonable given the reduced wastewater flow. This is a reasonable estimate based on industry standard wastewater flow and strength estimates.

Table 6-5: Estimated Residential Wastewater Loadings

	A	B	C	D
Line	Residential Customer Classes	Flow (ccf)	BOD (lbs/yr)	TSS (lbs/yr)
1	Single Family	1,306,953	2,993,516	2,002,651
2	Multiple Family	623,467	1,428,022	955,342
3	**Total - Residential**	**1,930,419**	**4,421,538**	**2,957,993**

The estimated flow from a single family dwelling unit is 160 gpd. The wastewater strength is higher because of lower wastewater flow due to conservation. This is now common for residential flow and strength. The estimated flow is calculated as follows:

1,306,953 ccf per year / 16,752 units x 748 ccf per gallon / 365 days per year = 160 gpd

6.4. Operating and Capital Cost Allocation

The next step in the cost-of-service analysis is to determine the operating and capital cost allocations by cost component. The cost components in this Study include flow, BOD, TSS, and general.

Table 6-6 shows the wastewater operating cost allocation. The flow cost component represents costs associated with wastewater flow, such as collection. The BOD and TSS cost components represent costs associated with wastewater strength, such as treatment and laboratory analyses. General costs, such as administration or engineering costs, do not have a specific function.

For the purpose of allocating operating costs, City staff provided the O&M expense budget estimates by function (Column F, Lines 13-21). This is representative of the distribution of operating costs shown in **Table 5-5**. Functions include administration, engineering, treatment and operations, treatment plant maintenance, quality control, industrial waste monitoring, collection, and laboratory. The operating costs are allocated to each cost component based on the percentage allocation (Lines 2-10) for each component. The final O&M expense allocation (Line 23) is determined by taking the weighted proportion of total operating costs by cost component based on the percentage allocations.

Table 6-6: Wastewater Operating Cost Allocation

	A	B	C	D	E	F
Line	O&M Expense Allocation	Flow	BOD	TSS	General	Total
1	**Percentage Allocation**					
2	Wastewater Admin & General				100%	100%
3	Wastewater Engineering				100%	100%
4	Wastewater Treatment and Operations	50%	25%	25%		100%
5	Wastewater Treatment Plant Maintenance	50%	25%	25%		100%
6	Wastewater Quality Control		50%	50%		100%
7	Wastewater Industrial Waste Monitoring	100%				100%
8	Wastewater Collection System - General	100%				100%
9	WW Joint Laboratory - Water		50%	50%		100%
10	WW Joint Laboratory - Solid Waste		50%	50%		100%
11						
12	**Dollar Allocation**					
13	Wastewater Admin & General	$0	$0	$0	$3,365,775	$3,365,775
14	Wastewater Engineering	$0	$0	$0	$734,148	$734,148
15	Wastewater Treatment and Operations	$2,372,907	$1,186,454	$1,186,454	$0	$4,745,814
16	Wastewater Treatment Plant Maintenance	$604,593	$302,297	$302,297	$0	$1,209,186
17	Wastewater Quality Control	$0	$361,003	$361,003	$0	$722,006
18	Wastewater Industrial Waste Monitoring	$930,789	$0	$0	$0	$930,789
19	Wastewater Collection System - General	$1,990,298	$0	$0	$0	$1,990,298
20	WW Joint Laboratory - Water	$0	$160,103	$160,103	$0	$320,206
21	WW Joint Laboratory - Solid Waste	$0	$4,366	$4,366	$0	$8,732
22	**Total - O&M Expenses**	**$5,898,587**	**$2,014,222**	**$2,014,222**	**$4,099,924**	**$14,026,955**
23	*O&M Expense Allocation*	*42.1%*	*14.4%*	*14.4%*	*29.2%*	*100.0%*

Table 6-7 shows the wastewater capital cost allocation. To minimize fluctuations in the capital cost allocation as capital projects change from year to year, capital costs are allocated on the basis of capital assets. For the purpose of allocating capital costs, City staff provided the wastewater capital assets listed by function (Column F, Lines 10-15). This is representative of the distribution of capital costs shown in

Table 5-8. Functions include land, wastewater facilities, construction in progress, machinery and equipment, collection system, and vehicles. The capital asset costs are allocated into each cost component based on the percentage allocation (Lines 2-7) for each component. The final capital expense allocation (Line 17) is determined by taking the weighted proportion of total capital asset costs by cost component.

Table 6-7: Wastewater Capital Allocation

	A	B	C	D	E	F
Line	Capital Expense Allocation	Flow	BOD	TSS	General	Total
1	**Percentage Allocation**					
2	Land (For WWTP and Perc Ponds)	50%	25%	25%		100%
3	Wastewater Facilities/Plant	50%	25%	25%		100%
4	Construction in Progress				100%	100%
5	Machinery and Equipment	50%	25%	25%		100%
6	Collection System	100%				100%
7	Vehicles	100%				100%
8						
9	**Dollar Allocation**					
10	Land (For WWTP and Perc Ponds)	$2,219,416	$1,109,708	$1,109,708	$0	$4,438,832
11	Wastewater Facilities/Plant	$5,307,140	$2,653,570	$2,653,570	$0	$10,614,280
12	Construction in Progress	$0	$0	$0	$0	$0
13	Machinery and Equipment	$82,840	$41,420	$41,420	$0	$165,680
14	Collection System	$18,220,858	$0	$0	$0	$18,220,858
15	Vehicles	$186,819	$0	$0	$0	$186,819
16	**Total - Capital Assets**	**$26,017,073**	**$3,804,698**	**$3,804,698**	**$0**	**$33,626,469**
17	*Capital Expense Allocation*	*77%*	*11%*	*11%*	*0%*	*100%*

6.5. Unit Cost Components

Table 6-8 shows the wastewater service units by cost component, which are from the plant mass balance analysis (

Table 6-3).

Table 6-8: Wastewater Service Units by Cost Components

	A	B	C	D
Line	Customer Class	Flow (ccf)	BOD (lbs/yr)	TSS (lbs/yr)
1	**Residential**			
2	Single Family Residence	1,306,953	2,993,516	2,002,651
3	Multi-Family Residence	623,467	1,428,022	955,342
4	**Total - Residential**	**1,930,419**	**4,421,538**	**2,957,993**
5				
6	**Non-Residential**			
7	Low Strength I	37,036	11,560	11,560
8	Low Strength II	347,150	325,055	325,055
9	Low Strength III	75,450	117,747	117,747
10	Medium Strength I	22,006	48,079	48,079
11	Medium Strength II	31,996	89,878	89,878
12	Medium Strength III	16,539	56,784	56,784
13	High Strength I	8,629	35,013	35,013
14	High Strength II	114,672	536,867	536,867
15	Large Volume User	27,970	43,650	43,650
16	**Total - Non-Residential**	**681,448**	**1,264,632**	**1,264,632**
17				
18	**Schools**			
19	Elementary School	10,645	8,639	8,639
20	Secondary & High School	29,971	24,322	24,322
21	**Total - Schools**	**40,616**	**32,960**	**32,960**
22				
23	**Septage**	**583**	**19,665**	**43,700**
24				
25	**Total**	**2,653,067**	**5,738,795**	**4,299,284**

Table 6-9 shows the calculation of unit costs by cost component. The operating revenue requirement (**Table 6-1**, Column B, Line 19) is allocated based on the O&M expense allocation (**Table 6-6**, Line 23) for each cost component. Similarly, the capital revenue requirement (**Table 6-1**, Column C, Line 19) is allocated based on the capital asset allocation (**Table 6-7**, Line 17). Then, the general costs (Column E, Line 3) are reallocated to the flow, BOD, and TSS cost components proportionately to the remaining cost of service. The adjusted cost of service for each cost component (Line 5) is divided by the units of service (Line 7) derived from **Table 6-8**, resulting in the unit cost component.

Table 6-9: Wastewater Cost of Service and Unit Costs

	A	B	C	D	E	F
Line	Cost of Service Allocation	Flow	BOD	TSS	General	Total
1	Operating Cost	$5,711,365	$1,950,291	$1,950,291	$3,969,792	$13,581,738
2	Capital Cost	($92,849)	($13,578)	($13,578)	$0	($120,005)
3	**Total Cost of Service**	**$5,618,516**	**$1,936,713**	**$1,936,713**	**$3,969,792**	**$13,461,733**
4	Allocation of General Costs	$2,349,818	$809,987	$809,987	($3,969,792)	$0
5	**Adjusted Cost of Service**	**$7,968,335**	**$2,746,699**	**$2,746,699**	**$0**	**$13,461,733**
6						
7	Units of Service	2,653,067	5,738,795	4,299,284		
8		ccf	lbs/yr	lbs/yr		
9						
10	Unit Cost	$3.00	$0.48	$0.64		
11		ccf	lbs/yr	lbs/yr		

6.6. Revenue Requirement Allocation

The final step in the cost-of-service analysis is to allocate the revenue requirement to each customer class based on their share of burden in the wastewater system. **Table 6-10** shows the revenue requirement allocated to each customer class based on the cost components, which is calculated by multiplying the unit costs of each cost component (**Table 6-9**, Line10) by the units of service for each customer class (**Table 6-8**). Note that the total cost of service (Column E, Line 25) is equal to the total revenue required from rates (**Table 6-1**, Column D, Line 19). The calculations in the table may not be equal to the precise number shown due to rounding within the tables.

Table 6-10: Allocation of Wastewater Revenue Requirement to Customer Classes

	A	B	C	D	E
Line	Customer Class	Flow	BOD	TSS	Total
1	**Residential**				
2	Single Family Residence	$3,925,357	$1,432,755	$1,279,441	$6,637,553
3	Multi-Family Residence	$1,872,546	$683,479	$610,342	$3,166,368
4	**Total - Residential**	**$5,797,903**	**$2,116,234**	**$1,889,783**	**$9,803,921**
5					
6	**Non-Residential**				
7	Low Strength I	$111,237	$5,533	$7,385	$124,155
8	Low Strength II	$1,042,644	$155,578	$207,669	$1,405,891
9	Low Strength III	$226,610	$56,356	$75,225	$358,191
10	Medium Strength I	$66,094	$23,012	$30,717	$119,823
11	Medium Strength II	$96,097	$43,017	$57,421	$196,535
12	Medium Strength III	$49,674	$27,178	$36,278	$113,130
13	High Strength I	$25,917	$16,758	$22,369	$65,043
14	High Strength II	$344,410	$256,955	$342,990	$944,355
15	Large Volume User	$84,007	$20,892	$27,887	$132,785
16	**Total - Non-Residential**	**$2,046,690**	**$605,277**	**$807,940**	**$3,459,907**
17					
18	**Schools**				
19	Elementary School	$31,973	$4,135	$5,519	$41,627
20	Secondary & High School	$90,016	$11,641	$15,538	$117,196
21	**Total - Schools**	**$121,989**	**$15,776**	**$21,058**	**$158,822**
22					
23	**Septage**	**$1,752**	**$9,412**	**$27,918**	**$39,083**
24					
25	**Total**	**$7,968,335**	**$2,746,699**	**$2,746,699**	**$13,461,733**

6.7. Rate Calculation

Table 6-11 shows the rate calculation for the City's proposed wastewater rates for the FY 2025 test year.

Bi-monthly residential service charge = Residential cost of service / dwelling units / 6 billing periods

Non-residential wastewater usage rate = Non-residential cost of service / ccf of water usage

Bi-monthly schools service charge = Schools cost of service / students x 100 students / 6 billing periods

The City's wastewater utility incurs additional costs (Line 22) to serve septage customers above and beyond the allocated cost of service. These additional costs are equal to the total burdened labor cost for administrative work related to collecting septage. Note that the revenues from septage charges were estimated in the projected wastewater revenues (**Table 5-4**, Line 5). The additional costs are calculated as follows:

$30 per hour x 0.25 hours x 2 for overhead costs / 2,000 gallons per load x 363,636 gallons of septage per year

Table 6-11: Wastewater Bi-Monthly Rate Calculation

	A	B	C	D
Line	**Customer Class**	**Cost of Service**	**FY 2025 Units**	**Proposed Bi-Monthly Rate**
1	**Residential**		*dwelling units*	*per dwelling unit*
2	Single Family Residence	$6,637,553	16,752	$66.04
3	Multi-Family Residence	$3,166,368	10,072	$52.40
4				
5	**Non-Residential**		*ccf of water*	*per ccf*
6	Low Strength I	$124,155	44,091	$2.82
7	Low Strength II	$1,405,891	413,274	$3.41
8	Low Strength III	$358,191	89,821	$3.99
9	Medium Strength I	$119,823	26,198	$4.58
10	Medium Strength II	$196,535	38,090	$5.16
11	Medium Strength III	$113,130	19,689	$5.75
12	High Strength I	$65,043	10,273	$6.34
13	High Strength II	$944,355	136,514	$6.92
14	Large Volume User	$132,785	33,298	$3.99
15				
16	**Schools**		*students*	*per 100 students*
17	Elementary School	$41,627	4,848	$143.11
18	Secondary & High School	$117,196	8,189	$238.52
19				
20	**Septage**		*gallons*	*per gallon*
21	Cost of Service	$39,083	436,364	$0.09
22	Additional Costs	$3,273	436,364	$0.01
23	Total Septage	$42,355	436,364	$0.10

Table 6-12 shows the bi-monthly rate comparison between the proposed rates calculated in **Table 6-11** and the City's current wastewater rates.

Table 6-12: Wastewater Bi-Monthly Rate Comparison

	A	B	C	D
Line	Customer Class	Proposed Bi-Monthly Rate	Current Bi-Monthly Rate	Difference ($)
1	**Residential**	*per dwelling unit*		
2	Single Family Residence	$66.04	$62.43	$3.61
3	Multi-Family Residence	$52.40	$48.08	$4.32
4				
5	**Non-Residential**	*per ccf*		
6	Low Strength I	$2.82	$2.42	$0.40
7	Low Strength II	$3.41	$2.87	$0.54
8	Low Strength III	$3.99	$3.32	$0.67
9	Medium Strength I	$4.58	$3.77	$0.81
10	Medium Strength II	$5.16	$4.22	$0.94
11	Medium Strength III	$5.75	$4.67	$1.08
12	High Strength I	$6.34	$5.12	$1.22
13	High Strength II	$6.92	$5.56	$1.36
14	Large Volume User	$3.99	$3.32	$0.67
15				
16	**Schools**	*per 100 students*		
17	Elementary School	$143.11	$134.38	$8.73
18	Secondary & High School	$238.52	$215.02	$23.50
19				
20	**Septage**	*per gallon*		
21	Septage Charge *	$0.10	$0.11	($0.01)

* minimum septage charge is $15

6.8. Proposed Rates

Table 6-13 and **Table 6-14** show the proposed bi-monthly wastewater service charges and the non-residential wastewater rates, respectively. The proposed wastewater rates for July 2024 are from **Table 6-11**. The proposed wastewater rates in the following years are increased across the board by the revenue adjustments in **Table 5-11**.

Table 6-13: Proposed Bi-Monthly Wastewater Service Charges

	A	B	C	D	E	F	G
Line	Bi-Monthly Wastewater Service Charges	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Residential ($/dwelling unit)						
2	Single Family	$62.43	$66.04	$72.65	$79.92	$87.92	$94.96
3	Multiple Family	$48.08	$52.40	$57.64	$63.41	$69.76	$75.35
4							
5	Schools ($/100 students)						
6	Elementary	$134.38	$143.11	$157.43	$173.18	$190.50	$205.74
7	Secondary & High	$215.02	$238.52	$262.38	$288.62	$317.49	$342.89

Table 6-14: Proposed Non-Residential Wastewater Rates

	A	B	C	D	E	F	G
Line	Wastewater Usage Rates	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Non-Residential Usage ($/ccf)						
2	Low Strength I	$2.42	$2.82	$3.11	$3.43	$3.78	$4.09
3	Low Strength II	$2.87	$3.41	$3.76	$4.14	$4.56	$4.93
4	Low Strength III	$3.32	$3.99	$4.39	$4.83	$5.32	$5.75
5	Medium Strength I	$3.77	$4.58	$5.04	$5.55	$6.11	$6.60
6	Medium Strength II	$4.22	$5.16	$5.68	$6.25	$6.88	$7.44
7	Medium Strength III	$4.67	$5.75	$6.33	$6.97	$7.67	$8.29
8	High Strength I	$5.12	$6.34	$6.98	$7.68	$8.45	$9.13
9	High Strength II	$5.56	$6.92	$7.62	$8.39	$9.23	$9.97
10	Large Volume User	$3.32	$3.99	$4.39	$4.83	$5.32	$5.75
11	Minimum Charge ($)	$48.08	$52.40	$57.64	$63.41	$69.76	$75.35
12							
13	Septage Charge ($/gal)	$0.11	$0.10	$0.11	$0.13	$0.15	$0.17
14	Minimum Septage Charge		$15.00	$16.50	$18.15	$19.97	$21.57

7. Non-Potable Water – Financial Plan

This section of the report details the non-potable enterprise's long-term financial plan, based on the projected revenues, expenses, debt service, and capital project costs. Raftelis modeled the financial plan without revenue adjustments (status quo) and with proposed revenue adjustments to ensure the financial sustainability and solvency of the non-potable water utility.

7.1. Projected Revenues

City staff provided the actual FY 2022 revenues and budgeted FY 2023 and FY 2024 revenues for the non-potable water utility, which were used to project revenues for the remainder of the Study period. **Table 7-1** shows the projected water revenues for each of the non-potable water funds.

The non-potable water rate revenues (Lines 2-3) are inflated for future years based on the weighted customer account growth assumptions for each customer class (**Table 2-1**). The City expects modest increases in non-potable water rate revenues for all years of the Study. The investment incomes (Lines 4 and 9) are calculated using the reserve interest rate (**Table 2-2**, Line 2). The remaining revenues are inflated using the non-rate revenue inflation factor (**Table 2-2**, Line 1).

Table 7-1: Projected Non-Potable Water Revenues

	A	B	C	D	E	F	G
Line	Projected Revenues	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Non-Potable Water Service (531)**						
2	Non-Potable Water Usage	$360,000	$608,911	$612,105	$615,315	$618,542	$621,785
3	Non-Potable Water Service Chrg	$230,000	$47,990	$48,241	$48,494	$48,749	$49,004
4	Investment Income	$21,034	$17,488	$17,202	$15,547	$13,559	$11,281
5	**Total - Non-Potable Water Service (531)**	**$611,034**	**$674,389**	**$677,548**	**$679,356**	**$680,850**	**$682,071**
6							
7	**Non-Potable Capital Improvement (549)**						
8	Capital Improv Chrg Non-Res	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000
9	Investment Income	$12,987	$13,117	$13,248	$13,381	$13,515	$13,650
10	**Total - Non-Potable Capital Improvement (549)**	**$92,987**	**$93,117**	**$93,248**	**$93,381**	**$93,515**	**$93,650**
11							
12	**Total - Revenues**	**$704,022**	**$767,506**	**$770,796**	**$772,737**	**$774,364**	**$775,721**

7.2. Projected O&M Expenses

City staff provided the non-potable water O&M actual expenses for FY 2022 and budgeted O&M expenses for FY 2023 and FY 2024. **Table 7-2** shows the projected O&M expenses for the study period, inflated for FY 2025 and beyond using the expense inflation factors (**Table 2-3**).

Table 7-2: Projected Non-Potable Water O&M Expenses

	A	B	C	D	E	F	G
Line	Projected O&M Expenses	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Non-Potable Water Service (531)**						
2	Salaries and Benefits	$100,356	$104,370	$108,545	$112,887	$117,402	$122,098
3	Services - Power	$20,200	$21,323	$22,509	$23,757	$25,075	$26,465
4	Services	$175,740	$181,012	$186,443	$192,036	$197,797	$203,731
5	Supplies	$50,000	$51,500	$53,045	$54,636	$56,275	$57,964
6	**Total - Non-Potable Water Service (531)**	**$346,296**	**$358,206**	**$370,542**	**$383,316**	**$396,549**	**$410,258**
7							
8	**Non-Potable Projects (543)**						
9	Salaries and Benefits	$0	$0	$0	$0	$0	$0
10	Services - Power	$0	$0	$0	$0	$0	$0
11	Services	$150,000	$154,500	$159,135	$163,909	$168,826	$173,891
12	Supplies	$44,542	$45,878	$47,255	$48,672	$50,132	$51,636
13	**Total - Non-Potable Projects (543)**	**$194,542**	**$200,378**	**$206,390**	**$212,581**	**$218,959**	**$225,527**
14							
15	**Total - O&M Expenses**	**$540,838**	**$558,584**	**$576,931**	**$595,898**	**$615,508**	**$635,785**

7.3. Debt Service

The City does not have any existing debt for the non-potable water utility and does not plan to incur new debt to fund capital projects for the study period.

7.4. Capital Projects

Table 7-3 shows the inflated non-potable water capital project costs, based on CIP provided from City staff inflated by the capital expense inflation factor (**Table 2-3**, Line 7). The City plans to fund all CIP for the non-potable water system through rates.

Table 7-3: Inflated Non-Potable Water Capital Projects

	A	B	C	D	E	F	G
Line	Capital Projects (Inflated)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Replacement**						
2	Texas St. Reservoir & booster station	$51,500	$0	$0	$0	$0	$0
3	Recycled Water Reservoirs	$824,000	$0	$0	$0	$0	$0
4	Well 31A maintenance rehab	$0	$0	$0	$0	$0	$0
5	Redlands Heights Well Rehabilitation	$77,250	$0	$0	$0	$0	$0
6	California Street Well Rehab	$0	$106,090	$0	$0	$0	$0
7	Citywide Non-Potable Water Meter Replacements	$0	$0	$0	$0	$0	$0
8	Chicken Hill Well Rehabilitation	$0	$0	$109,273	$0	$0	$0
9	Well #30A Rehabilitation	$0	$0	$109,273	$0	$0	$0
10	Well 32 liner rehab	$0	$0	$109,273	$348,908	$0	$0
11	Projection	$0	$0	$0	$0	$359,375	$370,156
12	**Total - Replacement**	**$952,750**	**$106,090**	**$327,818**	**$348,908**	**$359,375**	**$370,156**

7.5. Current Financial Plan – Status Quo

Table 7-4 shows the projected non-potable water financial plan under the status quo scenario. Revenues (Line 6) are derived from **Table 7-1**. O&M expenses (Line 15) are from **Table 7-2**. Rate funded capital projects (Line 12) are from **Table 7-3**. The net cash flow (Line 18) is positive for FY 2025 through FY 2029, indicating that the City's non-potable water revenues are sufficient to fund operating and capital project costs and the cash balance at or above the target over the Study period. Therefore, Raftelis does not recommend any rate increases for the Non-Potable water rates for the next five years.

Table 7-4: Projected Non-Potable Water Financial Plan (Status Quo)

	A	B	C	D	E	F	G
Line	Non-Potable Water Financial Plan	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	**Revenues**						
2	Rate Revenues	$590,000	$656,901	$660,346	$663,809	$667,290	$670,790
3	Revenue Adjustments	$0	$0	$0	$0	$0	$0
4	Investment Income	$34,022	$30,605	$30,450	$28,928	$27,074	$24,931
5	Other Revenues	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000
6	**Total - Revenues**	**$704,022**	**$767,506**	**$770,796**	**$772,737**	**$774,364**	**$775,721**
7							
8	**O&M Expenses**						
9	Salaries and Benefits	$100,356	$104,370	$108,545	$112,887	$117,402	$122,098
10	Services - Power	$20,200	$21,323	$22,509	$23,757	$25,075	$26,465
11	Services	$325,740	$335,512	$345,578	$355,945	$366,623	$377,622
12	**Total - O&M Expenses**	**$446,296**	**$461,206**	**$476,632**	**$492,589**	**$509,100**	**$526,185**
13							
14	**Debt and Capital**						
15	Rate Funded Capital Projects	$952,750	$106,090	$327,818	$348,908	$359,375	$370,156
16	**Total - Debt and Capital**	**$952,750**	**$106,090**	**$327,818**	**$348,908**	**$359,375**	**$370,156**
17							
18	**Net Cash Flow**	($789,566)	$102,832	($133,953)	($172,069)	($200,519)	($230,221)
19	Net Operating Revenue	$163,184	$208,922	$193,865	$176,839	$158,856	$139,935
20							
21	Beginning Balances	$3,853,955	$3,064,389	$3,167,221	$3,033,268	$2,861,199	$2,660,680
22	Ending Balances	$3,064,389	$3,167,221	$3,033,268	$2,861,199	$2,660,680	$2,430,460

Figure 7-1 shows the proposed non-potable water capital financing plan in graphical format, based on the capital projects shown in **Table 7-3** and with no debt issues. The dark teal bars represent the rate funded replacement CIP costs.

Figure 7-1: Proposed Water Capital Financing Plan (Status Quo)

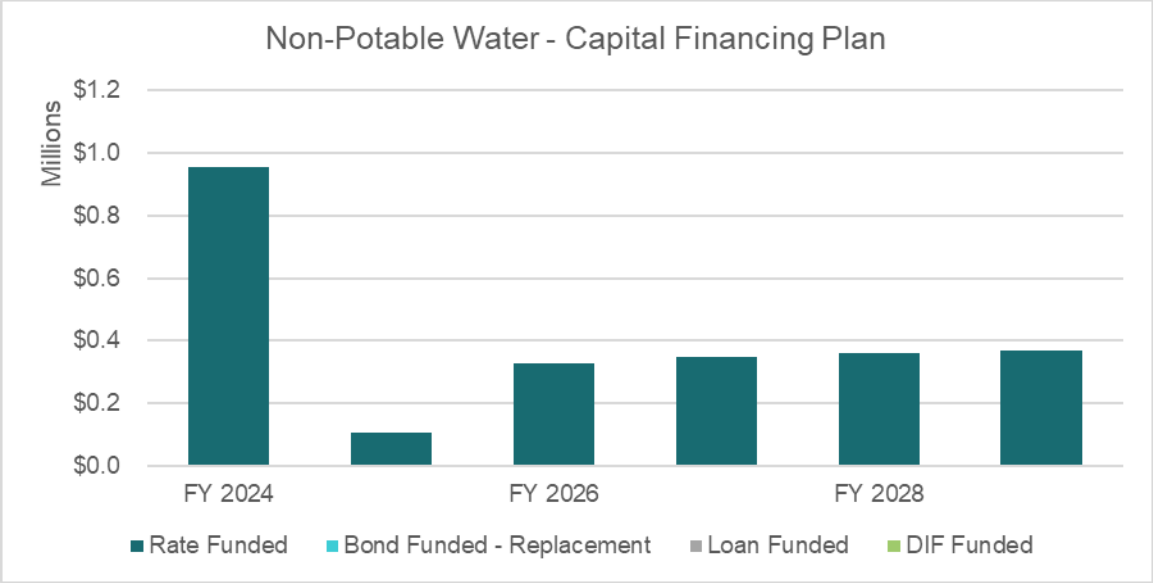


Figure 7-2 shows the projected non-potable water financial plan under the status quo scenario. The green bars, which represent net cash flow, are below the stacked gray bars from FY 2025 to FY 2029, which represents the reduction to the cash balance in those years of the study.

Figure 7-2: Projected Non-Potable Water Financial Plan (Status Quo)

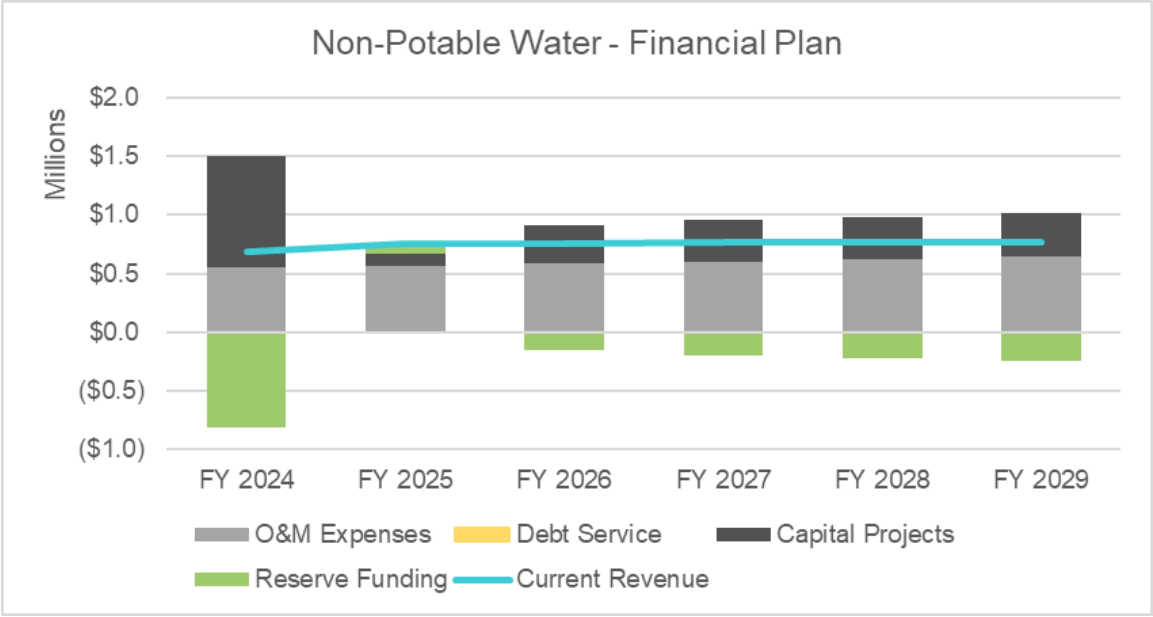
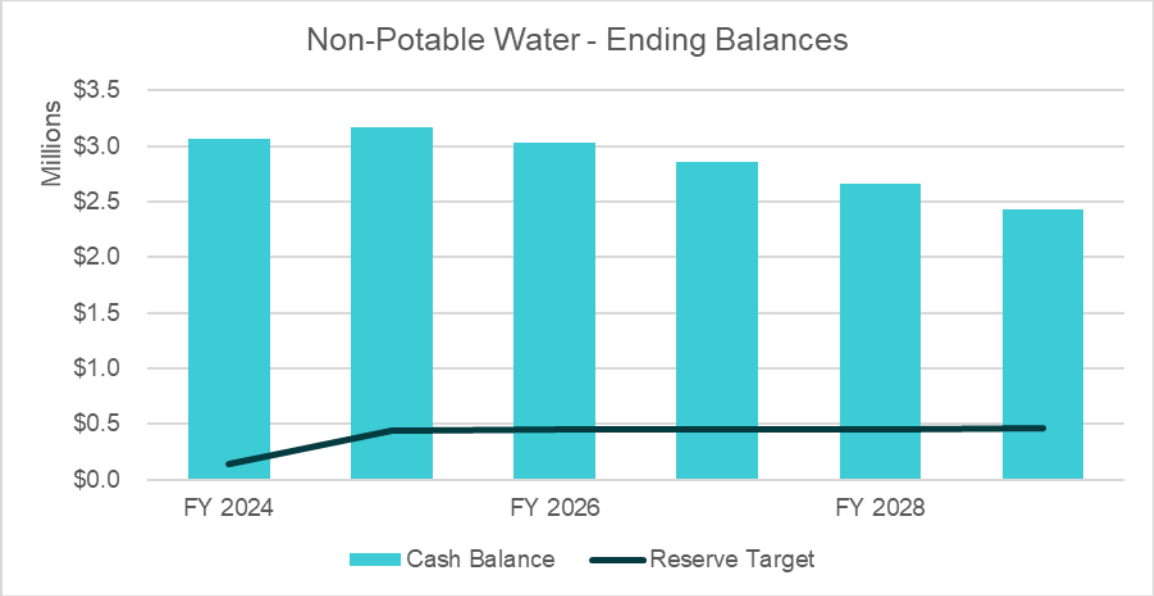


Figure 7-3 shows the projected non-potable water fund cash balance under the status quo scenario. The turquoise bars, which represent the ending cash balance for the non-potable water system, fall above target in FY 2025 through FY 2029.

Figure 7-3: Projected Non-Potable Water Fund Balances (Status Quo)



7.6. Proposed Financial Plan

Table 7-5 shows the proposed non-potable water revenue adjustments over the study period. Currently, Raftelis does not recommend any revenue adjustments.

Table 7-5: Proposed Non-Potable Water Revenue Adjustments

	A	B	C
Line	Fiscal Year	Revenue Adjustment	Month Effective
1	FY 2025	0.0%	July
2	FY 2026	0.0%	July
3	FY 2027	0.0%	July
4	FY 2028	0.0%	July
5	FY 2029	0.0%	July

7.7. Proposed Rates

Since there are no revenue adjustments proposed for the non-potable system, the current non-potable water rates will remain in effect as shown in in **Table 7-6** and **Table 7-7**.

Table 7-6: Proposed Bi-Monthly Non-Potable Water Service Charges ($/meter size)

	A	B	C	D	E	F	G
Line	Bi-Monthly Non-Potable Water Service Charges	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Non-Potable Water Service						
2	3/4"	$13.81	$13.81	$13.81	$13.81	$13.81	$13.81
3	1"	$20.65	$20.65	$20.65	$20.65	$20.65	$20.65
4	1 1/2"	$37.29	$37.29	$37.29	$37.29	$37.29	$37.29
5	2"	$55.16	$55.16	$55.16	$55.16	$55.16	$55.16
6	3"	$95.50	$95.50	$95.50	$95.50	$95.50	$95.50
7	4"	$147.45	$147.45	$147.45	$147.45	$147.45	$147.45
8	6"	$272.16	$272.16	$272.16	$272.16	$272.16	$272.16
9	8"	$401.04	$401.04	$401.04	$401.04	$401.04	$401.04

Table 7-7: Proposed Non-Potable Water Usage Rates ($/ccf of water)

	A	B	C	D	E	F	G
Line	Non-Potable Water Usage Rates	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	**Non-Potable Water Usage**						
2	Non-Potable Water	$0.99	$0.99	$0.99	$0.99	$0.99	$0.99
3	Conversion Customer	$0.64	$0.64	$0.64	$0.64	$0.64	$0.64

8. Appendix A – Alternative Wastewater Rate Scenario

Raftelis is proposing a second financial plan and rates scenario for the wastewater utility. This scenario includes an additional $3 million bond issuance in FY 2025 to pay for capital expenditures. The purpose of this scenario is to spread costs out over a longer period of time to reduce the necessary rate increase. This scenario would lower the rate revenue increase in FY 2027 and FY 2028 from 10 percent to 8 percent. **Table 8-1** and **Table 8-2** show the proposed wastewater rates under this alternative scenario.

Table 8-1: Proposed Bi-Monthly Residential and Schools Wastewater Service Charges

	A	B	C	D	E	F	G
Line	Bi-Monthly Wastewater Service Charges	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Residential ($/dwelling unit)						
2	Single Family	$62.43	$66.04	$72.65	$78.47	$84.75	$91.53
3	Multiple Family	$48.08	$52.40	$57.64	$62.26	$67.25	$72.63
4							
5	Schools ($/100 students)						
6	Elementary	$134.38	$143.11	$157.43	$170.03	$183.64	$198.34
7	Secondary & High	$215.02	$238.52	$262.38	$283.38	$306.06	$330.55

Table 8-2: Proposed Non-Residential Wastewater Usage Rates ($/ccf of water)

	A	B	C	D	E	F	G
Line	Wastewater Usage Rates	Current Rates	July 2024	July 2025	July 2026	July 2027	July 2028
1	Non-Residential Usage ($/ccf)						
2	Low Strength I	$2.42	$2.82	$3.11	$3.36	$3.63	$3.93
3	Low Strength II	$2.87	$3.41	$3.76	$4.07	$4.40	$4.76
4	Low Strength III	$3.32	$3.99	$4.39	$4.75	$5.13	$5.55
5	Medium Strength I	$3.77	$4.58	$5.04	$5.45	$5.89	$6.37
6	Medium Strength II	$4.22	$5.16	$5.68	$6.14	$6.64	$7.18
7	Medium Strength III	$4.67	$5.75	$6.33	$6.84	$7.39	$7.99
8	High Strength I	$5.12	$6.34	$6.98	$7.54	$8.15	$8.81
9	High Strength II	$5.56	$6.92	$7.62	$8.23	$8.89	$9.61
10	Large Volume User	$3.32	$3.99	$4.39	$4.75	$5.13	$5.55
11	Minimum Charge ($)	$48.08	$52.40	$57.64	$62.26	$67.25	$72.63
12							
13	Septage Charge ($/gal)	$0.11	$0.10	$0.11	$0.12	$0.13	$0.15

RESOLUTION NO. 7128

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS ESTABLISHING A POLICY FOR THE SUBMISSION AND TABULATION OF PROTESTS WITH RESPECT TO PUBLIC HEARINGS FOR PROPOSED UTILITY RATE ADJUSTMENTS

WHEREAS, Article XIIID, section 6 of the California Constitution requires the City to consider written protests to certain proposed increases to utility rates; and

WHEREAS, the California Constitution does not offer specific guidance as to who is allowed to submit protests, how written protests are submitted, or how the city is to tabulate the protests;

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

Section 1. When notice of a public hearing with respect to a utility or other rate adjustments has been given by the City pursuant to Article XIIID, Section 6 of the California Constitution, the following guidelines shall apply:

A. Submission of Protests

1. Any property owner or utility customer may submit a written protest to the City Clerk, either by mail or delivery to the City Clerk's Office, 35 Cajon Street, Suite #4, Redlands, CA 92373 or by submitting the protest at the public hearing. Protests must be received by the end of the public hearing.

2. Each protest must state that it is a protest (or indicate opposition to the proposed rates). If the City has given notices for the public hearings regarding rates for both sewer and water service, and those hearings are to be held on the same date, then the protest may indicate whether it is made (i) with respect only to water rates, (ii) with respect only to sewer rates, or (iii) with respect to both water and sewer rates. If no limitation is indicated, the City will interpret the protest as covering all rates to be considered on the hearing date. Email or facsimile protests cannot be accepted. Although oral comments at the public hearing will not qualify as a formal protest unless accompanied by a written protest, the City Council welcomes input from the community during the public hearing on proposed fees.

3. A protest by a property owner that is a trust must be signed by the Trustee and identified as such with the signature (i.e., John Smith, Trustee for Smith Family trust). Protests by property owners that are corporations, partnerships, or similar entitles must be signed by a person authorized to execute documents on behalf of the property owner.

4. If a parcel served by the City is owned by more than a single record owner, or more than one name appears on the City's records as the customer for the property, or the customer is not the record owner, each owner or customer may

submit a protest, but only one protest will be counted per parcel and any one protest submitted in accordance with these rules will be sufficient to count as a protest for that property.

5. In order to be valid, a protest must bear date, designation of parcel address or parcel number, printed name, and original signature of the record owner or customer of record with respect to the property identified on the protest. The customer of record is the name of the person whose name is printed on the utility bills for the parcel. Except as set forth in paragraph 3 above, protests not bearing the original signature of a record owner or customer of record shall not be counted. Protests which have been altered by someone other than the person who signed them shall not be counted.

6. Any person who submits a protest may withdraw it by submitting to the City Clerk a dated, written request that the protest be withdrawn. The withdrawal of a protest shall contain sufficient information to identify the affected parcel and the name of the record owner or record customer who submitted both the protest and the request that it be withdrawn.

7. A fee protest proceeding is not an election.

8. To ensure transparency and accountability in the fee protest tabulation, protests shall constitute disclosable public records from and after the close of the public hearing.

B. Tabulation of Protests

1. The City Clerk shall determine the validity of all protests. The City Clerk shall not accept as valid any protest if the City Clerk determines that any of the following conditions exist:

    a. The protest does not identify a property that will be subject to proposed fees.
    b. The protest does not bear an original signature of a record owner or identified as trustee of the parcel identified on the protest or of a record customer of that parcel.
    c. The protest does not state its opposition to the proposed fees or is illegible.
    d. The protest has been altered in any way by someone other than the person who is signed to it.
    e. The protest was not received by the City Clerk before close of the public hearing on the proposed fees.
    f. A request to withdraw the protest was received by the City Clerk prior to the close of the public hearing on the proposed fees.

2. The City Clerk's decision that a protest is not valid shall constitute a final action of the City and shall not be subjected to any internal appeal.

3. A majority protest exists (50% plus one) if written protests are timely submitted and not withdrawn by the record owners, trustee, or customers with respect to, a majority of the properties subject to the proposed fee. If both water and sewer rates are being considered, a separate determination will be made for with respect to each of these two types of fees.

4. At the conclusion of the public hearing, the City Clerk shall count all protests received, including those received during the public hearing, and shall report the results to the City Council upon completion. If review of the protests received demonstrates that the number received is manifestly less than one-half of the parcels served by the City with respect to the fee which is the subject of the protest, then the City Clerk may advise the City Council of the absence of a majority protest without determining the validity of all protests.

5. If, at the conclusion of the public hearing, the City Clerk determines that the City Clerk will require additional time to count the protests, the City Clerk shall so advise the City Council, which may adjourn the meeting to allow the count to be completed on another day or days. If so, the City Council shall declare the time and place of the count, which shall be conducted in a place where interested members of the public may observe the counting, and the City Council shall declare the time at which its meeting shall be resumed to receive an act in the report of the City Clerk.

Section 2. The City Council hereby directs City staff to include the requirements described in Section 1.A of this Resolution, which govern the submission of written protests, within all notices of protest hearings that are mailed to property owners and customers of City utility services.

ADOPTED, SIGNED AND APPROVED this 6th day of March, 2012.

Pete Aguilar, Mayor

ATTEST:

Sam Irwin, City Clerk

I, Sam Irwin, 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 March 2012, by the following vote:

AYES: Councilmembers Harrison, Bean, Gardner; Mayor Aguilar
NOES: Councilmember Foster
ABSTAIN: None
ABSENT: None

Sam Irwin, City Clerk

ORDINANCE NO. 2964

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING CHAPTER 3.52 OF THE REDLANDS MUNICIPAL CODE RELATING TO WATER FUND

Section 1. Chapter 3.52 of the Redlands Municipal Code, titled "Water Fund," is hereby amended to read as follows:

"CHAPTER 3.52
WATER FUND

SECTION:

3.52.010: Establishment
3.52.040: Water Service Rate Schedule

3.52.010: ESTABLISHMENT:

There is established a water fund to provide for administration, operation and maintenance of the Redlands domestic water system and its capacity to serve its existing users. The following rules shall apply:

A. All service charges and all miscellaneous charges not otherwise designated shall be credited to the water fund. The water fund shall be operated as an enterprise fund. All interest on the cash balance of the fund shall accrue to the water fund.

B. Established within the water fund are a reserve for capital and a reserve for legal.
   1. The reserve for capital shall be in addition to the annual capital replacement budget, to establish a fund for capital expenditures necessary due to unforeseen or unusual capital costs in any year, necessary to maintain the existing system and its capacity.
   2. The reserve for legal shall be in addition to the annual budget for legal costs, to establish a fund for legal expenditures due to unforeseen or unusual legal costs in any one year.

3.62.040: WATER SERVICE RATE SCHEDULE:

Amounts of charges are set out in table 3.52.040 of this section.

TABLE 3.52.040

WATER SERVICE RATE SCHEDULE

BIMONTHLY RATES

A. Potable water rates effective August 5, 2024:
   1. Water Usage Charge:
      a. Building water use:

Tiers	Units[1]	Rate
Tier 1	1 to 16 hcf	$1.57

Tier 2	17 to 27 hcf	$1.86
Tier 3	> 27 hcf	$2.79

Note: 1 unit equals 100 cubic feet (hcf).

b. Nonbuilding water use:

Tiers	Units[1]	Rate
Tier 1	1 to 27 hcf	$1.77
Tier 2	> 27 hcf	$2.49

Note: 1 unit equals 100 cubic feet (hcf)

2. Bimonthly Water Service Charge:

Meter Size (inches)	Total Water Service Charge[1]	Customer Service Component[1]
5/8	$32.94	$6.85
¾	$44.01	$6.85
1	$65.50	$6.85
1 ½	$117.60	$6.85
2	$173.62	$6.85
3	$299.97	$6.85
4	$462.79	$6.85
6	$853.56	$6.85
8	$1,257.36	$6.85
10	$2,976.76	$6.85
12	$3,914.61	$6.85

Note: Prior agriculture irrigation customers are charged the customer service component of the water service charge only.

3. Fire Protection Water Service Charge:

Meter Size (inches)	Total Fire Protection Water Service Charge (Bimonthly)
2	$11.81
3	$21.20
4	$37.39
6	$95.48
8	$195.69
10	$346.42
12	$555.33

4. Fire Hydrant Construction Water Service:

Water Usage Charge	$2.79/100 cubic feet
Monthly water service charge[1]	$299.97
Fire hydrant construction meter prepayment[1,2]	$1,200.00

Notes: 1. Minimum water service charge (if less than 30 days) will be $299.97. Repairs to damaged fire hydrant construction meters shall be charged at prevailing time and material rates to repair the meter.

2. Lost or stolen fire hydrant construction meters shall be charged a $1,200.00 replacement charge.

5. Water Meter Installation Charge:

Meter Size (inches)	**Installation Charge**
¾	$175.00
1	$225.00
1 ½	$430.00
2	$595.00

6. Outside City Service Review:
$50.00/unit, $500.00 maximum

7. Miscellaneous Fees:

After hours request for turn on service (standby call)	$60.00
Broken angle meter stop	$75.00
Broken lock	$15.00
Remove meter after illegal turn on	$50.00
Remove straight connection	$75.00
Cut service at main	Time and Materials
Water meter test charge	$40.00, plus cost of new meter
Turn off for nonpayment	$46.00
Recheck after turn off for nonpayment	$20.00
Returned check	$35.00
Check by phone	$6.00
Establish new municipal services account	$15.00
Failure to notify change of ownership	$35.00
Request for same day water turn on after 3:00 P.M.	$26.00

Obstructed meter resulting in an estimated read or reread trip	$15.00
Jumper fee (for use on buildings under construction – prelandscape)	$50.00
Submittal to collection agency	40% of outstanding balance submitted for collection action
Unauthorized fire protection water usage	$40.00, plus full nonfire protection meter service charge and any applicable wastewater charge at the prevailing rate
Unauthorized fire hydrant connection	$150.00, plus estimated water usage charge at the prevailing usage rate

B. Potable water rates effective July 1, 2025:

1. Water Usage Charge:

a. Building water use:

Tiers	Units[1]	Rate
Tier 1	1 to 16 hcf	$1.61
Tier 2	17 to 27 hcf	$1.90
Tier 3	> 27 hcf	$2.85

Note: 1 unit equals 100 cubic feet (hcf).

b. Nonbuilding water use:

Tiers	Units[1]	Rate
Tier 1	1 to 27 hcf	$1.81
Tier 2	> 27 hcf	$2.54

Note: 1 unit equals 100 cubic feet (hcf)

2. Bimonthly Water Service Charge:

Meter Size (inches)	Total Water Service Charge[1]	Customer Service Component[1]
5/8	$33.60	$6.99
¾	$44.90	$6.99
1	$66.81	$6.99
1 ½	$119.96	$6.99
2	$177.10	$6.99
3	$305.97	$6.99
4	$472.05	$6.99

6	$870.64	$6.99
8	$1,282.51	$6.99
10	$3,036.30	$6.99
12	$3,992.91	$6.99

Note: Prior agriculture irrigation customers are charged the customer service component of the water service charge only.

3. Fire Protection Water Service Charge:

Meter Size (inches)	**Total Fire Protection Water Service Charge (Bimonthly)**
2	$12.05
3	$21.63
4	$38.14
6	$97.39
8	$199.61
10	$353.35
12	$566.44

4. Fire Hydrant Construction Water Service:

Water Usage Charge	$2.85/100 cubic feet
Monthly water service charge[1]	$305.97
Fire hydrant construction meter prepayment[1,2]	$1,200.00

Notes: 1. Minimum water service charge (if less than 30 days) will be $305.97. Repairs to damaged fire hydrant construction meters shall be charged at prevailing time and material rates to repair the meter.

2. Lost or stolen fire hydrant construction meters shall be charged a $1,200.00 replacement charge.

5. Water Meter Installation Charge:

Meter Size (inches)	**Installation Charge**
¾	$175.00
1	$225.00
1 ½	$430.00
2	$595.00

6. Outside City Service Review:
   $50.00/unit, $500.00 maximum
7. Miscellaneous Fees:

After hours request for turn on service (standby call)	$60.00
Broken angle meter stop	$75.00
Broken lock	$15.00
Remove meter after illegal turn on	$50.00
Remove straight connection	$75.00
Cut service at main	Time and Materials
Water meter test charge	$40.00, plus cost of new meter
Turn off for nonpayment	$46.00
Recheck after turn off for nonpayment	$20.00
Returned check	$35.00
Check by phone	$6.00
Establish new municipal services account	$15.00
Failure to notify change of ownership	$35.00
Request for same day water turn on after 3:00 P.M.	$26.00
Obstructed meter resulting in an estimated read or reread trip	$15.00
Jumper fee (for use on buildings under construction – prelandscape)	$50.00
Submittal to collection agency	40% of outstanding balance submitted for collection action
Unauthorized fire protection water usage	$40.00, plus full nonfire protection meter service charge and any applicable wastewater charge at the prevailing rate
Unauthorized fire hydrant connection	$150.00, plus estimated water usage charge at the prevailing usage rate

Section 2. 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 3. Resolution No. 2830 is rescinded effective August 5, 2024.

Section 4. 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. 2965

AN ORDINANCE OF THE CITY OF REDLANDS AMENDING CHAPTER 3.62 OF THE REDLANDS MUNICIPAL CODE RELATING TO SEWER SERVICE FUND

Section 1. Chapter 3.62 of the Redlands Municipal Code, titled "Sewer Service Fund," is hereby amended to read as follows:

"CHAPTER 3.62
SEWER SERVICE FUND

SECTION:

3.62.010: Establishment
3.62.020: Definitions
3.62.030: Charges
3.62.040: Amount of Charges

3.62.010: ESTABLISHMENT:

There is established the sewer service fund to provide for administration, operation and maintenance of the Redlands domestic sewerage system and its capacity to serve its existing users. All interest on the cash balance of the fund shall accrue to the sewer service fund. The following rules shall apply:

A. All service charges and all miscellaneous charges not otherwise designated shall be credited to the sewer service fund.

B. Established within the sewer service fund is a reserve for capital. The reserve for capital shall be in addition to annual capital replacement budget, to establish a fund for capital expenditures necessary due to unforeseen or unusual capital costs in any year, necessary to maintain the existing system and its capacity.

3.62.020: DEFINITIONS:

For the purpose of carrying out the intent of this chapter, the following definitions shall apply:

MULTIPLE-FAMILY DWELLING UNIT: A structure designed and used for occupancy of two (2) or more families, but does not include motels, hotels, or rest homes, nursing homes, with common cooking facilities.

PREMISES: A lot, parcel of land, building or establishment.

SEWER CONNECTION OR CONNECTION: Physically tapping into sewer mains or their laterals for the purpose of serving a private sewer line or building sewer from a property or premises.

SEWER RATES: The sewer rates, rate structures and rate classes to be established by the city council to be used as a basis for charging users for service from the sewerage system.

SEWER SERVICE CHARGE: Service charges for the use of the sewerage system based on sewer rates.

SEWERAGE SYSTEM: Those pipelines and appurtenances maintained and operated by the city for the collection and conveyance of sewage to the plant owned and operated by the city, wastewater treatment, and treatment and discharge of such wastewater to required standards.

SINGLE-FAMILY DWELLING UNIT: A structure or portion thereof used exclusively for the occupancy of one family.

3.62.030: CHARGES:

The wastewater service charges for the following categories shall be paid for wastewater service.

Every person whose premises in the city is served by a connection with the wastewater system of the city, whereby the sewage or industrial wastes, or either or both, are disposed of by the city, either through the facilities of the wastewater treatment and sewage disposal works owned by the city, or otherwise, shall pay a sewer service charge which shall be as specified in section 3.62.040 of this chapter.

A. Residential Rates: For all residential dwelling units, including single-family and multiple-family dwelling units, there shall be a bimonthly charge.

B. Nonresidential Rates: For all nonresidential users there shall be a bimonthly charge based upon the strength of the wastewater discharged for each one hundred (100) cubic feet or fraction thereof. Wastewater strength data is adapted from state water resources control board's "Revenue Program Guidelines for Wastewater Agencies".

    1. Large volume users are classified as users with greater than twenty-five thousand (25,000) gallons per day discharge.

    2. A minimum bimonthly charge equivalent to the multiple-family dwelling unit rate shall apply to any nonresidential user whose wastewater discharge per one hundred (100) cubic feet or fraction thereof results in a total charge less than the equivalent of the multiple-family dwelling unit rate.

C. School Rates: Each school shall pay a bimonthly charge for each one hundred (100) average daily attendance or part thereof.

3.62.040: AMOUNT OF CHARGES:

Amounts of bimonthly charges are as follows:

Wastewater rates effective August 5, 2024:

		City Customers
A.	Residential:	
	Single-family dwelling unit	$66.04
	Multiple-family dwelling unit	$52.40
B.	Nonresidential:	
	Low strength I	$2.82/100 cubic feet
	Low strength II	$3.41/100 cubic feet
	Low strength III	$3.99/100 cubic feet
	Medium strength I	$4.58/100 cubic feet
	Medium strength II	$5.16/100 cubic feet
	Medium strength III	$5.75/100 cubic feet
	High strength I	$6.34/100 cubic feet
	High strength II	$6.92/100 cubic feet
	1. Large volume user:	
	>25,000 gallons per day	$3.99/100 cubic feet
	2. Nonresidential minimum charge:	
	All strengths	$52.40
C.	Schools:	
	Elementary	$143.11/100 ADA[1]
	Secondary and high school	$238.52/100 ADA[1]
D.	Septage:	
	Tank dumping	$0.10/gallon $15.00 minimum

Note:
[1] ADA: Average Daily Attendance

Wastewater rates effective July 1, 2025:

		City Customers
A.	Residential:	
	Single-family dwelling unit	$72.65
	Multiple-family dwelling unit	$57.64
B.	Nonresidential:	
	Low strength I	$3.11/100 cubic feet
	Low strength II	$3.76/100 cubic feet
	Low strength III	$4.39/100 cubic feet
	Medium strength I	$5.04/100 cubic feet
	Medium strength II	$5.68/100 cubic feet
	Medium strength III	$6.33/100 cubic feet
	High strength I	$6.98/100 cubic feet

	High strength II	$7.62/100 cubic feet
	1. Large volume user:	
	>25,000 gallons per day	$4.39/100 cubic feet
	2. Nonresidential minimum charge:	
	All strengths	$57.64
C.	Schools:	
	Elementary	$157.43/100 ADA[1]
	Secondary and high school	$262.38/100 ADA[1]
D.	Septage:	
	Tank dumping	$0.11/gallon $16.50 minimum

Note:
[1] ADA: Average Daily Attendance

Section 2. 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 3. Resolution No. 8335 is rescinded effective August 5, 2024.

Section 4. 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 **L. 3.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of the Professional Services Agreement with Richard C. Slade & Associates, LLC to design and provide construction coordination/support services for a new groundwater production well for an amount not-to-exceed $290,000, 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 Richard C. Slade & Associates, LLC to design and provide construction coordination/support services for a new groundwater production well 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 a Professional Services Agreement for an amount not-to-exceed $290,000.

RECOMMENDATION:

Staff recommends that City Council determine approval of a Professional Services Agreement with Richard C. Slade & Associates, LLC to design and provide construction coordination/support services for a new groundwater production well is exempt from environmental review pursuant to Section 15061(b)(3) of the State’s Guidelines implementing the California Environmental Quality Act. Staff further recommends City Council approval of a Professional Services Agreement with Richard C. Slade & Associates, LLC for an amount not-to-exceed $290,000.

DISCUSSION:

The City operates and maintains a system of groundwater wells that produce water to supply the potable water distribution system. Five (5) of these wells operate seasonally during peak demand periods. The City also operates and maintains a separate system of groundwater wells that produce water to supply the non-potable water distribution system. These wells are located throughout the Bunker Hill Groundwater Basin and are typically located adjacent to the Santa Ana River and Mill Creek. The wells provide nearly forty percent (40%) of the City's water supply. The newest groundwater well was constructed in 2002. Contractors routinely inspect and rehabilitate groundwater wells to maximize production capacity and extend service life. The City's aging groundwater well system must soon be supplemented by the construction of an additional, new groundwater well to ensure potable water is available to meet customer needs.

On October 30, 2023, staff issued a Request for Proposals (RFP) for professional services to provide hydrogeological and engineering services for the design and construction management of a new groundwater production well. On December 12, 2023, staff received proposals from the following six (6) firms:

1. Dudek, Encinitas, CA
2. ENGEO Incorporated, Irvine, CA
3. GeoLogic Associates, Inc., Ontario, CA
4. Geoscience Support Services, Inc., San Dimas, CA
5. KYLE Groundwater, Inc., Pomona, CA
6. Richard C. Slade & Associates, LLC (RCS), Sherman Oaks, 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 February 2024 and determined that Richard C. Slade & Associates, LLC (RCS) is the most qualified consultant to complete the tasks listed in the RFP. RCS has successfully completed projects of similar scope and size for municipalities, regional water agencies, and special districts throughout southern California. Staff negotiated a reasonable consultant fee of $290,000 and recommends City Council approval of a Professional Services Agreement with RCS for this amount.

Approval of the Professional Services Agreement with RCS is exempt from environmental review pursuant to Section 15061(b)(3) of the State's Guidelines implementing the California Environmental Quality Act as there is no possibility this action will result in a significant impact on 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
Janice McConnell, Assistant City Manager
Danielle Garcia, Management Services/Finance Director
Goutam K. Dobey, City Engineer
Dana Abramovitz-Daniel, Procurement Manager

PREPARED BY:
Veronica Medina, Associate Engineer

Fiscal Impact

Fiscal Year:	FY 23/24
Appropriation Required Y/N:	No
Budgeted Y/N:	Yes
Account No.:	501910

Discussion:
Funding for this project is included in the FY 23/24 Water Projects Budget.

Attachments

RCS Professional Service Agreement
Agreement Fee Schedule

AGREEMENT TO PERFORM PROFESSIONAL SERVICES

This agreement for the provision of Design and Construction Management Services for Well Drilling ("Agreement") is made and entered in this 7th day of May, 2024 ("Effective Date"), by and between the City of Redlands, a municipal corporation ("City") and Richard C. Slade & Associates, LLC a California limited liability company ("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 Design and Construction Management Services for Well Drilling 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, 2026, unless the Services are terminated earlier as provided for herein.

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 the Consultant's performance of the Services shall not exceed the amount of Two Hundred Ninety Thousand Dollars ($290,000). City shall pay Consultant on a time and materials basis up to the not to exceed amount in accordance with Exhibit "C," titled "Fee Schedule" 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:	CONSULTANT:
City Clerk	Richard C. Slade, President
City of Redlands	Richard C. Slade & Associates, LLC
35 Cajon Street	14051 Burbank Blvd., Ste. 300
P.O. Box 3005 (mailing)	Sherman Oaks, CA 91401
Redlands, CA 92373	richard.slade@rcslade.com
jdonaldson@cityofredlands.org	Phone: (818) 506-0418
Phone: (909) 798-7531	Fax: (818) 506-1343

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

By: _____
Eddie Tejeda, Mayor

RICHARD C. SLADE & ASSOCIATES, LLC

By: _____
Richard C. Slade, President

ATTEST:

_____
Jeanne Donaldson, City Clerk

EXHIBIT "A"
SCOPE OF SERVICES

The following Scope of Work details the tasks that the Consultant shall complete with respect to preparing and completing the Design Services for Well Drilling.

This scope of work shall be completed within the schedule period listed in Exhibit "B."

Task 1 – Project Management & Kickoff Meeting

- Subtask 1.1 - Kick-off Meeting. The Consultant shall attend an initial, in-person Kick-off meeting with City staff and subconsulting staff. The basic purpose of this meeting shall be to discuss and review the scope and approach of the project. During this meeting, the Consultant and the City shall discuss and identify target project goals including, but not limited to, the following:

    - Obtain a basic understanding of the City's distribution system. The City shall provide the Consultant with an overall understanding of the City's system, including pressure areas, wells that feed certain portions of the system, wells that require treatment at this time, etc.
    - Discuss well production parameters and the City's expectations for the proposed well.
    - Identify key water quality parameter goals for a new well.
    - List other factors that may be applicable to wellsite consideration. At the City's discretion, this may include other factors outside of typical hydrogeologic or logistical concern, including areas of "political" concern, if any.
    - Discuss the available City-owned properties to include as part of the study. For the purposes of this proposal, the Consultant shall assume the City has a maximum of eight (8) candidate sites to evaluate.
    - Discuss project timeline goals, data submission dates, and deliverable due dates.
    - Set dates for future update meetings.

- Subtask 1.2 – Additional Meetings and Project Management. The Consultant shall assume there will be a maximum of an additional seven (7) meetings, each of which is assumed to be virtual. The Consultant shall participate in a few of these meetings on an as-needed basis.

    Project management tasks shall include data management and preservation, billing preparation and support, creation of short-term schedules and upcoming work outlooks, preparation/review of meeting agendas, and various other project management related tasks. Monthly invoices shall be provided to help the City also monitor ongoing costs.

    The Consultant shall be committed to providing direct, timely, and succinct project management and coordination for this project. Project communications shall be primarily through email correspondence. The Consultant's project management team shall be performing the proposed work and shall not be substituted without the City's prior

approval. The Consultant's management team shall keep an updated budget and expenditures record and shall notify the City when costs exceed 80% of the budgeted amount per task.

Deliverables:

- Meeting Agenda
- Meeting Minutes
- Project Schedule

Task 2 – Water Well Feasibility Study & Well Site Ranking Matrix

The Consultant shall evaluate as many as eight (8) potential well sites in the subbasin; these specific sites have not yet been identified but shall be provided by the City in coordination with the Consultant. Initially, the City and the Consultant shall jointly review and discuss candidate sites to include as part of the feasibility Study and well site matrix. This determination shall be based on available properties, the general hydrogeology of the subbasin and other factors. A "Sample Assessment Ranking Matrix" shall be provided. The results of Task 2 hydrogeologic evaluation of the eight (8) potential well sites before determining which of the eight (8) sites in Bunker Hill Subbasin shall be the one upon which the subsequent Task 4 "Preliminary Design Report" is to be based.

As such, Task 2 work is described below.

- Subtask 2.1 – Development of Ranking/Evaluation Criteria. The Consultant shall provide hydrogeologic analysis of the data and information generated to date and collaborate with the City (via email or virtual meetings) with regard to evaluation of up to eight (8) potential well sites for the future construction of a new municipal-supply well for the City. From this assessment, the eight (8) potential sites shall be assessed based on anticipated subsurface geologic/hydrogeologic conditions and water quality constraints for further review and ranking using the evaluation criteria developed herein.

  The Consultant shall develop an initial list of evaluation criteria for the City. The Consultant shall attend a virtual meeting with City staff to finalize this list, following City review of the list. The information generated during this subtask shall be used to help finalize the selection of the most suitable well site for the City. Parameters to be used as criteria to select a new well location could include, but will not be limited to:

  - Estimated potential future well construction and performance details, including:
    - pumping rate
    - ability to meet the needs of the City's system
    - water quality character (including estimated nitrate, fluoride, and possible VOCS, possible PFAS, etc.)
  - Logistical issues, such as:
    - Size of site for the placement of drill rig equipment and accessories and for storage of well construction materials.

    - Proximity of site to residences, schools, etc. (for noise mitigation & safety issues).
    - The presence of above ground and below ground utilities (e.g., electrical, water and sewer services) need to be identified. Particularly important will be a source of water for drilling operations for the drilling and reaming of the final well bore.
    - Distance to possible fluid discharge locations required for well development and well testing, including the distance to and capacity of a nearby storm drain, if any.
    - Proximity of former (or possibly still active) nearby water-supply wells owned by others; any new well location must also not be within fifty (50) feet minimum of any known former City-owned wells in the region (due, for example, to lack of a sanitary seal and to sanding conditions in those former City wells).
- Regulatory concerns
    - Clearance for the fifty (50) feet protection (control) zone around the site (per Division of Drinking Water regulations).
    - Proximity to industrial areas and residences and associated sewer laterals (if a site is located in such areas).
    - Proximity to potentially contaminating activities (PCAs) and known contaminant plumes.

- Subtask 2.2 – Well Site Reconnaissance Visits. The Consultant shall perform field reconnaissance visits to each of the maximum eight (8) potential well sites. The candidate well sites shall be arranged in order of priority, from most favorable to least favorable via a ranking matrix. Criteria used in the matrix shall be those criteria developed and approved jointly by the City in Subtask 2.1; the City shall review and approve the ranking matrix.

- Subtask 2.3 – Water Well Siting Document. The Consultant shall work promptly and efficiently with the City staff to discuss the maximum eight (8) potential sites for the new well. The final location of the new well shall be selected in Task 4.

  Data and information obtained during the above tasks/subtasks along with review of the substantial amount of previous hydrogeologic work in the Bunker Hill Subbasin, shall be analyzed for local subsurface geologic and hydrogeologic conditions. The findings of this hydrogeologic analysis shall be presented in the Water Well Feasibility Siting document. The primary objectives of this hydrogeologic analysis are as follows:

  - Discuss anticipated subsurface geologic conditions.
  - Collect and review historical water quality data for City wells and other nearby wells.
  - Assess whether selecting other aquifers to be perforated in the new well might be different than those perforated in existing nearby City wells, based on the review of the historic water quality and water level data.
  - Estimate groundwater flow directions.
  - Identify the spatial extents of possible local and upgradient water quality issues.

- Identify known potential contaminating activities (PCAs).
- Evaluate potential water level drawdown interference between existing nearby wells (and select other nearby municipal-supply wells owned and operated by others) and the proposed new well, and vice versa.
- Assess possible flow rates from a new well relative to its location in the Bunker Hill Subbasin.
- Identify logistical items at each of the maximum eight (8) potential well sites
- Possible distances from each potential site to existing water transmission pipelines; nearby active or inactive (even abandoned) water wells; diameters of and distances to the City's water distribution system.
- Provide a first order estimate of the cost to construct, equip, and connect a new well at each of the maximum eight (8) potential well sites, exclusive of possible water treatment and property acquisition.

The Consultant shall use the specific in-house knowledge and database in the matrix to help assess the feasibility of each of the estimated eight (8) potential well sites.

The different criteria to be established for the site ranking matrix shall be provided to the City in Draft form for comments before it is finalized. Thereafter, that matrix can be used to help rank each of the eight (8) potential sites across the City.

Deliverables:

- Draft Ranking Matrix
- The document to be prepared for Task 2 shall be a detailed Technical Memorandum (TM), with attendant figures, tables, and hydrographs, to help document the work (including the ranking matrix). The TM shall provide a recommended timeline for well drilling and construction activities, including estimated timelines for Preliminary Design Report preparation, creation of Technical Specifications, and the monitoring of the drilling, design, constructing, and testing of the new well. Approximate construction costs, based on the Consultant's recent well experience on similar projects, shall also be included.

Task 3 – Utilities Research

The Consultant shall conduct research and obtain utility records from the City and other local utility companies regarding the locations and currently proposed locations for utilities that may impact or adversely affect the selection of a possible site for the City's new production well.

Task 4 – Preliminary Design Report (PDR)

The Consultant shall prepare the PDR for the new well that has been ranked first of the maximum eight (8) potential well sites that were evaluated in Task 2. The site matrix criteria developed by the Consultant and approved by the City in Task 2 shall be used. This PDR is needed before the Task 5 environmental document (the IS-MND).

The preliminary design criteria that the Consultant shall provide in the PDR for the new well shall include, but will not necessarily be limited to, the following:

- The anticipated extent and geologic nature of water-bearing and nonwater-bearing strata beneath the final selected site.
- Information of nearby City wells pertaining to production, water quality, well construction, and water levels.
- Preferred drilling method and sequence of drilling operations.
- A water supply source for "make-up" water needed during drilling.
- Dust suppression and possible noise mitigation methods (e.g. sound attenuation) to be used, as needed.
- The approximate recommended depth of the pilot hole, which shall clearly depend on the location of this final well site in the Subbasin.
- Anticipated diameter(s) for the pilot hole and borehole ream(s).
- Testing methods and sample analyses to be performed downhole in the pilot hole (including isolated aquifer zone testing in the open pilot hole, and types of electric logs to be performed).
- Type, diameter, and wall thickness of well casing(s) recommended for use.
- Recommended type and material for the casing perforations and their preliminary depth settings.
- Anticipated gradations of the gravel (filter) pack.
- Anticipated footage lengths for the cement seal(s), gravel pack, and possible intra-annular well seal.
- Mechanical, chemical, and pumping development criteria.
- Disposal options for fluids generated during well development and testing and treatment of monitoring of discharge.
- Downwell surveying and testing methods following installation of the casing (alignment surveys, spinner surveys, depth-specific sampling, and pumping tests).
- A listing of the permits needed during the project.
- Estimated range of costs of construction and testing of the new well.

Deliverables:

- A Draft copy of the Preliminary Design Report shall be provided to the City staff for review. The Final PDR shall then be provided to the City.

Task 5 – Environmental Study

The Consultant shall prepare an Initial Study-Mitigated Negative Declaration (IS-MND). Once the project site is selected, the specific level of CEQA documentation shall be confirmed in consultation with the City as CEQA lead agency and may include a Categorical Exemption (e.g., Class 32 – Infill Development Projects) or an Environmental Impact Report. If an alternative CEQA approach becomes necessary, this scope and cost can be adjusted accordingly. In addition, if during the course of preliminary research and technical analysis, it is determined through the environmental review process that the project may result in significant and unavoidable environmental impacts, the City shall be notified immediately to determine the necessary course of action. The following sections describe the scope of work for each task involved in preparation of an IS-MDN and supporting technical studies.

- Subtask 5.1 – Project Management and Meeting Attendance. The Consultant shall provide overall project management and coordination for Task 5 work. Within five (5) days of Notice to Proceed, the Consultant shall attend one (1), two (2) hour, in-person kickoff meeting with the City to confirm project details, review the proposed deliverable schedule for the project, share and discuss preliminary data requests, and establish a communication protocol. It is anticipated that up to two (2) additional coordination with the City shall occur to ensure regular communication and status updates.

    - Deliverables: Meeting agenda and minutes for one (1) kickoff meeting and up to two (2) coordination meetings.
    - Assumptions:
        - Project management shall be required over an approximately twelve (12) month period, starting at Notice to Proceed.

- Subtask 5.2 – Consultation with City of Redlands on CEQA Approach. The decision on the appropriate level of CEQA documentation for the project is ultimately the responsibility of the City, as CEQA lead agency. Under this task, the Consultant shall attend one (1) virtual meeting with the City, to confirm the appropriate level of CEQA documentation.

    - Deliverables: Meeting agenda and minutes for one (1) consultation meeting.

- Subtask 5.3 – Technical Studies. The Consultant anticipates a Cultural Resources Assessment shall be necessary to support preparation of an IS-MND for the proposed project. In addition, a Phase 1 Environmental Site Assessment (ESA) shall be included as a task in accordance with the City's request in the RFP.

    - Subtask 5.3.1 – Cultural Resources Assessment. The Consultant shall prepare a Cultural Resources Assessment in support of the project's CEQA documentation, which will include the following tasks:

        1. **California Historical Resources Information System Records Search.** The Consultant shall conduct a California Historical Resources Information

System (CHRIS) records search of the project site and a 0.5-mile radius at the South Central Coastal Information Center (SCCIC) located at California State University, Fullerton. In addition to the resource records and reports, an examination shall be made of historical maps, the National Register of Historic Places, California Register of Historical Resources, the Built Environment Resources Directory, the Archaeological Determinations of Eligibility list, and the listing of California Historical Landmarks.

2. **Native American Heritage Commission Sacred Lands File Request.** On behalf of the City, the Consultant shall contact the Native American Heritage Commission (NAHC) to request a Sacred Lands File (SLF) search. No outreach to Native Americans shall be completed as part of this task, and this task does not constitute Native American consultation under Assembly Bill 52 (AB 52), which is performed by the CEQA lead agency (i.e., the City).
3. **Cultural Resources Pedestrian Survey.** Upon completion of the records search, the Consultant shall conduct an archaeological pedestrian survey of the project site using transects spaced at maximum intervals of fifteen (15) meters over all exposed ground surface within the project site. Transect accuracy shall be maintained through use of a hand-held global positioning system (GPS) unit.
4. **Cultural Resources Letter Report.** Upon completion of the tasks outlined above, the Consultants shall prepare a Cultural Resources Letter Report. The report shall summarize the methods and results of the records search and survey, as well as a review of historical topographic maps, aerial photographs, and geologic and soils maps to provide an assessment of the project site's development history and subsurface and archaeological sensitivity. The report's findings shall include recommendations for additional work or mitigation measures, if any are deemed necessary. Once reviewed and approved by the City, a copy of the final report shall be submitted to the SCCIC for their records.

- Deliverables: Draft and Final Cultural Resources Assessment Letter Report
- Assumptions:
    - Direct expenses associated with the CHRIS records search shall not exceed $1,200, and the results shall be obtained within eight (8) to ten (10) weeks of notice-to-proceed.
    - If the record search results have schedule or budget ramifications, it shall be communicated to the City in a timely manner to effectively maintain the project schedule and allow the Consultant and the City to manage project risk effectively.
    - The NAHAC shall provide the SLF search results within eight (8) to ten (10) weeks.
    - A map depicting the limits of the project site and permission to enter this area shall be provided at notice-to-proceed.

        - The cultural resources pedestrian survey shall be completed by one (1) cultural resource specialist in one (1), eight (8) hour field day, including travel time.
        - No testing or excavation for cultural resources shall be conducted, and no artifacts, samples, or specimens shall be collected during the cultural resources pedestrian survey.
        - If ground visibility is limited (e.g. by landscaping) to the extent that surficial archaeological deposits cannot be observed during the pedestrian survey, additional studies may be required.
        - No cultural resources (including archaeological and historic-period build environmental resources) that require recordation, updating, or evaluation for California Register of Historical Resources eligibility shall be identified within the project site during the records search or pedestrian survey.
        - Due to the sensitive nature of archaeological resource information, cultural resources reports are typically considered confidential. The Consultant assumes the technical report shall be considered confidential and shall not be suitable for public review.

- Subtask 5.3.2 – Phase 1 Environmental Site Assessment. The Consultant shall perform a Phase I Environmental Site Assessment (ESA) to identify potential impacts from hazardous materials and wastes associated with the project. This study shall include an examination of potential hazards associated with the existing site that may affect the proposed project. The Phase I ESA shall include a site reconnaissance, environmental database search, regulatory records review, interviews with property owners (as available) and regulatory agencies, and historical records review to identify areas of past industrial or hazardous material land uses on site or in the vicinity. Specific information regarding Cortese sites, landfills, hazardous material pipelines, per- and polyfluoroalkyl substances (PFAS), and California Geologic Energy Management Division oil well records shall be included.

    - Deliverables: Draft and Final Phase 1 ESA
    - Assumptions:
        - The site reconnaissance visit can be completed by a single staff person in three (3) hours, inclusive of travel time.
        - Up to four (4) on-site/adjacent/nearby release sites shall be identified during the historical records and environmental database search.
        - The City shall obtain and/or grant legal site access within two (2) weeks (10 business days) of notice to proceed. The City shall transmit interview questionnaires to the current site owner or a designated representative of the site owner and/or operators/occupants (as identified by the City) on behalf of the Consultant. The City shall return completed User and Owner questionnaires and provide environmental lien and title reports for

the Consultant's review, within two (2) weeks (10 business days) of project authorization. If documents are submitted for review after three (3) weeks (15 business days) of authorization, additional time and materials fees will apply to revise and re-review the Phase I ESA report.

- This scope of work does not include in-person file reviews by the Consultant.

- Subtask 5.4 – Initial Study-Mitigated Negative Declaration.

  - Subtask 5.4.1 – Administrative Draft IS-MND. The Consultant shall prepare an Administrative Draft (internal review) IS-MND for the proposed project.

    The Administrative Draft IS-MND shall discuss existing conditions, thresholds of significance for CEQA, methodology for impact assessments, project-specific impacts and mitigation measures, cumulative impacts, and residual impacts for the proposed project. The focus of the analysis shall be to avoid or minimize potential impacts and to propose appropriate mitigation where potential impacts may occur. The IS-MND shall incorporate the results of the technical studies prepared under Task 5.3 as well as other project studies provided by the Consultant, and additional information shall be gathered from the various online databases and other documents on file with the City and other agencies. Furthermore, the Consultant shall conduct a biological resources reconnaissance survey, a paleontological resources records search with the San Bernardino County Museum, and two (2) short-term (15-minute) noise measurements and one (1) long-term (24-hour) noise measurement to characterize existing ambient noise within the project area.

    - Deliverables: Draft and Final Project Description, and Administrative Draft IS-MND.
    - Assumptions:
      - Long-term operational air quality and greenhouse gas emissions shall be discussed qualitatively because anticipated project components would result in negligible long-term emissions.
      - The biological resources reconnaissance survey shall be completed by a single biologist in a single, eight (8) hour field day, inclusive of travel time.
      - No protected trees will be located on site, and the identification and evaluation of protected trees, pursuant to Redlands Municipal Code Chapter 12.52, by a certified arborist will not be necessary.
      - No special-status species or sensitive biological resources will be present on the project site.
      - The direct cost associated with the paleontological resources records search shall not exceed $360. No fossils shall be identified on the project site by the literature search and records review, and no paleontological field survey shall be conducted.

- Supporting hydrogeologic analysis to provide substantial evidence in support of the findings of the IS-MND with regard to project impacts to groundwater supplies and sustainable groundwater management shall be provided by the Consultant as part of the well siting evaluation. No additional hydrogeologic analysis shall be conducted by the Consultant.
- The transportation analysis for the IS-MND shall utilize construction traffic estimates provided by the Consultant along with standard construction traffic control measures. Additional traffic modeling shall not be conducted as part of this scope of work.

- Subtask 5.4.2 - Public Review Draft IS-MND. The Consultant shall respond to comments from the City on the Administrative Draft IS-MND and incorporate revisions as needed. For the purposes of CEQA, the Consultant shall also prepare a Notice of Intent (NOI) to Adopt the MND for submittal to the San Bernardino County Clerk and State Clearinghouse, as well as a Notice of Completion and Summary Form for submittal to the State Clearinghouse. The Consultant shall also provide an electronic version (PDF) of the Public Review Draft IS-MND for posting on the City's website and with the State Clearinghouse. The Consultant shall file the NOI with the San Bernardino County Clerk and State Clearinghouse. If needed, the Consultant shall also assist in developing a mailing list for the City to use in distributing the NOI to responsible/trustee agencies and interested parties.

  - Deliverables: Public Review Draft IS-MND, NOI, Notice of Completion, and Summary Form
  - Assumptions:
    - The City shall be responsible for completing the public noticing procedures described in CEQA Guidelines Section 15072(b).

- Subtask 5.4.3 - Responses to Comments and Final IS-MND. Upon receipt of public comments on the Draft IS-MND, the Consultant shall prepare and submit an electronic copy of the draft responses to comments for review by the City, including any added or substantially revised sections of the Draft IS-MND that may be necessary. The Final IS-MND shall also include a mitigation monitoring and reporting program (MMRP) in accordance with the City's requirements. The MMRP shall be provided in an easily digestible format. The Consultant shall provide an electronic version (PDF) of the Final IS-MND.

  The Consultant shall complete a Notice of Determination (NOD) form for filing with the San Bernardino County Clerk and State Clearinghouse. Following adoption of the IS-MND and project approval, the Consultant shall file the NOD with the State Clearinghouse. However, because of the need for original signatures and the inclusion of filing fees, it is assumed the City will be responsible for filing the NOD with the San Bernardino County Clerk along with the required filing fees with guidance from the Consultant.

- Deliverables: Administrative Final and Final IS-MND, including Responses to Comments, MMRP, and NOD
- Assumptions:
  - The City shall be responsible for filing the NOD with the San Bernardino County Clerk and for payment of the associated filing fees.

- Subtask 5.4.4 – Public Hearing. If desired by the City, the Consultant shall attend one (1) public hearing for the proposed project to answer questions related to the CEQA process.

  - Assumptions:
    - No presentation materials shall be prepared by the Consultant for the public hearing.
    - The public hearing shall be held in-person at a location in Redlands and shall not exceed three (3) hours in length.

- Subtask 5.4.5 – AB 52 Consultation Assistance. Under AB 52, the City, as CEQA lead agency, is required to begin consultation with California Native American tribes that are traditionally and culturally affiliated with the project area prior to the release of an IS-MND. the Consultant shall assist the City with consultation under AB 52 by providing the City with letter templates, checklists, and detailed instructions to facilitate meaningful consultation with interested Native American groups can be completed in accordance with AB 52.

  - Deliverables: AB 52 Consultation Assistance Package.
  - Assumptions:
    - Costs for mailings, outreach, or additional consultation by the Consultant are not included in this scope of work.
    - Attendance at meetings with interested tribes is not included in this scope of work.

Task 6 – Plans, Technical Specifications, & Construction Cost Estimate (PS&E)

- Subtask 6.1 – Technical Specifications. For this task, the Consultant shall prepare one (1) set of Technical Specifications (and appropriate bid sheets and drawings) for the drilling, development, construction, and testing of the new well.

  These Technical Specifications (i.e., the PS&E) for the new well shall provide the technical requirements for the following well construction issues for the proposed well:

  - Site preparation activities (clearing, grubbing, grading).
  - Drilling/construction method for the well and drilling fluids control parameters and methods, along with parameters for plumbness and alignment of the pilot hole and final reamed borehole.
  - Types and materials for sound attenuation for noise mitigation, if necessary.
  - The pilot hole drilling depth.

- Details for performing isolated aquifer zone testing in three (3) selected zones.
- Depth(s) and diameter(s) of borehole ream(s).
- Casing material types, casing diameters and casing depths.
- The type and size of casing perforations and lengths of such casing.
- The depth(s) of possible deep cement annular sanitary seal(s) or aquifer seals.
- The anticipated gravel pack gradation and depth placement.
- Mechanical, chemical and pumping development criteria.
- Water quality sampling and analysis for isolated aquifer zone testing and for the Final wellblend water quality samples.
- NPDES permit requirements, sampling, analysis, treatment, and compliance measures.
- Step drawdown test and constant rate pumping test details.
- Criteria and equipment for the final dynamic and static spinner surveys and depth discrete sampling in the newly-constructed well.
- Final video survey, alignment survey and completion of the wellhead.
- Selection of casing materials, borehole and casing diameters, required noise mitigation measures, onsite treatment and/or disposal of drilling fluids for the construction of the proposed well and other aspects of the construction project will be specifically tailored to the final site selected for the new well.

- Subtask 6.2 – Estimate of Probable Construction Costs. The Consultant shall prepare a detailed estimate for the probable cost of the drilling, construction, and testing (PS&E) of the new proposed well, exclusive of the permanent pump, the wellhead, pipelines, aboveground appurtenances, and property acquisition (if needed).

Deliverables:

- The PS&E, including illustrations/plans, shall include a Draft in electronic format for City review; finalization of the PS&E, after inputting possible City comments, and preparing the Consultant's independent detailed Estimate of the Probable Cost of Construction for the new well on a line-item basis.

Task 7 – Drinking Water Source Assessment and Protection Document (DWSAP)

The work shall consist of preparing a Drinking Water Source Assessment and Protection (DWSAP) document for the new well, in accordance with the Division of Drinking Water (DDW) requirements for well permitting. It is assumed that only a "standard" DWSAP assessment shall be required, and not require a "Process Memo 97-005" analysis for contaminated sites. The work necessary to complete the DWSAP report shall consist of the following tasks:

- Subtask 7.1 - Collect and Review Data. This task shall entail conducting research and review of available data with regard to contaminant sources/plumes in the area surrounding the selected well site.

  In addition, the Consultant shall use water quality data collected via the final wellblend from the new well at the end of its final testing; a summary of that data shall be included in the DWSAP work.

- Subtask 7.2 - Data Analysis/Capture Zone. The Consultant shall conduct a basic capture zone analysis of the future pumping of the well to determine the possible impact of the pumping of the well on groundwater in the vicinity of the well site.

- Subtask 7.3 - Preparation of DWSAP Report. After conducting review and analysis of the available data, the Consultant shall assess the vulnerability of the new well to currently known potential sources of contamination to determine their vulnerability ranking based on the DWSAP program. The Consultant shall include in the DWSAP report the following items:

    1. An inventory of potential contaminating activities (PCAs) in the region of the well.
    2. An analysis of the vulnerability of these drinking water sources to contamination.
    3. Preparation of a capture zone map for the well (based on the calculation performed in Subtask 7.2).
    4. Compilation of the results of the assessment and a summary for the groundwater source(s) at the site.

Deliverables:

- Once completed, the Consultant shall submit an electronic copy of the Draft DWSAP Report to the City for review. Following receipt of possible comments, the Consultant shall provide the City with the final DWSAP document for the new well for submittal to DDW.
- The Consultant shall prepare portions of the DWSAP report that discuss treatment planning, technologies, etc.

Task 8 – Pre-Bid Meeting & Permit Assistance

The Consultant shall attend and provide support to the pre-bid meeting with potential drilling contractors and the City. The Consultant shall promptly provide pre-bid clarifications and/or addenda, to possible items in the Technical Specifications or Bid Sheets. The Consultant shall also assist in the review of contractor bids for well construction received by the City.

Once the basic well design parameters such as depth, casing material, etc. have been established, the County drilling permit application shall be completed and submitted for processing. A preliminary technical report by the City may be required six (6) months prior to water well construction as a component of the DDW well operation permit (California Health and Safety Code (CHSC), Section 116527). The Consultant shall prepare supporting documents to assist the City in the preparation of this permit prior to the six (6) month report deadline.

The Consultant shall assist in obtaining or preparing for permitting support include:

- Well chlorination/data sheets
- DWR Well Completion Report (WCR)
- Pumping development and aquifer testing data
- Chemical and bacteriological water quality analyses

- Single discharge event monitoring forms prepared for NPDES compliance (by the Contractor)

The Consultant shall assist in obtaining the permits, as follows:

- To drill the new well, the drilling contractor needs to apply to San Bernardino County Environmental Health Services to obtain the drilling permit. The Consultant shall provide information from the PDR to the driller to identify the final site, the drilling method, and the anticipated pilot hole depth.
- The City shall have a viable NPDES permit from the local RWQCB office to allow discharges from the drilling and construction of the new well. The Consultant shall provide the City and/or the RWQCB with the timing of and the approximate durations and volumes of discharge during the drilling, zone testing, well development, and final pumping test operations for the new well.
- The Consultant shall provide assistance with any possible permits from the San Bernardino County Flood Control District and/or the San Bernardino Valley Water Conservation District for the drilling, construction, and testing of the new well.

As a result of the currently changing DDW practices for new wells, the Consultant shall conduct the following:

- Subtask 8.1 – Attend three (3) meetings with DDW. The Consultant shall attend as many as three (3) meetings with the City and DDW: one (1) during the water well feasibility work (Task 2); one (1) during the PDR work (Task 4); and the third during the PS&E work (Task 6).

  Any additional in-person or virtual meetings between the Consultant and the City with DDW shall be performed by the Consultant on a time and expense basis.

Task 9 – Bidding Assistance

This task shall be performed immediately after the City has received the detailed bids from the responsive drilling contractors for construction of the new well. Bidding assistance shall include detailed review of each bid received and one (1) virtual meeting with the City to discuss the bids and the review of bids by RCS

Task 10 – Construction Monitoring Services

- Subtask 10.1 – Pre-Construction Meeting. Following the award of construction to the drilling contractor by the City, the Consultant shall prepare for and attend the pre-construction meeting with that contractor and the City. The Consultant shall also review information provided by the contractor.

  At this pre-construction meeting, key items to be discussed shall be issues in the Technical Specifications and review the Contractor-proposed mobilization and scheduling of personnel and equipment to the site.

  Other items to be performed by the Consultant for Task 10.1 includes: respond to questions; review of Contractor submittals; review of any requests for information submitted by the Contractor; assess possible change orders during the work; and review/comment upon the project schedule submitted by the Contractor.

- Subtask 10.2 – Conductor Casing and Rig Mobilization. The Consultant shall observe the installation of the conductor casing into its borehole; log the drill cuttings collected by the driller; and maintain telephone coordination with the driller during drill rig mobilization, drilling of the conductor casing, and the possible installation of sound barrier walls. Installation of the cement seal shall be observed by the San Bernardino County Division of Environmental Health Services inspector, who is to be contacted to inspect by the drilling company prior to pumping that cement seal into place.

- Subtask 10.3 – Geologic Logging of Pilot Hole. During drilling, the Consultant shall be present on a part-time basis to geologically log the cuttings (formation samples) collected by the driller. The Consultant shall be available to discuss drilling conditions and the results of in-progress geologic logging with City personnel; frequent emails will also be provided.

- Subtask 10.4 – Downhole Geophysical Survey Log Analysis. The Consultant shall observe and review the downhole geophysical surveys (i.e., electric logs) of the pilot borehole at the drill site. The Consultant shall review and compare data from nearby geophysical logs (and the temperature log), along with the geologic log, to help select specific depth zones for as many as three (3) isolated aquifer zone tests in the open borehole.

- Subtask 10.5 – Isolated Aquifer Zone Testing (If Performed). The Consultant shall observe downhole isolated aquifer zone testing of groundwater in three (3) selected aquifers in the pilot hole at the drill site. The Consultant shall select specific depth zones on the basis of review and analysis of drill cuttings, the new E-log, other E-logs for wells and test holes drilled in the Subbasin for the City, and other subsurface data compiled by the Consultant for the Subbasin.

  The Consultant shall be present during the latter stages of zone development during temporary pumping with a submersible pump to collect samples for water quality testing. During pumping, the Consultant shall observe/monitor the following field parameters in each test zone:

- Temperature
- pH
- Electrical conductivity (EC)
- Turbidity
- Possible odors
- Static water levels
- Pumping water levels
- Pumping rates
- Calculations of possible specific capacity values

The Consultant shall obtain representative groundwater samples for water quality analysis from the collected samples.

- Subtask 10.6 – Final Well Design Memorandum, Monitor Borehole Ream(s) and Caliper Survey. The Consultant shall communicate in-progress findings to the City and prepare a DRAFT of the Final Construction Design Memorandum for the new well. A Draft of the Final Well Design Memorandum shall be submitted the City for review. Following receipt of any City comments, the Consultant shall prepare the Final Design Memorandum and submit it to the City and the driller. This Final Well Design Memorandum shall provide the Final recommendations for the following elements:

  - Casing lengths and diameters.
  - Type and depths of the perforations.
  - Perforation sizes (slot sizes).
  - Accessory tubing.
  - The type and gradation of the gravel pack, based on testing of actual samples of selected drill cuttings.
  - Depth of the cement seal(s) and bottom-hole seal (if needed).
  - Recommended depth of the test pump intake for pumping development and final well testing.

  Also, during this task, the Consultant shall maintain telephone communication with the driller during the final reaming of the borehole at the well site and shall make one (1) site visit to check on reaming operations. When reaming operations have been completed, the Consultant shall review the results of the caliper survey of the final reamed borehole at the well site to help verify the appropriate depths and diameters for the ream have been attained.

  - Deliverables: The Consultant shall provide the City with a Draft for review and then a Final Well Design Memorandum. The Memorandum, including requisite drawings, tables, and appendices, shall be provided to the City and the driller.

- Subtask 10.7 – Casing, Gravel Pack and Cement Seal Installation. The Consultant shall be present on a full-time basis to monitor, record and check for Contractor compliance with

the final well design during the installation of the recommended well blank and perforated casing, gravel pack, and cement seal for the initial well.

During casing installation, the Consultant shall spot check the slot width of the casing perforations, observe and record the lengths of the blank and perforated casing being installed, and observe and record the type and amount of gravel pack and cement being emplaced downhole.

- Subtask 10.8 – Well Development (Mechanical and Chemical Methods). The Consultant shall monitor well development by mechanical and chemical methods for the new well. The Consultant shall spot check Contractor compliance with NPDES discharge requirements, and other discharge requirements as necessary.

- Subtask 10.9 – Well Development (Pumping Methods). The Consultant shall be present on a part-time basis to monitor well development of pumping methods. The Consultant shall also be present during start-up of pumping development and at other occasional time intervals to spot-check the progress of this pumping development.

- Subtask 10.10 – Step Drawdown Testing. Following the development of the new well by chemical/mechanical methods, the Consultant shall install a pressure transducer and monitor step drawdown testing at the new well site.

- Subtask 10.11 – Constant Rate Pumping Test. The Consultant shall provide a geologist, on a part-time basis, in order to monitor water level drawdown and recovery after the final constant rate pumping test (aquifer test).

  Field water quality values of pH, EC, temperature, and turbidity of the well discharge shall be obtained by the Consultant during both of the pumping tests. Water samples of the final wellblend from the new well shall be collected near the end of the constant rate test and delivered to a UWCD-approved laboratory for water quality analysis.

  At the end of aquifer testing, the Consultant shall require the Contractor to perform a "dynamic" flow meter (spinner) survey of the well to help identify the current flow regime of the various perforated zones in the new well. In addition, the Consultant shall be present to collect depth-specific samples and a complete suite of Title 22 analysis, and the drilling Contractor will transport and have the samples analyzed at a State-Certified testing laboratory (which shall be required by the Technical Specifications).

- Subtask 10.12 – Casing Alignment Testing, Video Survey, Static Spinner Survey, and Well Disinfection. The Consultant shall be present to observe a gyroscopic survey for the alignment/plumbness testing of the well casing, a video survey, and a static spinner survey.

- Subtask 10.13 – Recommended Pumping Rate and Pump Depth Setting Memorandum. Based on the step drawdown and constant rate pumping test data, the Consultant shall promptly provide a Memorandum to discuss static and pumping water levels, and the current specific capacity for the new well. The Memorandum shall also provide

recommendations to the City for the final operational pumping rate and pump depth setting for the permanent pump; these parameters shall include factors for anticipated declines in specific capacity over time and anticipated seasonal variations in water levels.

- Deliverables: The Consultant shall provide the City with a Draft for review and then a Final Recommended Pumping Rate and Pump Depth Setting Memorandum for a new permanent pump for the well. The memorandum, including all drawings, tables, and appendices, shall be provided to the City.

- Subtask 10.14 – Preparation of Summary of Well Construction Operations Report. A Summary of Well Construction Operations Report shall be prepared to help document the drilling, construction, testing activities, and materials used during the construction. This report shall include the following items:

  - A basic chronology of well construction and testing.
  - Description of earth materials encountered during drilling, including a copy of the geologic log.
  - Copies of all geophysical logs, including caliper and spinner surveys.
  - Results of sieve analysis, including plots of grain size curves.
  - Table of well construction materials and depths.
  - As-built well design drawings.
  - Field water quality results, water levels and discharge rates during zone testing and constant rate discharge tests.
  - Analytical reports showing water quality results for isolated aquifer zone testing and the final wellblend sample.
  - Well development logs from the drilling contractor.
  - Pumping test data for the step drawdown test, constant rate test and water level recovery measurements.
  - Analysis of pumping test data, including well performance and plots of drawdown relationships as a function of flow rate and time.
  - Evaluation of the spinner log data and depth specific water quality sampling under pumping conditions.
  - Plumbness and alignment data.
  - Other pertinent data relating to materials used.
  - Conclusions and recommendations for basic operational use.

  - Deliverables: The Consultant shall provide the City with a Draft for review (without all supporting appendices) and then a Final Summary of Well Construction Operations Report. The report, including all drawings, tables, and appendices, shall be provided to the City.

- Subtask 10.15 – Task-Specific Project Management Services. The Consultant shall provide frequent project emails and overall weekly project management services to help keep City staff informed of events and details during each Subtask of well construction.

These project management services shall include:

- Provide weekly status/update reports to City staff during the construction of the well. In addition, the Consultant shall keep the City informed, via email or telephone, of events on a semi-daily basis during construction activities.
- Conduct two (2) virtual meetings with City staff during the project.
- Assist City with Request for Information (RFIs) from the Contractor during the well construction process.
- Review of Contractor submittals for materials to be used in the well construction process.
- Evaluate possible change orders from the drilling contractor, if any, and provide recommendations to the City to approve/disapprove these requests, as applicable.
- Review of progress billings submitted by the Contractor in order to check that the drilling contractor has provided the City with an accurate accounting and billing for time and materials used in conducting work associated with the drilling, installation, and testing of the new well.
- Provide a final "punch list" at the end of construction activities to identify construction deficiencies, if any, and to help resolve those deficiencies between the Contractor and the City.

EXHIBIT "B"
PROJECT SCHEDULE

Task Item Nos.	May 7, 2024 --> Subtask/Milestone	Weeks 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	41
Task 1	Kickoff Meeting																						
Task 2	Well Feasibility & Matrix						July 8, 2024 -->																
Task 3	Utilites Research																						
Task 4	Preliminary Design Report										Aug 5, 2024 -->												
Task 5	Environmental Study (IS-MND)																			Feb 17, 2025 -->			
Task 6	Technical Specification														Sept 2, 2024 -->								
Task 7	DWSAP																		Sept 30, 2024-->				
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	41

EXHIBIT "C"
FEE SCHEDULE

[Attached]

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.

RICHARD C. SLADE & ASSOCIATES, LLC

By:_____ Date: _____
Richard C. Slade, President

TABLE 1A
RCS COST ESTIMATE DETAIL

PROPOSAL FOR WATER WELL PROJECT - CITY OF REDLANDS
MARCH 13, 2024

PHASE AND TASK LISTINGS	PRESIDENT GROUNDWATER GEOLOGIST		PRINCIPAL GROUNDWATER GEOLOGIST		SENIOR GROUNDWATER GEOLOGIST		STAFF GROUNDWATER GEOLOGIST		FIELD GEOLOGIST		CLERICAL PERSONNEL		ADMIN FEE	DIRECT COSTS	TOTAL Task COST
	$309		$264		$227		$196		$132		$101				
	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST			
TASK 1: Project Management & Meetings															
Task 1.1 Kick-off Meeting	1	$309	1	$264	4	$908		$0		$0		$0	$37	$100	**$1,618**
Task 1.2 Additional Meetings (up to 7) & Project Management (Task 1 through 9)	4	$1,236	4	$1,056	16	$3,632		$0		$0	4	$404	$158	$0	**$6,486**
Task 1.3 Quality Control	2	$618	2	$528	4	$908	3	$588		$0	2	$202	$71	$0	**$2,915**
Task 1.4 Deliverables	1	$309	1	$264	4	$908		$0		$0	2	$202	$42	$0	**$1,725**
SUBTOTAL TASK 1>	**8**	**$ 2,472**	**8**	**$ 2,112**	**28**	**$ 6,356**	**3**	**$ 588**	**0**	**$ -**	**8**	**$ 808**	**$ 308**	**$ 100**	**$ 12,744**
TASK 2: Water Well Feasibility Study															
Task 2.1 Development of Ranking/Evaluation Criteria	2	$618	2	$528	8	$1,816	8	$1,568		$0	4	$404	$123	$0	**$5,057**
Task 2.2 Well Site Reconnaissance Visits		$0		$0	2	$454		$0	12	$1,584		$0	$51	$125	**$2,214**
Task 2.3 Water Well Siting Document	3	$927	2	$528	8	$1,816	46	$9,016		$0		$0	$307	$0	**$12,594**
SUBTOTAL TASK 2>	**5**	**$ 1,545**	**4**	**$ 1,056**	**18**	**$ 4,086**	**54**	**$ 10,584**	**12**	**$ 1,584**	**4**	**$ 404**	**$ 481**	**$ 125**	**$ 19,865**
Task 3: Utility Research															
		$0		$0	2	$454	6	$1,176		$0	2	$202	$46	$0	**$1,878**
SUBTOTAL TASK 3>	**0**	**$ -**	**0**	**$ -**	**2**	**$ 454**	**6**	**$ 1,176**	**0**	**$ -**	**2**	**$ 202**	**$ 46**	**$ -**	**$ 1,878**
Task 4: Preliminary Design Report (PDR)															
	3	$792	2	$528	8	$1,816	48	$9,408		$0	2	$202	$319	$0	**$13,065**
SUBTOTAL TASK 4>	**3**	**$ 792**	**2**	**$ 528**	**8**	**$ 1,816**	**48**	**$ 9,408**	**0**	**$ -**	**2**	**$ 202**	**$ 319**	**$ -**	**$ 13,065**
Task 5: Environmental Study - Rincon Associates															
For detailed cost breakdown of Task 5, refer to Table 1B	**Not Applicable**														
SUBTOTAL TASK 5>	**Not Applicable**														**$ 90,674**
Task 6: Plans, Technical Specifications, & Construction Cost Estimate (PSE)															
Task 6.1 Technical Specifications	3	$792	2	$528	4	$908	54	$10,584		$0	2	$202	$325	$0	**$13,339**
Task 6.2 Estimate of Probable Construction Costs		$0		$0	2	$454	4	$784		$0		$0	$31	$0	**$1,269**
SUBTOTAL TASK 6>	**3**	**$ 792**	**2**	**$ 528**	**6**	**$ 1,362**	**58**	**$ 11,368**	**0**	**$ -**	**2**	**$ 202**	**$ 356**	**$ -**	**$ 14,608**
Task 7: Drinking Water Source Assessment and Protection Document (DWSAP)															
Task 7.1 Collect and Review Data		$0		$0	2	$454	6	$1,176		$0	2	$202	$46	$0	**$1,878**
Task 7.2 Preparation of DWSAP Report	4	$1,236	4	$1,056	8	$1,816	45	$8,820		$0		$0	$323	$0	**$13,251**
SUBTOTAL TASK 7>	**4**	**$ 1,236**	**4**	**$ 1,056**	**10**	**$ 2,270**	**51**	**$ 9,996**	**0**	**$ -**	**2**	**$ 202**	**$ 369**	**$ -**	**$ 15,129**
Task 8: Pre-Bid Meeting & Permit Assistance															
Task 8.1 Attend Three (3) Meetings with DDW	3	$927	12	$3,168	12	$2,724		$0		$0	2	$202	$176	$0	**$7,197**
SUBTOTAL TASK 8>	**3**	**$ 927**	**12**	**$ 3,168**	**12**	**$ 2,724**	**0**	**$ -**	**0**	**$ -**	**2**	**$ 202**	**$ 176**	**$ -**	**$ 7,197**
Task 9: Bidding Assistance															
	1	$309		$0	2	$454	4	$784		$0		$0	$39	$0	**$1,586**
SUBTOTAL TASK 9>	**1**	**$ 309**	**0**	**$ -**	**2**	**$ 454**	**4**	**$ 784**	**0**	**$ -**	**0**	**$ -**	**$ 39**	**$ -**	**$ 1,586**
Task 10: Construction Monitoring Services (OPTIONAL Task per RFP)															
For detailed cost breakdown of (Optional) Task 10, refer to Table 1C	21	$6,489	16	$4,224	51	$11,577	157	$30,772	230	$30,360	13	$1,313	$2,120	$2,678	**$89,533**
SUBTOTAL OPTIONAL TASK 10>	**21**	**$6,489**	**16**	**$4,224**	**51**	**$11,577**	**157**	**$30,772**	**230**	**$30,360**	**13**	**$1,313**	**$2,120**	**$2,750**	**$89,533**

NOTE: Costs for (Optional) Task 10 are an estimate and will be finalized after all subtasks for Optional Task 10 are conceptualized and approved.
To be conservative, RCS Costs assume the final well depth to be 1,200 ft for Optional Task No. 10.

TOTAL ESTIMATED COSTS FOR RCS SERVICES (TASKS 1 through 10)>>	**$175,605**
SUBCONTRACTOR COST (RINCON)>>	**$101,395**
SUBCONTRACTOR COST (KENNEDY JENKS)>>	**$13,000**
TOTAL PROJECT COST (TASKS 1 through 9)>>	**$290,000**

City Council Meeting **L. 4.**

DATE: 05/07/2024

TO: Honorable Mayor and City Council Members

SUBJECT: Consideration of Resolution No. 8594 approving acceptance of Grant Funds from the California Natural Resources Agency (CNRA), approval of the Grant Project Information Package, approval of the Grant Agreement between the City of Redlands and CNRA and a corresponding additional appropriation in the amount of $2 million, approval of Memorandum of Understanding with the Redlands Historical Museum Association (RHMA), and the promissory note with the RHMA (A.K. Smiley Library Director McCue)

MOTION(S):

Should the City Council desire to secure California Natural Resources Agency funding to pass through to the Redlands Historical Museum Association in order to complete the construction of the Museum of Redlands, the following motions are provided:

1. I move to adopt Resolution No. 8594 Approving Acceptance of the Grant Funds from the California Natural Resources Agency in connection with the Museum of Redlands Project; and
2. Approve the Grant Project Information Package; and
3. Approve the Grant Agreement between the City of Redlands and the California Natural Resources Agency for the $2 Million Dollar Grant for the Completion of the Museum of Redlands Project and an Additional Appropriation for the same; and
4. Approve the Memorandum of Understanding with the Redlands Historical Museum Association to advance the $2 Million Dollar Grant Proceeds to the Redlands Historical Museum Association for the completion of the Museum of Redlands Project.

RECOMMENDATION:

It is recommended that the City Council review the report and attachments and approve Resolution No. 8594, the Project Information Package, the Grant Agreement, Additional Appropriation, and Memorandum of Understanding.

DISCUSSION:

In 2014, the Redlands Historical Museum Association (RHMA) acquired the property located at 700 Brookside Avenue for the future site of the Museum of Redlands (MOR). Following this effort, the City Council passed Resolution 7445 in September 2014 agreeing to take possession of the museum once constructed and designated A.K. Smiley Library Board of Trustees as the future administrators. The City Council made these commitments based upon their finding that a historical museum serves a future public benefit by providing cultural enrichment to the Redlands community and contributes to the City's goals of enhancing tourism and economic development.

Construction was divided into three phases and began in January 2021. Phase 1 included the renovation of the exterior of the main building (formerly the Redlands Daily Facts building). Phase 2 included the interior of the main building. Phase 3 included the Event Pavilion space just west of the main building. The RHMA continued fundraising throughout the construction process. By January 2022, the RHMA was within $9 million of their approximate $25 million total cost. RHMA received a $1 million grant from the City of Redlands in April 2022, a $1 million grant from the AK Smiley Public Library Endowment Fund in May 2022, and a $1 million loan from the AK Smiley Public Library Endowment Fund in July 2022 to help narrow the gap.

In the spring of 2023, the City of Redlands (City) collaborated with the RHMA to apply for a $2 million state grant from the California Natural Resources Agency (CNRA) to be used for the construction of the MOR. In October 2023, the City and the RHMA were informed by California assembly majority leader emeritus Eloise Gomez Reyes that the City’s application had been approved by the Legislature. In order to release the promised funds to the City of Redlands, the CNRA in January 2024 directed the City of Redlands to complete a Project Information Form, a Memorandum of Understanding between the RHMA and the City, a Resolution approving the acceptance of grant funds for the Museum of Redlands, as well as a Grant Agreement between the City and the CNRA. City Council approval of all of these documents is required to move the project forward.

To facilitate the completion of construction, the City and the RHMA have negotiated a promissory note, which will advance the $2 million grant funds from the City to the RHMA. These funds will be reimbursed to the City through the

CNRA grant, either through an advance from the CRNA or as RHMA's construction invoices are forwarded through the City to the state during the construction process. The promised $2 million grant from the CNRA, combined with $3.3 million in contributions from donors large and small, and finally the recent $1 million City loan approved by the City Council at the March 5, 2024 Council meeting, will enable the RHMA to begin the final phase of construction of the Museum of Redlands. Construction is scheduled to be completed by December 2024.

Should the City Council approve the MOU and promissory note, staff would be authorized to issue a check payable to the RHMA in the amount of $2 million. An advance receivable in the same amount would be booked into the City's financial records to record and track the loan.

ALTERNATIVES:

Declining to accept the California Natural Resources Agency grant.

STRATEGIC PLAN:

When opened, the Museum of Redlands will be a significant contributor to strategic priority A (Quality of Life), as it honors our community's heritage and provides a broad range of recreational and educational opportunities for our residents.

SUBMITTED BY:
Don McCue, A.K. Smiley Library Director

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

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

PREPARED BY:
Don McCue, A.K. Smiley Library Director

Fiscal Impact

Fiscal Year:	FY2023-24
Revenue Generating:	Yes
Appropriation Required Y/N:	Yes

Budgeted Y/N: No

Discussion:

An additional appropriation is necessary to accept the grant and account for its activity in the General Government Grants Fund (200).

The $2 million advance to the RHMA will be funded from the City's General Fund. An advance receivable in the same amount will be added to the City's general ledger to track the loan. The unassigned fund balance at June 30, 2024 is projected at $26,952,281.

Attachments

Additional Appropriation Form - RHMA $2M

Resolution No. 8594

MOU - Grant - Redlands Historical Museum

Exhibit A to MOU: Promissory Note re Advance of Grant Funds

Exhibit B to MOU: April 2022 MOU between RHMA and Library Board

CNRA Draft Agreement

Project Information Sheet

CITY OF REDLANDS
REQUEST FOR ADDITIONAL APPROPRIATION

DATE OF REQUEST: 5/7/2024

FINANCE USE ONLY
TRANSACTION NO:
ACCOUNTING PERIOD:

An additional appropriation is hereby requested as follows:

Department: Library

EXPENDITURE APPROPRIATION INCREASE (if applicable)				
Account Description	**Orgkey**	**Object Code**	**Job Ledger (If applicable)**	**Amount**
Other betterments/improvements	200190	8501	TBD	$2,000,000
				$ 2,000,000 -

REVENUE APPROPRIATION INCREASE (if applicable)				
Account Description	**Orgkey**	**Object Code**	**Job Ledger (If applicable)**	**Amount**
State Grants	200190	4401	TBD	$2,000,000
				$ 2,000,000 -

JUSTIFICATION: Advance of funds to RHMA to cover remaining construction costs to be reimbursed through CNRA grant.

Requested By: _____
Department Head

Recommended By Finance Director:

Yes _____ No _____ Signed _____

Recommended: _____
City Manager

Comments: _____

Approved by City Council:

Date: _____

Signed: _____
City Clerk

RESOLUTION NO. 8594

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING THE ACCEPTANCE OF GENERAL FUND GRANT FUNDS FOR THE MUSEUM OF REDLANDS

WHEREAS, the Legislature and Governor of the State of California have approved a grant for the project shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of the grant project, setting up necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require the Grantee to certify by resolution the approval of a Project Information Package before submission of said package to the State; and

WHEREAS, the City of Redlands as Grantee will enter into an agreement with the State of California for the above project.

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

Section 1. Approves the acceptance of a general fund allocation for local assistance for the above project.

Section 2. Certifies that said agency understands the assurances and certification in the Project Information Form.

Section 3. Certifies that said agency will have sufficient funds to complete the project or will secure the resources to do so.

Section 4. Certifies that said agency will comply with the provisions of Section 1771.5 of the California Labor Code.

Section 5. If applicable, certifies that the project will comply with any laws and regulation including, but not limited to, the California Environmental Quality Act (CEQA), legal requirements for building codes, health and safety codes, disabled access laws, environmental laws and, that prior to commencement of construction, all applicable licenses and permits will have been obtained.

Section 6. Certifies that said agency has reviewed and understands the General Provisions contained in the sample Grant Agreement contained in the Procedural Guide.

Section 7. Appoints Charles M. Duggan, Jr., City Manager of the City of Redlands as agent to conduct all negotiations, execute and submit all documents including, but not limited to the Project Information Form, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project.

ADOPTED, SIGNED AND APPROVED this 7th day of May, 2024.

_____
Eddie Tejeda, Mayor

ATTEST:

_____
Jeanne Donaldson, City Cler

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 7th day of March, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Jeanne Donaldson, City Clerk

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("Agreement") is made and entered into this 7th day of May, 2024 ("Effective Date"), by and between the CITY OF REDLANDS, a California municipal corporation and general law city ("City"), and the REDLANDS HISTORICAL MUSEUM ASSOCIATION, a California nonprofit public benefit corporation ("Museum"). City and Museum are sometimes individually referred to herein as a "Party" and, together, as the "Parties."

RECITALS

WHEREAS, the Museum is the owner of that certain property located at 700 Brookside Ave., Redlands, California (the "Property"), upon which the Museum is constructing the proposed "Museum of Redlands;"

WHEREAS, the State of California has authorized a grant in the amount of Two Million Dollars ($2,000,000) (the "Grant Funds") to the City to provide funding for the completion of certain improvements associated with the construction of the proposed "Museum of Redlands;"

WHEREAS, the City is expected to enter into a Grant Agreement with the State of California Natural Resources Agency which will contain the terms and conditions of the grant to the City for the construction of certain improvements relating to the proposed "Museum of Redlands" (the "Grant Agreement");

WHEREAS, the Museum has requested that the City advance funds in an amount equal to the Grant Funds to the Museum, and that the City obtain reimbursement for such advance from the Grant Funds;

WHEREAS, the City has found and determined that the advancing of funds to the Museum for the improvements to the "Museum of Redlands" serves a public purpose for the reason that the funds will facilitate the opening of a historical museum that will provide cultural enrichment to the Redlands community and contribute to the City's goals of enhancing tourism and economic development; and

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

AGREEMENT

Section 1. Advance of Grant Funds. Subject to the City's entering into a fully executed Grant Agreement, in a form and substance satisfactory to City, in City's sole discretion, which provides for a grant to the City in the amount of the Grant Funds, City shall advance to Museum the sum of Two Million Dollars ($2,000,000) (the "Advance") within ten (10) business days of the execution of the Grant Agreement. The Advance shall be evidenced by that certain Promissory Note dated as of the date hereof, in the form attached hereto as Exhibit "A" and incorporated herein by this reference (the "Advance Note"). The terms of the Advance, including the interest rate, the terms of repayment, and the maturity date, shall be as set forth in the Note.

Section 2. Restrictions on Use of Advance Funds. Museum warrants and represents that the Advance shall not be used for any activity that would violate City, state, or federal statutory or decisional law, and shall be expended solely for the purpose of completion of certain construction relating to the "Museum of Redlands" as will be more particularly described in the Grant Agreement (the "Improvement Work"). In addition, funds shall only be expended during the performance period set forth in the Grant Agreement. Any funds spent prior to and/or after the performance period will be deemed ineligible uses of funds, and Museum shall not use any of the Advance funds for such ineligible uses. Museum shall furnish City with such information regarding the project scope and activities, project schedule and project budget as may be necessary to permit the completion of the Grant Agreement.

Section 3. Completion of Construction. Museum shall use commercially reasonable efforts to complete the Improvement Work in accordance with the project schedule and project budget as set forth in the Grant Agreement. Museum shall submit to City on a monthly basis, by not later than the last day of each month with respect to the preceding month, a detailed report, in form and substance satisfactory to City, of: (a) all Improvement Work performed during such preceding month; (b) copies of all invoices for the Improvement Work received during such preceding month; and (c) evidence of all payments for the Improvement Work paid during such preceding month. In addition to the foregoing, Museum shall promptly (and in any event within ten (10) business days) furnish to the City all other information as may be reasonably requested from time to time by City to permit City to seek reimbursement under the terms of the Grant Agreement. Museum shall pay all invoices for Improvement Work within thirty (30) days of receipt, unless such invoice is being contested in good faith. Museum shall obtain lien releases in connection with payments for the Improvement Work, and shall keep the Property free and clear of all liens and encumbrances, including, but not limited to, all mechanics' liens.

Section 4. Reimbursement From Grant Funds. City shall use reasonable efforts to submit from time to time for reimbursement from Grant Funds the costs relating to the Improvement Work in accordance with the Grant Agreement. Museum shall promptly take any and all actions as may be required or reasonably requested by City to permit the City to obtain the receipt of, or reimbursement from, the Grant Funds, including, but not limited to, providing any invoices, financial records, progress reports, or other documentation or information relating to the Improvement Work as may be required to obtain the Grant Funds pursuant to the Grant Agreement, but not less often than quarterly. Museum acknowledges and agrees that any payment of Grant Funds received by the City shall be applied to repay the Advance. In consideration of the receipt of the Advance, Museum assigns any right to receive Grant Funds to the City, and, in the event the Museum receives any Grant Funds, the Museum shall promptly deliver such Grant Funds to the City to be applied to the repayment of the Advance.

Section 5. Repayment of Advance. In the event that by March 1, 2027 (a) Museum fails to expend all of the Advance on the Improvement Work, (b) Museum fails to provide City with sufficient documentation in a timely manner to permit the City to obtain reimbursement from Grant Funds under the Grant Agreement, or (c) despite reasonable efforts on the party of City, City is unable to obtain receipt or reimbursement of the full amount of the Grant Funds under the Grant Agreement, Museum shall, upon written demand from City, immediately repay the entire amount of the Advance, less any receipt or reimbursements from Grant Funds actually received by City.

Section 6. Transfer of Property to City; Operation of Museum.

A. City and Museum acknowledge and reaffirm that, as set forth in the City's Resolution No. 7445 (adopted by the City Council on September 16, 2014) ("Resolution No. 7445"), the Museum will deed the Property to the City. City and Museum further acknowledge that a Memorandum of Understanding/Division of Responsibilities dated April 19, 2022, was previously entered between the Museum and the Board of Trustees of the A.K. Smiley Public Library (the "Library Board"), a copy of which is attached hereto as Exhibit B (the "2022 MOU"), which 2022 MOU further recites that the Museum will deed the Property to the City. City and Museum further acknowledge that Resolution No. 7445 affirms that the Library Board has been designated by the City to be the administrator of the Museum of Redlands.

B. The City reaffirms that, as set forth in Resolution No. 7445, (i) upon the Museum's occupancy of the building on the Property for museum purposes, the City shall be responsible for funding the costs of providing utilities including all water, sewer, gas, light, power, and landscape irrigation and maintenance, reasonably required or necessary for the Property; provided the City shall have no other responsibility or liability for the Property; and (ii) from and after the City obtaining title to the Property, the City shall be responsible for funding the costs of providing utilities including all water, gas, light, power, telephone, internet access, and landscape irrigation and maintenance, and janitorial services, reasonably required or necessary for the operation of the Museum of Redlands.

C. City agrees to use reasonable efforts to perform, or cause the Library Board to perform, and the Museum agrees to use reasonable efforts to perform, their respective responsibilities as set forth in the 2022 MOU. The City and the Museum further acknowledge that matters relating to the operation and administration of the Museum of Redlands may arise that were not fully contemplated or delineated in the 2022 MOU. In the event any such matters arise, the City and the Museum agree to mutually cooperate with each other, and in coordination with the Library Board, to reach an agreement satisfactory to the City, the Library Board and the Museum as to the resolution of such matters, consistent whenever reasonably possible with the delineation of responsibilities as set forth in the 2022 MOU (to the extent such matters were generally contemplated by the 2022 MOU). Upon the parties' reaching any agreement(s) relating to the resolution of any matters relating to the operation and administration of the Museum of Redlands, such agreement shall be memorialized in writing through an amendment to the 2022 MOU or such other agreement that amends, restates, supplements or supersedes the 2022 MOU.

D. In the event the Property has not been deeded or otherwise conveyed by the Museum to the City by the six month anniversary of the issuance of the certificate of occupancy with respect to the Property, including the completion of the Improvement Work constructed thereon, the Museum and the City agree to promptly meet and develop a mutually acceptable plan which will result in the transfer of the Property to the City within a reasonable time period. Each Party agrees to cooperate and act in good faith to develop said plan of transfer.

E. Notwithstanding anything herein to the contrary, pursuant to the requirements of the Grant Agreement, for a period of not less than twenty-five (25) years from the completion of the Improvement Work (or until such time as the Museum transfers the Property to the City), the Museum shall own and operate the Museum of Redlands as a museum for the benefit of the public. From the date of this Agreement until the Property is transferred to the City, the Museum shall not

execute or otherwise permit a mortgage or deed of trust to be recorded or remain as a lien against all or any portion of the Property (including the Improvement Work). Pursuant to the requirements of the Grant Agreement, after the transfer of the Property to the City, the City agrees to operate the Museum of Redlands as a museum for the benefit of the public for a period of not less than 25 years from the completion of the Improvement Work.

Section 7. Representations and Warranties. As an inducement to City to execute this Agreement and to disburse the proceeds of the Advance, Museum represents and warrants to City that the following statements set forth in this Section 7 are true, correct and complete in all material respects as of the date hereof and will be true, correct and complete in all material respects until the Advance is paid in full:

(a) Museum is a nonprofit public benefit corporation, duly organized and validly existing under the laws of the State of California, and is qualified to transact business in the State of California and in each jurisdiction where it is required to conduct its operations, and is in good standing in the State of California;

(b) Museum is an organization exemption from taxation under Section 501(c)(3) of the Internal Revenue Code;

(c) The execution, delivery and performance of this Agreement, the Note and any other documents entered into in connection with the Advance (collectively, the "Advance Documents") by Museum are within the Museum's powers and have been duly authorized by all necessary action by Museum;

(d) The Advance Documents have been duly executed by Museum, and are legally valid and binding obligations of Museum, enforceable against Museum in accordance with their terms, except as enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium or similar laws affecting creditors' rights generally and by general principles of equity; and

(e) The execution, delivery and performance of the Advance Documents by Museum will not violate (i) Museum's articles of incorporation or bylaws; (ii) any legal requirement affecting Museum or any of its properties; or (iii) any agreement to which Museum is bound or to which it is a party and will not result in or require the creation (except as provided in or contemplated by any of the Advance Documents) of any lien upon any of such properties.

Section 8. Compliance with California Labor Code. In performing the Improvement Work, Museum shall comply with all applicable federal, state, and local laws, including, but not limited to, Section 1771.5 of the California Labor Code and any other applicable provisions of the California Labor Code. Museum acknowledges that the Improvement Work constitutes a "Public Work" as that term is defined by California Labor Code section 1720. Museum shall defend, indemnify, and hold harmless City and its elected and appointed officials, officers, and employees from and against any and all losses, damages, costs, claims, causes of action and liability based upon the assertion that City or Museum has failed to comply with any applicable provision of the California Labor Code in connection with Museum's undertaking of the Improvement Work.

Section 9. Compliance with Grant Agreement. All Improvement Work shall comply with the terms and conditions of the Grant Agreement, and shall be performed in such manner to ensure City's compliance with the Grant Agreement. Museum shall comply with the nondiscrimination provisions of the Grant Agreement in the manner that would be applicable to Museum if the Museum was the grantee under the Grant Agreement.

Section 10. Reporting and Accounting Requirements.

A. Museum shall maintain true, proper, and complete books, records and accounts (collectively, "Books and Records") in which shall be entered fully and accurately all transactions taken with respect to the Improvement Work and the expenditure of the Advance. Museum shall maintain the Books and Records in accordance with Generally Accepted Accounting Principles. Additionally, Museum shall submit to the City quarterly progress reports on a template provided by the City no later than twenty (20) calendar days after the end of each quarter until final reimbursement of the Advance is received by the City.

B. City reserves the right to designate its employee representatives, or its contracted representatives with a Certified Public Accounting firm, who shall have the right to audit Museum's Books and Records as they relate to the Advance, and to examine any cost, revenue, payment, claim or other records or supporting documentation relating to Museum's use and expenditure of the Advance. Any such audit shall be undertaken by City or its representatives at mutually agreed upon reasonable times, and in conformance with generally accepted auditing standards. Museum agrees to fully cooperate with any such audit.

C. City's right to audit shall extend for a period of four (4) years following the date of City's final payment pursuant to the Grant Agreement. If any audit relating to the Grant Funds by the State of California is started before the expiration of the four (4) year period, the City's right to audit shall extend until all audit findings, if any, have been resolved and final action taken. Museum agrees to retain all records and documentation relating to the Improvement Work and the Museum's expenditure of the Advance for such period. Museum agrees to fully cooperate with any such audit by the State of California.

Section 11. Event of Default. The occurrence of any of the following shall be deemed to be a default hereunder (each an "Event of Default"):

(a) failure by Museum to pay any monetary amount when due under the Note or any other Advance Document;

(b) use of funds provided under this Agreement for any purpose other than the Improvement Work;

(c) failure to submit any necessary documentation or information requested by the City to obtain reimbursement of funds from the State of California pursuant to the Grant Agreement; and

(d) any other default or breach of any of the terms, provisions, and obligations of the Museum or any guarantor pursuant to any Advance Document, and such default or breach is not cured by Museum within thirty (30) days from the receipt of written notice thereof from City.

Section 12. Remedies. Notwithstanding any provision to the contrary herein or any of the other Advance Documents, during a continuance of any Event of Default under this Agreement or any of the other Advance Documents, then City shall, at its option, have the remedies provided in the Advance Document breached by Museum, including, without limitation, the option to declare the outstanding balance of the Advance to be immediately due and payable without presentment, demand, protest or notice of any kind, and City may exercise all rights and remedies available to it under any or all of the Advance Documents or under applicable law.

Section 13. Indemnification. To the fullest extent permitted by law, Museum shall indemnify, defend and hold harmless City, and its elected and appointed officials, officers, employees and agents, (collectively, the "Indemnified Parties") from and against any and all claims (including, without limitation, claims for bodily injury, death or damage to property), demands, obligations, damages, actions, causes of action, suits, losses, judgements, fines, penalties, liabilities, costs and expenses (including, without limitation, attorney's fees, disbursements and court costs) of every kind and nature whatsoever (individually, a "Claim;" collectively, "Claims"), which may arise from or in any manner relate (directly or indirectly) to this Agreement, the Museum's undertaking of the Improvement Work (including the negligent and/or willful acts, error and/or omission of Museum, its principals, officers, agents, employees, vendors, suppliers, consultants, subcontractors, anyone employed directly or indirectly by any of them or for whose acts they may be liable for any or all of them), the Museum's failure to comply with the Grant Agreement, and the Museum's acts or omissions which cause City to fail to comply with the Grant Agreement. Notwithstanding the foregoing, nothing herein shall be construed to require Museum to indemnify the Indemnified Parties from any Claim arising from the sole negligence or willful misconduct of the Indemnified Parties. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Museum.

Section 14. Museum Independence. In the performance of this Agreement, Museum, and the employees and agents of Museum, shall act in an independent capacity and are not officers, employees, or agents of City. The manner and means of performing the Improvement Work are under the control of Museum, except to the extent they are limited by statute, rule, or regulation. Nothing in this Agreement shall be deemed to constitute approval for Museum, or any of Museum's employees or agents, to be the employees or agents of City. City shall not be liable to any contractor, subcontractor, supplier, laborer, architect, engineer or any other party for services performed or materials supplied in connection with the Improvement Work. City shall not be liable for any debts or claims accruing in favor of any such parties against Museum or others or against the Improvement Work or the premises where any such Improvement Work is performed. Museum is not and shall not be an agent of City for any purpose. City is not a joint venture partner with Museum or with any person having an ownership or other interest in Museum in any manner whatsoever.

Section 15. Assignment. Museum shall not assign or transfer this Agreement, directly or indirectly, by operation of law or otherwise, without the prior written consent of City. Any attempt to do so without such written consent of City shall be null and void.

Section 16. Notices. 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) four (4) days after deposit in first class registered mail, with

return receipt requested; or (iii) on the actual delivery date if deposited with an overnight courier; or such other address as a Party may provide notice in accordance with this section:

CITY OF REDLANDS	REDLANDS HISTORICAL MUSEUM ASSOCIATION
City Manager City of Redlands 300 East State Street, Suite 690 P.O. Box 3005 (mailing) Redlands, CA 92373	c/o Mundell, Odlum & Haws, LLP 650 E. Hospitality Lane, Suite 470 San Bernardino, California 92408

Section 17. General Considerations.

A. Waiver. A waiver by either Party of any breach, or of any term, covenant, or condition contained herein, shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained herein, whether of the same or a different character.

B. Entire Agreement. This Agreement represents the full and complete understanding of every kind or nature whatsoever between the Parties with respect to its subject matter, and all preliminary negotiations and agreements of whatsoever kind or nature relating to the same are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions herein.

C. Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of the Agreement or any other rule of improvements which might otherwise apply.

D. Amendment. This Agreement may be modified or amended only by a written document executed by both Museum and City.

E. Severability. If any term or provision of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

F. Controlling Law and Venue. The Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflicts of law 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.

G. Equal Opportunity Employment. Museum represents that it is an equal opportunity employer, and it shall not discriminate against any contractor, employee, or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex, age or on any other basis prohibited by law.

H. Attorney's Fees. In the event any action is commenced to enforce or interpret any term or provision of this Agreement, the prevailing Party in such action, in addition to costs and any other relief, shall be entitled to the recovery of its reasonable attorneys' fees, including fees for a Party's use of in-house counsel.

[Signatures on Following Page]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of its Effective Date.

CITY OF REDLANDS

By:_____
Eddie Tejeda, Mayor

ATTEST

_____
Jeanne Donaldson, City Clerk

REDLANDS HISTORICAL MUSEUM ASSOCIATION

By: _____
_____, President

By: _____
_____, Secretary

EXHIBIT A

FORM OF PROMISSORY NOTE

EXHIBIT B

COPY OF 2022 MOU

PROMISSORY NOTE

$2,000,000.00 _____, 2024

FOR VALUE RECEIVED, REDLANDS HISTORICAL MUSEUM ASSOCIATION, a California nonprofit public benefit corporation (the "Museum") promises to pay to the order of the CITY OF REDLANDS, a California municipal corporation and general law city (the "City") in lawful money of the United States of America at its offices located at 300 East State Street, Suite 690, P.O. Box 3005 (mailing), Redlands, CA 92373, or at such other location as the City may designate from time to time, the principal sum of Two Million Dollars ($2,000,000.00) (the "Advance"), together with interest accruing on the unpaid principal balance at a rate of zero percent (0%) per annum from the date hereof, all as provided below.

1. **MEMORANDUM OF UNDERSTANDING**. This Note is delivered in connection with that certain Memorandum of Understanding (the "Agreement") dated as of the date hereof between City and Museum.

2. **PAYMENTS**. The full balance of this Note, including all principal, accrued interest and late fees, is due and payable on the earlier of (i) fifteen (15) days following the City's receipt of the final payment of Grant Funds pursuant to the Grant Agreement (as such terms are defined in the Agreement), or (ii) May 1, 2027, hereinafter known as the "Maturity Date." Subject to Section 3 hereof, the Advance shall be due and payable in one (1) lump sum to be made in full, principal and interest (if any) included, by the Maturity Date; provided that the outstanding amount of the Advance may become due immediately in accordance with Section 12 of the Agreement.

3. **PAYMENTS UPON REIMBURSEMENT FROM GRANT FUNDS**. All Grant Funds (as defined in the Agreement) received pursuant to the Grant Agreement (as defined in the Agreement) by the City, or by the Museum and delivered to the City, shall be applied as a credit or deemed payment against the Advance.

4. **LATE FEE**. If the Museum fails to pay all principal, interest or other amounts coming due pursuant to the provisions of this Note on or before the Maturity Date, the Museum also shall pay to City a late payment fee of $10,000.00, together with the default interest due as described in Section 5.

5. **INTEREST DUE IN THE EVENT OF DEFAULT**. In the event the Museum fails to pay this Note in full on or before the Maturity Date, the unpaid principal shall accrue interest at the maximum rate allowed by law until this Note has been paid in full.

6. **ALLOCATION OF PAYMENTS**. Payments shall be first credited to any late fees due, then to interest due, and any remainder will be credited to principal.

7. **PREPAYMENT**. Museum may prepay this Note, in whole or in part, without penalty. In no event shall Museum be entitled to re-borrow any amounts prepaid.

8. **EVENT OF DEFAULT.** The occurrence of any of the following shall be deemed to be a default hereunder:

(a) failure by Museum to pay any monetary amount when due under this Note;

(b) use of funds provided under the Agreement for any purpose other than the Improvement Work (as defined in the Agreement);

(c) failure to submit any necessary documentation or information requested by the City to obtain reimbursement of funds from the State of California pursuant to the Grant Agreement; and

(d) an Event of Default as such term is defined in the Agreement.

9. **ACCELERATION**. If the Museum is in default under this Note, then City may, at its option, declare all outstanding sums owed on this Note to be immediately due and payable.

10. **ATTORNEYS' FEES AND COSTS**. Museum shall pay all costs incurred by City in collecting sums due under this Note after a default, including reasonable attorneys' fees. If City or Museum sues to enforce this Note or obtains a declaration of its rights hereunder, the prevailing party in any such proceeding shall be entitled to recover its reasonable attorneys' fees and costs incurred in the proceeding (including those incurred in any bankruptcy proceeding or appeal) from the non-prevailing party.

11. **WAIVERS**. Museum hereby waives diligence, demand for payment, presentment for payment, protest, notice of nonpayment, notice of protest, notice of intent to accelerate, notice of acceleration, notice of dishonor, and all other notices or demands of any kind (except notices specifically provided for in this Note or the Advance Agreement, if any). Museum waives to the full extent permitted by law, the right to plead any and all statutes of limitations and/or any defenses relating to marshaling of assets as a defense.

12. **NON-WAIVER**. No failure or delay by City in exercising City's rights under this Note shall be considered a waiver of such rights.

13. **SEVERABILITY**. In the event that any provision herein is determined to be void or unenforceable for any reason, such determination shall not affect the validity or enforceability of any other provision, all of which shall remain in full force and effect.

14. **INTEGRATION**. There are no verbal or other agreements which modify or affect the terms of this Note. This Note may not be modified or amended except by written agreement signed by Museum and City.

15. **CONFLICTING TERMS**. The terms of this Note shall control over any conflicting terms in any referenced agreement or document.

16. **TIME IS OF THE ESSENCE**. Time is of the essence with regard to each provision of this Note as to which time is a factor.

17. **NOTICE**. Any notices required or permitted to be given hereunder shall be given in writing and shall be delivered (a) in person, (b) by certified mail, postage prepaid, return receipt requested, or (c) by a commercial overnight courier that guarantees next day delivery and provides a receipt, and such notices shall be made to the parties at the following addresses:

City of Redlands, Attn: City Manager
300 East State Street, Suite 690
P.O. Box 3005 (mailing)
Redlands, California 92373

Redlands Historical Museum Association, c/o Mundell, Odlum & Haws, LLP
650 E. Hospitality Lane, Suite 470
San Bernardino, California 92408

18. **EXECUTION**. The Museum executes this Note as a principal and not as a surety.

19. **GOVERNING LAW**. This Note shall be governed under the laws in the State of California.

REDLANDS HISTORICAL MUSEUM ASSOCIATION, a California nonprofit public benefit corporation

By: _____
Name: _____
Title: President

By: _____
Name: _____
Title: Secretary

This Memorandum of Understanding/Division of Responsibilities (herein "Agreement) by and between the Board of Trustees of the A.K. Smiley Public Library (henceforward "the Library Board") and the Redlands Historical Museum Association, Inc., a California public benefit nonprofit corporation (RHMA), is dated this 19th day of April, 2022.

Recitals

A. RHMA currently owns the building located at 700 Brookside Avenue, Redlands, California ("Museum Property"). RHMA purchased the Museum Property for the purpose of renovating the building located thereon to house the Museum of Redlands (MOR) which will include but not be limited to promoting the public understanding of the history, the community and the people of Redlands.

B. Pursuant to City of Redlands Resolution No. 7445 (adopted by the City Council on September 14, 2014), RHMA will eventually deed the Museum Property to City. In addition, Resolution 7445 provides that the Library Board will be the administrator of MOR and the A.K. Smiley Public Library ("AKSPL") will be the repository of donated items to MOR.

C. The purpose of the Agreement is to clarify the rights and responsibilities of the Library Board and RHMA regarding the operation of MOR.

OPERATIVE PROVISIONS:

1. Agreed Mission Statement of MOR

RHMA is organized to promote public understanding of the history, the community and the people of the Redlands, California area and to help establish and support the Museum of Redlands.

2. Administration of MOR

2.1 The Library Board shall have governing authority as well as legal and fiduciary responsibility for MOR. MOR is hereby made a Special Service of the Library. MOR shall be administered by the Library Director and staff whose duties include employing, training and supervising MOR personnel and the development of its continuing programs. These duties include responsibility for recruiting, hiring, discipline, firing and administering all employees, volunteers and docents necessary for the operation of MOR. The Library Board shall determine hours of operation, acquisition policy and all other necessary details associated with operating MOR. The Library Board shall also have the responsibility for stewardship and oversight of the operations of MOR and its historical collections.

2.2 The Library Director and board member(s) shall meet periodically (but in any event at least annually) with RHMA representatives to discuss with them the programs, operations and development of MOR.

3. Maintenance of MOR Building

City shall be responsible for maintenance of MOR property and building, including responsibility for all landscaping, maintenance and other utilities necessary to operate MOR.

4. Ownership of Historical Materials

Any material, artifacts, documents, artwork, etc. acquired by RHMA becomes the property and responsibility of the Library Board as soon as it is acquired/acquisitioned/transferred to/accepted for inclusion into the Library's holdings.

5. Role of RHMA

5.1 The Library Board acknowledges that RHMA is responsible for the purchase and renovation of MOR. Accordingly, there is a special relationship between the Library Board and RHMA with respect to administration of MOR. RHMA will play a role in providing input to the Library Board regarding the operations of MOR.

5.2 RHMA is a 501(c)(3) organization formed for the purpose of supplementing the mission of MOR by helping establish, support and assist in the operation of MOR. In support of its mission, RHMA will:

(a) Promote public understanding of the history, the community and the people of the Redlands, California area and to help establish, support and assist in the operation of MOR.

(b) Help recruit volunteers and docents who will work under the direction of the staff of the AKSPL.

(c) Stimulate public interest in the museum by soliciting contributions to RHMA operating and endowment funds, either through current gifts or by bequests in wills.

(d) Pursuant to its mission, RHMA will continue to raise funds for support of MOR.

(e) Assist with staffing to operate the museum store and the operation of event spaces for potential rental revenue.

5.3 RHMA will report regularly to the Library Board on RHMA activities.

6. Coordination for Community Use of MOR

6.1 The Library Board acknowledges that the intent is for MOR to be a shared community asset utilized by various groups and organizations within the Redlands Community.

6.2 The Library Board will collaborate with RHMA in fulfilling RHMA's mission.

6.3 Library Board will oversee scheduling for and collaborate with other community organizations to utilize museum space as appropriate.

7. Compliance with Donation Agreements and Commitments

The Library Board acknowledges that, in fundraising for the purchase and renovation of MOR, RHMA made certain commitments to donors which must be followed in connection with the ownership and operation of MOR. Those commitments include naming rights (plaques). RHMA will provide a memorandum to the Library Board which sets forth in detail the commitments made to donors. The Library Board and successors agree to honor such donor commitments. Commitments are shown in "Exhibit A."

8. MOR Revenues.

8.1 All revenues generated from events and activities at MOR property including but not limited to Museum Store sales and rental of event spaces shall be administered as part of the fiduciary responsibility of the Library Board. Net revenues from MOR shall be utilized exclusively to support MOR.

8.2 The Library Board will provide oversight and direction for all collaborative efforts including but not limited to RHMA for the operation of the Museum Store and rental of event spaces.

Library Board

Board of Trustees of the A. K. Smiley Library

By:_____ Date: 6/27/24

RHMA

Redlands Historical Museum Association

By:_____ Date: 6-28-2024

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STATE OF CALIFORNIA NATURAL RESOURCES AGENCY
GRANT AGREEMENT

GRANTEE NAME: City of Redlands

PROJECT TITLE: Museum of Redlands Construction Completion

AUTHORITY: Budget Act of 2023 (Chapters 12, 38, and 189, Statutes of 2023)

PROGRAM: General Fund Specified Grant Projects

AGREEMENT NUMBER: GF2344-0

LAND TENURE TERM: 25 years

PROJECT PERFORMANCE PERIOD: March 1, 2024 to March 1, 2025

Under the terms and conditions of this agreement, the applicant agrees to complete the project as described in the project scope set forth in Exhibit A and any subsequent amendments, and the State of California, acting through the Natural Resources Agency, agrees to fund the project up to the total grant amount indicated pursuant to the Budget Act of 2023 (Chapters 12, 38, and 189, Statutes of 2023).

PROJECT DESCRIPTION: See project description on page 1 and Exhibit A of the Agreement

TOTAL STATE GRANT NOT TO EXCEED: $2,000,000.00 (or project costs, whichever is less)

The Special and General Provisions attached are made a part of and incorporated into the Agreement.

CITY OF REDLANDS	**STATE OF CALIFORNIA NATURAL RESOURCES AGENCY**
By: _____	By: _____
Charles M. Duggan, Jr.	Andrea Scharffer
Title: City Manager	Title: Deputy Assistant Secretary, Bonds & Grants
Date: _____	Date: _____

CERTIFICATION OF FUNDING

AMOUNT OF ESTIMATE FUNDING	AGREEMENT NO.	FUND
$2,000,000.00	**GF2344-0**	**0001 – General Fund**
ADJ. INCREASING ENCUMBRANCE		FI$CAL PO NO.
ADJ DECREASING ENCUMBRANCE	FUNCTION	
	Local Assistance	

UNENCUMBERED BALANCE	REF NO.	FUND	ENACTMENT YEAR	ACCOUNT NO.	ALT ACCOUNT
	1024	**0001**	**2023**	**5432000**	**5432000000**

PROGRAM	PCBU	PROJECT	ACTIVITY	RPTG STRUCTURE	SVC LOCATION	AGENCY USE	BUDGET PERIOD
0320	**0540**	**0540GF23440**	**23203**	**05402001**	**23203**		**2023**

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

SIGNATURE OF ACCOUNTING OFFICER _____ DATE _____

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STATE OF CALIFORNIA NATURAL RESOURCES AGENCY
GRANT AGREEMENT

GRANTEE NAME: City of Redlands

PROJECT TITLE: Museum of Redlands Construction Completion

AGREEMENT NUMBER: GF2344-0

AUTHORITY: Budget Act of 2023 (Chapters 12, 38, and 189, Statutes of 2023)

PROGRAM: General Fund Specified Grant Projects

PROJECT DESCRIPTION

Grant funds are made available to Grantee City of Redlands for the Redlands Historical Museum Association (RHMA) to be used for the public purpose of construction completion as limited by and described in this grant and authorized by the Budget Act of 2023, Chapters 38 and 189, Statutes of 2023. Grant funds may be used for but are not limited to final construction for the completion of the Museum of Redlands project.

A detailed project scope and activities, project schedule and project budget are described and attached hereto as Exhibit A.

Grant funds are to be used in accordance with the provisions contained in the Procedural Guide for General Fund Specified Pass-Through Grant Projects and this Agreement.

TERMS AND CONDITIONS OF GRANT

Special Provisions

1. Grantee shall ensure the Project will be operated and maintained for a minimum of 25 years ("the Land Tenure Term") satisfactory to the Grantee for all Project Property to be improved under this Agreement.

2. Grantee shall ensure the completed Project and all related facilities shall be open to members of the public generally.

General Provisions

A. Definitions

1. The term "Act" means the Budget Act of 2023 (Chapters 12, 38, and 189, Statutes of 2023).

2. The term "Acquisition" means obtaining a fee interest or any other interest, including easements, leases, and development rights.

3. The term "Agreement" means this Grant Agreement.

4. The term "Procedural Guidelines" means the Procedural Guide for General Fund Specified Pass-Through Grant Projects, FY 2023-2024.

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5. The term "Development" means improvement, rehabilitation, restoration, enhancement, preservation, protection and interpretation or other similar activities.

6. The term "Fair Market Value" means the value placed upon the property as supported by an appraisal.

7. The term "Grant" or "Grant Funds" means the money provided by the State to the Grantee in this Agreement.

8. The term "Grant Agreement" means a contractual arrangement between the State and Grantee specifying the payment of funds by the State for the performance of specific project objectives within a specific project performance period by the Grantee.

9. The term "Grantee" means an entity who has a signed agreement for Grant Funds.

10. The term "Other Sources of Funds" means cash or in-kind contributions that are required or used to complete the Project beyond the Grant Funds provided by this Agreement.

11. The term "Advance Payment Request Form" means Form RA212-A. The term "Advance Reconciliation Form means Form RA213.

12. The term "Project" means the activity to be accomplished with Grant Funds described in the Project Description

13. The term "Property" or "Project Property" means the property being developed or acquired with Grant Funds.

14. The term "Project Scope" means the description or activity for work to be accomplished by the Project.

15. The term "State" means the Secretary for California Natural Resources or his/her representatives, or other political subdivision of the State.

B. Project Execution

1. Subject to the availability of funds in the Act, the State hereby grants to the Grantee a sum of money (Grant Funds) not to exceed the amount stated on the signature page in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the Project Description in this Agreement and under the Terms and Conditions set forth in this Agreement.

2. Grantee shall ensure any and all additional funds that may be necessary to complete the Project are or will be available.

3. Grantee shall ensure the Project is completed within the Project Performance Period set forth on the signature page unless an extension has been formally granted by the State and under the Terms and Conditions of this Agreement. Extensions may be requested in advance and will be considered by the State, at its sole discretion, in the event of circumstances beyond the control of the Grantee, but in no event beyond **March 1, 2027**.

4. Grantee shall ensure the Project will comply with all current laws and regulations which apply to the Project.

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5. Grantee shall arrange for access by the State upon 24-hours' notice to determine if Project work is in accordance with the approved Project scope, including a final inspection upon Project completion.

6. Grantee agrees to comply with or ensure compliance with all applicable state and local laws or ordinances that apply to relocation and real property acquisition by Public Agencies.

C. Project Costs

1. Requests for advance payment of Grant Funds must be submitted via a completed Advance Payment Request Form, but shall not exceed, in any event, ninety percent (90%) of the amount set forth on the signature page of this Agreement. The remaining ten percent (10%) of the grant will be issued as a reimbursement payment upon completion of the Project.

2. Grantee agrees to use any Grant Funds advanced by the State under the terms of this Agreement solely for the Project herein described.

3. Advance Reconciliation Documentation:

   a. Grantee must submit documentation reconciling advanced funds expended no less than quarterly.

   b. Reconciliation documentation must be submitted using a completed Advance Reconciliation Form accompanied by an itemized list of all expenditures. Each reconciliation must also include proof of payment such as receipts, paid invoices, canceled checks, or other forms of documentation demonstrating payment has been made.

   c. Any reconciliation submitted without the required itemization and documentation will not be accepted. If the reconciliation package is incomplete, inadequate, or inaccurate, the State will inform the Grantee. The Project will not be deemed complete and the final ten percent (10%) of Grant Funds will not be released until all required reconciliation information is received or corrected. Any penalties imposed on the Grantee by a contractor, or other consequence, because of delays in payment will be paid by the Grantee and is not reimbursable under this Agreement.

4. Grant Funds have a limited period in which they must be expended. Expenditures funded by Grant Funds must occur within the time frame of the Project Performance Period as indicated in this Agreement.

5. The State reserves the right to request reimbursement of any funds spent on the Project if the Project is not completed in accordance with the Grant Agreement and the Grant Procedural Guidelines.

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D. Project Administration

1. Grantee shall promptly provide Project reports and/or photographs upon request by the State. In any event Grantee shall provide the State a report showing total final Project expenditures and required closing documents before the final ten percent (10%) of the grant amount will be released

2. Grantee shall ensure property and facilities acquired or developed pursuant to this Agreement will be made available for inspection upon request by the State.

3. Grantee shall require any income earned from the use of the Project be used to further Project purposes, or, if approved by the State, for related purposes within the jurisdiction.

4. Advanced Grant Funds shall be placed in a separate interest-bearing account. Grantee shall set up and identify such account prior to the advance. Public grantees may deposit the Funds into their treasuries. Interest earned on Grant Funds shall be used on the Project, as approved by the State. Any overpayment of Grant Funds in excess of final Project costs shall be returned to the State within sixty (60) days of completion of the Project or the end of the Project Performance Period as shown on the signature page, whichever is earlier.

5. Grantee shall submit all documentation for Project completion, including a notice of completion, as applicable, within ninety (90) days of Project completion, but in no event any later than **March 1, 2027**.

6. Release of the final ten percent (10%) of Grant Funds is contingent upon Grantee's written verification that Grant Funds have been used for a public purpose and such use is consistent with the Project scope, together with any State-approved amendments.

7. This Agreement may be amended by mutual agreement in writing between the Grantee and the State. Any request by the Grantee for amendments must be in writing stating the amendment request and reason for the request. The Grantee shall make requests in a timely manner, preferably no less than sixty (60) days before the effective date of the proposed amendment.

8. Grantee must report to the State all sources of other funds for the Project.

E. Project Termination

1. All funding is contingent upon appropriation. Prior to the completion of the Project, either party may terminate this Agreement by providing the other party with thirty (30) days' written notice of such termination. The State may also terminate this Grant Agreement for any reason at any time if it learns of or otherwise discovers that there is a violation of any state or federal law or policy by the Grantee which affects performance of this, or any other grant agreement or contract entered into with the State.

2. If the State terminates without cause the Agreement prior to the end of the Project Performance Period, the Grantee shall take all reasonable measures to prevent further costs to the State under this Agreement. The State shall be responsible for any reasonable and non-cancelable obligations incurred by the Grantee in the performance of the Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Agreement.

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3. If the Grantee fails to complete the Project prior to the termination date, the Grantee shall be liable for immediate repayment to the State of all amounts disbursed by the State under this Agreement, plus accrued interest and any further costs related to the Project. The State shall consider extenuating circumstances and not require repayment for Project work partially completed provided that the State determines it is in the State's best interest to do so. This paragraph shall not be deemed to limit any other remedies available to the State for breach of this Agreement.

4. Failure by the Grantee to comply with the terms of this Agreement or any other agreement under the Act may be cause for suspension of all obligations of the State hereunder.

5. Failure of the Grantee to comply with the terms of this Agreement shall not be cause for suspending all obligations of the State hereunder if, in the judgment of the State, such failure was due to no fault of the Grantee. At the discretion of the State, any amount required to settle at minimum cost any irrevocable obligations properly incurred shall be eligible for reimbursement under this Agreement.

6. Because the benefit to be derived by the State, from the full compliance by the Grantee with the terms of this Agreement, is the for the purposes as stated in the Application for the people of the State of California, and because such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State by way of grant funds under the provisions of this Agreement, the Grantee agrees that payment by the Grantee to the State of an amount equal to the amount of the grant funds disbursed under this Agreement by the State would be inadequate compensation to the State for any breach by the Grantee of this Agreement. The Grantee further agrees therefore, that the appropriate remedy in the event of a breach by the Grantee of this Agreement shall be the specific performance of this Agreement, unless otherwise agreed to by the State.

F. Hold Harmless

1. Grantee shall waive all claims and recourses against the State, including the right to contribution for loss or damage to persons or property arising from, growing out of, or in any way connected with or incident to this Agreement, except claims arising from the gross negligence of State, its officers, agents, and employees.

2. Grantee shall indemnify or cause to be indemnified, hold harmless and defend State, its officers, agents and employees in perpetuity against any and all claims, demands, damages, costs, expenses or liability costs arising out of the Project, including development, construction, operation or maintenance of the property described in the Project description which claims, demands or causes of action arise under Government Code Section 895.2 or otherwise, including but not limited to items to which the Grantee has certified, except for liability arising out of the gross negligence of State, its officers, agents or employees. Grantee acknowledges that it is solely responsible for compliance with items to which it has certified.

3. Grantee and State agree that in the event of judgment entered against the State and the Grantee because of the gross negligence of the State and the Grantee, their officers, agents, or employees, an apportionment of liability to pay such judgment shall be made by a court of competent jurisdiction. Neither party shall request a jury apportionment.

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G. Financial Records

1. Grantee shall maintain satisfactory financial accounts, documents, and records for the Project and to make them available to the State for auditing at reasonable times. Grantee shall also retain such financial accounts, documents, and records for three (3) years after final payment and one (1) year following an audit.

2. Grantee agrees that during regular office hours, the State and its duly authorized representatives shall have the right to inspect and make copies of any books, records or reports of the Grantee pertaining to this Agreement or matters related thereto. Grantee shall maintain and make available for inspection by the State accurate records of all of its costs, disbursements, and receipts with respect to its activities under this Agreement.

3. Grantee shall use applicable Generally Accepted Accounting Principles, unless otherwise agreed to by the State.

H. Use of Facilities

1. This section applies to Projects that include Acquisition or Development activities.

2. Grantee shall ensure that use of the Project Property is for the purposes for which the grant was made and shall make no other use or sale or other disposition of the Project Property during the Land Tenure Term defined in the Special Provisions above.

3. For Project Property developed with Grant Funds:

   a. If the use of the Project Property is changed to a use that is not permitted by the Agreement, or if the property is sold or otherwise disposed of within the Land Tenure Term, at the State's sole discretion, Grantee shall be liable for immediate repayment to the State of all amounts disbursed by the State under this Agreement, plus accrued interest at the prime interest rate at the time of disposition.

4. For Project Property acquired with Grant Funds:

   a. If the Land Tenure Term is perpetuity and the use of the Project Property is changed to a use that is not permitted by the Agreement, or if the property is sold or otherwise disposed of, at the State's sole discretion, an amount equal to (1) the amount of the Grant (2) the Fair Market Value of the real property, or (3) the proceeds from the sale or other disposition, whichever is greater, may be reimbursed to the State. If the property sold or otherwise disposed of is less than the entire interest in the property funded in the Grant, an amount equal to either the proceeds from the sale or other disposition of the interest or the Fair Market Value of the interest sold or otherwise disposed of, whichever is greater, shall be reimbursed to the State.

   b. If the Land Tenure Term is less than perpetuity and the use of the Project Property is changed to a use that is not permitted by the Agreement or if the property is sold or otherwise disposed of prior to the end of the Land Tenure Term, an amount equal to the greater of (1) the amount of the grant or 2) the percentage of the property's equity at the time of sale or change of use equivalent to the percentage of grant funds contributed toward the original purchase price may be reimbursed to the State.

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c. If the Land Tenure Term is less than perpetuity and the use of the Project Property is changed to a nonpublic use or the property is sold or otherwise disposed of after the Land Tenure Term expires, the Grantee shall reimburse the State a percentage of the property's equity equivalent to the percentage of grant funds contributed toward the original acquisition.

I. Nondiscrimination

1. During the performance of this grant, grantee and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any person because of sex, sexual orientation, race, color, religious creed, marital status, denial of family and medical care leave, ancestry, national origin, medical condition (cancer/genetic characteristics), age (40 and above), disability (mental and physical) including HIV and AIDS, denial of pregnancy disability leave or reasonable accommodation. Grantee and subcontractors shall ensure that the evaluation and treatment of all persons, and particularly their employees and applicants for employment are free from such discrimination and harassment. Grantee and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs, tit. 2, §7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12990 (a)–(f), are incorporated into this grant by reference and made a part hereof as if set forth in full (Cal. Code Regs, tit. 2, §7285.0 et seq.). Grantee shall include this non-discrimination and compliance provisions of this clause in all subcontracts to perform work under the grant.

2. The Grantee shall not discriminate against any person on the basis of residence except to the extent that reasonable difference in admission or other fees may be maintained on the basis of residence and pursuant to law.

J. Application Incorporation

The Procedural Guidelines and the Application and any subsequent changes or additions to the Application approved in writing by the State are hereby incorporated by reference into this Agreement as though set forth in full in this Agreement.

K. Severability

If any provision of this Agreement or the Application thereof is held invalid, that invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are severable.

L. Waiver

No term or provision hereof will be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing and signed on behalf of the party against whom the waiver is asserted. No consent by either party to, or waiver of, a breach by either party, whether expressed or implied, will constitute consent to, waiver of or excuse of any other, different, or subsequent breach by either party.

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M. Assignment

Except as expressly provided otherwise, this Agreement is not assignable by the Grantee either in whole or in part.

N. Disputes

If the Grantee believes that there is a dispute or grievance between Grantee and the State arising out of or relating to this Agreement, the Grantee shall first discuss and attempt to resolve the issue informally with the Agency Grants Administrator. If the issue cannot be resolved at this level, the Grantee shall follow the following procedures:

1. If the issue cannot be resolved informally with the Agency Grants Administrator, the Grantee shall submit, in writing, a grievance report together with any evidence to the Deputy Assistant Secretary for Bonds and Grants for the California Natural Resources Agency. The grievance report must state the issues in the dispute, the legal authority, or other basis for the Grantee's position and the remedy sought. Within ten (10) working days of receipt of the written grievance report from the Grantee, the Deputy Assistant Secretary shall make a determination on the issue(s) and shall respond in writing to the Grantee indicating the decision and reasons therefore. Should the Grantee disagree with the Deputy Assistant Secretary's decision, the Grantee may appeal to the Assistant Secretary for Administration and Finance for the Natural Resources Agency.

2. The Grantee must submit a letter of appeal to the Assistant Secretary explaining why the Deputy Assistant Secretary's decision is unacceptable. The letter must include, as an attachment, copies of the Grantee's original grievance report, evidence originally submitted, and response from the Deputy Assistant Secretary. The Grantee's letter of appeal must be submitted within ten (10) working days of the receipt of the Deputy Assistant Secretary's written decision. The Assistant Secretary or designee shall, within twenty (20) working days of receipt of Grantee's letter of appeal, review the issues raised and shall render a written decision to the Grantee. The decision of the Assistant Secretary or designee shall be final.

O. Audit Requirements

Grant projects are subject to audit by the State annually and for three (3) years following the final payment of grant funds. The audit shall include all books, papers, accounts, documents, or other records of the Grantee, as they relate to the project for which the grant funds were granted.

DRAFT

STATE OF CALIFORNIA NATURAL RESOURCES AGENCY
GRANT AGREEMENT

General Fund Specified Grant FY 2022-2023

Grantee Name: City of Redlands

Project Title: Museum of Redlands Construction Completion

Agreement Number: GF2344-0

Project Scope:

Project will encompass critical construction activities aimed at ensuring functionality, accessibility, and aesthetic appeal of the museum.

Project elements funded by General Fund grant:

- HVAC and Installation
- Finish Carpentry
- Framing, Drywall, and Interior Plaster
- Electrical and Low Voltage

The public will access the project site at 700 Brookside Avenue, Redlands, CA 92375.

Project Schedule:

Activity Description	Timeline
Redlands Historical Museum Association (RHMA selects contractor	March 2024 - April 2024
Construction Period	April 2024 – November 2024
Submit Project Closeout package with final Payment Request to State	March 2025

Cost Estimate: See Exhibit A-1

DRAFT

City of Redlands
Museum of Redlands Construction Completion
Grant No. GF2344-0
Exhibit A-1 Cost Estimate

DEVELOPMENT COSTS				
PROJECT ELEMENTS		**Total Costs**	**GF Grant**	**RHMA**
1	**CONSTRUCTION**			
1.1	HVAC	$ 855,000.00	$ 480,000.00	$ 375,000.00
1.2	Finish Carpentry	$ 808,007.00	$ 557,068.00	$ 250,939.00
1.3	Framing, Drywall, Interior Plaster	$ 752,257.00	$ 628,000.00	$ 124,257.00
1.4	Electrical and Low Voltage	$ 987,966.00	$ 334,932.00	$ 653,034.00
1.5	Structural & Misc. Steel	$ 132,463.00	$ -	$ 132,463.00
1.6	Flashing and Sheet Metal	$ 479,000.00	$ -	$ 479,000.00
1.7	Doors, Frames, & Hardware	$ 92,904.00	$ -	$ 92,904.00
1.8	Building Insulation	$ 37,269.00	$ -	$ 37,269.00
1.9	Ceramic Tile	$ 84,000.00	$ -	$ 84,000.00
1.10	Acoustical	$ 61,050.00	$ -	$ 61,050.00
1.1	Flooring	$ 62,984.00	$ -	$ 62,984.00
1.1	Painting	$ 174,889.00	$ -	$ 174,889.00
1.13	Crane	$ 16,000.00	$ -	$ 16,000.00
1.14	Window Shades	$ 242,200.00	$ -	$ 242,200.00
1.15	Toilet Partitions and Accessories	$ 40,823.00	$ -	$ 40,823.00
1.16	Elevators	$ 1,568.00	$ -	$ 1,568.00
1.17	Fire Protection	$ 40,700.00	$ -	$ 40,700.00
1.18	Plumbing and Site Utilities	$ 239,942.00	$ -	$ 239,942.00
1.19	AC Framing	$ 15,000.00	$ -	$ 15,000.00
1.20	Site Concrete	$ 15,000.00	$ -	$ 15,000.00
CONSTRUCTION TOTAL		**$ 5,139,022.00**	**$ 2,000,000.00**	**$ 3,139,022.00**
2	**ADDITIONAL COSTS**			
2.1	General Conditions & Requirements	$ 358,121.00	$ -	$ 358,121.00
2.2	Insurance .95%	$ 52,228.00	$ -	$ 52,228.00
2.3	Fee 5%	$ 277,494.00	$ -	$ 277,494.00
2.4	Contractor Contingency 3%	$ 174,821.00	$ -	$ 174,821.00
2.5	Recommended Allowances	$ 420,000.00	$ -	$ 420,000.00
2.6	Recommended Owner Contingency 3%	$ 180,066.00	$ -	$ 180,066.00
ADDITIONAL COSTS TOTAL		$ 1,462,730.00	$ -	$ 1,462,730.00
DEVELOPMENT TOTAL		**$ 6,601,752.00**	**$ 2,000,000.00**	**$ 4,601,752.00**
PROJECT GRANT TOTAL		**$ 6,601,752.00**	**$ 2,000,000.00**	**$ 4,601,752.00**

E. PROJECT INFORMATION PACKAGE CHECKLIST

Before a Grant Agreement can be developed, Grantee must submit the following documents to Agency.

Required Documentation Included		Page
☐	Project Information Form	8
☐	Project Summary	9
☐	Authorizing Resolution	10
☐	Cost Estimate	11
☐	Project Timeline	12
☐	Gov. Agency Taxpayer ID Form	14

F. PROJECT INFORMATION FORM

Project Name
Museum of Redlands Construction Completion

Estimated Date of Completion: 12/1/2024
Grant Amount: $2,000,000
Estimated Total Project Cost: $25,000,000
(State grant, other funds, and in-kind)

Grantee Name (with mailing address)
City of Redlands
300 E State St Suite 690
Redlands, CA 92375

Check one:
☐ Nonprofit
☒ Local Agency
☐ State Agency

County: San Bernardino
Nearest City/Town: Redlands
Project Address (or nearest cross street)
1 N Center St
Enter address

Senate Dist.	Assembly Dist.	US Congressional Dist.
23	50	33

Grantee's Representative Authorized in Resolution (Signature required at bottom of this page)

Name: Charles M. Duggan, Jr. **Title:** City Manager
Phone: (909) 798-7510 **Email:** cduggan@cityofredlands.org

Project Manager – Person with day-to-day responsibility for project (if different from authorized representative)

Name: Don McCue **Title:** Library Director
Phone: (909) 798-7565 **Email:** dmccue@akspl.org

Brief Description of Project
(Summarize major activities to be funded by this Grant)

The $2,000,000 grant will be utilized to fund the final construction plans necessary for the completion of the Museum of Redlands project. These plans outlined in the Agreement - Pass-Thru Cost Estimate excel sheet will encompass critical construction activities aimed at ensuring the functionality, accessibility, and aesthetic appeal of the museum, enriching the cultural landscape of the Redlands community. Overall, the grant will support these key construction activities, ensuring the successful completion of the Museum of Redlands project.

Latitude: Enter data
Longitude: Enter data

Site Control/Land Tenure (check the box that applies)

☐ Grantee owns the property
☐ Grantee leases the property – Term End: Enter date
☐ Grantee owns an easement on the property.
☒ Grantee has an MOU with the property owner.
☐ Not applicable.

I certify that the information in this Project Information Form, including all attachments, is complete and accurate.

Signed: Chas M Duggan
Grantee's Authorized Representative as shown in Resolution

5-1-2024
Date

Charles M. Duggan, Jr.
Print Name

City Manager
Title

Designee? ☐ Yes ☐ No
(If yes, attach letter of designation from authorized representative.)

H. Project Summary

Title: Museum of Redlands Construction Completion

Total Amount Requested: $2,000,000

Summary of Request:

The Museum of Redlands project, a collaborative effort between the Redlands Historical Museum Association (RHMA), the A.K. Smiley Public Library, and the City of Redlands, aims to culminate in the completion of a cultural landmark that embodies the region's rich heritage. Initiated in 2014 with the acquisition of the property at 700 Brookside Avenue, the project has received resounding support from various stakeholders, as evidenced by City Council Resolution 7445, which designated the A.K. Smiley Library Board of Trustees as future administrators upon completion.

The proposed budget allocation of $2,000,000 is critical for advancing the final phase of construction, which encompasses essential elements pivotal to the museum's functionality and accessibility. These include interior cabinet casework, ADA-compliant restroom installations, and other components vital for historical preservation and contemporary engagement. The City Council's commitment to this project stems from its recognition of the museum's potential to provide cultural enrichment to the Redlands community, aligning with broader goals of enhancing tourism and economic development.

Although the total project cost amounts to $6.6 million, a generous grant of $2 million from the State of California, led by Assembly Majority Leader Emeritus Eloise Gomez Reyes, has been secured. RHMA and the City of Redlands have pledged to cover the remaining $4.6 million. With the first two phases completed and fundraising efforts ongoing, the contractor is poised to commence the final phase, targeting completion by 12/1/2024.

Moreover, the Museum of Redlands promises a unique visitor experience, transcending traditional museum paradigms through interactive displays, local artist showcases, and versatile event pavilion spaces. This holistic approach underscores the project's commitment to fostering inclusivity, dialogue, and mutual understanding within the Redlands community.

The project's local administration, led by Redlands City Manager Charlie Duggan, ensures effective governance and transparent stewardship of resources. While the state department administration is being considered, the collaborative efforts of RHMA, the A.K. Smiley Public Library, and the City of Redlands guarantee diligent oversight and accountability throughout the grant implementation process.

Contact Information:

Steve Stockton, President of RHMA
Phone: (951) 966-0047
Email: stevepaul1938@gmail.com

Don McCue, Library Director, A.K. Smiley Public Library
Phone: (909) 798-7565
Email: dmccue@akspl.org

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REDLANDS APPROVING THE ACCEPTANCE OF GENERAL FUND GRANT FUNDS FOR THE MUSEUM OF REDLANDS

WHEREAS, the Legislature and Governor of the State of California have approved a grant for the project shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of the grant project, setting up necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require the Grantee to certify by resolution the approval of a Project Information Package before submission of said package to the State; and

WHEREAS the City of Redlands as Grantee will enter into an agreement with the State of California for the above project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Redlands:

Section 1. Approves the acceptance of a general fund allocation for local assistance for the above project.

Section 2. Certifies that said agency understands the assurances and certification in the Project Information Form.

Section 3. Certifies that said agency will have sufficient funds to complete the project or will secure the resources to do so.

Section 4. Certifies that said agency will comply with the provisions of Section 1771.5 of the California Labor Code.

Section 5. If applicable, certifies that the project will comply with any laws and regulation including, but not limited to, the California Environmental Quality Act (CEQA), legal requirements for building codes, health and safety codes, disabled access laws, environmental laws and, that prior to commencement of construction, all applicable licenses and permits will have been obtained.

Section 6. Certifies that said agency has reviewed and understands the General Provisions contained in the sample Grant Agreement contained in the Procedural Guide.

Section 7. Appoints Charles M. Duggan, Jr., City Manager of the City of Redlands as agent to conduct all negotiations, execute and submit all documents including, but not limited to the Project Information Form,

agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project.

ADOPTED, SIGNED AND APPROVED this 2nd day of April, 2024.

_____

Eddie Tejeda, Mayor

ATTEST:

_____

Jeanne Donaldson, City Clerk

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

AYES:
NOES:
ABSENT:
ABSTAIN:

_____

Jeanne Donaldson, City Clerk

City of Redlands
Project
Grant No. GFXXXX-0
Exhibit A-1 Cost Estimate

DEVELOPMENT COSTS					
PROJECT ELEMENTS		**Total Costs**	**GF Grant**	**Other Funder**	**Other Funder**
1	**Non-Construction**				
1.1	Non-Construction Activity				
1.2	Non-Construction Activity				
2	**Construction**				
2.1	HVAC		$ 480,000		
2.2	Finish Carpentry		$ 557,068		
2.3	Framing, Drywall, Interior Plaster		$ 628,000		
2.4	Electrical and Low Voltage		$ 334,932	$ 116,143	
	DEVELOPMENT TOTAL	**$ 2,116,143**	**$ 2,000,000**	**$ 116,143**	

ACQUISITION COSTS			
ASSESSOR PARCEL NUMBERS	**ACREAGE**	**FEE/EASEMENT**	**SELLER NAME & ADDRESS**

PROJECT ELEMENTS	**Total Costs**	**GF Grant**	**Other Funder**	**Other Funder**
Estimated Fair Market Value				
Relocation Cpsts				
Preliminary Title Reports, Appraisal				
Escrow Fees, Title Insurance, Closing				
Surveying				
Direct Costs - Staff and Consultants				
Contingency				
Other (*specify*)				
ACQUISITION TOTAL	**$ -**	**$ -**	**$ -**	**$ -**

PROGRAMMATIC COSTS					
PROJECT ELEMENTS		**Total Costs**	**GF Grant**	**Other Funder**	**Other Funder**
3.1					
3.2					
3.3					
3.4					
	PROGRAMMATIC TOTAL	**$ -**	**$ -**	**$ -**	**$ -**
	Overhead (limited to 15% of grant)	$ -			
	PROJECT GRANT TOTAL	**$ 2,116,143**	**$ 2,000,000**	**$ 116,143**	**$ -**

* All invoices and receipts for all project expenditures from all funding sources will be retained and made available in the event of any future State Audits.

* For Grantee Staff Labor only salary plus benefits are eligible. No indirect rates or overhead costs may be folded into the hourly rate. No billable rates may be used.

* Overhead costs are allowable and generally limited to 15% of total direct costs of the grant.

Additional Detail to Development Costs

Quantities and sizes are estimated by the Grantee at this time and is not a complete list and may include additional quantities or items after completion of the work.

2.1: HVAC: $480,000

- **Metal ductwork various sizes**
- **Flexible ductwork various sizes**
- **Sheet metal fabrications**
- **(4) Scott Springfield Air Handlers**
- **(4) Split Systems**
- **(2) Exhaust Fans**
- **(3) VAV Boxes**
- **Fire Smoke Damper per plans**
- **Louvers**
- **Controls – Low Voltage Wiring and Conduit per Code**
- **Operator Work Station**
- **Global Supervisory Controller W/ Enclosure**
- **Monitoring of DCW Meter, Irrigation Meter, Lighting Controls,**
- **Controls with Revised Air Flow Monitoring Stations – Field**
- **Lined Roof Duct Work**
- **Insulation**
- **Air distribution – supply diffusers, return and exhaust registers, liner bar diffusers**
- **Galvanized supply, return and exhaust ductwork**

2.2: Finish carpentry: $557,068

- **Wood base**
- **Wood veneer wall paneling**
- **Wood veneer framing**
- **Wood veneer ceiling cladding**
- **Wood coutnertops**
- **Wood casework and casework**
- **Wood millwork**
- **Wood flooring Wood veneer display shelves with glass units**

Solid surface countertops and backsplashes
Wood work tables
Wood cubby cabinets and library storage systems
Plywood backers

2.3: Framing and Drywall & interior plaster: $628,000

Steel formed channels (wall studs) with mounting channels
Shaft wall elevator framing
Dyrwall and gypsum board sheathing assemblies
Densglass sheathing
Plaster
Acoustical plaster
Wood carpentry framing/lumber members
Fiberglass Reinforced Paneling
Access doors
Insulation
Cement tile backer board
Wood framed interior store buildout
Plywood backers

2.4: Electrical: $450,000:

Conduit and wiring for circuitry and zoning of lighting fixtures
Occupancy sensors, switches and receptacles
Red conduit and standard outlet boxes for fire alarm system devices
Design build fire alarm and Vesda system equipment, air sampling piping, cabling, terminations and deferred submittals
Conduit and standard outlet boxes for telephone/data, security, CCTV, and access control cabling, all low voltage cable to be in conduit
6Telephone/data CAT-6 cabling, fiber optic cabling, equipment racks, patch panels, patch cords, devices,
terminations for per Technology Drawings
CAT-6 cable for POE cabling for security cameras

One (1) elevator
Two (2) hand dryers
One (1) automatic door
Thirteen (13) combination smoke fire dampers
Two (2) motorized dampers
Five (5) motorized shades
Three (3) VAV boxes
One (1) interior fan coil with condensation pump as indicated
Three (3) interior fan coils as indicated
One (1) split system fan coil and heat pump as indicated
One (1) supply fan as indicated
Five (5) roof mounted exhaust fans
Four (4) cooling only air handlers
Two (2) roof mounted condensate pumps
Eight (8) roof mounted condensing units
Four (4) roof mounted heat pumps
One (1) ground mounted heat pump
One (1) heat recovery unit
One (1) hot water heater with circulation pump
Four (4) hot water heaters
One (1) irrigation controller
All branch wiring
Access doors
Labeling, tagging and identification
All conduit for roof equipment
Escutcheons for exposed wall penetrations
Fire proofing of penetrations

Total costs of elements: $2,116,143. Total grant request: $2,000,000. $116,143 overrun funds supplied by Grantee.

MUSEUM OF REDLANDS PROJECT TIMELINE

Activity Description	Timeline
Redlands Historical Museum Association (RHMA) concludes contract with contractor	March 2024
Construction period	April 2024 – November 2024
Submit Project Closeout package with final Payment Request to State	December 2024
Accept transfer of building from RHMA	December 2024
Transfer artifacts and install exhibits	December 2024 – February 2025
Grand Opening of Museum of Redlands	March 2025

AGREEMENT BETWEEN THE CITY OF REDLANDS AND THE REDLANDS HISTORICAL MUSEUM ASSOCIATION, INC. FOR THE GRANT OF FUNDS FOR IMPROVEMENTS TO THE PROPOSED "MUSEUM OF REDLANDS"

This agreement ("Agreement") for the grant of City funds for improvements to the proposed "Museum of Redlands" is made and entered into this 19th day of April, 2022 ("Effective Date"), by and between the City of Redlands, a California municipal corporation and general law city ("City"), and the Redlands Historical Museum Association, Inc., a 501(c)(3) nonprofit corporation ("Grantee"). City and Grantee are sometimes individually referred to herein as a "Party" and, together, as the "Parties."

RECITALS

WHEREAS, Resolution No. 7445 of the City Council of the City of Redlands ("City Council") designated the Board of Trustees of City's A.K. Smiley Public Library as the administrator of the proposed "Museum of Redlands" and established interim and permanent improvement, repair, maintenance and operational obligations for City and the Board of Trustees, both before and after the City might obtain title to the property located at 700 Brookside Avenue; and

WHEREAS, the City Council is in receipt of a grant proposal submitted by the Redlands Historical Museum Association, Inc. which requests funding for the completion of certain improvements associated with the construction of the proposed "Museum of Redlands;" and

WHEREAS, City has found and determined that the provision of funds to Grantee for the improvements to the "Museum of Redlands" serves a public purpose for the reason that the funds will facilitate the opening of a historical museum that will provide cultural enrichment to the Redlands community and contribute to the City's goals of enhancing tourism and economic development; and

WHEREAS, on February 15, 2022, the City Council authorized the grant of One Million Dollars ($1,000,000) ("Grant Funds") for the improvements to the "Museum of Redlands;"

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

AGREEMENT

Section 1. Grant. City hereby grants to Grantee the sum of One Million Dollars ($1,000,000) (the "Grant Funds") pursuant to the request of Grantee set forth in its grant proposal, which is attached hereto as Exhibit "A" and incorporated herein by this reference. City shall disburse the Grant Funds to Grantee on or before May 1, 2022.

Section 2. Restrictions on Use of Funds. Grantee warrants and represents that the Grant Funds shall not be used for any activity that would violate City, state, or federal statutory or decisional law, and shall be expended solely for improvements Grantee proposes to make to the "Museum of Redlands," as more particularly described in Exhibit "A" (the "Improvement Work").

In the event the Grant Funds are not used for the Improvement Work, Grantee shall provide written notification to City and shall return the Grant Funds in full to City within ten (10) days of such notice. If the Grant Funds are not fully expended by or before April 19, 2024, Grantee shall return the unexpended Grant Funds to City within thirty (30) days of such date.

Section 3. Compliance with California Labor Code. In performing the Improvement Work, Grantee shall comply with all applicable federal, state, and local laws, including, but not limited to, any applicable provisions of the California Labor Code. City makes no representation to Grantee as to whether the Improvement Work constitutes a "Public Work" as that term is defined by California Labor Code section 1720, and Grantee acknowledges and agrees that Grantee shall be solely responsible and liable for the determination of whether such Improvement Work constitutes a "Public Work." Grantee further acknowledges and agrees that City's sole obligation under this Agreement is to provide Grantee with the Grant Funds, and that City is not an awarding authority for any contract entered into by Grantee for the Improvement Work, nor is City otherwise undertaking any "Public Work" for purposes of California Labor Code section 1781. Grantee shall defend, indemnify, and hold harmless City and its elected and appointed officials, officers, and employees from and against any and all losses, damages, costs, claims, causes of action and liability based upon the assertion that City or Grantee has failed to comply with any applicable provision of the California Labor Code in connection with Grantee's undertaking of the Improvement Work.

Section 4. Reporting and Accounting Requirements.

A. Grantee shall maintain true, proper, and complete books, records and accounts (collectively, "Books and Records") in which shall be entered fully and accurately all transactions taken with respect to the Improvement Work and the expenditure of the Grant Funds. Grantee shall maintain the Books and Records in accordance with Generally Accepted Accounting Principles.

B. City reserves the right to designate its employee representatives, or its contracted representatives with a Certified Public Accounting firm, who shall have the right to audit Grantee's Books and Records as they relate to the Grant Proposal, and to examine any cost, revenue, payment, claim or other records or supporting documentation relating to Grantee's use and expenditure of the Grant Funds. Any such audit shall be undertaken by City or its representatives at mutually agreed upon reasonable times, and in conformance with generally accepted auditing standards. Grantee agrees to fully cooperate with any such audit.

C. City's right to audit shall extend for a period of three (3) years following the date of City's provision of the Grant Funds to Grantee. Grantee agrees to retain all records and documentation relating to the Grant Proposal and Grantee's expenditure of the Grant Funds for such period.

Section 5. Indemnification. To the fullest extent permitted by law, Grantee shall indemnify, defend and hold harmless City, and its elected and appointed officials, officers, employees and agents, (collectively, the "Indemnified Parties") from and against any and all claims (including, without limitation, claims for bodily injury, death or damage to property), demands, obligations, damages, actions, causes of action, suits, losses, judgements, fines, penalties,

liabilities, costs and expenses (including, without limitation, attorney's fees, disbursements and court costs) of every kind and nature whatsoever (individually, a "Claim;" collectively, "Claims"), which may arise from or in any manner relate (directly or indirectly) to this Agreement and Grantee's undertaking of the Improvement Work (including the negligent and/or willful acts, error and/or omission of Grantee, its principals, officers, agents, employees, vendors, suppliers, consultants, subcontractors, anyone employed directly or indirectly by any of them or for whose acts they may be liable for any or all of them). Notwithstanding the foregoing, nothing herein shall be construed to require Grantee to indemnify the Indemnified Parties from any Claim arising from the sole negligence or willful misconduct of the Indemnified Parties. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Grantee.

Section 6. Grantee Independence. In the performance of this Agreement, Grantee, and the employees and agents of Grantee, shall act in an independent capacity and are not officers, employees, or agents of City. The manner and means of performing the Improvement Work are under the control of Grantee, except to the extent they are limited by statute, rule, or regulation and the express terms of this Agreement. Nothing in this Agreement shall be deemed to constitute approval for Grantee, or any of Grantee's employees or agents, to be the employees or agents of City. Grantee shall have the responsibility for, and control over, the means of performing the Improvement Work. Anything in this Agreement that may appear to give City the right to direct Grantee as to the details of the performance or to exercise a measure of control over Grantee shall mean only that Grantee shall follow the desires of City with respect to the results of the Improvement Work.

Section 7. Prohibition against Transfers. Grantee shall not assign or transfer this Agreement, directly or indirectly, by operation of law or otherwise, without the prior written consent of City. Any attempt to do so without such written consent of City shall be null and void.

Section 8. Notices. 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 OF REDLANDS

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

REDLANDS HISTORICAL MUSEUM ASSOCIATION

Stephen Stockton, President
PO Box 470
Redlands, CA 92375
stevepaul1938@gmail.com
(951) 966-0047

Section 9. General Considerations.

A. Waiver. A waiver by either Party of any breach, or of any term, covenant, or condition contained herein, shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained herein, whether of the same or a different character.

B. Entire Agreement. This Agreement represents the full and complete understanding of every kind or nature whatsoever between the Parties with respect to its subject matter, and all preliminary negotiations and agreements of whatsoever kind or nature relating to the same are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions herein.

C. Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of the Agreement or any other rule of improvements which might otherwise apply.

D. Amendment. This Agreement may be modified or amended only by a written document executed by both Grantee and City.

E. Severability. If any term or provision of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

F. Controlling Law and Venue. The 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.

G. Equal Opportunity Employment. Grantee represents that it is an equal opportunity employer, and it shall not discriminate against any contractor, employee, or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age.

H. Attorney's Fees. In the event any action is commenced to enforce or interpret any term or provision of this Agreement, the prevailing Party in such action, in addition to costs and any other relief, shall be entitled to the recovery of its reasonable attorneys' fees, including fees for a Party's use of in-house counsel.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed as of its Effective Date.

CITY OF REDLANDS

Paul T. Barich, Mayor

REDLANDS HISTORICAL MUSEUM ASSOCIATION, INC.

Stephen P. Stockton, President

ATTEST

Jeanne Donaldson, City Clerk