CITY OF LOMA LINDA

CITY COUNCIL AGENDA

REGULAR MEETING OF JANUARY 12, 2016

A regular meeting of the City Council of the City of Loma Linda is scheduled to be held Tuesday, January 12, 2016 in the City Council Chamber, 25541 Barton Road, Loma Linda, California. *Pursuant to Municipal Code Section 2.08.010, study session or closed session items may begin at 5:30 p.m. or as soon thereafter as possible. The public meeting begins at 7:00 p.m.*

Reports and Documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours. The Loma Linda Branch Library is also provided an agenda packet for your convenience. The agenda and reports are also located on the City's Website at www.lomalinda-ca.gov.

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

Persons wishing to speak on an agenda item, including any closed session items, are asked to complete an information card and present it to the City Clerk prior to consideration of the item. When the item is to be considered, please step forward to the podium, the Chair will recognize you and you may offer your comments. The City Council meeting is recorded to assist in the preparation of the Minutes, and you are therefore asked to give your name and address prior to offering testimony.

The Oral Reports/Public Participation portion of the agenda pertains to items NOT on the agenda and is limited to 30 minutes; 3 minutes allotted for each speaker. Pursuant to the Brown Act, no action may be taken by the City Council at this time; however, the City Council may refer your comments/concerns to staff or request that the item be placed on a future agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (909) 799-2819. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible.

Agenda item requests for the JANUARY 26, 2016 meeting must be submitted in writing to the City Clerk no later than NOON, MONDAY, JANUARY 11, 2015

A. Call To Order

B. Roll Call

C. Closed Session (6:00 p.m.) – Conference with Legal Counsel pertaining to Potential Litigation (Government Code Section 54956.9(d)(2)

7:00 Reconvene

D. Invocation and Pledge of Allegiance – Mayor Rigsby (In keeping with long-standing traditions of legislative invocations, this City Council meeting may include a brief, non-sectarian 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.)

E. Items To Be Added Or Deleted

F. Oral Reports/Public Participation - Non-Agenda Items (Limited to 30 minutes; 3 minutes allotted for each speaker)

G. Conflict of Interest Disclosure - Note agenda item that may require member abstentions due to possible conflicts of interest

H. Scheduled And Related Items

1a. Presentation - Loma Linda/Colton CERT co-recipients of the 2015 Governor's Award for Volunteer Program of the Year for Collaboration Among County CERT Programs **[Fire]**

1b. Presentation - Jamie Gray, Fire Marshal on the occasion of his retirement **[Mayor]**

2a. **Public Hearing –** Council Bill #R-2015-40 – Establishing a Schedule of Fees and Charges for City Services and repealing Resolution Nos. 2315, 2317, 2591 and 2762 **[Revenue & Cost Specialists, LLC]**

2b **Public Hearing** – Precise Plan of Design No. 15-114 – to construct a new 3,800 square foot administration building at 11104 Anderson Street in the Institutional Zone **[Community Development]**

I. Consent Calendar

3. Demands Register

4. Minutes of December 8, 2015

5. Treasurer's Report for November 2015

6. November and December 2015 Fire Report

7. June 7, 2016 General Municipal Election **[City Clerk]**

   a. Council Bill #R-2016-01 – Calling and Giving Notice of the Election

   b. Council Bill #R-2016-02 - Adopting regulations pertaining to Candidates Statements

8. Accept grant for FY 2015 EMPG (Emergency Management Performance Grant) and appropriate funds. **[Fire Dept.]**

9. Award contract for tree removal/trimming **[Public Works]**

10. Appropriate $90,511.00 from Measure I fund balance to Measure I Infrastructure Account No. 26-5340-8500; accept as complete and authorize recordation of a Notice of Completion for Installation of Sidewalks at Various Locations – Tryco General Engineering, contractor **[Public Works]**

J. **Old Business**

11. Council Bill #O-2015-04 – (Second Reading/Roll Call) Amending Chapter 17.100 of the Loma Linda Municipal Code defining and prohibiting medical marijuana dispensaries, cultivation of marijuana and all commercial medical marijuana uses in the City **[Community Development]**

12. Council Bill #O-2015-05 (Second Reading/Roll Call) Replacing Title 5, Chapter 5.24 and amending Title 17, Chapters 17.44, 17.46 and 17.48 of the Loma Linda Municipal Code relating to California Massage Therapy Council approved massage establishments and massage technicians **[Community Development]**

K. **New Business**

13. Appointment of one (1) member to the Planning Commission to fulfill June 30, 2018 term **[City Clerk]**

L. **Reports of Councilmen** (This portion of the agenda provides City Council Members an opportunity to provide information relating to other boards/commissions/committees to which City Council Members have been appointed).

M. **Reports Of Officers** (This portion of the agenda provides Staff the opportunity to provide informational items that are of general interest as well as information that has been requested by the City Council).

N. **Adjournment**

City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
John Lenart, Councilman
Ronald Dailey, Councilman
Ovidiu Popescu, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA: January 12, 2016

TO: City Council

FROM: T. Jarb Thaipejr, City Manager/Public Works Director

SUBJECT: Approve Council Bill #R-2015-40 Establishing a Schedule of Fees and Charges for City Services and Repealing Resolution Nos. 2315, 2317, 2591 and 2762.

RECOMMENDATION

It is recommended that City Council approve the Fee Study Update, then adopt Council Bill #R-2015-40 establishing a schedule of fees and charges for City services and repeal resolution numbers 2315, 2317, 2591 and 2762.

BACKGROUND

Several new developments are under construction or processing through the entitlement phase. The proponents of these projects are concerned with the funding of City services being able to cover the level of service desired. The last fee study was conducted in 2003 and adopted in 2004. City governments are tasked to provide certain services for the public. State law allows for compensation to cover the cost for providing those services. Basically, the law requires that the fees not exceed the estimated reasonable cost for providing service. A reasonable relationship or nexus must exist between the service cost and fees imposed. In order to establish a nexus between cost and fees, an extensive analysis needed to be conducted.

A similar type of study, the Development Impact Fee Calculation and Nexus Study, was prepared by Revenue & Cost Specialists (RSC) in 2013/14. RSC provided an excellent, supportable and professional product. On July 28, 2015, City Council awarded a contract to RCS to update the current fee study and provide recommendations based on the findings. Over the following 3 months RCS and staff identified the services and costs necessary in order to maintain the current Level of Service provided to the community. RCS compiled and analyzed the data then generated the update.

ANALYSIS

This hearing is to introduce, discuss and take comment on the Fee Study update. Staff and RCS have identified costs related to services provided by the City. The methods used were determined to be consistent, employ basic business principles and applied across the board. The methods of the study are believed to meet the intent and definition of Article XIIIB of the State Constitution which addresses city revenues. Also it is in compliance with Proposition 4, that fees for services cannot exceed the "costs reasonably borne" by the City to provide those services. Nearly all service costs are proposed to be covered by the users with a few subsidized by the general taxpayer. Currently, nearly all service costs are subsidized by the taxpayers.

FINANCIAL IMPACT

Adoption of the Fee Study Update and recommended fee schedule potentially could provide the necessary funding to cover most service costs by user payer, approximately $483,950 of additional revenue.

Attachments

I:\Public Works Admin\Staff Reports\Service Fees 2016.doc

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES AND REPEALING RESOLUTION NOS. 2315, 2317, 2591 and 2762

WHEREAS, the City of Loma linda has conducted an extensive and exhaustive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City wishes to comply with both the letter and the spirit of Article XIIIB of the California Constitution and limit the growth of taxes; and

WHEREAS, the City desires to establish a policy of recovering the full costs reasonable borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitable such special services; and

WHEREAS, heretofore the City Council has adopted Ordinance No. 455 on July 23, 1991, establishing its policy as to the recovery of costs and more particularly the percentage of costs reasonable borne to be recovered from users of City services and directing staff as to the methodology for implementing said Ordinance; and

WHEREAS, pursuant to Government Code Section 66016, the specific fees to be charged for services must be adopted by the City Council by Resolution; and

WHEREAS, a schedule of fees and charges to be paid by those requesting such special services need be adopted so that the City might carry into effect its policies;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMA LINDA DOES RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. Fee Schedule Adoption. The following schedule of fees and charges are hereby directed to be computed by and applied by the various City departments, and to be collected by the City Finance Department for the special services when provided by the City or its designated contractors as herein listed and incorporated as Exhibit "A".

Section 2. Separate Fee for Each Process. All fees set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per-unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

A. Added Fees and Refunds. Where additional fees need to be charged and collected for completed staff work, or where a refund of excess deposited moneys is due, and where such charge of refund is ten dollars ($10.00) or less, a charge or refund need not be made, pursuant to California Government Code Sections 29373.1 and 29375.1 and amendments thereto, unless specifically requested within 30 days.

B. Defining and Timing of Fee Schedule. Definitions regarding and the timing of the implementation of the hereinafter-enumerated fee schedules shall be as stipulated in Ordinance No. 455.

Section 3. Interpretations. This resolution may be interpreted by the several City department heads in consultation with the City Manager and should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

Section 4. Intention. It is the intention of the City Council to review the fees and charges as determined and set out herein based on the City's next Annual Budget and all the City's costs reasonably borne as established at that time and, as and if warranted, to revise such fees and charges based thereon.

Section 5. Overhead Rates. Overhead rates as recommended by the Revenue & Costs Specialists, LLC Schedule of Fees and Charges Update for City Services are effective upon effective date of resolution.

Section 6. Constitutionality. If any portion of this resolution is declared invalid or unconstitutional, then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

Section 7. Repealer. Resolution Nos. 2315, 2317, 2591 and 2762 are hereby repealed.

Section 8. Effective Date. This Resolution shall go into full force and effect immediately, but shall be subject to the terms and conditions of Ordinance No. 455.

PASSED, APPROVED AND ADOPTED this 12th day January 2016 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

_____
Rhodes Rigsby, Mayor

ATTEST:

_____
Pamela Byrnes-O'Camb, City Clerk

FEE SCHEDULE

SERVICE	REF. NO.	FEE
Building Plan Checking & Inspection	S-001	UBC Table 1-A and selected Uniform Administrative Code Tables
Sign Permit – Building	S-001A	$185 per permit
Pool Permit	S-001B	Use Building Plan Checking & Inspection S-001
Fire Plan Check & Inspection	S-002A	$175/plan check for Vegetation Management Plan and Fire Protection Plan required by the International Wildland-Urban Interface Code. Sprinkler Plan Check/Inspection: New SFE, $545; New Commercial/MFR 1-50 heads, $920 per building; 51-150 heads, $1,155 per building; each additional 50 heads over 150 heads, $115 per building; New Tract, PC-$545 per model plus $115 per layout; Inspect (per unit): up to 2000 SF-$145; over 2000 SF-$260 Existing Commercial/MFR 1-50 heads, $865 per building; 51-150 heads, $980 per building; each additional 50 heads over 150 heads, $115 per building.
Fire Alarm System Plan Check/Inspect	S-002B	1-10 devices, $720 per building 11-50 devices, $1,095 per building 51-100 devices, $1,730 per building 101-150 devices, $4,845 per building; Each additional 50 devices over 150 devices, $635 per building.
Fixed Fire Protection System Plan Check/Inspection	S-002C	Commercial Hood, $520 Halon Alternative, $545 FM 200 System, $545
Solar System Fire Plan Check/Inspection	S-002D	Residential, $230 per system Commercial, Charge the fully allocated hourly rates for the time of all personnel involved plus any outside costs.
Hydrant Flow Field Test	S-002E	$510 per test
Planning Variance Review	S-005	$2.560 per application $250 owner-occupied single family residence
Appeal Processing	S-006	$1,575 per application – appeal to Planning Commission $1,205 per application – appeal to City Council $100 per application for owners of single-family residences - appeal to Planning Commission or to City Council
Time Extension Review	S-007	$3,250 per application – Subdivision $2,565 per application - Other
Specific Plan Review	S-008	$15,000 deposit with charges at the fully allocated

SERVICE	REF. NO.	FEE
		hourly rates for all personnel involved plus any outside costs
Categorical Exemption	S-009	$1,070 per application
Initial Study	S-009A	$4,385 per application plus $205 per technical study
Environmental Impact Report Review	S-009B	$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Zone Map Change Review	S-010	$4,005 per application
General Plan Amendment Review	S-011	$5,105 per application – Text $4,600 per application Map Any outside work to be passed through to the applicant
Development Agreement	S-012	$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Conditional Use/Precise Design Review	S-013	$5,345 – New up to 4 units Multi-Family Residential $5,345 – New <20,000 sq. ft. $6,945 – New >20,000 sq. ft. $5,375 – Existing Non-Residential
Review of Minor Variance	S-014	$200 Owner-occupied single family residence $865 per application other (to recover 50% cost)
Minor Modification to Approved Plan	S-014A	$395 per application
Preliminary Review	S-015	$2,820 per application with 50% of the fee to be credited against future fees if the project is actually submitted
Review of Code Amendment Request	S-016	$2,490 per application
Review of Annexation Request	S-017	$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Review of Home Occupation Request	S-018	$175 per application
Certificate of Compliance	S-018A	$715 per application
Lot Line Adjustment Request	S-019	$2,070 per application
General Plan/Zoning Verification Letter	S-020	$550 per letter
Review of Wall/Fence/Patio Location	S-021	$100 per application
Land Use Permit	S-021A	$100 per application - Change of Tenant/Owner $290 per application- Change of Land Use $85 per application - Backflow
Sign Permit Design Review	S-022	$315 per application
Master Sign Plan Review	S-022A	$2,835 per application
Temporary Sign Permit	S-022B	$100 per application
Tentative Parcel Map Review	S-023A	$4,870 per application plus $10 per lot for every lot over 9 lots
Tentative Tract Map Review	S-024	$5,965 per application plus $10 per lot
Amendment to Approved Plans	S-024A	$3,630 per application requiring Planning Commission Review only $3,630 per application requiring Planning Commission and City Council review

SERVICE	REF. NO.	FEE
Re-Address Processing	S-024B	$265 per address
Final Subdivision Map Check	S-025	$7,295 – 5-50 lots $10,410 – 51-100 lots $12,000 deposit – 100+ lots
Subdivision Improvement Plan Check	S-026	$500 - $0-$5,000 $750 - $5,001 - $10,000 6% construction costs - $10,001 - $25,000 $1,500 + 5% of estimate over $25,000 - $25,001-$75,000 $4,000 +4.15% of estimate over $75,000 - $75,001 - $125,000 $6,075 + 3.3% of estimate over $125,000 - $125,001 - $200,000 $8,550 +2.50% of estimate over $200,000 - $200,000+
Storm Water Pollution Prevention Plan Check	S-026A	$315 per plan
Water Quality Management Plan Check	S-026B	$315 per plan
Improvement Inspect	S-027	$50 minimum based on construction valuation of: $0 - $25,000 – 5% of construction costs $25,000 - $75,000 – 4.5% of construction costs over $75,000 – 4% of construction costs
Satellite Dish and Antenna Filing	S-028A	$470 per application
Street Vacation Review	S-029	$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs
Review of Utility Reimbursement Agreement	S-030	$1,865 per application
Small Project Review & Site Review	S-031	$1,640 per application
NPDES Business Review/Inspection	S-032	$305 per business
Cross Connection Inspection	S-032A	New Business: Existing Device - $75 each; New Device - $110 each Annual Review - $70 per device
Construction Permits	S-032B	$91 - curb and gutter $32.50 – cross gutter $65 sidewalk/driveway/alley approach, wheelchair ramp $0.13 per sq/lin ft ($65 minimum) sewer storm drain (lin ft), alley gutter $0.04 per sq ft pavement replacement 4% of cost of construction ($260 minimum) pavement $65 + $1.30 per sq ft - street cut
Tenant Improvement	S-033	$205 per application
General Plan Update	S-034	10% surcharge on all Building Dept. Permits to recover 50% of cost
Parking Enforcement	S-035	Vehicle Code/Court approved bail schedule
Residential Parking Permit	S-035A	No fee for registered vehicle at address +1 guest permit; $5 replacement & additional permits

SERVICE	REF. NO.	FEE
Parking Boot Installation/Removal	S-035B	$20 per vehicle
Verification of Vehicle Reg. Tags	S-035C	$10 per vehicle
Vehicle Scofflaw Tow	S-035D	$30 per vehicle
State-mandated Fire Inspection	S-037	A,B,E,I, R –Large Occupancies - $345 per inspection; R-Small Occupancies - $170 per inspection; State Permitted Tents - $230 per inspection; Public Government buildings - $690 per inspection
Weed Abatement	S-039	Cost + 70% or $100, whichever is greater
Public Nuisance Abatement	S-039A	Cost + 70% or $100, whichever is greater
Abandoned Vehicle Abatement	S-039B	Cost + 70% or $100, whichever is greater
Vehicle Tow Cost Recovery	S-039C	$90 per vehicle
Engine Company Inspections	S-040	$70 (6,000 sq ft or less) small office/mercantile/manufacturing $140 (over 6,000 sq ft) large office/mercantile/manufacturing Apartments: $70 – 3-30 units; $105– 31-60 units; $140 – 61-100 units; $275 – 100+ units
Fire Prevention Inspection	S-040A	$115 per hour (1 hour minimum)
Special Event Permit	S-041	$865 per application
Special Event Inspections	S-041A	$115 per hour (1 hour minimum)
Fire Code Permit – Annual	S-041B	$230 per permit; $150 per permit if 2 or more
Fire Code Permit	S-041D	$115 per permit
Burn Permit	S-041E	$60 per permit
Fire False Alarm Response	S-042	1st 3 responses in 6mo calendar period free 4th response - $135/piece of apparatus 5th response - $270/piece of apparatus 6th response - $405/piece of apparatus
Medical Aid Response	S-042A	Non-Subscriber: Resident - $300 per response; Non-resident - $400 per response Annual Subscription: Resident - $48 per household; Non-resident - $60 per household; Small Business (up to 100 employees) - $48 per increment of 5 employees or partial Large Business (100 or more employees) - $48 per increment of 10 employees or partial
Special Event Services	S-043	Actual cost of all personnel used at the fully allocated hourly rates
Park Use Permit	S-043B	1day – no fee; extended use - $245 per year
Traffic Accident Report Sales	S-044	$.25 per page
Fire Incident Report Sales	S-045	$.25 per page
Collection Transmittal Charge	S-054A	$18 per account
Banner Hanging	S-055	$310 per banner
Water Meter Install	S-060C	$70 + material cost - 5/8” – 1” $265 + material cost – 1-1/2” – 2” Actual labor and material cost – 3+”
Water Lateral Install	S-060D	$1,605 + material cost – 1” – 2” Actual labor and material cost – 3+”
Water Meter Test Request	S-060E	$285 per meter, to be refunded if the meter is

SERVICE	REF. NO.	FEE
		running fast
Sewage Spill on Public R-O-W	S-061	Charge the fully allocated hourly rates for all responding personnel
Delinquent Water Turn Off/On	S-061C	$60 at time of service turn-on $30 over and above other fees after hours charge
New Utility Account Set-Up	S-061D	$40 per account – read only; $40per account – turn-on required; $100 per residential unit prepayment against future utility bills
NSF Check Collection	S-062	$45per NSF check
Bid Plans/Specs Mailing	S-063	$32 per request
Check Replacement	S-064	$25 per check – vendor $35 per check – payroll
Fire Alarm Permit Registration	S-065	$12 per alarm system
New Business Registration Application	S-066	$55 per Business within City $28 per Business outside City
Business Registration Renewal	S-066A	$30 per renewal
Document Copying	S-068	$.25 per page
Electronic File Copy	S-068A	$2 per device
Subordination Agreement	S-069	$85 per agreement
Affordable Housing Demand/Reconveyance	S-069A	$50 per application
Network Infrastructure Cert.	S-070	$60 per unit + $10 per data jack
Facility Rental	S-071	Market rate; the average annual square footage cost is $32.77. Cost per rental determined by the hours that each room is available to calculate a per hour cost per square foot
GIS Digital Data/Printout	S-072	$92 per hour, 1 hour min. Printout: 8.5 X 11 - $10.63; 8.5 X 14 - $10.78; 11 X 17 – $11.25; 22 X 34 - $27.50; 22 X 34 (Gloss)- $32.00; 36 X 48 - $35; 36 X 48 (Gloss) - $44; Custom size: $3.75 per unit; Gloss $6.00 per unit

Fee Study Update
for the
City of Loma Linda

OCTOBER 2015

Prepared by:

Revenue & Cost Specialists, LLC

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October 30, 2015

Mr. Jarb Thaipejr, City Manager
City of Loma Linda
25541 Barton Road
Loma Linda, CA 92354

Dear Mr. Thaipejr,

This Report fulfills our contract with the City to update specified fees for the fiscal year 2015-2016. It is our hope that this Update will assist City Staff in updating the current fee structure.

The Update consists of Service Center Worksheets for each service and their accompanying Cost Detail Worksheets. Each Service Center Worksheet has a suggested fee structure to achieve the authorized recovery percentage set by City Ordinance. The City is currently recovering more than $1.2 million in fee-related revenue against more than $6.1 million in fee-related costs, and therefore the City is subsidizing fee-related costs by more than $4.8 million.

We wish to thank all City Staff who extended their time for this Update. This Report is a culmination of our joint effort, and City Staff input was invaluable. These are joint fee suggestions and therefore represent a great deal of time and effort on everyone's part. We look forward to working with the City in the future.

Respectfully Submitted,

Eric S. Johnson
Principal

EXECUTIVE SUMMARY

By acceptance of the Revenue & Cost Specialists (RCS) proposal, the City of Loma Linda decided to subject its fee-based services to detailed analysis dedicated toward seeking alternate, and more equitable, ways to finance City services provided to the community. Due to the various demands made of the City, it is essential that the City Council and management have complete information upon which to assess fees charged to the public for services provided. Schedule 1 at the end of this Executive Summary lists each service reviewed in this study. It indicates that the City could realize approximately $483,950 in additional new revenue if the recommendations provide herein are adopted and implemented.

Organization of Report. This Executive Summary explains RCS's philosophy concerning fee-based services and cost analysis with a discussion of Costs Generally Defined. The report then lists the Types of Costs included in our analysis and our General Recommendations.

COSTS GENERALLY DEFINED

The basic costs of operating any business are direct labor and employee benefits, direct materials, allied indirect costs, overhead costs, and fixed asset or "depreciation" charges.

Determination of Costs. After the passage of Proposition 13, the California Taxpayers Association, the California Chamber of Commerce, the National Tax Limitation Committee and the California Association of Realtors put Proposition 4 before the voters. It was adopted by 74.3% of the voters of California on November 6, 1979, and became effective on July 1, 1980, retroactive to Fiscal Year 1978-79.

This proposition, which became Article XIIIB of the State Constitution, addressed all city revenues and established a limit on the growth of tax revenues. Also, because of Proposition 4, fee services cannot exceed the "costs reasonably borne" by the City in providing the service. If the fee exceeds the cost, the excess fee is defined to be a special tax, which Proposition 13 requires be approved by two-thirds of the voters.

As Article XIIIB was written by the above business groups, it is not surprising that they recommended a business-oriented approach to the costs of governmental services. For example:

> The phrase costs reasonably borne by such entity in providing the regulation, product, or service is intended to incorporate all appropriations by an entity for reasonable costs appropriate for the continuation of the service over time. This

> includes ongoing expenses such as operation costs and a reasonable allocation for overhead and administration, but it also includes reasonable allocation for start-up costs and future capacity. Thus, reasonable allocations for capital replacement, expansion of services, and repayment of related bond issuances would be considered "costs reasonably borne."[1]

Principle Involved. A basic principle involved in this Report is the recognition of those full business costs as they are as defined by the authors of the Constitutional amendment, NOT just those costs which 1) the City might recognize and decide to budget; or 2) which it might decide to use in some other cost analysis methodology; or 3) that other jurisdictions not so complying might use; or 4) that some accounting or other consulting firm might decide it should use, based on some external, non-California legal requirements.

These cost elements have been determined in a businesslike manner per basic business principles, and applied to each and every fee-financed or fee-financeable service provided by the City, modified only slightly to accommodate the published intent and definitions of the authors of Article XIIIB. Thus a logical, legal, and Constitutionally-mandated cost-consciousness can now be applied to City operations.

TYPES OF COSTS

Salaries and Wages. City government is in fact a service industry, therefore it is natural that salaries make up the largest single element of cost in most services.

Employee Fringe Benefits. Since the annual time of an employee has been fully allocated to service centers, fringe benefit costs also must be included. These costs are current operating expenses and are included in the City's Annual Budget. Fringe benefit costs were taken into consideration by salaried personnel employed by the City.

Maintenance and Operation Costs. All maintenance and operation costs, including non-personnel expenses such as professional services, insurance, operating supplies, etc., were derived from the 2015-2016 Council-approved budget and allocated via percentages or through actual allocation to each of the service centers identified in a department or division.

Overhead Costs. Although overhead is a well established and necessary expense item in business, it is only recently that governments started adopting business techniques. As many

[1] A Summary of Proposed Implementing Legislation and Drafter's Intent with Regard to Article XIIIB of the California Constitution (Proposition 4, November 6, 1979); Spirit of 13, Inc.; 1980; California Chamber of Commerce; page 6.

believe that government is no different than a good corporation -- the axiom "Buy good management" should prevail in government Acorporations. RCS utilizes two types of overhead, which are discussed below in turn.

> General City Overhead is for the general administration of the City, such as the functions for City Council, City Manager, City Clerk, City Attorney, Human Resources, and Finance. Each service is very important to the smooth functioning of the City. But, their primary function is to support other departments and not to provide an end-user service to the public.
>
> Departmental and/or Divisional Overhead is usually allocations of the department head departmental administrative staff, or the division managers. Again, the purpose of these services is to insure the smooth functioning of the department and not to provide an end-user service to the public.

RCS calculated general overhead and identified departments receiving each type of overhead service. Costs associated to the each department were included as well as a uniquely determined departmental overhead rate.

GENERAL RECOMMENDATIONS

Adoption of Modifications to Current Fee Structure

It is recommended that the City Council adjust the fee schedule for the enumerated City services presented in Appendix A of this Report. Continued use of the "full business costing" concept will create consistency in the establishment of fees, and allow for timely adjustment to reflect changes in the cost of providing services.

Review of Suggested Recovery Rates

The City Council should review each service and the suggested recovery rate to determine how much of each service should be recovered through fees, and how much should be subsidized through the City's tax dollars. This review is very important because it gives City staff direction as to what the Council wants to subsidize and what it does not.

All Things To All People

While the City is deciding who to subsidize and what to finance, it should remember it cannot provide all things to all people. It should therefore prioritize what it hopes to accomplish. If

the Council decides to provide more subsidies today, it is doing so at the expense of other services which can only be financed by tax dollars, such as Fire services, Street Maintenance, and other public services. Therefore the Council must decide which direction it wants to proceed in, fully aware of the consequences of either action.

CONCLUSION

If all the recommendations and suggestions made in this Report are adopted, the City's financial picture would be improved. Also, far more equity between taxpayers and fee-payers, as well as fairness between property-related and non property-related services could be secured, assisting in the City's continued financial stability into the future. The following Schedule 1 portrays the various services assessed during our analysis.

Appendix A – Summary of Current and Proposed Fees

Appendix A includes a summary of the current City fees matched up with the proposed fees for each service presented.

Appendix B - Detailed Worksheets

The substance of RCS's work effort on this project is primarily comprised of two different worksheets shown in the detail of this report (see Appendix B). The first, "Revenue and Cost Summary Worksheet" is on the left hand side. These worksheets include a description of the service, the current fee structure, the recommended recovery rate, and other pertinent information. Also included are the revenue and cost comparisons and suggestions for fee modifications.

Presented on the facing page, titled "Cost Detail Worksheet", is the worksheet which details the costs involved with each service. This page identifies those employees providing the service, the time spent, and their related costs.

SCHEDULE 1

CITY OF LOMA LINDA

SUMMARY OF REVENUES, COSTS, AND SUBSIDIES

FISCAL YEAR 2015-2016

REF # (1)	SERVICE CENTER (2)	TOTAL REVENUE (3)	TOTAL COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	% RECOVERY ACTUAL (6)	% RECOVERY TARGET (7)	POSSIBLE NEW REVENUE (8)	
COMMUNITY DEVELOPMENT								
S-001	BUILDING PLAN CHECK & INSPECTION	$336,000	$329,488	$6,512	102.0%	100%	$0	
S-001A	SIGN PERMIT - BUILDING	$1,900	$3,738	($1,838)	50.8%	100%	$1,800	
S-001B	POOL PERMIT	NA	NA	NA	NA	100%	$0	
S-002A	FIRE SPRINKLER PLAN CHECK/INSPECT	$27,435	$173,409	($145,974)	15.8%	100%	$146,000	
S-002B	FIRE ALARM SYSTEM PLAN CHECK/INSP	$5,660	$37,891	($32,231)	14.9%	100%	$32,200	
S-002C	FIXED FIRE PROTECT SYSTEM PC/INSP	$700	$2,132	($1,432)	32.8%	100%	$1,400	
S-002D	SOLAR SYSTEM FIRE PLAN CHECK/INSP	$3,500	$11,519	($8,019)	30.4%	100%	$8,000	
S-002E	HYDRANT FLOW FIELD TEST	$1,280	$8,130	($6,850)	15.7%	100%	$6,900	
S-005	PLANNING VARIANCE REVIEW	$8,060	$10,248	($2,188)	78.6%	100%	$2,200	
S-006	APPEAL PROCESSING	$1,980	$5,563	($3,583)	35.6%	50%	$0	#
S-007	TIME EXTENSION REVIEW	$4,975	$5,812	($837)	85.6%	100%	$0	#
S-008	SPECIFIC PLAN REVIEW	$25,000	$28,116	($3,116)	88.9%	100%	$0	#
S-009	CATEGORICAL EXEMPTION	$8,875	$26,708	($17,833)	33.2%	100%	$17,800	
S-009A	INITIAL STUDY	$27,370	$34,974	($7,604)	78.3%	100%	$7,600	
S-009B	ENVIRONMENTAL IMPACT REPORT REVIEW	$17,000	$19,826	($2,826)	85.7%	100%	$0	#
S-010	ZONE MAP CHANGE REVIEW	$2,625	$4,007	($1,382)	65.5%	100%	$0	#
S-011	GENERAL PLAN AMENDMENT REVIEW	$9,410	$9,705	($295)	97.0%	100%	$0	#
S-012	DEVELOPMENT AGREEMENT	$2,000	$2,423	($423)	82.5%	100%	$0	#
S-013	CONDITIONAL USE/PRECISE DESIGN REV	$30,780	$40,499	($9,719)	76.0%	100%	$9,700	
S-014	REVIEW OF MINOR VARIANCE	$630	$1,725	($1,095)	36.5%	50%	$0	#
S-014A	MINOR MODIF. TO APPROVED PLAN	$1,280	$1,574	($294)	81.3%	100%	$300	
S-015	PRELIMINARY REVIEW	$15,450	$42,318	($26,868)	36.5%	100%	$13,450	
S-016	REVIEW OF CODE AMENDMENT REQUEST	$2,150	$2,491	($341)	86.3%	100%	$0	#
S-017	REVIEW OF ANNEXATION REQUEST	$20,000	$23,077	($3,077)	86.7%	100%	$0	#
S-018	REVIEW OF HOME OCCUPATION REQUEST	$2,650	$4,354	($1,704)	60.9%	100%	$1,700	
S-018A	CERTIFICATE OF COMPLIANCE	$500	$716	($216)	69.8%	100%	$0	#
S-019	LOT LINE ADJUSTMENT REQUEST	$1,645	$2,069	($424)	79.5%	100%	$0	#
S-020	GEN PLAN/ZONING VERIFICATION LETTER	$820	$2,208	($1,388)	37.1%	100%	$1,400	
S-021	REVIEW OF WALL/FENCE/PATIO LOCATION	$1,700	$3,464	($1,764)	49.1%	100%	$1,800	
S-021A	LAND USE PERMIT	$7,580	$14,040	($6,460)	54.0%	100%	$6,500	
S-022	SIGN PERMIT DESIGN REVIEW	$3,740	$5,377	($1,637)	69.6%	100%	$1,600	

CITY OF LOMA LINDA

SUMMARY OF REVENUES, COSTS, AND SUBSIDIES

FISCAL YEAR 2015-2016

REF # (1)	SERVICE CENTER (2)	TOTAL REVENUE (3)	TOTAL COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	% RECOVERY ACTUAL (6)	% RECOVERY TARGET (7)	POSSIBLE NEW REVENUE (8)	
S-022A	MASTER SIGN PLAN REVIEW	$1,970	$2,836	($866)	69.5%	100%	$900	
S-022B	TEMPORARY SIGN PERMIT	$150	$306	($156)	49.0%	100%	$200	
S-023A	TENTATIVE PARCEL MAP REVIEW	$4,595	$4,972	($377)	92.4%	100%	$400	
S-024	TENTATIVE TRACT MAP REVIEW	$33,390	$38,314	($4,924)	87.1%	100%	$4,900	
S-024A	AMENDMENT TO APPROVED PLANS	$5,340	$7,255	($1,915)	73.6%	100%	$0	#
S-024B	RE-ADDRESS PROCESSING	$190	$266	($76)	71.4%	100%	$0	#
S-025	FINAL SUBDIVISION MAP CHECK	$21,905	$31,236	($9,331)	70.1%	100%	$9,300	
S-026	SUBDIVISION IMPROVEMENT PLAN CHECK	$25,000	$132,177	($107,177)	18.9%	100%	$0	#
S-026A	STORMWATER POLLUTION PROTECT PLAN	$0	$949	($949)	0.0%	100%	$900	
S-026B	WATER QUALITY MANAGEMENT PLAN	$0	$949	($949)	0.0%	100%	$900	
S-027	IMPROVEMENT INSPECTION	$25,000	$116,045	($91,045)	21.5%	100%	$0	#
S-028A	SATELLITE DISH AND ANTENNA FILING	$435	$471	($36)	92.4%	100%	$0	
S-029	STREET VACATION REVIEW	$4,500	$5,131	($631)	87.7%	100%	$0	#
S-030	REVIEW OF UTILITY REIMBURSEMENT AGM	$1,215	$1,865	($650)	65.1%	100%	$0	#
S-031	SMALL PROJECT REVIEW & SITE REVIEW	$13,600	$16,375	($2,775)	83.1%	100%	$2,800	
S-032	NPDES BUSINESS REVIEW/INSPECTION	$0	$15,350	($15,350)	0.0%	100%	$15,400	
S-032A	CROSS CONNECTION INSPECTION	$0	$37,863	($37,863)	0.0%	100%	$37,900	
S-032B	CONSTRUCTION PERMIT	$70,000	$75,184	($5,184)	93.1%	100%	$0	
S-033	TENANT IMPROVEMENT	$2,175	$3,057	($882)	71.1%	100%	$900	
S-034	GENERAL PLAN UPDATE	$33,000	$50,000	($17,000)	66.0%	66%	$0	
	SUBTOTAL - COMMUNITY DEVELOPMENT	$815,160	$1,398,202	($583,042)	58.3%		$334,850	

PUBLIC SAFETY

S-035	PARKING ENFORCEMENT	$120,000	$135,558	($15,558)	88.5%	100%	$0	
S-035A	RESIDENTIAL PARKING PERMIT	$0	$7,275	($7,275)	0.0%	100%	$0	
S-035B	PARKING BOOT INSTALLATION/REMOVAL	$15	$19	($4)	78.9%	100%	$0	
S-035C	VERIFICATION OF VEHICLE REG. TAGS	$150	$149	$1	100.7%	100%	$0	
S-035D	VEHICLE SCOFFLAW TOW	$0	$351	($351)	0.0%	100%	$400	
S-037	STATE MANDATED FIRE INSPECTION	$18,410	$30,182	($11,772)	61.0%	100%	$11,800	
S-039	WEED ABATEMENT	$25,000	$43,917	($18,917)	56.9%	100%	$18,900	
S-039A	PUBLIC NUISANCE ABATEMENT	$1,000	$30,798	($29,798)	3.2%	100%	$0	

CITY OF LOMA LINDA

SUMMARY OF REVENUES, COSTS, AND SUBSIDIES

FISCAL YEAR 2015-2016

REF # (1)	SERVICE CENTER (2)	TOTAL REVENUE (3)	TOTAL COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	% RECOVERY ACTUAL (6)	% RECOVERY TARGET (7)	POSSIBLE NEW REVENUE (8)
S-039B	ABANDONED VEHICLE ABATEMENT	$0	$5,164	($5,164)	0.0%	100%	$0
S-039C	VEHICLE TOW COST RECOVERY	$5,016	$5,145	($129)	97.5%	100%	$100
S-040	ENGINE COMPANY INSPECTION	$35,200	$119,058	($83,858)	29.6%	50%	$24,300
S-040A	FIRE PREVENTION INSPECTION	$10,605	$17,386	($6,781)	61.0%	100%	$6,800
S-041	SPECIAL EVENT PERMIT	$0	$867	($867)	0.0%	100%	$900
S-041A	SPECIAL EVENT INSPECTIONS	$840	$1,377	($537)	61.0%	100%	$500
S-041B	FIRE CODE PERMIT - ANNUAL	$3,220	$5,279	($2,059)	61.0%	100%	$2,100
S-041D	FIRE CODE PERMIT	$140	$230	($90)	60.9%	100%	$100
S-041E	BURN PERMIT	$70	$115	($45)	60.9%	100%	$0
S-042	FIRE FALSE ALARM RESPONSE	$0	$57,496	($57,496)	0.0%	100%	$0
S-042A	MEDICAL AID RESPONSE	$150,700	$4,086,936	($3,936,236)	3.7%	100%	$0
S-043	SPECIAL EVENT SERVICES	$4,000	$8,238	($4,238)	48.6%	100%	$0
S-043B	PARK USE PERMIT	$245	$231	$14	106.1%	100%	$0
S-044	TRAFFIC ACCIDENT REPORT SALES	$7	$423	($416)	1.7%	100%	$0
S-045	FIRE INCIDENT REPORT SALES	$5	$282	($277)	1.8%	100%	$0
	SUBTOTAL - PUBLIC SAFETY	$374,623	$4,556,476	($4,181,853)	8.2%		$65,900
MAINTENANCE AND ENTERPRISE							
S-054A	COLLECTION TRANSMITTAL CHARGE	$3,200	$3,698	($498)	86.5%	100%	$400
S-055	BANNER HANGING	$1,800	$3,101	($1,301)	58.0%	100%	$1,300
S-060C	WATER METER INSTALL	$1,795	$1,504	$291	119.3%	100%	($300)
S-060D	WATER LATERAL INSTALL	$4,060	$6,421	($2,361)	63.2%	100%	$2,400
S-060E	WATER METER TEST REQUEST	$480	$3,435	($2,955)	14.0%	100%	$3,000
S-061	SEWAGE SPILL ON PUBLIC R-O-W	$100	$109	($9)	91.7%	100%	$0
	SUBTOTAL - MAINTENANCE & ENTERPRISE	$11,435	$18,268	($6,833)	62.6%		$6,800
ADMINISTRATION							
S-061C	DELINQUENT WATER TURN OFF/ON	$7,714	$18,983	($11,269)	40.6%	100%	$300
S-061D	NEW UTILITY ACCOUNT SET-UP	$11,840	$25,495	($13,655)	46.4%	100%	$13,700
S-062	NSF CHECK COLLECTION	$1,210	$2,498	($1,288)	48.4%	100%	$1,300

SCHEDULE 1

CITY OF LOMA LINDA

SUMMARY OF REVENUES, COSTS, AND SUBSIDIES

FISCAL YEAR 2015-2016

REF # (1)	SERVICE CENTER (2)	TOTAL REVENUE (3)	TOTAL COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	% RECOVERY ACTUAL (6)	% RECOVERY TARGET (7)	POSSIBLE NEW REVENUE (8)
S-063	BID PLANS/SPECS MAILING	$480	$961	($481)	49.9%	100%	$500
S-064	CHECK REPLACEMENT	$0	$216	($216)	0.0%	100%	$200
S-065	FIRE ALARM PERMIT REGISTRATION	$0	$1,832	($1,832)	0.0%	100%	$1,800
S-066	NEW BUSINESS REGISTRATION APPLIC.	$0	$5,744	($5,744)	0.0%	100%	$5,700
S-066A	BUSINESS REGISTRATION RENEWALS	$0	$54,091	($54,091)	0.0%	100%	$54,100
S-067	AGENDA/MINUTES PROCESSING	NA	NA	NA	NA	100%	$0
S-068	DOCUMENT COPYING	$34	$129	($95)	26.4%	100%	$0
S-068A	ELECTRONIC FILE COPY	$0	$2	($2)	0.0%	100%	$0
S-069	SUBORDINATION AGREEMENT	$4,025	$2,961	$1,064	135.9%	100%	($1,100)
S-069A	AFFORD. HOUSING DEMAND/RECONVEYANCE	$325	$249	$76	130.5%	100%	($100)
S-070	NETWORK INFRASTRUCTURE CERT.	$60	$72	($12)	83.3%	100%	$0
S-071	FACILITY RENTAL	$18,000	$14,299	$3,701	125.9%	100%	$0
S-072	GIS DIGITAL DATA/PRINTOUT	$324	$369	($45)	87.8%	100%	$0
	SUBTOTAL - ADMINISTRATION	$44,012	$127,901	($83,889)	34.4%		$76,400
	TOTAL	$1,245,230	$6,100,847	($4,855,617)	20.4%		$483,950

NOTES:
- Occurs Infrequently

APPENDIX A

SUMMARY
OF
CURRENT FEES
AND
PROPOSED FEES

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-001 TITLE: BUILDING PLAN CHECK & INSPECTION

CURRENT FEE

UBC Table 1-A and selected Uniform Administrative Code Tables (Contractor receives 65% of the fee and the City receives 35% of the fee)

Fire & Life Safety Plan Review and Inspection - 12.5% of Building fee with a $70 minimum

RECOMMENDED FEE

No Change

REF #: S-001A TITLE: SIGN PERMIT - BUILDING

CURRENT FEE

$95 per permit

RECOMMENDED FEE

$185 per permit

REF #: S-001B TITLE: POOL PERMIT

CURRENT FEE

Pool - $150 per permit
Spa - $115 per permit

RECOMMENDED FEE

This service is provided as part of permits included in S-001.

REF #: S-002A TITLE: FIRE SPRINKLER PLAN CHECK/INSPECT

CURRENT FEE

Sprinkler PC/Inspect:
1-20 heads - New - $150 Existing - $70
21-50 heads - New - $175 Existing - $105
51-150 heads - Tracts - $175 + $52 per production home
51-150 heads - Others - New - $245 Existing - $175
150+ heads - New - $315 + $70 each additional 50 heads
150+ heads - Existing - $245 + $70 each additional 50 heads

RECOMMENDED FEE

New SFR - $545
New Comm/MFR 1-50 heads - $920 per building
New Comm/MFR 51-150 heads - $1,155 per building
New Comm/MFR each add'l 50 heads over 150 heads - $115 per building
New Tract PC - $545 per model plus $115 per layout
New Tract Inspect (Per Unit): 0-2,000 SF - $145 $2,000+ SF - $260
Exist SFR - $545
Exist Comm/MFR 1-50 heads - $865 per building
Exist Comm/MFR 51-150 heads - $980 per building
Exist Comm/MFR each add'l 50 heads over 150 heads - $115 per building

CITY OF LOMA LINDA
FEE COMPARISON REPORT
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REF #: S-002B **TITLE: FIRE ALARM SYSTEM PLAN CHECK/INSP**

CURRENT FEE

1-10 devices - $125
11-20 devices - $175
21-50 devices - $280
50+ devices - $385

RECOMMENDED FEE

1-10 devices - $720 per building
11-50 devices - $1,095 per building
51-100 devices - $1,730 per building
101-150 devices - $4,845 per building
Each additional 50 devices over 150 devices - $635 per building

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REF #: S-002C **TITLE: FIXED FIRE PROTECT SYSTEM PC/INSP**

CURRENT FEE

$175 per system

RECOMMENDED FEE

Commercial Hood - $520
Halon Alternative - $545
FM 200 System - $545

REF #: S-002D **TITLE: SOLAR SYSTEM FIRE PLAN CHECK/INSP**

CURRENT FEE

SFR - $70
Other - Actual Cost

RECOMMENDED FEE

Single Family Residential - $230 per system
Multi-Family/Commercial/Industrial - Charge the fully allocated hourly rates for the time of all personnel involved plus any outside costs.

REF #: S-002E **TITLE: HYDRANT FLOW FIELD TEST**

CURRENT FEE

$40 - Residential
$80 - Commercial

RECOMMENDED FEE

$510 per test

REF #: S-005 **TITLE: PLANNING VARIANCE REVIEW**

CURRENT FEE

$2,015 per application
Owner-Occupied Single Family Residence - $200

RECOMMENDED FEE

$2,560 per application
Owner-Occupied Single Family Residence - $250

CITY OF LOMA LINDA
FEE COMPARISON REPORT
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REF #: S-006 **TITLE: APPEAL PROCESSING**

CURRENT FEE

$1,165 per application - Appeal to Planning Commission
$815 per application - Appeal to City Council

Single Family Residence - $100 per application

RECOMMENDED FEE

50% Cost Recovery:

$1,575 per application - Appeal to Planning Commission
$1,205 per application - Appeal to City Council

Single Family Residence - $100 per application

REF #: S-007 **TITLE: TIME EXTENSION REVIEW**

CURRENT FEE

$2,760 per application - Subdivision
$2,215 per application - Other

RECOMMENDED FEE

$3,250 per application - Subdivision
$2,565 per application - Other

REF #: S-008 **TITLE: SPECIFIC PLAN REVIEW**

CURRENT FEE

$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

RECOMMENDED FEE

No Change

REF #: S-009 **TITLE: CATEGORICAL EXEMPTION**

CURRENT FEE

$355 per application

RECOMMENDED FEE

$1,070 per application

REF #: S-009A **TITLE: INITIAL STUDY**

CURRENT FEE

$3,400 per application plus $170 per technical study

RECOMMENDED FEE

$4,385 per application plus $205 per technical study

REF #: S-009B **TITLE: ENVIRONMENTAL IMPACT REPORT REVIEW**

CURRENT FEE

$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

RECOMMENDED FEE

No Change

CITY OF LOMA LINDA
FEE COMPARISON REPORT
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REF #: S-010 **TITLE: ZONE MAP CHANGE REVIEW**

CURRENT FEE	RECOMMENDED FEE
$2,625 per application	$4,005 per application

REF #: S-011 **TITLE: GENERAL PLAN AMENDMENT REVIEW**

CURRENT FEE	RECOMMENDED FEE
Text - $4,835 per application Map - $4,575 per application	Text - $5,105 per application Map - $4,600 per application
Any outside work to be passed through to the applicant	Any outside work to be passed through to the applicant

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REF #: S-012 **TITLE: DEVELOPMENT AGREEMENT**

CURRENT FEE	RECOMMENDED FEE
$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	No Change

---

REF #: S-013 **TITLE: CONDITIONAL USE/PRECISE DESIGN REV**

CURRENT FEE	RECOMMENDED FEE
$4,220 - New up to 4 units Multi-Family Residential	$5,345 - New up to 4 units Multi-Family Residential
$4,220 - New <20,000 Sq Ft	$5,345 - New <20,000 Sq Ft
$5,560 - New >20,000 Sq Ft	$6,945 - New >20,000 Sq Ft
$4,120 - Existing Non-Residential	$5,375 - Existing Non-Residential

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REF #: S-014 **TITLE: REVIEW OF MINOR VARIANCE**

CURRENT FEE	RECOMMENDED FEE
Owner-Occupied Single Family Residence - $200 Other - $630 per application	Owner-Occupied Single Family Residence - $200 Other - $865 per application (50% Cost Recovery)

REF #: S-014A **TITLE: MINOR MODIF. TO APPROVED PLAN**

CURRENT FEE	RECOMMENDED FEE
$320 per application	$395 per application

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REF #: S-015 **TITLE: PRELIMINARY REVIEW**

CURRENT FEE	RECOMMENDED FEE
$1,030 per application with 50% of the fee to be credited against future fees if the project is actually submitted.	$2,820 per application with 50% of the fee to be credited against future fees if the project is actually submitted.

REF #: S-016 **TITLE: REVIEW OF CODE AMENDMENT REQUEST**

CURRENT FEE	RECOMMENDED FEE
$2,150 per application	$2,490 per application

REF #: S-017 **TITLE: REVIEW OF ANNEXATION REQUEST**

CURRENT FEE	RECOMMENDED FEE
$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	No Change

---

REF #: S-018 **TITLE: REVIEW OF HOME OCCUPATION REQUEST**

CURRENT FEE	RECOMMENDED FEE
$106 per application	$175 per application

REF #: S-018A **TITLE: CERTIFICATE OF COMPLIANCE**

CURRENT FEE	RECOMMENDED FEE
$500 per application	$715 per application

REF #: S-019 **TITLE: LOT LINE ADJUSTMENT REQUEST**

CURRENT FEE	RECOMMENDED FEE
$1,645 per application	$2,070 per application

CITY OF LOMA LINDA
FEE COMPARISON REPORT
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REF #: S-020 **TITLE: GEN PLAN/ZONING VERIFICATION LETTER**

CURRENT FEE	RECOMMENDED FEE
$205 per letter	$550 per letter

REF #: S-021 **TITLE: REVIEW OF WALL/FENCE/PATIO LOCATION**

CURRENT FEE	RECOMMENDED FEE
$50 per application	$100 per application

REF #: S-021A **TITLE: LAND USE PERMIT**

CURRENT FEE	RECOMMENDED FEE
Change of Tenant/Owner - $90 per application Change of Land Use - $260 per application	Change of Tenant/Owner - $100 per application Change of Land Use - $290 per application Backflow - $85 per application

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REF #: S-022 **TITLE: SIGN PERMIT DESIGN REVIEW**

CURRENT FEE	RECOMMENDED FEE
$220 per application	$315 per application

REF #: S-022A **TITLE: MASTER SIGN PLAN REVIEW**

CURRENT FEE	RECOMMENDED FEE
$1,970 per application	$2,835 per application

REF #: S-022B **TITLE: TEMPORARY SIGN PERMIT**

CURRENT FEE	RECOMMENDED FEE
$50 per application	$100 per application

CITY OF LOMA LINDA
FEE COMPARISON REPORT
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REF #: S-023A **TITLE: TENTATIVE PARCEL MAP REVIEW**

CURRENT FEE

$4,585 per application plus $10 per lot for every lot over 9 lots

RECOMMENDED FEE

$4,870 per application plus $10 per lot for every lot over 9 lots

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REF #: S-024 **TITLE: TENTATIVE TRACT MAP REVIEW**

CURRENT FEE

$4,965 per application plus $20 per lot

RECOMMENDED FEE

$5,965 per application plus $10 per lot

REF #: S-024A **TITLE: AMENDMENT TO APPROVED PLANS**

CURRENT FEE

Requiring Planning Commision Review Only - $2,290 per application
Requiring Planning Commission and City Council Review - $3,050 per application

RECOMMENDED FEE

Requiring Planning Commision Review Only - $3,630 per application
Requiring Planning Commission and City Council Review - $3,630 per application

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REF #: S-024B **TITLE: RE-ADDRESS PROCESSING**

CURRENT FEE

$190 per address

RECOMMENDED FEE

$265 per address

REF #: S-025 **TITLE: FINAL SUBDIVISION MAP CHECK**

CURRENT FEE

5-50 lots - $4,890
51-100 lots - $7,015
100+ lots - $10,000 deposit

RECOMMENDED FEE

5-50 lots - $7,295
51-100 lots - $10,410
100+ lots - $12,000 deposit

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-026 **TITLE: SUBDIVISION IMPROVEMENT PLAN CHECK**

CURRENT FEE

$0 - $5,000 - $500
$5,001 - $10,000 - $750
$10,001 - $25,000 - 6% of construction costs
$25,001 - $75,000 - $1,500 + 5% of estimate over $25,000
$75,001 - $125,000 - $4,000 + 4.15% of estimate over $75,000
$125,001 - $200,000 - $6,075 + 3.3% of estimate over $125,000
$200,000+ - $8,550 + 2.15% of estimate over $200,000

RECOMMENDED FEE

$0 - $5,000 - $500
$5,001 - $10,000 - $750
$10,001 - $25,000 - 6% of construction costs
$25,001 - $75,000 - $1,500 + 5% of estimate over $25,000
$75,001 - $125,000 - $4,000 + 4.15% of estimate over $75,000
$125,001 - $200,000 - $6,075 + 3.3% of estimate over $125,000
$200,000+ - $8,550 + 2.50% of estimate over $200,000

REF #: S-026A **TITLE: STORMWATER POLLUTION PROTECT PLAN**

CURRENT FEE

None

RECOMMENDED FEE

$315 per plan

REF #: S-026B **TITLE: WATER QUALITY MANAGEMENT PLAN**

CURRENT FEE

None

RECOMMENDED FEE

$315 per plan

REF #: S-027 **TITLE: IMPROVEMENT INSPECTION**

CURRENT FEE

$50 minimum based on construction valuation of:

$0-$25,000 - 5% of construction costs
$25,000-$75,000 - 4.5% of construction costs
$75,000+ - 4% of construction costs

RECOMMENDED FEE

No Change

REF #: S-028A **TITLE: SATELLITE DISH AND ANTENNA FILING**

CURRENT FEE

$435 per application

RECOMMENDED FEE

$470 per application

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-029 **TITLE: STREET VACATION REVIEW**

CURRENT FEE

$4,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

RECOMMENDED FEE

$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REF #: S-030 **TITLE: REVIEW OF UTILITY REIMBURSEMENT AGM**

CURRENT FEE

$1,215 per application

RECOMMENDED FEE

$1,865 per application

REF #: S-031 **TITLE: SMALL PROJECT REVIEW & SITE REVIEW**

CURRENT FEE

$1,360 per application

RECOMMENDED FEE

$1,640 per application

REF #: S-032 **TITLE: NPDES BUSINESS REVIEW/INSPECTION**

CURRENT FEE

$280 per business

Not currently collected

RECOMMENDED FEE

$305 per business

REF #: S-032A **TITLE: CROSS CONNECTION INSPECTION**

CURRENT FEE

None

RECOMMENDED FEE

New Business:
Existing Device - $75
New Device - $110
Annual Review - $70 per device

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-032B **TITLE: CONSTRUCTION PERMIT**

CURRENT FEE	RECOMMENDED FEE
Curb and gutter - $91 Crossgutter - $32.50 Sidewalk/driveway/alley approach, wheelchair ramp - $65 Manhole, cleanout, catch basin, parkway culvert - $45.50 Sewer Storm Drain (lin ft), alley gutter - $0.13 per sq/lin ft ($65 min) Pavement replacement - $0.04 per sq ft Pavement - 4% of cost of construction ($260 minimum) Street Cut - $65 plus $1.30 per sq ft	No Change

---

REF #: S-033 **TITLE: TENANT IMPROVEMENT**

CURRENT FEE	RECOMMENDED FEE
$145 per application	$205 per application

REF #: S-034 **TITLE: GENERAL PLAN UPDATE**

CURRENT FEE	RECOMMENDED FEE
10% surcharge on all Building Department Permits	No Change

REF #: S-035 **TITLE: PARKING ENFORCEMENT**

CURRENT FEE	RECOMMENDED FEE
Parking fines vary from $40 to $250	No Change

$12.50 of each fine is remitted to the State.

REF #: S-035A **TITLE: RESIDENTIAL PARKING PERMIT**

CURRENT FEE	RECOMMENDED FEE
No fee for registered vehicle at residential address per operational guidelines. One guest permit at no cost. $5 per permit for replacement and additional permits per operational guidelines.	No Change

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-035B **TITLE: PARKING BOOT INSTALLATION/REMOVAL**

CURRENT FEE	RECOMMENDED FEE
$15 per vehicle	$20 per vehicle

REF #: S-035C **TITLE: VERIFICATION OF VEHICLE REG. TAGS**

CURRENT FEE	RECOMMENDED FEE
$10 per vehicle	No Change

REF #: S-035D **TITLE: VEHICLE SCOFFLAW TOW**

CURRENT FEE	RECOMMENDED FEE
None	$30 per vehicle

REF #: S-037 **TITLE: STATE MANDATED FIRE INSPECTION**

CURRENT FEE	RECOMMENDED FEE
$70 per hour (1 hour minimum)	A, B, E, I, R-Large Occupancies - $345 per inspection R-Small Occupancies - $170 per inspection State Permitted Tents - $230 per inspection Public Government Buildings - $690 per inspection

REF #: S-039 **TITLE: WEED ABATEMENT**

CURRENT FEE	RECOMMENDED FEE
Abatement cost plus 30% ($100 minimum)	Abatement cost plus 70% ($100 minimum)

REF #: S-039A **TITLE: PUBLIC NUISANCE ABATEMENT**

CURRENT FEE	RECOMMENDED FEE
Abatement Cost plus 30% ($100 minimum)	Abatement Cost plus 70% ($100 minimum)

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-039B **TITLE: ABANDONED VEHICLE ABATEMENT**

CURRENT FEE

Abatement Cost plus 30% ($100 minimum)

RECOMMENDED FEE

Abatement Cost plus 70% ($100 minimum)

REF #: S-039C **TITLE: VEHICLE TOW COST RECOVERY**

CURRENT FEE

$88 per vehicle

RECOMMENDED FEE

$90 per vehicle

REF #: S-040 **TITLE: ENGINE COMPANY INSPECTION**

CURRENT FEE

Small Office/Mercantile/Manufacturing - $45 (6,000 sq ft or less)
Large Office/Mercantile/Manufacturing - $90 (over 6,000 sq ft)
Apartments
- 3-30 units - $45
- 31-60 units - $70
- 61-100 units - $90
- 100+ units - $180

RECOMMENDED FEE

Small Office/Mercantile/Manufacturing - $70 (6,000 sq ft or less)
Large Office/Mercantile/Manufacturing - $140 (over 6,000 sq ft)
Apartments
- 3-30 units - $70
- 31-60 units - $105
- 61-100 units - $140
- 100+ units - $275

REF #: S-040A **TITLE: FIRE PREVENTION INSPECTION**

CURRENT FEE

$70 per hour (1 hour minimum)

RECOMMENDED FEE

$115 per hour (1 hour minimum)

REF #: S-041 **TITLE: SPECIAL EVENT PERMIT**

CURRENT FEE

None

RECOMMENDED FEE

$865 per application

REF #: S-041A **TITLE: SPECIAL EVENT INSPECTIONS**

CURRENT FEE

$70 per hour (1 hour minimum)

RECOMMENDED FEE

$115 per hour (1 hour minimum)

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-041B **TITLE: FIRE CODE PERMIT - ANNUAL**

CURRENT FEE

$140 per pemit
if 2 or more permits - $100 per permit

RECOMMENDED FEE

$230 per pemit
if 2 or more permits - $150 per permit

REF #: S-041D **TITLE: FIRE CODE PERMIT**

CURRENT FEE

$70 per permit

RECOMMENDED FEE

$115 per permit

REF #: S-041E **TITLE: BURN PERMIT**

CURRENT FEE

$35 per permit

RECOMMENDED FEE

$60 per permit

REF #: S-042 **TITLE: FIRE FALSE ALARM RESPONSE**

CURRENT FEE

1st 3 responses in a six month calendar period - Free
4th response - $90 per piece of apparatus
5th response - $180 per peice of apparatus
6th response - $270 per peice of apparatus

RECOMMENDED FEE

1st 3 responses in a six month calendar period - Free
4th response - $135 per piece of apparatus
5th response - $270 per peice of apparatus
6th response and subsequent responses - $405 per peice of apparatus

---

REF #: S-042A **TITLE: MEDICAL AID RESPONSE**

CURRENT FEE

Subscription:
Resident - $48 per year per household
Non-Resident - $60 per year per household
Business (up to 99 employees) - $48 per year per each increment of 5 employees
Large Business (100+ employees) - $48 per year per each increment of 10 employees
Non-Subscriber Response:
Resident - $300
Non-Resident - $400

RECOMMENDED FEE

No Change

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-043 **TITLE: SPECIAL EVENT SERVICES**

CURRENT FEE	RECOMMENDED FEE
Actual Cost of all personnel used at the fully allocated hourly rates.	No Change

---

REF #: S-043B **TITLE: PARK USE PERMIT**

CURRENT FEE	RECOMMENDED FEE
One Day Use - No Fee Extended Use - $245	No Change

REF #: S-044 **TITLE: TRAFFIC ACCIDENT REPORT SALES**

CURRENT FEE	RECOMMENDED FEE
Due to the State Public Records Act, the City must charge the City copy charge, which is $0.20 per copy.	$0.25 per copy

---

REF #: S-045 **TITLE: FIRE INCIDENT REPORT SALES**

CURRENT FEE	RECOMMENDED FEE
Due to the State Public Records Act, the City must charge the City copy charge, which is $0.20 per copy.	$0.25 per copy

---

REF #: S-054A **TITLE: COLLECTION TRANSMITTAL CHARGE**

CURRENT FEE	RECOMMENDED FEE
$16 per account	$18 per account

REF #: S-055 **TITLE: BANNER HANGING**

CURRENT FEE	RECOMMENDED FEE
$180 per banner	$310 per banner

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-060C **TITLE: WATER METER INSTALL**

CURRENT FEE

5/8" - 1" - $85 plus material cost
1 1/2" - 2" - $315 plus material cost
3+" - $475 plus material cost

RECOMMENDED FEE

5/8" - 1" - $70 plus material cost
1 1/2" - 2" - $265 plus material cost
3+" - actual staff cost at fully allocated hourly rates plus material cost

---

REF #: S-060D **TITLE: WATER LATERAL INSTALL**

CURRENT FEE

1" - 2" - $1,015 plus material cost
3+" - $2,030 plus material cost

RECOMMENDED FEE

1" - 2" - $1,605 plus material cost
3+" - actual staff cost at fully allocated hourly rates plus material cost

---

REF #: S-060E **TITLE: WATER METER TEST REQUEST**

CURRENT FEE

$40 per meter, to be refunded if the meter is running fast.

RECOMMENDED FEE

$285 per meter, to be refunded if the meter is running fast.

REF #: S-061 **TITLE: SEWAGE SPILL ON PUBLIC R-O-W**

CURRENT FEE

Charge the fully allocated hourly rates for all responding personnel.

RECOMMENDED FEE

No Change

REF #: S-061C **TITLE: DELINQUENT WATER TURN OFF/ON**

CURRENT FEE

Delinquent Account - $58 at time of service turn-on
After Hours Charge - $25 over and above other fees

RECOMMENDED FEE

Delinquent Account - $60 at time of service turn-on
After Hours Charge - $30 over and above other fees

REF #: S-061D **TITLE: NEW UTILITY ACCOUNT SET-UP**

CURRENT FEE

Read Only - $20 per account
Turn-on Required - $28 per account

$100 per residential unit prepayment against future utility bills

RECOMMENDED FEE

Read Only - $40 per account
Turn-on Required - $40 per account

$100 per residential unit prepayment against future utility bills

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-062 **TITLE: NSF CHECK COLLECTION**

CURRENT FEE	RECOMMENDED FEE
$22 per NSF Check	$45 per NSF check

REF #: S-063 **TITLE: BID PLANS/SPECS MAILING**

CURRENT FEE	RECOMMENDED FEE
$16 per request	$32 per request

REF #: S-064 **TITLE: CHECK REPLACEMENT**

CURRENT FEE	RECOMMENDED FEE
None	Vendor - $25 per check Payroll - $35 per check

REF #: S-065 **TITLE: FIRE ALARM PERMIT REGISTRATION**

CURRENT FEE	RECOMMENDED FEE
None	$12 per alarm system

REF #: S-066 **TITLE: NEW BUSINESS REGISTRATION APPLIC.**

CURRENT FEE	RECOMMENDED FEE
None	$55 per business inside the City $28 per business outside the City

---

REF #: S-066A **TITLE: BUSINESS REGISTRATION RENEWALS**

CURRENT FEE	RECOMMENDED FEE
None	$30 per renewal

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-067 **TITLE: AGENDA/MINUTES PROCESSING**

CURRENT FEE

$25 per subscriber per year plus self addressed stamped envelopes

RECOMMENDED FEE

This service is no longer provided.

The same information is available on the City's website for free.

REF #: S-068 **TITLE: DOCUMENT COPYING**

CURRENT FEE

$0.20 per copy

RECOMMENDED FEE

$0.25 per copy

REF #: S-068A **TITLE: ELECTRONIC FILE COPY**

CURRENT FEE

None

RECOMMENDED FEE

$2 per device

REF #: S-069 **TITLE: SUBORDINATION AGREEMENT**

CURRENT FEE

$115 per agreement

RECOMMENDED FEE

$85 per agreement

REF #: S-069A **TITLE: AFFORD. HOUSING DEMAND/RECONVEYANCE**

CURRENT FEE

$65 per application

RECOMMENDED FEE

$50 per application

REF #: S-070 **TITLE: NETWORK INFRASTRUCTURE CERT.**

CURRENT FEE

$50 per unit plus $10 per data jack

RECOMMENDED FEE

$60 per unit plus $10 per data jack

CITY OF LOMA LINDA
FEE COMPARISON REPORT
FY 2015-2016

REF #: S-071 **TITLE: FACILITY RENTAL**

CURRENT FEE

Various fees depending on the room rented and the type of group.

RECOMMENDED FEE

The City should charge whatever the market will bear for each room, including the City Council chamber.

REF #: S-072 **TITLE: GIS DIGITAL DATA/PRINTOUT**

CURRENT FEE

Data Export Creation - $81 per hour, 1 hour minimum
Printouts:
8.5 x 11 - $10.63 8.5 x 14 - $10.78 11 x 17 - $11.25
22 x 34 (STD) - $27.50 22 x 34 (gloss) - $32
36 x 48 (STD) - $35 36 x 48 (gloss) - $44
Special Sizes:
STD - $3.75
Gloss - $6.00

RECOMMENDED FEE

Data Export Creation - $92 per hour, 1 hour minimum
Printouts:
8.5 x 11 - $10.63 8.5 x 14 - $10.78 11 x 17 - $11.25
22 x 34 (STD) - $27.50 22 x 34 (gloss) - $32
36 x 48 (STD) - $35 36 x 48 (gloss) - $44
Special Sizes:
STD - $3.75
Gloss - $6.00

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APPENDIX B

REVENUE AND COST
SUMMARY WORKSHEETS
Matched With
COST DETAIL WORKSHEETS

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK & INSPECTION	**S-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING & SAFETY	PERMIT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Checking plans of proposed construction, and inspecting that construction, to assure compliance with applicable City codes.

CURRENT FEE STRUCTURE

UBC Table 1-A and selected Uniform Administrative Code Tables (Contractor receives 65% of the fee and the City receives 35% of the fee)

Fire & Life Safety Plan Review and Inspection - 12.5% of Building fee with a $70 minimum

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$577.32**	**TOTAL REVENUE:**	**$336,000**
UNIT COST:	**$566.13**	**TOTAL COST:**	**$329,488**
UNIT PROFIT (SUBSIDY):	**$11.19**	**TOTAL PROFIT (SUBSIDY):**	**$6,512**
TOTAL UNITS:	**582**	**PCT. COST RECOVERY:**	**101.98%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK & INSPECTION	**S-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**582**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER	12%	0.33	$63.29	582	$36,835
BUILDING SERVICES	ADMIN SPECIALIST I	20%	0.56	$22.51	582	$13,101
BUILDING SERVICES		Contr/Prof/Software	0.00	$400.04	582	$232,823
FIRE PREVENTION	FIRE MARSHAL	40%	0.28	$64.33	582	$37,440
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	5%	0.14	$15.96	582	$9,289
		TYPE SUBTOTAL	**1.31**	**$566.13**		**$329,488**
		TOTALS	**1.31**	**$566.13**		**$329,488**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SIGN PERMIT - BUILDING	S-001A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING & SAFETY	PERMIT	Developer/Business

DESCRIPTION OF SERVICE

Checking plans of proposed signs and inspecting those signs to assure compliance with City codes.

CURRENT FEE STRUCTURE

$95 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$95.00	TOTAL REVENUE:	$1,900
UNIT COST:	$186.90	TOTAL COST:	$3,738
UNIT PROFIT (SUBSIDY):	$(91.90)	TOTAL PROFIT (SUBSIDY):	$(1,838)
TOTAL UNITS:	20	PCT. COST RECOVERY:	50.83%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$185 per permit

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SIGN PERMIT - BUILDING	**S-001A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
BUILDING SERVICES	CONTRACT BLDG INSPECTOR		1.25	$186.88	20	$3,738
		TYPE SUBTOTAL	**1.25**	**$186.88**		**$3,738**
		TOTALS	**1.25**	**$186.90**		**$3,738**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
POOL PERMIT	S-001B

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING & SAFETY	PERMIT	Developer/Resident

DESCRIPTION OF SERVICE

Checking plans of proposed pools and spas and inspecting those pools and spas to assure compliance with City codes.

CURRENT FEE STRUCTURE

Pool - $150 per permit
Spa - $115 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	0	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service is provided as part of permits included in S-001.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
POOL PERMIT	**S-001B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE SPRINKLER PLAN CHECK/INSPECT	S-002A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of the plans for a fire sprinkler system of proposed construction, and inspecting that construction, to assure compliance with applicable City codes.

CURRENT FEE STRUCTURE

Sprinkler PC/Inspect:
1-20 heads - New - $150 Existing - $70
21-50 heads - New - $175 Existing - $105
51-150 heads - Tracts - $175 + $52 per production home
51-150 heads - Others - New - $245 Existing - $175
150+ heads - New - $315 + $70 each additional 50 heads
150+ heads - Existing - $245 + $70 each additional 50 heads

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$64.86**	**TOTAL REVENUE:**	**$27,435**
UNIT COST:	**$409.95**	**TOTAL COST:**	**$173,409**
UNIT PROFIT (SUBSIDY):	**$(345.09)**	**TOTAL PROFIT (SUBSIDY):**	**$(145,974)**
TOTAL UNITS:	**423**	**PCT. COST RECOVERY:**	**15.82%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

New SFR - $545
New Comm/MFR 1-50 heads - $920 per building
New Comm/MFR 51-150 heads - $1,155 per building
New Comm/MFR each add'l 50 heads over 150 heads - $115 per building
New Tract PC - $545 per model plus $115 per layout
New Tract Inspect (Per Unit): 0-2,000 SF - $145 $2,000+ SF - $260
Exist SFR - $545
Exist Comm/MFR 1-50 heads - $865 per building
Exist Comm/MFR 51-150 heads - $980 per building
Exist Comm/MFR each add'l 50 heads over 150 heads - $115 per building

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE SPRINKLER PLAN CHECK/INSPECT	**S-002A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**423**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL	New SFR	1.25	$289.05	2	$578
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	New SFR	2.25	$258.21	2	$516
		TYPE SUBTOTAL	**3.50**	**$547.26**		**$1,095**
FIRE PREVENTION	FIRE MARSHAL	New 1-50 Heads	2.50	$578.10	3	$1,734
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	New 1-50 Heads	3.00	$344.28	3	$1,033
		TYPE SUBTOTAL	**5.50**	**$922.38**		**$2,767**
FIRE PREVENTION	FIRE MARSHAL	New 51-150 Heads	3.00	$693.72	2	$1,387
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	New 51-150 Heads	4.00	$459.04	2	$918
		TYPE SUBTOTAL	**7.00**	**$1,152.76**		**$2,306**
FIRE PREVENTION	FIRE MARSHAL	New Add'l 50 Heads	0.25	$57.81	2	$116
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	New Add'l 50 Heads	0.50	$57.38	2	$115
		TYPE SUBTOTAL	**0.75**	**$115.19**		**$230**
FIRE PREVENTION	FIRE MARSHAL	Tract Per Layout	0.50	$115.62	382	$44,167
FIRE PREVENTION	FIRE MARSHAL	Tract Model	1.25	$289.05	18	$5,203
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Tract Model	2.25	$258.21	18	$4,648
		TYPE SUBTOTAL	**4.00**	**$662.88**		**$54,018**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Tract Product 0-2k	1.25	$143.45	1	$143
		TYPE SUBTOTAL	**1.25**	**$143.45**		**$143**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Tract Product 2k+	2.25	$258.21	400	$103,284
		TYPE SUBTOTAL	**2.25**	**$258.21**		**$103,284**
FIRE PREVENTION	FIRE MARSHAL	Exist SFR	1.25	$289.05	4	$1,156
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Exist SFR	2.25	$258.21	4	$1,033
		TYPE SUBTOTAL	**3.50**	**$547.26**		**$2,189**

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE SPRINKLER PLAN CHECK/INSPECT	**S-002A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**423**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL	Exist 1-50 Heads	2.25	$520.29	5	$2,601
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Exist 1-50 Heads	3.00	$344.28	5	$1,721
		TYPE SUBTOTAL	**5.25**	**$864.57**		**$4,323**
FIRE PREVENTION	FIRE MARSHAL	Exist 51-150 Heads	2.50	$578.10	3	$1,734
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Exist 51-150 Heads	3.50	$401.66	3	$1,205
		TYPE SUBTOTAL	**6.00**	**$979.76**		**$2,939**
FIRE PREVENTION	FIRE MARSHAL	Exist Add'l 50 Head	0.25	$57.81	1	$58
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Exist Add'l 50 Head	0.50	$57.38	1	$57
		TYPE SUBTOTAL	**0.75**	**$115.19**		**$115**
		TOTALS	**39.75**	**$409.95**		**$173,409**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE ALARM SYSTEM PLAN CHECK/INSP	S-002B

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of the plans for a fire alarm system of proposed construction, and inspecting that construction, to assure compliance with applicable City codes.

CURRENT FEE STRUCTURE

1-10 devices - $125
11-20 devices - $175
21-50 devices - $280
50+ devices - $385

REVENUE AND COST COMPARISON

UNIT REVENUE:	$283.00	TOTAL REVENUE:	$5,660
UNIT COST:	$1,894.55	TOTAL COST:	$37,891
UNIT PROFIT (SUBSIDY):	$(1,611.55)	TOTAL PROFIT (SUBSIDY):	$(32,231)
TOTAL UNITS:	20	PCT. COST RECOVERY:	14.94%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-10 devices - $720 per building
11-50 devices - $1,095 per building
51-100 devices - $1,730 per building
101-150 devices - $4,845 per building
Each additional 50 devices over 150 devices - $635 per building

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE ALARM SYSTEM PLAN CHECK/INSP	S-002B
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	20

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL	PC - 1-10 Devices	1.25	$289.05	3	$867
FIRE PREVENTION	FIRE MARSHAL	Insp - 1-10 Devices	1.25	$289.05	3	$867
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp - 1-10 Devices	1.25	$143.45	3	$430
		TYPE SUBTOTAL	**3.75**	**$721.55**		**$2,165**
FIRE PREVENTION	FIRE MARSHAL	Insp - 11-50 Devices	2.00	$462.48	8	$3,700
FIRE PREVENTION	FIRE MARSHAL	PC - 11-50 Devices	1.75	$404.67	8	$3,237
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp - 11-50 Devices	2.00	$229.52	8	$1,836
		TYPE SUBTOTAL	**5.75**	**$1,096.67**		**$8,773**
FIRE PREVENTION	FIRE MARSHAL	PC - 51-100 Devices	3.00	$693.72	4	$2,775
FIRE PREVENTION	FIRE MARSHAL	Insp - 51-100 Device	3.00	$693.72	4	$2,775
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp - 51-100 Device	3.00	$344.28	4	$1,377
		TYPE SUBTOTAL	**9.00**	**$1,731.72**		**$6,927**
FIRE PREVENTION	FIRE MARSHAL	PC - 101-150 Devices	6.00	$1,387.44	4	$5,550
FIRE PREVENTION	FIRE MARSHAL	Insp 101-150 Devices	10.00	$2,312.40	4	$9,250
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp 101-150 Devices	10.00	$1,147.60	4	$4,590
		TYPE SUBTOTAL	**26.00**	**$4,847.44**		**$19,390**
FIRE PREVENTION	FIRE MARSHAL	Insp Add'l 50 Device	1.17	$270.55	1	$271
FIRE PREVENTION	FIRE MARSHAL	PC Add'l 50 Devices	1.00	$231.24	1	$231
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp Add'l 50 Device	1.17	$134.27	1	$134
		TYPE SUBTOTAL	**3.34**	**$636.06**		**$636**
		TOTALS	**47.84**	**$1,894.55**		**$37,891**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIXED FIRE PROTECT SYSTEM PC/INSP	S-002C

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of the plans for a specialty fire protection system of proposed construction, and inspecting that construction, to assure compliance with applicable City codes.

CURRENT FEE STRUCTURE

$175 per system

REVENUE AND COST COMPARISON

UNIT REVENUE:	$175.00	TOTAL REVENUE:	$700
UNIT COST:	$533.00	TOTAL COST:	$2,132
UNIT PROFIT (SUBSIDY):	$(358.00)	TOTAL PROFIT (SUBSIDY):	$(1,432)
TOTAL UNITS:	4	PCT. COST RECOVERY:	32.83%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Commercial Hood - $520
Halon Alternative - $545
FM 200 System - $545

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIXED FIRE PROTECT SYSTEM PC/INSP	**S-002C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL	PC - Comm Hood	1.25	$289.05	2	$578
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp - Comm Hood	2.00	$229.52	2	$459
		TYPE SUBTOTAL	**3.25**	**$518.57**		**$1,037**
FIRE PREVENTION	FIRE MARSHAL	PC - Halon	1.25	$289.05	1	$289
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp - Halon	2.25	$258.21	1	$258
		TYPE SUBTOTAL	**3.50**	**$547.26**		**$547**
FIRE PREVENTION	FIRE MARSHAL	PC - FM 200	1.25	$289.05	1	$289
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp - FM 200	2.25	$258.21	1	$258
		TYPE SUBTOTAL	**3.50**	**$547.26**		**$547**
		TOTALS	**10.25**	**$533.00**		**$2,132**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SOLAR SYSTEM FIRE PLAN CHECK/INSP	S-002D

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of the plans for a solar system of proposed construction, and inspecting that construction, to assure compliance with applicable City and fire codes.

CURRENT FEE STRUCTURE

SFR - $70
Other - Actual Cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$67.31**	**TOTAL REVENUE:**	**$3,500**
UNIT COST:	**$221.52**	**TOTAL COST:**	**$11,519**
UNIT PROFIT (SUBSIDY):	**$(154.21)**	**TOTAL PROFIT (SUBSIDY):**	**$(8,019)**
TOTAL UNITS:	**52**	**PCT. COST RECOVERY:**	**30.38%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Single Family Residential - $230 per system
Multi-Family/Commercial/Industrial - Charge the fully allocated hourly rates for the time of all personnel involved plus any outside costs.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SOLAR SYSTEM FIRE PLAN CHECK/INSP	**S-002D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**52**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL	PC - Residential	0.50	$115.62	50	$5,781
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Insp - Residential	1.00	$114.76	50	$5,738
		TYPE SUBTOTAL	**1.50**	**$230.38**		**$11,519**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	MFR/Comm/Ind - Hrly	0.00	$0.00	2	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**1.50**	**$221.52**		**$11,519**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
HYDRANT FLOW FIELD TEST	S-002E

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	TEST	Developer/Resident/Business

DESCRIPTION OF SERVICE

Providing a hydrant flow test to determine available fire flow for development purposes.

CURRENT FEE STRUCTURE

$40 - Residential
$80 - Commercial

REVENUE AND COST COMPARISON

UNIT REVENUE:	$80.00	TOTAL REVENUE:	$1,280
UNIT COST:	$508.13	TOTAL COST:	$8,130
UNIT PROFIT (SUBSIDY):	$(428.13)	TOTAL PROFIT (SUBSIDY):	$(6,850)
TOTAL UNITS:	16	PCT. COST RECOVERY:	15.74%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$510 per test

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
HYDRANT FLOW FIELD TEST	**S-002E**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**16**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL		1.50	$346.86	16	$5,550
		TYPE SUBTOTAL	**1.50**	**$346.86**		**$5,550**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		1.50	$172.14	11	$1,894
		TYPE SUBTOTAL	**1.50**	**$172.14**		**$1,894**
FIRE & RESCUE SVCS	FIRE CAPTAIN	1/3 Of Units	0.50	$52.90	5	$265
FIRE & RESCUE SVCS	FIRE ENGINEER	1/3 Of Units	0.50	$44.95	5	$225
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	1/3 Of Time	0.50	$39.56	5	$198
		TYPE SUBTOTAL	**1.50**	**$137.41**		**$687**
		TOTALS	**4.50**	**$508.13**		**$8,130**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PLANNING VARIANCE REVIEW	**S-005**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing a request for a variance from the requirements of the Zoning Code which must be reviewed by the Planning Commission.

CURRENT FEE STRUCTURE

$2,015 per application
Owner-Occupied Single Family Residence - $200

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,015.00**	**TOTAL REVENUE:**	**$8,060**
UNIT COST:	**$2,562.00**	**TOTAL COST:**	**$10,248**
UNIT PROFIT (SUBSIDY):	**$(547.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,188)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**78.65%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,560 per application
Owner-Occupied Single Family Residence - $250

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PLANNING VARIANCE REVIEW	**S-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		4.00	$758.44	4	$3,034
PLANNING	ADMIN SPECIALIST I		4.00	$170.44	4	$682
PLANNING	SENIOR PLANNER		10.00	$1,018.90	4	$4,076
FIRE PREVENTION	FIRE MARSHAL		1.00	$231.24	4	$925
PW-ENGINEERING	ASSOCIATE ENGINEER		1.50	$237.36	4	$949
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	4	$583
		TYPE SUBTOTAL	**21.00**	**$2,562.03**		**$10,248**
		TOTALS	**21.00**	**$2,562.00**		**$10,248**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
APPEAL PROCESSING	**S-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing an appeal of a staff decision to the Planning Commission, or a Planning Commission decision to the City Council.

CURRENT FEE STRUCTURE

$1,165 per application - Appeal to Planning Commission
$815 per application - Appeal to City Council

Single Family Residence - $100 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$990.00**	**TOTAL REVENUE:**	**$1,980**
UNIT COST:	**$2,781.50**	**TOTAL COST:**	**$5,563**
UNIT PROFIT (SUBSIDY):	**$(1,791.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,583)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**35.59%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

50% Cost Recovery:

$1,575 per application - Appeal to Planning Commission
$1,205 per application - Appeal to City Council

Single Family Residence - $100 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
APPEAL PROCESSING	**S-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL		1.00	$231.24	2	$462
PW-ENGINEERING	ASSOCIATE ENGINEER		1.00	$158.24	2	$316
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	2	$291
		TYPE SUBTOTAL	**2.50**	**$535.13**		**$1,070**
PLANNING	ASSISTANT CITY MANAGER	To Plann Comm	6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I	To Plann Comm	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	To Plann Comm	12.00	$1,222.68	1	$1,223
		TYPE SUBTOTAL	**24.00**	**$2,616.00**		**$2,616**
PLANNING	ASSISTANT CITY MANAGER	To Council	6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I	To Council	3.00	$127.83	1	$128
PLANNING	SENIOR PLANNER	To Council	6.00	$611.34	1	$611
		TYPE SUBTOTAL	**15.00**	**$1,876.83**		**$1,877**
		TOTALS	**41.50**	**$2,781.50**		**$5,563**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TIME EXTENSION REVIEW	S-007

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing a request to grant a time extension to a previously approved application to determine if such approval and conditions are still valid, and if so, to what degree or how modifications should be made.

CURRENT FEE STRUCTURE

$2,760 per application - Subdivision
$2,215 per application - Other

REVENUE AND COST COMPARISON

UNIT REVENUE:	$2,487.50	TOTAL REVENUE:	$4,975
UNIT COST:	$2,906.00	TOTAL COST:	$5,812
UNIT PROFIT (SUBSIDY):	$(418.50)	TOTAL PROFIT (SUBSIDY):	$(837)
TOTAL UNITS:	2	PCT. COST RECOVERY:	85.60%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,250 per application - Subdivision
$2,565 per application - Other

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TIME EXTENSION REVIEW	**S-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL		0.50	$115.62	2	$231
PW-ENGINEERING	ASSOCIATE ENGINEER		0.75	$118.68	2	$237
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	2	$185
		TYPE SUBTOTAL	**2.25**	**$326.64**		**$653**
PLANNING	ASSISTANT CITY MANAGER	Subdivision	6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I	Subdivision	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	Subdivision	15.00	$1,528.35	1	$1,528
		TYPE SUBTOTAL	**27.00**	**$2,921.67**		**$2,922**
PLANNING	ASSISTANT CITY MANAGER	Other	4.00	$758.44	1	$758
PLANNING	ADMIN SPECIALIST I	Other	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	Other	12.00	$1,222.68	1	$1,223
		TYPE SUBTOTAL	**22.00**	**$2,236.78**		**$2,237**
		TOTALS	**51.25**	**$2,906.00**		**$5,812**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIFIC PLAN REVIEW	S-008

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Administering a complete study and/or reviewing proposed development specific plan to determine compliance with City requirements and to establish corrective conditions

CURRENT FEE STRUCTURE

$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$25,000.00	TOTAL REVENUE:	$25,000
UNIT COST:	$28,116.00	TOTAL COST:	$28,116
UNIT PROFIT (SUBSIDY):	$(3,116.00)	TOTAL PROFIT (SUBSIDY):	$(3,116)
TOTAL UNITS:	1	PCT. COST RECOVERY:	88.92%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIFIC PLAN REVIEW	**S-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		53.00	$10,049.33	1	$10,049
PLANNING	ADMIN SPECIALIST I		23.00	$980.03	1	$980
PLANNING	SENIOR PLANNER		75.00	$7,641.75	1	$7,642
FIRE PREVENTION	FIRE MARSHAL		2.00	$462.48	1	$462
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		6.00	$688.56	1	$689
PW-ENGINEERING	ASSOCIATE ENGINEER		30.00	$4,747.20	1	$4,747
PW-ENGINEERING	CITY MANAGER/CITY ENG.		10.00	$2,912.90	1	$2,913
PW-ENGINEERING	EXECUTIVE AIDE		5.00	$461.70	1	$462
WATER PRODUCTION	UTILITY SERVICES SUPT.		1.50	$172.08	1	$172
		TYPE SUBTOTAL	**205.50**	**$28,116.03**		**$28,116**
		TOTALS	**205.50**	**$28,116.00**		**$28,116**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CATEGORICAL EXEMPTION	S-009

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of a development project which determines that a porject is categorically exempt under the terms of CEQA.

CURRENT FEE STRUCTURE

$355 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$355.00	TOTAL REVENUE:	$8,875
UNIT COST:	$1,068.32	TOTAL COST:	$26,708
UNIT PROFIT (SUBSIDY):	$(713.32)	TOTAL PROFIT (SUBSIDY):	$(17,833)
TOTAL UNITS:	25	PCT. COST RECOVERY:	33.23%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,070 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CATEGORICAL EXEMPTION	**S-009**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**25**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		1.00	$189.61	25	$4,740
PLANNING	ADMIN SPECIALIST I		1.00	$42.61	25	$1,065
PLANNING	SENIOR PLANNER		6.00	$611.34	25	$15,284
PW-ENGINEERING	ASSOCIATE ENGINEER		0.50	$79.12	25	$1,978
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	25	$3,641
		TYPE SUBTOTAL	**9.00**	**$1,068.33**		**$26,708**
		TOTALS	**9.00**	**$1,068.32**		**$26,708**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
INITIAL STUDY	S-009A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing and/or preparing an environmental report or assessment of a specific development proposal.

CURRENT FEE STRUCTURE

$3,400 per application plus $170 per technical study

REVENUE AND COST COMPARISON

UNIT REVENUE:	$3,910.00	TOTAL REVENUE:	$27,370
UNIT COST:	$4,996.29	TOTAL COST:	$34,974
UNIT PROFIT (SUBSIDY):	$(1,086.29)	TOTAL PROFIT (SUBSIDY):	$(7,604)
TOTAL UNITS:	7	PCT. COST RECOVERY:	78.26%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4,385 per application plus $205 per technical study

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
INITIAL STUDY	**S-009A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**7**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		6.00	$1,137.66	7	$7,964
PLANNING	ADMIN SPECIALIST I		6.00	$255.66	7	$1,790
PLANNING	SENIOR PLANNER		20.00	$2,037.80	7	$14,265
FIRE PREVENTION	FIRE MARSHAL		1.00	$231.24	7	$1,619
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		1.00	$114.76	7	$803
PW-ENGINEERING	ASSOCIATE ENGINEER		2.00	$316.48	7	$2,215
PW-ENGINEERING	CITY MANAGER/CITY ENG.		1.00	$291.29	7	$2,039
		TYPE SUBTOTAL	**37.00**	**$4,384.89**		**$30,694**
PLANNING	SENIOR PLANNER	Tech Study Per Study	2.00	$203.78	21	$4,279
		TYPE SUBTOTAL	**2.00**	**$203.78**		**$4,279**
		TOTALS	**39.00**	**$4,996.29**		**$34,974**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ENVIRONMENTAL IMPACT REPORT REVIEW	S-009B

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	STUDY	Developer

DESCRIPTION OF SERVICE

Review of a consultant prepared Environmental Impact Report.

CURRENT FEE STRUCTURE

$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$17,000.00	TOTAL REVENUE:	$17,000
UNIT COST:	$19,826.00	TOTAL COST:	$19,826
UNIT PROFIT (SUBSIDY):	$(2,826.00)	TOTAL PROFIT (SUBSIDY):	$(2,826)
TOTAL UNITS:	1	PCT. COST RECOVERY:	85.75%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ENVIRONMENTAL IMPACT REPORT REVIEW	**S-009B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		40.00	$7,584.40	1	$7,584
PLANNING	ADMIN SPECIALIST I		15.00	$639.15	1	$639
PLANNING	SENIOR PLANNER		75.00	$7,641.75	1	$7,642
FIRE PREVENTION	FIRE MARSHAL		2.00	$462.48	1	$462
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		4.00	$459.04	1	$459
PW-ENGINEERING	ASSOCIATE ENGINEER		10.00	$1,582.40	1	$1,582
PW-ENGINEERING	CITY MANAGER/CITY ENG.		5.00	$1,456.45	1	$1,456
		TYPE SUBTOTAL	**151.00**	**$19,825.67**		**$19,826**
		TOTALS	**151.00**	**$19,826.00**		**$19,826**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ZONE MAP CHANGE REVIEW	S-010

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing a requested change of zone for a specific parcel of land to determine if appropriate to the City's planning goals.

CURRENT FEE STRUCTURE

$2,625 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$2,625.00	TOTAL REVENUE:	$2,625
UNIT COST:	$4,007.00	TOTAL COST:	$4,007
UNIT PROFIT (SUBSIDY):	$(1,382.00)	TOTAL PROFIT (SUBSIDY):	$(1,382)
TOTAL UNITS:	1	PCT. COST RECOVERY:	65.51%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4,005 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ZONE MAP CHANGE REVIEW	**S-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		8.00	$1,516.88	1	$1,517
PLANNING	ADMIN SPECIALIST I		8.00	$340.88	1	$341
PLANNING	SENIOR PLANNER		14.00	$1,426.46	1	$1,426
FIRE PREVENTION	FIRE MARSHAL		0.50	$115.62	1	$116
PW-ENGINEERING	ASSOCIATE ENGINEER		1.50	$237.36	1	$237
PW-ENGINEERING	ENGINEERING TECH.		4.00	$369.36	1	$369
		TYPE SUBTOTAL	**36.00**	**$4,006.56**		**$4,007**
		TOTALS	**36.00**	**$4,007.00**		**$4,007**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GENERAL PLAN AMENDMENT REVIEW	**S-011**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REVIEW	Developer

DESCRIPTION OF SERVICE

Reviewing specific planning requests, and if appropriate, reviewing the City's Comprehensive General Plan to make it consistent with the desired planning action.

CURRENT FEE STRUCTURE

Text - $4,835 per application
Map - $4,575 per application

Any outside work to be passed through to the applicant

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$4,705.00**	**TOTAL REVENUE:**	**$9,410**
UNIT COST:	**$4,852.50**	**TOTAL COST:**	**$9,705**
UNIT PROFIT (SUBSIDY):	**$(147.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(295)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**96.96%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Text - $5,105 per application
Map - $4,600 per application

Any outside work to be passed through to the applicant

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GENERAL PLAN AMENDMENT REVIEW	S-011
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	2

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL		0.50	$115.62	2	$231
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		1.00	$114.76	2	$230
PW-ENGINEERING	ASSOCIATE ENGINEER		3.00	$474.72	2	$949
PW-ENGINEERING	ENGINEERING TECH.		4.00	$369.36	2	$739
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	2	$185
		TYPE SUBTOTAL	**9.50**	**$1,166.80**		**$2,334**
PLANNING	ASSISTANT CITY MANAGER	Text	6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I	Text	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	Text	25.00	$2,547.25	1	$2,547
		TYPE SUBTOTAL	**37.00**	**$3,940.57**		**$3,941**
PLANNING	ASSISTANT CITY MANAGER	Map	6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I	Map	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	Map	20.00	$2,037.80	1	$2,038
		TYPE SUBTOTAL	**32.00**	**$3,431.12**		**$3,431**
		TOTALS	**78.50**	**$4,852.50**		**$9,705**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
DEVELOPMENT AGREEMENT	S-012

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing a request by a developer to outline the terms of a proposed development which would specify what is required of the developer and the City. This would also include any Redevelopment-related development agreements.

CURRENT FEE STRUCTURE

$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$2,000.00	TOTAL REVENUE:	$2,000
UNIT COST:	$2,423.00	TOTAL COST:	$2,423
UNIT PROFIT (SUBSIDY):	$(423.00)	TOTAL PROFIT (SUBSIDY):	$(423)
TOTAL UNITS:	1	PCT. COST RECOVERY:	82.54%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
DEVELOPMENT AGREEMENT	**S-012**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		2.00	$379.22	1	$379
PLANNING	ADMIN SPECIALIST I		0.50	$21.31	1	$21
PLANNING	SENIOR PLANNER		4.00	$407.56	1	$408
PW-ENGINEERING	ASSOCIATE ENGINEER		1.00	$158.24	1	$158
PW-ENGINEERING	CITY MANAGER/CITY ENG.		5.00	$1,456.45	1	$1,456
		TYPE SUBTOTAL	**12.50**	**$2,422.78**		**$2,423**
		TOTALS	**12.50**	**$2,423.00**		**$2,423**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CONDITIONAL USE/PRECISE DESIGN REV	S-013

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a request to permit usage of a parcel of land for a use not normally permitted as a matter of right involving both a conditional use permit and the review of a precise plan of design.

CURRENT FEE STRUCTURE

$4,220 - New up to 4 units Multi-Family Residential
$4,220 - New <20,000 Sq Ft
$5,560 - New >20,000 Sq Ft
$4,120 - Existing Non-Residential

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,847.50**	**TOTAL REVENUE:**	**$30,780**
UNIT COST:	**$5,062.38**	**TOTAL COST:**	**$40,499**
UNIT PROFIT (SUBSIDY):	**$(1,214.88)**	**TOTAL PROFIT (SUBSIDY):**	**$(9,719)**
TOTAL UNITS:	**8**	**PCT. COST RECOVERY:**	**76.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$5,345 - New up to 4 units Multi-Family Residential
$5,345 - New <20,000 Sq Ft
$6,945 - New >20,000 Sq Ft
$5,375 - Existing Non-Residential

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CONDITIONAL USE/PRECISE DESIGN REV	S-013
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	8

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ASSOCIATE ENGINEER		5.00	$791.20	8	$6,330
PW-ENGINEERING	CITY MANAGER/CITY ENG.		1.00	$291.29	8	$2,330
PW-ENGINEERING	ENGINEERING TECH.		0.50	$46.17	8	$369
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	8	$739
WATER PRODUCTION	UTILITY SERVICES SUPT.		2.00	$229.44	8	$1,836
		TYPE SUBTOTAL	**9.50**	**$1,450.44**		**$11,604**
PLANNING	ASSISTANT CITY MANAGER	Any New < 20K	6.00	$1,137.66	3	$3,413
PLANNING	ADMIN SPECIALIST I	Any New < 20K	4.00	$170.44	3	$511
PLANNING	SENIOR PLANNER	Any New < 20K	22.00	$2,241.58	3	$6,725
FIRE PREVENTION	FIRE MARSHAL	Any New < 20K	1.00	$231.24	3	$694
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Any New < 20K	1.00	$114.76	3	$344
		TYPE SUBTOTAL	**34.00**	**$3,895.68**		**$11,687**
PLANNING	ASSISTANT CITY MANAGER	Any New > 20K	8.00	$1,516.88	1	$1,517
PLANNING	ADMIN SPECIALIST I	Any New > 20K	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	Any New > 20K	32.00	$3,260.48	1	$3,260
FIRE PREVENTION	FIRE MARSHAL	Any New > 20K	1.00	$231.24	1	$231
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Any New > 20K	2.00	$229.52	1	$230
		TYPE SUBTOTAL	**49.00**	**$5,493.78**		**$5,494**
PLANNING	ASSISTANT CITY MANAGER	New Upto 4 Units MFR	6.00	$1,137.66	2	$2,275
PLANNING	ADMIN SPECIALIST I	New Upto 4 Units MFR	4.00	$170.44	2	$341
PLANNING	SENIOR PLANNER	New Upto 4 Units MFR	22.00	$2,241.58	2	$4,483
FIRE PREVENTION	FIRE MARSHAL	New Upto 4 Units MFR	1.00	$231.24	2	$462
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	New Upto 4 Units MFR	1.00	$114.76	2	$230
		TYPE SUBTOTAL	**34.00**	**$3,895.68**		**$7,791**
PLANNING	ASSISTANT CITY MANAGER	Exist. Non-Res	6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I	Exist. Non-Res	4.00	$170.44	1	$170

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CONDITIONAL USE/PRECISE DESIGN REV	**S-013**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	SENIOR PLANNER	Exist. Non-Res	20.00	$2,037.80	1	$2,038
FIRE PREVENTION	FIRE MARSHAL	Exist. Non-Res.	2.00	$462.48	1	$462
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Exist. Non-Res.	1.00	$114.76	1	$115
		TYPE SUBTOTAL	**33.00**	**$3,923.14**		**$3,923**
		TOTALS	**159.50**	**$5,062.38**		**$40,499**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF MINOR VARIANCE	S-014

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review the implications of a minor variance from the terms of the Zoning Code which can be approved by City staff.

CURRENT FEE STRUCTURE

Owner-Occupied Single Family Residence - $200
Other - $630 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$630.00	TOTAL REVENUE:	$630
UNIT COST:	$1,725.00	TOTAL COST:	$1,725
UNIT PROFIT (SUBSIDY):	$(1,095.00)	TOTAL PROFIT (SUBSIDY):	$(1,095)
TOTAL UNITS:	1	PCT. COST RECOVERY:	36.52%

SUGGESTED FEE FOR COST RECOVERY OF: 50%

Owner-Occupied Single Family Residence - $200
Other - $865 per application (50% Cost Recovery)

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF MINOR VARIANCE	**S-014**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		3.00	$568.83	1	$569
PLANNING	ADMIN SPECIALIST I		2.00	$85.22	1	$85
PLANNING	SENIOR PLANNER		8.00	$815.12	1	$815
FIRE PREVENTION	FIRE MARSHAL		0.25	$57.81	1	$58
PW-ENGINEERING	ASSOCIATE ENGINEER		0.50	$79.12	1	$79
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.25	$72.82	1	$73
PW-ENGINEERING	ENGINEERING TECH.		0.25	$23.09	1	$23
PW-ENGINEERING	EXECUTIVE AIDE		0.25	$23.09	1	$23
		TYPE SUBTOTAL	**14.50**	**$1,725.10**		**$1,725**
		TOTALS	**14.50**	**$1,725.00**		**$1,725**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
MINOR MODIF. TO APPROVED PLAN	S-014A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review a request to make a minor modification to already approved plans.

CURRENT FEE STRUCTURE

$320 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$320.00	TOTAL REVENUE:	$1,280
UNIT COST:	$393.50	TOTAL COST:	$1,574
UNIT PROFIT (SUBSIDY):	$(73.50)	TOTAL PROFIT (SUBSIDY):	$(294)
TOTAL UNITS:	4	PCT. COST RECOVERY:	81.32%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$395 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
MINOR MODIF. TO APPROVED PLAN	**S-014A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		1.00	$189.61	4	$758
PLANNING	SENIOR PLANNER		2.00	$203.78	4	$815
		TYPE SUBTOTAL	**3.00**	**$393.39**		**$1,574**
		TOTALS	**3.00**	**$393.50**		**$1,574**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PRELIMINARY REVIEW	**S-015**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Preliminarily reviewing a proposed development and providing comments as to what revisions might be necessary for it to be reviewable for possible approval.

CURRENT FEE STRUCTURE

$1,030 per application with 50% of the fee to be credited against future fees if the project is actually submitted.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,030.00**	**TOTAL REVENUE:**	**$15,450**
UNIT COST:	**$2,821.20**	**TOTAL COST:**	**$42,318**
UNIT PROFIT (SUBSIDY):	**$(1,791.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(26,868)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**36.51%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,820 per application with 50% of the fee to be credited against future fees if the project is actually submitted.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PRELIMINARY REVIEW	**S-015**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		5.00	$948.05	15	$14,221
PLANNING	SENIOR PLANNER		10.00	$1,018.90	15	$15,284
FIRE PREVENTION	FIRE MARSHAL		1.00	$231.24	15	$3,469
PW-ENGINEERING	ASSOCIATE ENGINEER		2.00	$316.48	15	$4,747
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	15	$2,185
PW-ENGINEERING	ENGINEERING TECH.		0.50	$46.17	15	$693
WATER PRODUCTION	UTILITY SERVICES SUPT.		1.00	$114.72	15	$1,721
		TYPE SUBTOTAL	**20.00**	**$2,821.21**		**$42,318**
		TOTALS	**20.00**	**$2,821.20**		**$42,318**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF CODE AMENDMENT REQUEST	S-016

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing a request for a proposed ammendment to the text of the Zoning Code.

CURRENT FEE STRUCTURE

$2,150 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$2,150.00	TOTAL REVENUE:	$2,150
UNIT COST:	$2,491.00	TOTAL COST:	$2,491
UNIT PROFIT (SUBSIDY):	$(341.00)	TOTAL PROFIT (SUBSIDY):	$(341)
TOTAL UNITS:	1	PCT. COST RECOVERY:	86.31%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,490 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF CODE AMENDMENT REQUEST	**S-016**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I		6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER		10.00	$1,018.90	1	$1,019
PW-ENGINEERING	ASSOCIATE ENGINEER		0.50	$79.12	1	$79
		TYPE SUBTOTAL	**22.50**	**$2,491.34**		**$2,491**
		TOTALS	**22.50**	**$2,491.00**		**$2,491**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF ANNEXATION REQUEST	S-017

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing the economics and desirability of annexing a specific parcel of property for which annexation has been requested and if approved, processing it through the Local Agency Formation Commission.

CURRENT FEE STRUCTURE

$15,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$20,000.00	TOTAL REVENUE:	$20,000
UNIT COST:	$23,077.00	TOTAL COST:	$23,077
UNIT PROFIT (SUBSIDY):	$(3,077.00)	TOTAL PROFIT (SUBSIDY):	$(3,077)
TOTAL UNITS:	1	PCT. COST RECOVERY:	86.67%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF ANNEXATION REQUEST	S-017
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	1

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	CITY CLERK		3.00	$208.83	1	$209
PLANNING	ASSISTANT CITY MANAGER		40.00	$7,584.40	1	$7,584
PLANNING	ADMIN SPECIALIST I		20.00	$852.20	1	$852
PLANNING	SENIOR PLANNER		90.00	$9,170.10	1	$9,170
FIRE PREVENTION	FIRE MARSHAL		4.00	$924.96	1	$925
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		2.00	$229.52	1	$230
PW-ENGINEERING	ASSOCIATE ENGINEER		15.00	$2,373.60	1	$2,374
PW-ENGINEERING	CITY MANAGER/CITY ENG.		5.00	$1,456.45	1	$1,456
PW-ENGINEERING	ENGINEERING TECH.		2.00	$184.68	1	$185
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	1	$92
		TYPE SUBTOTAL	**182.00**	**$23,077.08**		**$23,077**
		TOTALS	**182.00**	**$23,077.00**		**$23,077**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF HOME OCCUPATION REQUEST	S-018

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Business

DESCRIPTION OF SERVICE

Reviewing a request for approval of the conduct of an occupation in the home to assure that the neighborhood is not disrupted and the nature of the property thereby changed.

CURRENT FEE STRUCTURE

$106 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$106.00	TOTAL REVENUE:	$2,650
UNIT COST:	$174.16	TOTAL COST:	$4,354
UNIT PROFIT (SUBSIDY):	$(68.16)	TOTAL PROFIT (SUBSIDY):	$(1,704)
TOTAL UNITS:	25	PCT. COST RECOVERY:	60.86%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$175 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF HOME OCCUPATION REQUEST	**S-018**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**25**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ADMIN SPECIALIST I		0.50	$21.31	25	$533
PLANNING	SENIOR PLANNER		1.50	$152.84	25	$3,821
		TYPE SUBTOTAL	**2.00**	**$174.15**		**$4,354**
		TOTALS	**2.00**	**$174.16**		**$4,354**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CERTIFICATE OF COMPLIANCE	S-018A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Certifying a project has met compliance with City codes and regulations.

CURRENT FEE STRUCTURE

$500 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$500.00	TOTAL REVENUE:	$500
UNIT COST:	$716.00	TOTAL COST:	$716
UNIT PROFIT (SUBSIDY):	$(216.00)	TOTAL PROFIT (SUBSIDY):	$(216)
TOTAL UNITS:	1	PCT. COST RECOVERY:	69.83%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$715 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CERTIFICATE OF COMPLIANCE	**S-018A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		1.00	$189.61	1	$190
PLANNING	ADMIN SPECIALIST I		0.50	$21.31	1	$21
PLANNING	SENIOR PLANNER		2.50	$254.73	1	$255
PW-ENGINEERING	ASSOCIATE ENGINEER		1.00	$158.24	1	$158
PW-ENGINEERING	ENGINEERING TECH.		1.00	$92.34	1	$92
		TYPE SUBTOTAL	**6.00**	**$716.23**		**$716**
		TOTALS	**6.00**	**$716.00**		**$716**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
LOT LINE ADJUSTMENT REQUEST	S-019

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing a lot line change and approving under terms of the Subdivision Map Act.

CURRENT FEE STRUCTURE

$1,645 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,645.00	TOTAL REVENUE:	$1,645
UNIT COST:	$2,069.00	TOTAL COST:	$2,069
UNIT PROFIT (SUBSIDY):	$(424.00)	TOTAL PROFIT (SUBSIDY):	$(424)
TOTAL UNITS:	1	PCT. COST RECOVERY:	79.51%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,070 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
LOT LINE ADJUSTMENT REQUEST	**S-019**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		1.00	$189.61	1	$190
PLANNING	SENIOR PLANNER		2.00	$203.78	1	$204
FIRE PREVENTION	FIRE MARSHAL		0.25	$57.81	1	$58
PW-ENGINEERING	ASSOCIATE ENGINEER		3.00	$474.72	1	$475
PW-ENGINEERING	ENGINEERING TECH.		0.25	$23.09	1	$23
PW-ENGINEERING		8 Hrs Of Willdan	0.00	$1,120.00	1	$1,120
		TYPE SUBTOTAL	**6.50**	**$2,069.01**		**$2,069**
		TOTALS	**6.50**	**$2,069.00**		**$2,069**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GEN PLAN/ZONING VERIFICATION LETTER	S-020

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	LETTER	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing a request for a letter stating the zoning and General Plan designation of a particular parcel.

CURRENT FEE STRUCTURE

$205 per letter

REVENUE AND COST COMPARISON

UNIT REVENUE:	$205.00	TOTAL REVENUE:	$820
UNIT COST:	$552.00	TOTAL COST:	$2,208
UNIT PROFIT (SUBSIDY):	$(347.00)	TOTAL PROFIT (SUBSIDY):	$(1,388)
TOTAL UNITS:	4	PCT. COST RECOVERY:	37.14%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$550 per letter

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GEN PLAN/ZONING VERIFICATION LETTER	**S-020**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ADMIN SPECIALIST I		1.00	$42.61	4	$170
PLANNING	SENIOR PLANNER		5.00	$509.45	4	$2,038
		TYPE SUBTOTAL	**6.00**	**$552.06**		**$2,208**
		TOTALS	**6.00**	**$552.00**		**$2,208**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF WALL/FENCE/PATIO LOCATION	S-021

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Reviewing a request for a permit to construct a wall, fence, or patio to assure that neighbor and City requirements and objections are met and/or mitigated.

CURRENT FEE STRUCTURE

$50 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$50.00	TOTAL REVENUE:	$1,700
UNIT COST:	$101.88	TOTAL COST:	$3,464
UNIT PROFIT (SUBSIDY):	$(51.88)	TOTAL PROFIT (SUBSIDY):	$(1,764)
TOTAL UNITS:	34	PCT. COST RECOVERY:	49.08%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$100 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF WALL/FENCE/PATIO LOCATION	**S-021**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**34**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	SENIOR PLANNER		1.00	$101.89	34	$3,464
		TYPE SUBTOTAL	**1.00**	**$101.89**		**$3,464**
		TOTALS	**1.00**	**$101.88**		**$3,464**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
LAND USE PERMIT	S-021A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Business

DESCRIPTION OF SERVICE

Reviewing a request to allow for different uses of land as part of a development project.

CURRENT FEE STRUCTURE

Change of Tenant/Owner - $90 per application
Change of Land Use - $260 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$116.62	TOTAL REVENUE:	$7,580
UNIT COST:	$216.00	TOTAL COST:	$14,040
UNIT PROFIT (SUBSIDY):	$(99.38)	TOTAL PROFIT (SUBSIDY):	$(6,460)
TOTAL UNITS:	65	PCT. COST RECOVERY:	53.99%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Change of Tenant/Owner - $100 per application
Change of Land Use - $290 per application
Backflow - $85 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
LAND USE PERMIT	**S-021A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**65**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER PRODUCTION	UTILITY SERVICES SUPT.	Backflow	0.75	$86.04	65	$5,593
		TYPE SUBTOTAL	**0.75**	**$86.04**		**$5,593**
PLANNING	SENIOR PLANNER	Change Tenant/Owner	1.00	$101.89	12	$1,223
		TYPE SUBTOTAL	**1.00**	**$101.89**		**$1,223**
PLANNING	ADMIN SPECIALIST I	Change Land Use	2.00	$85.22	25	$2,131
PLANNING	SENIOR PLANNER	Change Land Use	2.00	$203.78	25	$5,095
		TYPE SUBTOTAL	**4.00**	**$289.00**		**$7,225**
		TOTALS	**5.75**	**$216.00**		**$14,040**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SIGN PERMIT DESIGN REVIEW	S-022

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Business

DESCRIPTION OF SERVICE

Reviewing the proposed design of a sign to determine if it is in compliance with the City's sign ordinance.

CURRENT FEE STRUCTURE

$220 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$220.00	TOTAL REVENUE:	$3,740
UNIT COST:	$316.29	TOTAL COST:	$5,377
UNIT PROFIT (SUBSIDY):	$(96.29)	TOTAL PROFIT (SUBSIDY):	$(1,637)
TOTAL UNITS:	17	PCT. COST RECOVERY:	69.56%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$315 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SIGN PERMIT DESIGN REVIEW	**S-022**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**17**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ADMIN SPECIALIST I		0.25	$10.65	17	$181
PLANNING	SENIOR PLANNER		3.00	$305.67	17	$5,196
		TYPE SUBTOTAL	**3.25**	**$316.32**		**$5,377**
		TOTALS	**3.25**	**$316.29**		**$5,377**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
MASTER SIGN PLAN REVIEW	**S-022A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Business

DESCRIPTION OF SERVICE

Review of a proposed master sign plan for a proposed development to ensure compliance with the City's Sign Code.

CURRENT FEE STRUCTURE

$1,970 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,970.00**	**TOTAL REVENUE:**	**$1,970**
UNIT COST:	**$2,836.00**	**TOTAL COST:**	**$2,836**
UNIT PROFIT (SUBSIDY):	**$(866.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(866)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**69.46%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,835 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
MASTER SIGN PLAN REVIEW	**S-022A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		6.00	$1,137.66	1	$1,138
PLANNING	ADMIN SPECIALIST I		4.00	$170.44	1	$170
PLANNING	SENIOR PLANNER		15.00	$1,528.35	1	$1,528
		TYPE SUBTOTAL	**25.00**	**$2,836.45**		**$2,836**
		TOTALS	**25.00**	**$2,836.00**		**$2,836**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TEMPORARY SIGN PERMIT	S-022B

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Business

DESCRIPTION OF SERVICE

Reviewing a proposed temporary sign to assure compliance with the City's Sign Code.

CURRENT FEE STRUCTURE

$50 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$50.00	TOTAL REVENUE:	$150
UNIT COST:	$102.00	TOTAL COST:	$306
UNIT PROFIT (SUBSIDY):	$(52.00)	TOTAL PROFIT (SUBSIDY):	$(156)
TOTAL UNITS:	3	PCT. COST RECOVERY:	49.02%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$100 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TEMPORARY SIGN PERMIT	**S-022B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	SENIOR PLANNER		1.00	$101.89	3	$306
		TYPE SUBTOTAL	**1.00**	**$101.89**		**$306**
		TOTALS	**1.00**	**$102.00**		**$306**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TENTATIVE PARCEL MAP REVIEW	S-023A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of a proposed tentative parcel map to assure that it meets City codes and the Subdivision Map Act.

CURRENT FEE STRUCTURE

$4,585 per application plus $10 per lot for every lot over 9 lots

REVENUE AND COST COMPARISON

UNIT REVENUE:	$4,595.00	TOTAL REVENUE:	$4,595
UNIT COST:	$4,972.00	TOTAL COST:	$4,972
UNIT PROFIT (SUBSIDY):	$(377.00)	TOTAL PROFIT (SUBSIDY):	$(377)
TOTAL UNITS:	1	PCT. COST RECOVERY:	92.42%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4,870 per application plus $10 per lot for every lot over 9 lots

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TENTATIVE PARCEL MAP REVIEW	**S-023A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		8.00	$1,516.88	1	$1,517
PLANNING	ADMIN SPECIALIST I		6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER		20.00	$2,037.80	1	$2,038
FIRE PREVENTION	FIRE MARSHAL		1.50	$346.86	1	$347
PW-ENGINEERING	ASSOCIATE ENGINEER		3.00	$474.72	1	$475
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	1	$146
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	1	$92
		TYPE SUBTOTAL	**40.00**	**$4,869.91**		**$4,870**
PLANNING	SENIOR PLANNER	Add'l 10 Lots > 9	1.00	$101.89	1	$102
		TYPE SUBTOTAL	**1.00**	**$101.89**		**$102**
		TOTALS	**41.00**	**$4,972.00**		**$4,972**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TENTATIVE TRACT MAP REVIEW	S-024

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Review of a proposed tentative tract map to assure that it meets City codes and the Subdivision Map Act.

CURRENT FEE STRUCTURE

$4,965 per application plus $20 per lot

REVENUE AND COST COMPARISON

UNIT REVENUE:	$5,565.00	TOTAL REVENUE:	$33,390
UNIT COST:	$6,385.67	TOTAL COST:	$38,314
UNIT PROFIT (SUBSIDY):	$(820.67)	TOTAL PROFIT (SUBSIDY):	$(4,924)
TOTAL UNITS:	6	PCT. COST RECOVERY:	87.15%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$5,965 per application plus $10 per lot

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TENTATIVE TRACT MAP REVIEW	S-024
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	6

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ASSOCIATE ENGINEER		7.00	$1,107.68	6	$6,646
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	6	$874
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	6	$554
WATER PRODUCTION	UTILITY SERVICES SUPT.		1.00	$114.72	6	$688
		TYPE SUBTOTAL	**9.50**	**$1,460.39**		**$8,762**
PLANNING	ASSISTANT CITY MANAGER	Base	8.00	$1,516.88	6	$9,101
PLANNING	ADMIN SPECIALIST I	Base	6.00	$255.66	6	$1,534
PLANNING	SENIOR PLANNER	Base	20.00	$2,037.80	6	$12,227
		TYPE SUBTOTAL	**34.00**	**$3,810.34**		**$22,862**
PLANNING	SENIOR PLANNER	Every Add'l 10 Lots	1.00	$101.89	18	$1,834
		TYPE SUBTOTAL	**1.00**	**$101.89**		**$1,834**
FIRE PREVENTION	FIRE MARSHAL	5-50 Lots	3.00	$693.72	4	$2,775
		TYPE SUBTOTAL	**3.00**	**$693.72**		**$2,775**
FIRE PREVENTION	FIRE MARSHAL	50+ Lots	4.50	$1,040.58	2	$2,081
		TYPE SUBTOTAL	**4.50**	**$1,040.58**		**$2,081**
		TOTALS	**52.00**	**$6,385.67**		**$38,314**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
AMENDMENT TO APPROVED PLANS	**S-024A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Reviewing a request to amend previously approved plans at the request of the applicant.

CURRENT FEE STRUCTURE

Requiring Planning Commision Review Only - $2,290 per application
Requiring Planning Commission and City Council Review - $3,050 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,670.00**	**TOTAL REVENUE:**	**$5,340**
UNIT COST:	**$3,627.50**	**TOTAL COST:**	**$7,255**
UNIT PROFIT (SUBSIDY):	**$(957.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,915)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**73.60%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Requiring Planning Commision Review Only - $3,630 per application
Requiring Planning Commission and City Council Review - $3,630 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
AMENDMENT TO APPROVED PLANS	**S-024A**
NOTE	TOTAL UNITS
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ASSOCIATE ENGINEER		0.50	$79.12	2	$158
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	2	$291
		TYPE SUBTOTAL	**1.00**	**$224.77**		**$450**
PLANNING	ASSISTANT CITY MANAGER	Plann Comm Only	8.00	$1,516.88	1	$1,517
PLANNING	ADMIN SPECIALIST I	Plann Comm Only	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	Plann Comm Only	16.00	$1,630.24	1	$1,630
		TYPE SUBTOTAL	**30.00**	**$3,402.78**		**$3,403**
PLANNING	ASSISTANT CITY MANAGER	PC & Council	8.00	$1,516.88	1	$1,517
PLANNING	ADMIN SPECIALIST I	PC & Council	6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER	PC & Council	16.00	$1,630.24	1	$1,630
		TYPE SUBTOTAL	**30.00**	**$3,402.78**		**$3,403**
		TOTALS	**61.00**	**$3,627.50**		**$7,255**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
RE-ADDRESS PROCESSING	S-024B

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	ADDRESS	Resident/Business

DESCRIPTION OF SERVICE

Processing a request to change the address of a particular parcel when not part of a subdivision map review.

CURRENT FEE STRUCTURE

$190 per address

REVENUE AND COST COMPARISON

UNIT REVENUE:	$190.00	TOTAL REVENUE:	$190
UNIT COST:	$266.00	TOTAL COST:	$266
UNIT PROFIT (SUBSIDY):	$(76.00)	TOTAL PROFIT (SUBSIDY):	$(76)
TOTAL UNITS:	1	PCT. COST RECOVERY:	71.43%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$265 per address

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
RE-ADDRESS PROCESSING	**S-024B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL		0.75	$173.43	1	$173
PW-ENGINEERING	ENGINEERING TECH.		1.00	$92.34	1	$92
		TYPE SUBTOTAL	**1.75**	**$265.77**		**$266**
		TOTALS	**1.75**	**$266.00**		**$266**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FINAL SUBDIVISION MAP CHECK	**S-025**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	MAP	Developer

DESCRIPTION OF SERVICE

Reviewing a proposed final subdivision map to ensure that it meets the terms of City codes and the Subdivision Map Act.

CURRENT FEE STRUCTURE

5-50 lots - $4,890
51-100 lots - $7,015
100+ lots - $10,000 deposit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$7,301.67**	**TOTAL REVENUE:**	**$21,905**
UNIT COST:	**$10,412.00**	**TOTAL COST:**	**$31,236**
UNIT PROFIT (SUBSIDY):	**$(3,110.33)**	**TOTAL PROFIT (SUBSIDY):**	**$(9,331)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**70.13%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

5-50 lots - $7,295
51-100 lots - $10,410
100+ lots - $12,000 deposit

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FINAL SUBDIVISION MAP CHECK	**S-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	SENIOR PLANNER		2.00	$203.78	3	$611
FIRE PREVENTION	FIRE MARSHAL		2.00	$462.48	3	$1,387
		TYPE SUBTOTAL	**4.00**	**$666.26**		**$1,999**
PW-ENGINEERING	ASSOCIATE ENGINEER	5-50 Lots	5.00	$791.20	1	$791
PW-ENGINEERING	CITY MANAGER/CITY ENG.	5-50 Lots	0.50	$145.65	1	$146
PW-ENGINEERING	EXECUTIVE AIDE	5-50 Lots	1.00	$92.34	1	$92
PW-ENGINEERING		40 Hrs Willdan 5-50	0.00	$5,600.00	1	$5,600
		TYPE SUBTOTAL	**6.50**	**$6,629.19**		**$6,629**
PW-ENGINEERING	ASSOCIATE ENGINEER	51-100 Lots	7.00	$1,107.68	1	$1,108
PW-ENGINEERING	CITY MANAGER/CITY ENG.	51-100 Lots	0.50	$145.65	1	$146
PW-ENGINEERING	EXECUTIVE AIDE	51-100 Lots	1.00	$92.34	1	$92
PW-ENGINEERING		60 Hr Willdan 51-100	0.00	$8,400.00	1	$8,400
		TYPE SUBTOTAL	**8.50**	**$9,745.67**		**$9,746**
PW-ENGINEERING	ASSOCIATE ENGINEER	100+ Lots	9.00	$1,424.16	1	$1,424
PW-ENGINEERING	CITY MANAGER/CITY ENG.	100+ Lots	0.50	$145.65	1	$146
PW-ENGINEERING	EXECUTIVE AIDE	100+ Lots	1.00	$92.34	1	$92
PW-ENGINEERING		80 Hrs Willdan 100+	0.00	$11,200.00	1	$11,200
		TYPE SUBTOTAL	**10.50**	**$12,862.15**		**$12,862**
		TOTALS	**29.50**	**$10,412.00**		**$31,236**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SUBDIVISION IMPROVEMENT PLAN CHECK	**S-026**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	MAP	Developer

DESCRIPTION OF SERVICE

Reviewing the improvement plans for the construction of public improvements within a new development

CURRENT FEE STRUCTURE

$0 - $5,000 - $500
$5,001 - $10,000 - $750
$10,001 - $25,000 - 6% of construction costs
$25,001 - $75,000 - $1,500 + 5% of estimate over $25,000
$75,001 - $125,000 - $4,000 + 4.15% of estimate over $75,000
$125,001 - $200,000 - $6,075 + 3.3% of estimate over $125,000
$200,000+ - $8,550 + 2.15% of estimate over $200,000

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$8,333.33**	**TOTAL REVENUE:**	**$25,000**
UNIT COST:	**$44,059.00**	**TOTAL COST:**	**$132,177**
UNIT PROFIT (SUBSIDY):	**$(35,725.67)**	**TOTAL PROFIT (SUBSIDY):**	**$(107,177)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**18.91%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$0 - $5,000 - $500
$5,001 - $10,000 - $750
$10,001 - $25,000 - 6% of construction costs
$25,001 - $75,000 - $1,500 + 5% of estimate over $25,000
$75,001 - $125,000 - $4,000 + 4.15% of estimate over $75,000
$125,001 - $200,000 - $6,075 + 3.3% of estimate over $125,000
$200,000+ - $8,550 + 2.50% of estimate over $200,000

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SUBDIVISION IMPROVEMENT PLAN CHECK	**S-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL	1-40 Lots	1.50	$346.86	1	$347
PW-ENGINEERING	ASSOCIATE ENGINEER	1-40 Lots	160.00	$25,318.40	1	$25,318
WATER PRODUCTION	UTILITY SERVICES SUPT.	1-40 Lots	2.00	$229.44	1	$229
		TYPE SUBTOTAL	**163.50**	**$25,894.70**		**$25,895**
FIRE PREVENTION	FIRE MARSHAL	41-100 Lots	2.00	$462.48	1	$462
PW-ENGINEERING	ASSOCIATE ENGINEER	41-100 Lots	300.00	$47,472.00	1	$47,472
WATER PRODUCTION	UTILITY SERVICES SUPT.	41-100 Lots	3.00	$344.16	1	$344
		TYPE SUBTOTAL	**305.00**	**$48,278.64**		**$48,279**
FIRE PREVENTION	FIRE MARSHAL	100+ Lots	2.50	$578.10	1	$578
PW-ENGINEERING	ASSOCIATE ENGINEER	100+ Lots	360.00	$56,966.40	1	$56,966
WATER PRODUCTION	UTILITY SERVICES SUPT.	100+ Lots	4.00	$458.88	1	$459
		TYPE SUBTOTAL	**366.50**	**$58,003.38**		**$58,003**
		TOTALS	**835.00**	**$44,059.00**		**$132,177**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
STORMWATER POLLUTION PROTECT PLAN	S-026A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of Stormwater Best Management Practices (BMPs) during construction for compliance with State and Federal laws.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$316.33	TOTAL COST:	$949
UNIT PROFIT (SUBSIDY):	$(316.33)	TOTAL PROFIT (SUBSIDY):	$(949)
TOTAL UNITS:	3	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$315 per plan

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
STORMWATER POLLUTION PROTECT PLAN	**S-026A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ASSOCIATE ENGINEER		2.00	$316.48	3	$949
		TYPE SUBTOTAL	**2.00**	**$316.48**		**$949**
		TOTALS	**2.00**	**$316.33**		**$949**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER QUALITY MANAGEMENT PLAN	**S-026B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PLAN	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a Water Quality Management Plan for a construction project for compliance with State and Federal stormwater quality laws.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$316.33**	**TOTAL COST:**	**$949**
UNIT PROFIT (SUBSIDY):	**$(316.33)**	**TOTAL PROFIT (SUBSIDY):**	**$(949)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$315 per plan

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER QUALITY MANAGEMENT PLAN	**S-026B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ASSOCIATE ENGINEER		2.00	$316.48	3	$949
		TYPE SUBTOTAL	**2.00**	**$316.48**		**$949**
		TOTALS	**2.00**	**$316.33**		**$949**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
IMPROVEMENT INSPECTION	S-027

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PROJECT	Developer

DESCRIPTION OF SERVICE

Field inspection of approved public improvements being built by a developer within proposed public rights-of-way.

CURRENT FEE STRUCTURE

$50 minimum based on construction valuation of:

$0-$25,000 - 5% of construction costs
$25,000-$75,000 - 4.5% of construction costs
$75,000+ - 4% of construction costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$8,333.33**	**TOTAL REVENUE:**	**$25,000**
UNIT COST:	**$38,681.67**	**TOTAL COST:**	**$116,045**
UNIT PROFIT (SUBSIDY):	**$(30,348.34)**	**TOTAL PROFIT (SUBSIDY):**	**$(91,045)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**21.54%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
IMPROVEMENT INSPECTION	S-027
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	3

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-STREET MAINT	FIELD MAINT TECH III	5%	26.98	$2,453.05	3	$7,359
		TYPE SUBTOTAL	**26.98**	**$2,453.05**		**$7,359**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	1-50 Lots	2.00	$229.52	1	$230
PW-ENGINEERING		240 Hrs Willdan 5-50	0.00	$24,000.00	1	$24,000
		TYPE SUBTOTAL	**2.00**	**$24,229.52**		**$24,230**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	51-100 Lots	3.00	$344.28	1	$344
PW-ENGINEERING		320 Hr Willdn 51-100	0.00	$32,000.00	1	$32,000
		TYPE SUBTOTAL	**3.00**	**$32,344.28**		**$32,344**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	100+ Lots	4.50	$516.42	1	$516
PW-ENGINEERING		400 Hrs Willdan 100+	0.00	$40,000.00	1	$40,000
		TYPE SUBTOTAL	**4.50**	**$40,516.42**		**$40,516**
PW-ENGINEERING	ASSOCIATE ENGINEER	1/10 Hr/Lot	0.06	$9.49	400	$3,796
WATER PRODUCTION	UTILITY SERVICES SUPT.	Per Lot	0.17	$19.50	400	$7,800
		TYPE SUBTOTAL	**0.23**	**$28.99**		**$11,596**
		TOTALS	**36.71**	**$38,681.67**		**$116,045**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SATELLITE DISH AND ANTENNA FILING	S-028A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Review of a request to install a satellite dish or antenna required by City code due to its size.

CURRENT FEE STRUCTURE

$435 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$435.00	TOTAL REVENUE:	$435
UNIT COST:	$471.00	TOTAL COST:	$471
UNIT PROFIT (SUBSIDY):	$(36.00)	TOTAL PROFIT (SUBSIDY):	$(36)
TOTAL UNITS:	1	PCT. COST RECOVERY:	92.36%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$470 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SATELLITE DISH AND ANTENNA FILING	**S-028A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ADMIN SPECIALIST I		1.50	$63.92	1	$64
PLANNING	SENIOR PLANNER		4.00	$407.56	1	$408
		TYPE SUBTOTAL	**5.50**	**$471.48**		**$471**
		TOTALS	**5.50**	**$471.00**		**$471**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
STREET VACATION REVIEW	S-029

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Reviewing a request to vacate a portion of public right-of-way at the request of a developer

CURRENT FEE STRUCTURE

$4,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$4,500.00	TOTAL REVENUE:	$4,500
UNIT COST:	$5,131.00	TOTAL COST:	$5,131
UNIT PROFIT (SUBSIDY):	$(631.00)	TOTAL PROFIT (SUBSIDY):	$(631)
TOTAL UNITS:	1	PCT. COST RECOVERY:	87.70%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
STREET VACATION REVIEW	**S-029**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		4.00	$758.44	1	$758
PLANNING	ADMIN SPECIALIST I		6.00	$255.66	1	$256
PLANNING	SENIOR PLANNER		9.00	$917.01	1	$917
FIRE PREVENTION	FIRE MARSHAL		2.00	$462.48	1	$462
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		1.50	$172.14	1	$172
PW-ENGINEERING	ASSOCIATE ENGINEER		10.00	$1,582.40	1	$1,582
PW-ENGINEERING	CITY MANAGER/CITY ENG.		1.00	$291.29	1	$291
PW-ENGINEERING	ENGINEERING TECH.		4.00	$369.36	1	$369
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	1	$92
WATER PRODUCTION	UTILITY SERVICES SUPT.		2.00	$229.44	1	$229
		TYPE SUBTOTAL	**40.50**	**$5,130.56**		**$5,131**
		TOTALS	**40.50**	**$5,131.00**		**$5,131**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF UTILITY REIMBURSEMENT AGM	S-030

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	Developer

DESCRIPTION OF SERVICE

Determining amounts, terms, and specifics of agreement to reimburse a developer who installs a water or sewer line predicated on future reimbursements being made by abutting property owners as abutting property develops.

CURRENT FEE STRUCTURE

$1,215 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,215.00	TOTAL REVENUE:	$1,215
UNIT COST:	$1,865.00	TOTAL COST:	$1,865
UNIT PROFIT (SUBSIDY):	$(650.00)	TOTAL PROFIT (SUBSIDY):	$(650)
TOTAL UNITS:	1	PCT. COST RECOVERY:	65.15%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,865 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
REVIEW OF UTILITY REIMBURSEMENT AGM	**S-030**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ASSOCIATE ENGINEER		2.00	$316.48	1	$316
PW-ENGINEERING	CITY MANAGER/CITY ENG.		5.00	$1,456.45	1	$1,456
PW-ENGINEERING	EXECUTIVE AIDE		1.00	$92.34	1	$92
		TYPE SUBTOTAL	**8.00**	**$1,865.27**		**$1,865**
		TOTALS	**8.00**	**$1,865.00**		**$1,865**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SMALL PROJECT REVIEW & SITE REVIEW	**S-031**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PROJECT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Processing the review of certain small projects that do not require public hearings before the Planning Commission, such as additions over 500 square feet or new single family residences.

CURRENT FEE STRUCTURE

$1,360 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,360.00**	**TOTAL REVENUE:**	**$13,600**
UNIT COST:	**$1,637.50**	**TOTAL COST:**	**$16,375**
UNIT PROFIT (SUBSIDY):	**$(277.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,775)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**83.05%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,640 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SMALL PROJECT REVIEW & SITE REVIEW	**S-031**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		4.00	$758.44	10	$7,584
PLANNING	ADMIN SPECIALIST I		1.50	$63.92	10	$639
PLANNING	SENIOR PLANNER		8.00	$815.12	10	$8,151
		TYPE SUBTOTAL	**13.50**	**$1,637.48**		**$16,375**
		TOTALS	**13.50**	**$1,637.50**		**$16,375**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NPDES BUSINESS REVIEW/INSPECTION	S-032

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	BUSINESS	Business

DESCRIPTION OF SERVICE

Annual review of businesses which by their nature require additional review of stormwater run-off.

CURRENT FEE STRUCTURE

$280 per business

Not currently collected

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$307.00	TOTAL COST:	$15,350
UNIT PROFIT (SUBSIDY):	$(307.00)	TOTAL PROFIT (SUBSIDY):	$(15,350)
TOTAL UNITS:	50	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$305 per business

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NPDES BUSINESS REVIEW/INSPECTION	**S-032**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**50**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ASSOCIATE ENGINEER		0.50	$79.12	50	$3,956
PW-STREET MAINT	FIELD SERVICES SUPT.		1.00	$141.79	50	$7,090
PW-FACILITIES MAINT	FACILITIES MAINT COORD		1.00	$86.09	50	$4,305
		TYPE SUBTOTAL	**2.50**	**$307.00**		**$15,350**
		TOTALS	**2.50**	**$307.00**		**$15,350**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CROSS CONNECTION INSPECTION	S-032A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	DEVICE	Business

DESCRIPTION OF SERVICE

Annual review of cross connection devices of certain businesses for compliance with Federal and State stormwater laws.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$72.12	TOTAL COST:	$37,863
UNIT PROFIT (SUBSIDY):	$(72.12)	TOTAL PROFIT (SUBSIDY):	$(37,863)
TOTAL UNITS:	525	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

New Business:
Existing Device - $75
New Device - $110
Annual Review - $70 per device

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CROSS CONNECTION INSPECTION	**S-032A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**525**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER TRANS/DIST	UTILITIES MAINT TECH II	New Bus Exist Device	1.00	$74.02	1	$74
		TYPE SUBTOTAL	**1.00**	**$74.02**		**$74**
WATER TRANS/DIST	UTILITIES MAINT TECH II	New Bus New Device	1.50	$111.03	7	$777
		TYPE SUBTOTAL	**1.50**	**$111.03**		**$777**
WATER TRANS/DIST	UTILITIES MAINT TECH II	10 H/W - Ann Report	0.97	$71.59	517	$37,012
		TYPE SUBTOTAL	**0.97**	**$71.59**		**$37,012**
		TOTALS	**3.47**	**$72.12**		**$37,863**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CONSTRUCTION PERMIT	**S-032B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Issuance of permits for public works improvements in the public right-of-way, such as street cuts.

CURRENT FEE STRUCTURE

Curb and gutter - $91 Crossgutter - $32.50
Sidewalk/driveway/alley approach, wheelchair ramp - $65
Manhole, cleanout, catch basin, parkway culvert - $45.50
Sewer Storm Drain (lin ft), alley gutter - $0.13 per sq/lin ft ($65 min)
Pavement replacement - $0.04 per sq ft
Pavement - 4% of cost of construction ($260 minimum)
Street Cut - $65 plus $1.30 per sq ft

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$350.00**	**TOTAL REVENUE:**	**$70,000**
UNIT COST:	**$375.92**	**TOTAL COST:**	**$75,184**
UNIT PROFIT (SUBSIDY):	**$(25.92)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,184)**
TOTAL UNITS:	**200**	**PCT. COST RECOVERY:**	**93.10%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CONSTRUCTION PERMIT	**S-032B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**200**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ENGINEERING TECH.		1.00	$92.34	200	$18,468
PW-STREET MAINT	FIELD SERVICES SUPT.		2.00	$283.58	200	$56,716
		TYPE SUBTOTAL	**3.00**	**$375.92**		**$75,184**
		TOTALS	**3.00**	**$375.92**		**$75,184**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TENANT IMPROVEMENT	S-033

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	Developer/Resident/Business

DESCRIPTION OF SERVICE

Planning review of a proposed tenant improvement to assure compliance with City codes and standards.

CURRENT FEE STRUCTURE

$145 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$145.00	TOTAL REVENUE:	$2,175
UNIT COST:	$203.80	TOTAL COST:	$3,057
UNIT PROFIT (SUBSIDY):	$(58.80)	TOTAL PROFIT (SUBSIDY):	$(882)
TOTAL UNITS:	15	PCT. COST RECOVERY:	71.15%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$205 per application

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TENANT IMPROVEMENT	**S-033**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	SENIOR PLANNER		2.00	$203.78	15	$3,057
		TYPE SUBTOTAL	**2.00**	**$203.78**		**$3,057**
		TOTALS	**2.00**	**$203.80**		**$3,057**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GENERAL PLAN UPDATE	S-034

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	Developer/Resident/Business

DESCRIPTION OF SERVICE

Updating of the City's Comprehensive General Plan

CURRENT FEE STRUCTURE

10% surcharge on all Building Department Permits

REVENUE AND COST COMPARISON

UNIT REVENUE:	$33,000.00	TOTAL REVENUE:	$33,000
UNIT COST:	$50,000.00	TOTAL COST:	$50,000
UNIT PROFIT (SUBSIDY):	$(17,000.00)	TOTAL PROFIT (SUBSIDY):	$(17,000)
TOTAL UNITS:	1	PCT. COST RECOVERY:	66.00%

SUGGESTED FEE FOR COST RECOVERY OF: 66%

No Change

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GENERAL PLAN UPDATE	**S-034**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING		$250K Over 5 Years	0.00	$50,000.00	1	$50,000
		TYPE SUBTOTAL	**0.00**	**$50,000.00**		**$50,000**
		TOTALS	**0.00**	**$50,000.00**		**$50,000**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PARKING ENFORCEMENT	**S-035**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	CITATION	Resident/Non-Resident

DESCRIPTION OF SERVICE

Enforcement of City parking regulations and processing parking citations.

CURRENT FEE STRUCTURE

Parking fines vary from $40 to $250

$12.50 of each fine is remitted to the State.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$55.81**	**TOTAL REVENUE:**	**$120,000**
UNIT COST:	**$63.05**	**TOTAL COST:**	**$135,558**
UNIT PROFIT (SUBSIDY):	**$(7.24)**	**TOTAL PROFIT (SUBSIDY):**	**$(15,558)**
TOTAL UNITS:	**2,150**	**PCT. COST RECOVERY:**	**88.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PARKING ENFORCEMENT	**S-035**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2,150**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKING CONTROL	ADMIN SPECIALIST I	Remainder Of 30%	0.13	$4.84	2,150	$10,406
PARKING CONTROL	EXECUTIVE AIDE	5%	0.04	$2.68	2,150	$5,762
PARKING CONTROL	FIRE MARSHAL	0%	0.00	$0.00	2,150	$0
PARKING CONTROL	OVERTIME	$1,500	0.48	$0.99	2,150	$2,129
PARKING CONTROL	PARKING CONTROL OFFICER	Remainder Of Time	0.75	$43.55	2,150	$93,633
PARKING CONTROL	FIRE CHIEF	100% Of 2.5%	0.02	$4.02	2,150	$8,643
PARKING CONTROL		Contract/Prof Svcs	0.00	$5.30	2,150	$11,395
PARKING CONTROL		Printing/Publishing	0.00	$1.67	2,150	$3,591
		TYPE SUBTOTAL	**1.42**	**$63.05**		**$135,558**
		TOTALS	**1.42**	**$63.05**		**$135,558**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
RESIDENTIAL PARKING PERMIT	**S-035A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PERMIT	Resident

DESCRIPTION OF SERVICE

Issuance of parking permits to City residents.

CURRENT FEE STRUCTURE

No fee for registered vehicle at residential address per operational guidelines.
One guest permit at no cost.
$5 per permit for replacement and additional permits per operational guidelines.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$2.91**	**TOTAL COST:**	**$7,275**
UNIT PROFIT (SUBSIDY):	**$(2.91)**	**TOTAL PROFIT (SUBSIDY):**	**$(7,275)**
TOTAL UNITS:	**2,500**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
RESIDENTIAL PARKING PERMIT	**S-035A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2,500**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKING CONTROL	ADMIN SPECIALIST I		0.08	$2.91	2,500	$7,275
		TYPE SUBTOTAL	**0.08**	**$2.91**		**$7,275**
		TOTALS	**0.08**	**$2.91**		**$7,275**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PARKING BOOT INSTALLATION/REMOVAL	S-035B

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	VEHICLE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Installation and removal of a parking boot due to failure to pay parking citations.

CURRENT FEE STRUCTURE

$15 per vehicle

REVENUE AND COST COMPARISON

UNIT REVENUE:	$15.00	TOTAL REVENUE:	$15
UNIT COST:	$19.00	TOTAL COST:	$19
UNIT PROFIT (SUBSIDY):	$(4.00)	TOTAL PROFIT (SUBSIDY):	$(4)
TOTAL UNITS:	1	PCT. COST RECOVERY:	78.95%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$20 per vehicle

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PARKING BOOT INSTALLATION/REMOVAL	**S-035B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKING CONTROL	PARKING CONTROL OFFICER		0.33	$19.28	1	$19
		TYPE SUBTOTAL	**0.33**	**$19.28**		**$19**
		TOTALS	**0.33**	**$19.00**		**$19**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
VERIFICATION OF VEHICLE REG. TAGS	S-035C

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	VEHICLE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Verification of vehicle registration tags at the request of the vehicle owner.

CURRENT FEE STRUCTURE

$10 per vehicle

REVENUE AND COST COMPARISON

UNIT REVENUE:	$10.00	TOTAL REVENUE:	$150
UNIT COST:	$9.93	TOTAL COST:	$149
UNIT PROFIT (SUBSIDY):	$0.07	TOTAL PROFIT (SUBSIDY):	$1
TOTAL UNITS:	15	PCT. COST RECOVERY:	100.67%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
VERIFICATION OF VEHICLE REG. TAGS	**S-035C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKING CONTROL	PARKING CONTROL OFFICER		0.17	$9.93	15	$149
		TYPE SUBTOTAL	**0.17**	**$9.93**		**$149**
		TOTALS	**0.17**	**$9.93**		**$149**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
VEHICLE SCOFFLAW TOW	S-035D

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	VEHICLE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Towing of a vehicle which has more than 5 parking citations.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$29.25	TOTAL COST:	$351
UNIT PROFIT (SUBSIDY):	$(29.25)	TOTAL PROFIT (SUBSIDY):	$(351)
TOTAL UNITS:	12	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30 per vehicle

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
VEHICLE SCOFFLAW TOW	**S-035D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKING CONTROL	PARKING CONTROL OFFICER		0.50	$29.22	12	$351
		TYPE SUBTOTAL	**0.50**	**$29.22**		**$351**
		TOTALS	**0.50**	**$29.25**		**$351**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
STATE MANDATED FIRE INSPECTION	**S-037**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	INSPECTION	Business

DESCRIPTION OF SERVICE

Inspecting fire hazards which have been mandated by the State Legislature to be inspected by the Fire Department.

CURRENT FEE STRUCTURE

$70 per hour (1 hour minimum)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$200.11**	**TOTAL REVENUE:**	**$18,410**
UNIT COST:	**$328.07**	**TOTAL COST:**	**$30,182**
UNIT PROFIT (SUBSIDY):	**$(127.96)**	**TOTAL PROFIT (SUBSIDY):**	**$(11,772)**
TOTAL UNITS:	**92**	**PCT. COST RECOVERY:**	**61.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

A, B, E, I, R-Large Occupancies - $345 per inspection
R-Small Occupancies - $170 per inspection
State Permitted Tents - $230 per inspection
Public Government Buildings - $690 per inspection

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
STATE MANDATED FIRE INSPECTION	**S-037**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**92**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	A, B, E, I, R-Lg	3.00	$344.28	68	$23,411
		TYPE SUBTOTAL	**3.00**	**$344.28**		**$23,411**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	R-Small	1.50	$172.14	10	$1,721
		TYPE SUBTOTAL	**1.50**	**$172.14**		**$1,721**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	State Permit Tents	2.00	$229.52	10	$2,295
		TYPE SUBTOTAL	**2.00**	**$229.52**		**$2,295**
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	Public Gov't Bldgs	6.00	$688.56	4	$2,754
		TYPE SUBTOTAL	**6.00**	**$688.56**		**$2,754**
		TOTALS	**12.50**	**$328.07**		**$30,182**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WEED ABATEMENT	**S-039**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PARCEL	Resident/Business

DESCRIPTION OF SERVICE

Inspecting, notifying, and ensuring the abatement of weeds and related fire hazards on private property.

CURRENT FEE STRUCTURE

Abatement cost plus 30% ($100 minimum)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$51.55**	**TOTAL REVENUE:**	**$25,000**
UNIT COST:	**$90.55**	**TOTAL COST:**	**$43,917**
UNIT PROFIT (SUBSIDY):	**$(39.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(18,917)**
TOTAL UNITS:	**485**	**PCT. COST RECOVERY:**	**56.93%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Abatement cost plus 70% ($100 minimum)

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WEED ABATEMENT	**S-039**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**485**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE MARSHAL	8 Hr/Yr	0.02	$3.83	485	$1,858
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	140 Hrs/Year	0.29	$33.11	485	$16,058
FIRE PREVENTION		Contract/Prof Svcs	0.00	$53.61	485	$26,001
		TYPE SUBTOTAL	**0.31**	**$90.55**		**$43,917**
		TOTALS	**0.31**	**$90.55**		**$43,917**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PUBLIC NUISANCE ABATEMENT	**S-039A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	PARCEL	Resident/Business

DESCRIPTION OF SERVICE

Inspecting, notifying, and ensuring the abatement of public nuisances on private property.

CURRENT FEE STRUCTURE

Abatement Cost plus 30% ($100 minimum)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.56**	**TOTAL REVENUE:**	**$1,000**
UNIT COST:	**$17.11**	**TOTAL COST:**	**$30,798**
UNIT PROFIT (SUBSIDY):	**$(16.55)**	**TOTAL PROFIT (SUBSIDY):**	**$(29,798)**
TOTAL UNITS:	**1,800**	**PCT. COST RECOVERY:**	**3.25%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Abatement Cost plus 70% ($100 minimum)

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PUBLIC NUISANCE ABATEMENT	**S-039A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,800**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER	5%	0.03	$5.46	1,800	$9,828
CODE ENFORCEMENT	CODE ENF/A.C. OFFICER	20%	0.18	$11.48	1,800	$20,664
CODE ENFORCEMENT		Hearing Officer	0.00	$0.17	1,800	$306
		TYPE SUBTOTAL	**0.21**	**$17.11**		**$30,798**
		TOTALS	**0.21**	**$17.11**		**$30,798**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ABANDONED VEHICLE ABATEMENT	**S-039B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	VEHICLE	Resident/Business

DESCRIPTION OF SERVICE

Inspecting, notifying, and ensuring the removal of abandoned vehicles on private property.

CURRENT FEE STRUCTURE

Abatement Cost plus 30% ($100 minimum)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$430.33**	**TOTAL COST:**	**$5,164**
UNIT PROFIT (SUBSIDY):	**$(430.33)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,164)**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Abatement Cost plus 70% ($100 minimum)

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ABANDONED VEHICLE ABATEMENT	**S-039B**
NOTE	TOTAL UNITS
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CODE ENFORCEMENT	CODE ENF/A.C. OFFICER	5%	6.75	$430.32	12	$5,164
		TYPE SUBTOTAL	**6.75**	**$430.32**		**$5,164**
		TOTALS	**6.75**	**$430.33**		**$5,164**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
VEHICLE TOW COST RECOVERY	S-039C

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	VEHICLE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Abatement of vehicles from the public right-of-way.

CURRENT FEE STRUCTURE

$88 per vehicle

REVENUE AND COST COMPARISON

UNIT REVENUE:	$88.00	TOTAL REVENUE:	$5,016
UNIT COST:	$90.26	TOTAL COST:	$5,145
UNIT PROFIT (SUBSIDY):	$(2.26)	TOTAL PROFIT (SUBSIDY):	$(129)
TOTAL UNITS:	57	PCT. COST RECOVERY:	97.49%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$90 per vehicle

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
VEHICLE TOW COST RECOVERY	**S-039C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**57**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FINANCE	ACCOUNTING TECH II		0.50	$28.02	57	$1,597
PARKING CONTROL	SHERIFF DEPUTY		1.00	$62.25	57	$3,548
		TYPE SUBTOTAL	**1.50**	**$90.27**		**$5,145**
		TOTALS	**1.50**	**$90.26**		**$5,145**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ENGINE COMPANY INSPECTION	**S-040**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	INSPECTION	Business

DESCRIPTION OF SERVICE

Making regulare engine company inspection to those structures and occupancies which are classified as low fire hazards.

CURRENT FEE STRUCTURE

Small Office/Mercantile/Manufacturing - $45 (6,000 sq ft or less)
Large Office/Mercantile/Manufacturing - $90 (over 6,000 sq ft)
Apartments
- 3-30 units - $45
- 31-60 units - $70
- 61-100 units - $90
- 100+ units - $180

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$48.09**	**TOTAL REVENUE:**	**$35,200**
UNIT COST:	**$162.65**	**TOTAL COST:**	**$119,058**
UNIT PROFIT (SUBSIDY):	**$(114.56)**	**TOTAL PROFIT (SUBSIDY):**	**$(83,858)**
TOTAL UNITS:	**732**	**PCT. COST RECOVERY:**	**29.57%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

Small Office/Mercantile/Manufacturing - $70 (6,000 sq ft or less)
Large Office/Mercantile/Manufacturing - $140 (over 6,000 sq ft)
Apartments
- 3-30 units - $70
- 31-60 units - $105
- 61-100 units - $140
- 100+ units - $275

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ENGINE COMPANY INSPECTION	**S-040**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**732**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREVENTION INSPECTOR	2 H/W - Non-Complier	0.14	$15.69	732	$11,485
		TYPE SUBTOTAL	**0.14**	**$15.69**		**$11,485**
FIRE & RESCUE SVCS	FIRE CAPTAIN	Small Office/Mercan.	0.50	$52.69	525	$27,662
FIRE & RESCUE SVCS	FIRE ENGINEER	Small Office/Mecan.	0.50	$45.14	525	$23,699
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	Small Office/Mercan.	0.50	$39.72	525	$20,853
		TYPE SUBTOTAL	**1.50**	**$137.55**		**$72,214**
FIRE & RESCUE SVCS	FIRE CAPTAIN	Large Office/Mercan.	1.00	$105.33	25	$2,633
FIRE & RESCUE SVCS	FIRE ENGINEER	Large Office/Mercan.	1.01	$91.21	25	$2,280
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	Large Office/Mercan.	1.00	$79.30	25	$1,983
		TYPE SUBTOTAL	**3.01**	**$275.84**		**$6,896**
FIRE & RESCUE SVCS	FIRE CAPTAIN	Apt. 3-30	0.50	$52.69	169	$8,905
FIRE & RESCUE SVCS	FIRE ENGINEER	Apt. 3-30	0.50	$45.11	169	$7,624
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	Apt. 3-30	0.50	$39.72	169	$6,713
		TYPE SUBTOTAL	**1.50**	**$137.52**		**$23,241**
FIRE & RESCUE SVCS	FIRE CAPTAIN	Apt. 31-60	0.75	$79.03	4	$316
FIRE & RESCUE SVCS	FIRE ENGINEER	Apt. 31-60	0.75	$67.93	4	$272
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	Apt. 31-60	0.75	$59.37	4	$237
		TYPE SUBTOTAL	**2.25**	**$206.33**		**$825**
FIRE & RESCUE SVCS	FIRE CAPTAIN	Apt. 61-100	1.00	$105.37	2	$211
FIRE & RESCUE SVCS	FIRE ENGINEER	Apt. 61-100	1.01	$91.17	2	$182
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	Apt. 61-100	1.00	$79.03	2	$158
		TYPE SUBTOTAL	**3.01**	**$275.57**		**$551**
FIRE & RESCUE SVCS	FIRE CAPTAIN	Apt. 100+	2.00	$210.74	7	$1,475
FIRE & RESCUE SVCS	FIRE ENGINEER	Apt. 100+	2.00	$180.54	7	$1,264

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ENGINE COMPANY INSPECTION	**S-040**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**732**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	Apt. 100+	1.99	$158.07	7	$1,106
		TYPE SUBTOTAL	**5.99**	**$549.35**		**$3,845**
		TOTALS	**17.39**	**$162.65**		**$119,058**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE PREVENTION INSPECTION	S-040A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	INSPECTION	Business

DESCRIPTION OF SERVICE

Providing inspections to prevent the occurance of a fire or fire hazard.

CURRENT FEE STRUCTURE

$70 per hour (1 hour minimum)

REVENUE AND COST COMPARISON

UNIT REVENUE:	$105.00	TOTAL REVENUE:	$10,605
UNIT COST:	$172.14	TOTAL COST:	$17,386
UNIT PROFIT (SUBSIDY):	$(67.14)	TOTAL PROFIT (SUBSIDY):	$(6,781)
TOTAL UNITS:	101	PCT. COST RECOVERY:	61.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$115 per hour (1 hour minimum)

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE PREVENTION INSPECTION	**S-040A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**101**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		1.50	$172.14	101	$17,386
		TYPE SUBTOTAL	**1.50**	**$172.14**		**$17,386**
		TOTALS	**1.50**	**$172.14**		**$17,386**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIAL EVENT PERMIT	S-041

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
VARIOUS	APPLICATION	Comm/Private Group

DESCRIPTION OF SERVICE

Processing and preparing for a request to hold a special event within the City.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$867.00	TOTAL COST:	$867
UNIT PROFIT (SUBSIDY):	$(867.00)	TOTAL PROFIT (SUBSIDY):	$(867)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$865 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIAL EVENT PERMIT	**S-041**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKING CONTROL	PARKING CONTROL OFFICER		2.00	$116.86	1	$117
FIRE PREVENTION	FIRE MARSHAL		2.00	$462.48	1	$462
PW-ENGINEERING	CITY MANAGER/CITY ENG.		0.50	$145.65	1	$146
PW-STREET MAINT	FIELD SERVICES SUPT.		1.00	$141.79	1	$142
		TYPE SUBTOTAL	**5.50**	**$866.78**		**$867**
		TOTALS	**5.50**	**$867.00**		**$867**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIAL EVENT INSPECTIONS	S-041A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	INSPECTION	Comm. Group/Business

DESCRIPTION OF SERVICE

Reviewing, approving or disapproving, modifying, and if necessary, inspecting fire hazards of a single case nature which are specifically requested to be permitted by property owners or occupants.

CURRENT FEE STRUCTURE

$70 per hour (1 hour minimum)

REVENUE AND COST COMPARISON

UNIT REVENUE:	$140.00	TOTAL REVENUE:	$840
UNIT COST:	$229.50	TOTAL COST:	$1,377
UNIT PROFIT (SUBSIDY):	$(89.50)	TOTAL PROFIT (SUBSIDY):	$(537)
TOTAL UNITS:	6	PCT. COST RECOVERY:	61.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$115 per hour (1 hour minimum)

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIAL EVENT INSPECTIONS	**S-041A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		2.00	$229.52	6	$1,377
		TYPE SUBTOTAL	**2.00**	**$229.52**		**$1,377**
		TOTALS	**2.00**	**$229.50**		**$1,377**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE CODE PERMIT - ANNUAL	S-041B

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PERMIT	Business

DESCRIPTION OF SERVICE

Issuance of annual permits required by the Uniform Fire Code.

CURRENT FEE STRUCTURE

$140 per pemit
if 2 or more permits - $100 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$140.00	TOTAL REVENUE:	$3,220
UNIT COST:	$229.52	TOTAL COST:	$5,279
UNIT PROFIT (SUBSIDY):	$(89.52)	TOTAL PROFIT (SUBSIDY):	$(2,059)
TOTAL UNITS:	23	PCT. COST RECOVERY:	61.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$230 per pemit
if 2 or more permits - $150 per permit

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE CODE PERMIT - ANNUAL	**S-041B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**23**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		2.00	$229.52	23	$5,279
		TYPE SUBTOTAL	**2.00**	**$229.52**		**$5,279**
		TOTALS	**2.00**	**$229.52**		**$5,279**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE CODE PERMIT	S-041D

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PERMIT	Business

DESCRIPTION OF SERVICE

Issuance of permits required by the Uniform Fire Code.

CURRENT FEE STRUCTURE

$70 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$70.00	TOTAL REVENUE:	$140
UNIT COST:	$115.00	TOTAL COST:	$230
UNIT PROFIT (SUBSIDY):	$(45.00)	TOTAL PROFIT (SUBSIDY):	$(90)
TOTAL UNITS:	2	PCT. COST RECOVERY:	60.87%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$115 per permit

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE CODE PERMIT	**S-041D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		1.00	$114.76	2	$230
		TYPE SUBTOTAL	**1.00**	**$114.76**		**$230**
		TOTALS	**1.00**	**$115.00**		**$230**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BURN PERMIT	S-041E

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	PERMIT	Resident/Business

DESCRIPTION OF SERVICE

Issuance of a permit to allow for burning with City limits.

CURRENT FEE STRUCTURE

$35 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$35.00	TOTAL REVENUE:	$70
UNIT COST:	$57.50	TOTAL COST:	$115
UNIT PROFIT (SUBSIDY):	$(22.50)	TOTAL PROFIT (SUBSIDY):	$(45)
TOTAL UNITS:	2	PCT. COST RECOVERY:	60.87%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$60 per permit

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BURN PERMIT	**S-041E**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	FIRE PREVENTION INSPECTOR		0.50	$57.38	2	$115
		TYPE SUBTOTAL	**0.50**	**$57.38**		**$115**
		TOTALS	**0.50**	**$57.50**		**$115**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE FALSE ALARM RESPONSE	S-042

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	RESPONSE	Resident/Business

DESCRIPTION OF SERVICE

Response to repeated false alarms after warnings of such reptitiveness.

CURRENT FEE STRUCTURE

1st 3 responses in a six month calendar period - Free
4th response - $90 per piece of apparatus
5th response - $180 per peice of apparatus
6th response - $270 per peice of apparatus

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$137.55	TOTAL COST:	$57,496
UNIT PROFIT (SUBSIDY):	$(137.55)	TOTAL PROFIT (SUBSIDY):	$(57,496)
TOTAL UNITS:	418	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1st 3 responses in a six month calendar period - Free
4th response - $135 per piece of apparatus
5th response - $270 per peice of apparatus
6th response and subsequent responses - $405 per peice of apparatus

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE FALSE ALARM RESPONSE	**S-042**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**418**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE & RESCUE SVCS	FIRE CAPTAIN		0.50	$52.69	418	$22,024
FIRE & RESCUE SVCS	FIRE ENGINEER		0.50	$45.14	418	$18,869
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC		0.50	$39.72	418	$16,603
		TYPE SUBTOTAL	**1.50**	**$137.55**		**$57,496**
		TOTALS	**1.50**	**$137.55**		**$57,496**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
MEDICAL AID RESPONSE	S-042A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE	RESPONSE	Resident/Business/Non-Resident

DESCRIPTION OF SERVICE

Providing medical aid responses to the community.

CURRENT FEE STRUCTURE

Subscription:
- Resident - $48 per year per household
- Non-Resident - $60 per year per household
- Business (up to 99 employees) - $48 per year per each increment of 5 employees
- Large Business (100+ employees) - $48 per year per each increment of 10 employees

Non-Subscriber Response:
- Resident - $300
- Non-Resident - $400

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$53.82**	**TOTAL REVENUE:**	**$150,700**
UNIT COST:	**$1,459.62**	**TOTAL COST:**	**$4,086,936**
UNIT PROFIT (SUBSIDY):	**$(1,405.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,936,236)**
TOTAL UNITS:	**2,800**	**PCT. COST RECOVERY:**	**3.69%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
MEDICAL AID RESPONSE	**S-042A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2,800**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE & RESCUE SVCS	FIRE CAPTAIN	70% Of Remainder	4.76	$501.19	2,800	$1,403,332
FIRE & RESCUE SVCS	FIRE ENGINEER	70% Of Remainder	4.14	$373.91	2,800	$1,046,948
FIRE & RESCUE SVCS	FIREFIGHTER/PARAMEDIC	70% Of Remainder	4.14	$329.02	2,800	$921,256
FIRE & RESCUE SVCS	OVERTIME	70% Of $423,500	5.98	$207.09	2,800	$579,852
FIRE & RESCUE SVCS		Equipment Cost	0.00	$14.32	2,800	$40,096
FIRE & RESCUE SVCS		EMS Supplies	0.00	$3.21	2,800	$8,988
		TYPE SUBTOTAL	**19.02**	**$1,428.74**		**$4,000,472**
FIRE & RESCUE SVCS	EXECUTIVE AIDE	35% - Billing	0.20	$18.58	2,800	$52,024
FIRE & RESCUE SVCS	FIRE DIVISION CHIEF	12 H/Y Of 2 - Train	0.01	$1.52	2,800	$4,256
FIRE & RESCUE SVCS		EMS Medical Dir.	0.00	$3.21	2,800	$8,988
FIRE & RESCUE SVCS		Billing Agency	0.00	$7.57	2,800	$21,196
		TYPE SUBTOTAL	**0.21**	**$30.88**		**$86,464**
		TOTALS	**19.23**	**$1,459.62**		**$4,086,936**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIAL EVENT SERVICES	S-043

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
VARIOUS	EVENT	Comm. Group/Business

DESCRIPTION OF SERVICE

Fire protection personnel or City maintenance at a special event in order to assure that the event is conducted without disruption or a threat to the safety of those attending.

CURRENT FEE STRUCTURE

Actual Cost of all personnel used at the fully allocated hourly rates.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$4,000.00	TOTAL REVENUE:	$4,000
UNIT COST:	$8,238.00	TOTAL COST:	$8,238
UNIT PROFIT (SUBSIDY):	$(4,238.00)	TOTAL PROFIT (SUBSIDY):	$(4,238)
TOTAL UNITS:	1	PCT. COST RECOVERY:	48.56%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SPECIAL EVENT SERVICES	**S-043**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARKING CONTROL	PARKING CONTROL OFFICER	5.5 Hours	5.50	$321.37	1	$321
PARKING CONTROL	SHERIFF DEPUTY		40.00	$2,490.00	1	$2,490
FIRE & RESCUE SVCS	FIRE MARSHAL	8.5 Hours	8.50	$1,893.12	1	$1,893
PW-STREET MAINT	FIELD MAINT TECH III	6 Hrs	6.00	$545.46	1	$545
PW-STREET MAINT	FIELD MAINT TECH I	6 Hours Of 3	18.00	$1,154.52	1	$1,155
PW-FACILITIES MAINT	FACILITIES MAINT COORD	6 Hours	6.00	$516.54	1	$517
PW-PARKS	FIELD MAINT TECH III	6 Hours	6.00	$514.26	1	$514
WATER TRANS/DIST	UTILITIES MAINT TECH I	6 Hours	6.00	$358.56	1	$359
WATER TRANS/DIST	UTILITIES MAINT TECH II	6 Hours	6.00	$444.12	1	$444
		TYPE SUBTOTAL	**102.00**	**$8,237.95**		**$8,238**
		TOTALS	**102.00**	**$8,238.00**		**$8,238**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PARK USE PERMIT	**S-043B**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Request for use of City-owned park recreational area in order to assure that the event is conducted without the disruption or a threat to the safety of those attending.

CURRENT FEE STRUCTURE

One Day Use - No Fee
Extended Use - $245

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$245.00**	**TOTAL REVENUE:**	**$245**
UNIT COST:	**$231.00**	**TOTAL COST:**	**$231**
UNIT PROFIT (SUBSIDY):	**$14.00**	**TOTAL PROFIT (SUBSIDY):**	**$14**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**106.06%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
PARK USE PERMIT	**S-043B**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING	ASSISTANT CITY MANAGER		0.50	$94.81	1	$95
PLANNING	ADMIN SPECIALIST I		2.00	$85.22	1	$85
PLANNING	SENIOR PLANNER		0.50	$50.95	1	$51
		TYPE SUBTOTAL	**3.00**	**$230.98**		**$231**
		TOTALS	**3.00**	**$231.00**		**$231**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TRAFFIC ACCIDENT REPORT SALES	S-044

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	REPORT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing a request to copy a traffic accident report.

CURRENT FEE STRUCTURE

Due to the State Public Records Act, the City must charge the City copy charge, which is $0.20 per copy.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.19**	**TOTAL REVENUE:**	**$7**
UNIT COST:	**$11.75**	**TOTAL COST:**	**$423**
UNIT PROFIT (SUBSIDY):	**$(11.56)**	**TOTAL PROFIT (SUBSIDY):**	**$(416)**
TOTAL UNITS:	**36**	**PCT. COST RECOVERY:**	**1.65%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$0.25 per copy

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
TRAFFIC ACCIDENT REPORT SALES	**S-044**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**36**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE & RESCUE SVCS	ADMIN SPECIALIST I		0.25	$11.76	36	$423
		TYPE SUBTOTAL	**0.25**	**$11.76**		**$423**
		TOTALS	**0.25**	**$11.75**		**$423**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE INCIDENT REPORT SALES	S-045

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC SAFETY	REPORT	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing a request to make a copy of a Fire Incident Report

CURRENT FEE STRUCTURE

Due to the State Public Records Act, the City must charge the City copy charge, which is $0.20 per copy.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.21**	**TOTAL REVENUE:**	**$5**
UNIT COST:	**$11.75**	**TOTAL COST:**	**$282**
UNIT PROFIT (SUBSIDY):	**$(11.54)**	**TOTAL PROFIT (SUBSIDY):**	**$(277)**
TOTAL UNITS:	**24**	**PCT. COST RECOVERY:**	**1.77%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$0.25 per copy

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE INCIDENT REPORT SALES	**S-045**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**24**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE & RESCUE SVCS	ADMIN SPECIALIST I		0.25	$11.76	24	$282
		TYPE SUBTOTAL	**0.25**	**$11.76**		**$282**
		TOTALS	**0.25**	**$11.75**		**$282**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
COLLECTION TRANSMITTAL CHARGE	S-054A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	ACCOUNT	Resident/Business

DESCRIPTION OF SERVICE

Transmittal of overdue accounts to a collection agency.

CURRENT FEE STRUCTURE

$16 per account

REVENUE AND COST COMPARISON

UNIT REVENUE:	$16.00	TOTAL REVENUE:	$3,200
UNIT COST:	$18.49	TOTAL COST:	$3,698
UNIT PROFIT (SUBSIDY):	$(2.49)	TOTAL PROFIT (SUBSIDY):	$(498)
TOTAL UNITS:	200	PCT. COST RECOVERY:	86.53%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$18 per account

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
COLLECTION TRANSMITTAL CHARGE	**S-054A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**200**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FINANCE	SUPV. ACCOUNTING TECH		0.25	$18.49	200	$3,698
		TYPE SUBTOTAL	**0.25**	**$18.49**		**$3,698**
		TOTALS	**0.25**	**$18.49**		**$3,698**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BANNER HANGING	S-055

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	BANNER	Comm. Group/Business

DESCRIPTION OF SERVICE

Installation and removal of banner across Barton Road.

CURRENT FEE STRUCTURE

$180 per banner

REVENUE AND COST COMPARISON

UNIT REVENUE:	$180.00	TOTAL REVENUE:	$1,800
UNIT COST:	$310.10	TOTAL COST:	$3,101
UNIT PROFIT (SUBSIDY):	$(130.10)	TOTAL PROFIT (SUBSIDY):	$(1,301)
TOTAL UNITS:	10	PCT. COST RECOVERY:	58.05%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$310 per banner

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BANNER HANGING	**S-055**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-STREET MAINT	FIELD MAINT TECH III		2.00	$181.82	10	$1,818
PW-STREET MAINT	FIELD MAINT TECH I		2.00	$128.28	10	$1,283
		TYPE SUBTOTAL	**4.00**	**$310.10**		**$3,101**
		TOTALS	**4.00**	**$310.10**		**$3,101**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER METER INSTALL	**S-060C**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	LATERAL	Developer

DESCRIPTION OF SERVICE

Installation of a new connection to water lateral for a new development.

CURRENT FEE STRUCTURE

5/8" - 1" - $85 plus material cost
1 1/2" - 2" - $315 plus material cost
3+" - $475 plus material cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$138.08**	**TOTAL REVENUE:**	**$1,795**
UNIT COST:	**$115.69**	**TOTAL COST:**	**$1,504**
UNIT PROFIT (SUBSIDY):	**$22.39**	**TOTAL PROFIT (SUBSIDY):**	**$291**
TOTAL UNITS:	**13**	**PCT. COST RECOVERY:**	**119.35%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

5/8" - 1" - $70 plus material cost
1 1/2" - 2" - $265 plus material cost
3+" - actual staff cost at fully allocated hourly rates plus material cost

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER METER INSTALL	**S-060C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**13**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER - METERS	CUSTOMER SVC/METER TECH	5/8" - 1"	1.00	$71.57	10	$716
		TYPE SUBTOTAL	**1.00**	**$71.57**		**$716**
WATER TRANS/DIST	UTILITIES MAINT TECH I	1 1/2" - 2"	2.00	$119.52	3	$359
WATER - METERS	CUSTOMER SVC/METER TECH	1 1/2" - 2"	2.00	$143.14	3	$429
		TYPE SUBTOTAL	**4.00**	**$262.66**		**$788**
		TOTALS	**5.00**	**$115.69**		**$1,504**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER LATERAL INSTALL	**S-060D**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	MAIN	Developer

DESCRIPTION OF SERVICE

Installation of a new connection to a water street main for a new development.

CURRENT FEE STRUCTURE

1" - 2" - $1,015 plus material cost
3+" - $2,030 plus material cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,015.00**	**TOTAL REVENUE:**	**$4,060**
UNIT COST:	**$1,605.25**	**TOTAL COST:**	**$6,421**
UNIT PROFIT (SUBSIDY):	**$(590.25)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,361)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**63.23%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1" - 2" - $1,605 plus material cost
3+" - actual staff cost at fully allocated hourly rates plus material cost

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER LATERAL INSTALL	**S-060D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER TRANS/DIST	UTILITIES MAINT TECH I	6 Hrs Of 2	12.00	$717.12	4	$2,868
WATER TRANS/DIST	UTILITIES MAINT TECH II	6 Hrs Of 2	12.00	$888.24	4	$3,553
		TYPE SUBTOTAL	**24.00**	**$1,605.36**		**$6,421**
		TOTALS	**24.00**	**$1,605.25**		**$6,421**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER METER TEST REQUEST	**S-060E**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
WATER	REQUEST	Resident/Business

DESCRIPTION OF SERVICE

Pulling and testing a water meter on request.

CURRENT FEE STRUCTURE

$40 per meter, to be refunded if the meter is running fast.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$40.00**	**TOTAL REVENUE:**	**$480**
UNIT COST:	**$286.25**	**TOTAL COST:**	**$3,435**
UNIT PROFIT (SUBSIDY):	**$(246.25)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,955)**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**13.97%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$285 per meter, to be refunded if the meter is running fast.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
WATER METER TEST REQUEST	**S-060E**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER - METERS	CUSTOMER SVC/METER TECH		4.00	$286.28	12	$3,435
		TYPE SUBTOTAL	**4.00**	**$286.28**		**$3,435**
		TOTALS	**4.00**	**$286.25**		**$3,435**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SEWAGE SPILL ON PUBLIC R-O-W	S-061

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
SEWER	SPILL	Resident/Business

DESCRIPTION OF SERVICE

Responding to a sewage spill from private property onto the public right-of-way.

CURRENT FEE STRUCTURE

Charge the fully allocated hourly rates for all responding personnel.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$100.00	TOTAL REVENUE:	$100
UNIT COST:	$109.00	TOTAL COST:	$109
UNIT PROFIT (SUBSIDY):	$(9.00)	TOTAL PROFIT (SUBSIDY):	$(9)
TOTAL UNITS:	1	PCT. COST RECOVERY:	91.74%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SEWAGE SPILL ON PUBLIC R-O-W	**S-061**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-SEWER	FIELD MAINT TECH I		1.00	$47.40	1	$47
PW-SEWER	UTILITIES MAINT TECH I		1.00	$61.33	1	$61
		TYPE SUBTOTAL	**2.00**	**$108.73**		**$109**
		TOTALS	**2.00**	**$109.00**		**$109**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
DELINQUENT WATER TURN OFF/ON	**S-061C**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
UTILITIES	TURN OFF/ON	Resident/Business

DESCRIPTION OF SERVICE

Processing and turning off and on water accounts due to failure to pay utility bills.

CURRENT FEE STRUCTURE

Delinquent Account - $58 at time of service turn-on
After Hours Charge - $25 over and above other fees

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3.30**	**TOTAL REVENUE:**	**$7,714**
UNIT COST:	**$8.13**	**TOTAL COST:**	**$18,983**
UNIT PROFIT (SUBSIDY):	**$(4.83)**	**TOTAL PROFIT (SUBSIDY):**	**$(11,269)**
TOTAL UNITS:	**2,335**	**PCT. COST RECOVERY:**	**40.64%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Delinquent Account - $60 at time of service turn-on
After Hours Charge - $30 over and above other fees

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
DELINQUENT WATER TURN OFF/ON	**S-061C**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2,335**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER ADMIN.	ACCOUNTING TECH II	8 HR/MONTH	0.04	$1.98	2,335	$4,623
		TYPE SUBTOTAL	**0.04**	**$1.98**		**$4,623**
WATER ADMIN.	ACCOUNTING TECH II	4 H/M-Courtesy Notic	0.01	$0.29	8,015	$2,324
		TYPE SUBTOTAL	**0.01**	**$0.29**		**$2,324**
WATER - METERS	CUSTOMER SVC/METER TECH	6 H/M Hanging	0.08	$5.42	951	$5,154
		TYPE SUBTOTAL	**0.08**	**$5.42**		**$5,154**
WATER - METERS	CUSTOMER SVC/METER TECH	4 H/M Turn-On	0.36	$25.87	133	$3,441
WATER - METERS	CUSTOMER SVC/METER TECH	4 H/M Turn-Off	0.36	$25.87	133	$3,441
		TYPE SUBTOTAL	**0.72**	**$51.74**		**$6,881**
		TOTALS	**0.85**	**$8.13**		**$18,983**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NEW UTILITY ACCOUNT SET-UP	**S-061D**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	ACCOUNT	Resident/Business

DESCRIPTION OF SERVICE

Processing a new Utility account.

CURRENT FEE STRUCTURE

Read Only - $20 per account
Turn-on Required - $28 per account

$100 per residential unit prepayment against future utility bills

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$17.59**	**TOTAL REVENUE:**	**$11,840**
UNIT COST:	**$37.88**	**TOTAL COST:**	**$25,495**
UNIT PROFIT (SUBSIDY):	**$(20.29)**	**TOTAL PROFIT (SUBSIDY):**	**$(13,655)**
TOTAL UNITS:	**673**	**PCT. COST RECOVERY:**	**46.44%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Read Only - $40 per account
Turn-on Required - $40 per account

$100 per residential unit prepayment against future utility bills

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NEW UTILITY ACCOUNT SET-UP	**S-061D**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**673**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
WATER ADMIN.	ACCOUNTING TECH II		0.50	$24.06	673	$16,192
		TYPE SUBTOTAL	**0.50**	**$24.06**		**$16,192**
WATER - METERS	CUSTOMER SVC/METER TECH	Read	0.25	$17.89	340	$6,083
		TYPE SUBTOTAL	**0.25**	**$17.89**		**$6,083**
WATER - METERS	CUSTOMER SVC/METER TECH	Turn-On	0.25	$17.89	180	$3,220
		TYPE SUBTOTAL	**0.25**	**$17.89**		**$3,220**
		TOTALS	**1.00**	**$37.88**		**$25,495**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NSF CHECK COLLECTION	S-062

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	CHECK	Resident/Non-Resident

DESCRIPTION OF SERVICE

Processing a check returned for insufficiant funds.

CURRENT FEE STRUCTURE

$22 per NSF Check

REVENUE AND COST COMPARISON

UNIT REVENUE:	$22.00	TOTAL REVENUE:	$1,210
UNIT COST:	$45.42	TOTAL COST:	$2,498
UNIT PROFIT (SUBSIDY):	$(23.42)	TOTAL PROFIT (SUBSIDY):	$(1,288)
TOTAL UNITS:	55	PCT. COST RECOVERY:	48.44%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$45 per NSF check

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NSF CHECK COLLECTION	**S-062**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**55**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FINANCE	ACCOUNTING TECH II	10 MIN/MO	0.04	$2.08	55	$114
FINANCE		$11 Bank Charge	0.00	$11.00	55	$605
WATER ADMIN.	ACCOUNTING TECH II		0.30	$14.44	55	$794
WATER - METERS	CUSTOMER SVC/METER TECH	Hang Notice	0.25	$17.89	55	$984
		TYPE SUBTOTAL	**0.59**	**$45.41**		**$2,498**
		TOTALS	**0.59**	**$45.42**		**$2,498**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BID PLANS/SPECS MAILING	**S-063**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	REQUEST	Business

DESCRIPTION OF SERVICE

Mailing bid plans and specifications on request.

CURRENT FEE STRUCTURE

$16 per request

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$16.00**	**TOTAL REVENUE:**	**$480**
UNIT COST:	**$32.03**	**TOTAL COST:**	**$961**
UNIT PROFIT (SUBSIDY):	**$(16.03)**	**TOTAL PROFIT (SUBSIDY):**	**$(481)**
TOTAL UNITS:	**30**	**PCT. COST RECOVERY:**	**49.95%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$32 per request

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BID PLANS/SPECS MAILING	**S-063**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FINANCE	ACCOUNTING TECH II		0.50	$28.02	30	$841
FINANCE		$4 Postage	0.00	$4.00	30	$120
		TYPE SUBTOTAL	**0.50**	**$32.02**		**$961**
		TOTALS	**0.50**	**$32.03**		**$961**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CHECK REPLACEMENT	S-064

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	CHECK	Business/City Employee

DESCRIPTION OF SERVICE

Processing a replacement City check at the request of the payee.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$30.86	TOTAL COST:	$216
UNIT PROFIT (SUBSIDY):	$(30.86)	TOTAL PROFIT (SUBSIDY):	$(216)
TOTAL UNITS:	7	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Vendor - $25 per check
Payroll - $35 per check

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
CHECK REPLACEMENT	**S-064**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**7**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FINANCE	ACCOUNTING MANAGER	Vendor	0.08	$9.02	4	$36
FINANCE	ACCOUNTING SPECIALIST	Vendor	0.08	$4.74	4	$19
FINANCE	SUPV. ACCOUNTING TECH	Vendor	0.17	$12.57	4	$50
		TYPE SUBTOTAL	**0.33**	**$26.33**		**$105**
FINANCE	SUPV. ACCOUNTING TECH	Payroll	0.50	$36.98	3	$111
		TYPE SUBTOTAL	**0.50**	**$36.98**		**$111**
		TOTALS	**0.83**	**$30.86**		**$216**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE ALARM PERMIT REGISTRATION	S-065

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FIRE	ALARM	Resident/Business

DESCRIPTION OF SERVICE

Registration of contact name and phone number of fire and property alarm system owners for use in case of emergency.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$12.21	TOTAL COST:	$1,832
UNIT PROFIT (SUBSIDY):	$(12.21)	TOTAL PROFIT (SUBSIDY):	$(1,832)
TOTAL UNITS:	150	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$12 per alarm system

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FIRE ALARM PERMIT REGISTRATION	**S-065**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**150**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FIRE PREVENTION	ADMIN SPECIALIST I		0.25	$12.21	150	$1,832
		TYPE SUBTOTAL	**0.25**	**$12.21**		**$1,832**
		TOTALS	**0.25**	**$12.21**		**$1,832**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NEW BUSINESS REGISTRATION APPLIC.	S-066

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	BUSINESS	Business

DESCRIPTION OF SERVICE

Processing new business registration applications

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$33.99	TOTAL COST:	$5,744
UNIT PROFIT (SUBSIDY):	$(33.99)	TOTAL PROFIT (SUBSIDY):	$(5,744)
TOTAL UNITS:	169	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$55 per business inside the City
$28 per business outside the City

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NEW BUSINESS REGISTRATION APPLIC.	**S-066**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**169**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FINANCE	ACCOUNTING TECH II	Inside City	1.00	$56.04	36	$2,017
		TYPE SUBTOTAL	**1.00**	**$56.04**		**$2,017**
FINANCE	ACCOUNTING TECH II	Outside City	0.50	$28.02	133	$3,727
		TYPE SUBTOTAL	**0.50**	**$28.02**		**$3,727**
		TOTALS	**1.50**	**$33.99**		**$5,744**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BUSINESS REGISTRATION RENEWALS	**S-066A**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE	RENEWAL	Business

DESCRIPTION OF SERVICE

Processing renewal of business registration information

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$30.56**	**TOTAL COST:**	**$54,091**
UNIT PROFIT (SUBSIDY):	**$(30.56)**	**TOTAL PROFIT (SUBSIDY):**	**$(54,091)**
TOTAL UNITS:	**1,770**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30 per renewal

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
BUSINESS REGISTRATION RENEWALS	**S-066A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,770**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FINANCE	ACCOUNTING TECH II	55% Of Martha	0.50	$28.19	1,770	$49,896
FINANCE		Contracts	0.00	$2.37	1,770	$4,195
		TYPE SUBTOTAL	**0.50**	**$30.56**		**$54,091**
		TOTALS	**0.50**	**$30.56**		**$54,091**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
AGENDA/MINUTES PROCESSING	**S-067**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	SUBSCRIBER	Resident/Business

DESCRIPTION OF SERVICE

Processing and mailing agenda and minutes upon request.

CURRENT FEE STRUCTURE

$25 per subscriber per year plus self addressed stamped envelopes

The same information is available on the City's website for free.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This service is no longer provided.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
AGENDA/MINUTES PROCESSING	**S-067**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
DOCUMENT COPYING	S-068

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
VARIOUS	COPY	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing copies of documents on request.

CURRENT FEE STRUCTURE

$0.20 per copy

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.20	TOTAL REVENUE:	$34
UNIT COST:	$0.76	TOTAL COST:	$129
UNIT PROFIT (SUBSIDY):	$(0.56)	TOTAL PROFIT (SUBSIDY):	$(95)
TOTAL UNITS:	170	PCT. COST RECOVERY:	26.36%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$0.25 per copy

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
DOCUMENT COPYING	**S-068**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**170**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	CITY CLERK		0.01	$0.70	170	$119
CITY CLERK		Copier Cost	0.00	$0.06	170	$10
		TYPE SUBTOTAL	**0.01**	**$0.76**		**$129**
		TOTALS	**0.01**	**$0.76**		**$129**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ELECTRONIC FILE COPY	S-068A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	DEVICE	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing a copy of an electronic file on request

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$2.00	TOTAL COST:	$2
UNIT PROFIT (SUBSIDY):	$(2.00)	TOTAL PROFIT (SUBSIDY):	$(2)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2 per device

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
ELECTRONIC FILE COPY	**S-068A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	CITY CLERK		0.03	$2.09	1	$2
		TYPE SUBTOTAL	**0.03**	**$2.09**		**$2**
		TOTALS	**0.03**	**$2.00**		**$2**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SUBORDINATION AGREEMENT	S-069

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	AGREEMENT	Resident

DESCRIPTION OF SERVICE

Processing a request to refinance an affordable housing residence.

CURRENT FEE STRUCTURE

$115 per agreement

REVENUE AND COST COMPARISON

UNIT REVENUE:	$115.00	TOTAL REVENUE:	$4,025
UNIT COST:	$84.60	TOTAL COST:	$2,961
UNIT PROFIT (SUBSIDY):	$30.40	TOTAL PROFIT (SUBSIDY):	$1,064
TOTAL UNITS:	35	PCT. COST RECOVERY:	135.93%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$85 per agreement

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
SUBORDINATION AGREEMENT	**S-069**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**35**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	CITY CLERK		1.00	$69.61	35	$2,436
CITY CLERK		$15 Postage	0.00	$15.00	35	$525
		TYPE SUBTOTAL	**1.00**	**$84.61**		**$2,961**
		TOTALS	**1.00**	**$84.60**		**$2,961**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
AFFORD. HOUSING DEMAND/RECONVEYANCE	S-069A

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	APPLICATION	Resident

DESCRIPTION OF SERVICE

Processing a request to pay off a mortgage or second mortgage for an affordable housing residence.

CURRENT FEE STRUCTURE

$65 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$65.00	TOTAL REVENUE:	$325
UNIT COST:	$49.80	TOTAL COST:	$249
UNIT PROFIT (SUBSIDY):	$15.20	TOTAL PROFIT (SUBSIDY):	$76
TOTAL UNITS:	5	PCT. COST RECOVERY:	130.52%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$50 per application

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
AFFORD. HOUSING DEMAND/RECONVEYANCE	**S-069A**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	CITY CLERK		0.50	$34.81	5	$174
CITY CLERK		$15 Postage	0.00	$15.00	5	$75
		TYPE SUBTOTAL	**0.50**	**$49.81**		**$249**
		TOTALS	**0.50**	**$49.80**		**$249**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NETWORK INFRASTRUCTURE CERT.	S-070

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
INFORMATION SYSTEMS	UNIT	Developer

DESCRIPTION OF SERVICE

Certifying that a new development meets certain standards for network infrastructure.

CURRENT FEE STRUCTURE

$50 per unit plus $10 per data jack

REVENUE AND COST COMPARISON

UNIT REVENUE:	$60.00	TOTAL REVENUE:	$60
UNIT COST:	$72.00	TOTAL COST:	$72
UNIT PROFIT (SUBSIDY):	$(12.00)	TOTAL PROFIT (SUBSIDY):	$(12)
TOTAL UNITS:	1	PCT. COST RECOVERY:	83.33%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$60 per unit plus $10 per data jack

October 27, 2015

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
NETWORK INFRASTRUCTURE CERT.	**S-070**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
INFO. SYSTEMS	INFO SYSTEMS ANALYST I	Base Time	1.00	$61.77	1	$62
		TYPE SUBTOTAL	**1.00**	**$61.77**		**$62**
INFO. SYSTEMS	INFO SYSTEMS ANALYST I	Time Per Data Jack	0.17	$10.50	1	$11
		TYPE SUBTOTAL	**0.17**	**$10.50**		**$11**
		TOTALS	**1.17**	**$72.00**		**$72**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FACILITY RENTAL	S-071

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
VARIOUS	RENTAL	Resident/Non-Resident

DESCRIPTION OF SERVICE

Providing the Community Center, Library and the City Council Chambers for rental.

CURRENT FEE STRUCTURE

Various fees depending on the room rented and the type of group.

REVENUE AND COST COMPARISON

UNIT REVENUE:	$18,000.00	TOTAL REVENUE:	$18,000
UNIT COST:	$14,299.00	TOTAL COST:	$14,299
UNIT PROFIT (SUBSIDY):	$3,701.00	TOTAL PROFIT (SUBSIDY):	$3,701
TOTAL UNITS:	1	PCT. COST RECOVERY:	125.88%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

The City should charge whatever the market will bear for each room, including the City Council chamber.

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
FACILITY RENTAL	**S-071**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
GEN. GOVERNMENT		Community Room Cost	0.00	$14,299.00	1	$14,299
		TYPE SUBTOTAL	**0.00**	**$14,299.00**		**$14,299**
		TOTALS	**0.00**	**$14,299.00**		**$14,299**

CITY OF LOMA LINDA
REVENUE AND COST SUMMARY WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GIS DIGITAL DATA/PRINTOUT	S-072

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	Request	Developer/Business

DESCRIPTION OF SERVICE

Providing printouts or data file exports from the City's GIS System on request.

CURRENT FEE STRUCTURE

Data Export Creation - $81 per hour, 1 hour minimum
Printouts:
8.5 x 11 - $10.63 8.5 x 14 - $10.78 11 x 17 - $11.25
22 x 34 (STD) - $27.50 22 x 34 (gloss) - $32
36 x 48 (STD) - $35 36 x 48 (gloss) - $44
Special Sizes:
STD - $3.75
Gloss - $6.00

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$81.00**	**TOTAL REVENUE:**	**$324**
UNIT COST:	**$92.25**	**TOTAL COST:**	**$369**
UNIT PROFIT (SUBSIDY):	**$(11.25)**	**TOTAL PROFIT (SUBSIDY):**	**$(45)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**87.80%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Data Export Creation - $92 per hour, 1 hour minimum
Printouts:
8.5 x 11 - $10.63 8.5 x 14 - $10.78 11 x 17 - $11.25
22 x 34 (STD) - $27.50 22 x 34 (gloss) - $32
36 x 48 (STD) - $35 36 x 48 (gloss) - $44
Special Sizes:
STD - $3.75
Gloss - $6.00

CITY OF LOMA LINDA
COST DETAIL WORKSHEET
FY 2015-2016

SERVICE	REFERENCE NO.
GIS DIGITAL DATA/PRINTOUT	**S-072**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PW-ENGINEERING	ENGINEERING TECH.		1.00	$92.34	4	$369
		TYPE SUBTOTAL	**1.00**	**$92.34**		**$369**
		TOTALS	**1.00**	**$92.25**		**$369**

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City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilman
Ron Dailey, Councilman
John Lenart, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA: January 12, 2016

TO: City Council

VIA: T. Jarb Thaipejr, City Manager

FROM: Konrad Bolowich, Assistant City Manager

SUBJECT: PRECISE PLAN OF DESIGN (PPD) NO. 15-114 – A PROPOSAL TO CONSTRUCT A NEW 3,800 SQUARE FOOT ADMINISTRATION BUILDING FOR PROPERTY LOCATED AT 11104 ANDERSON STREET IN THE INSTITUTIONAL (I) ZONE.

SUMMARY

A proposal to construct a new 3,800 square foot administration building as part of the expansion of services and modernization of the Utility Plant, for property located within the Loma Linda University Campus at 11104 Anderson Street (Attachment A).

RECOMMENDATION

The Staff recommends the following actions to the City Council:

1. Approve Precise Plan of Design No. 15-114, based on the Findings, and subject to the Conditions of Approval (Attachment B).

PERTINENT DATA

Owner/Applicant:	Loma Linda University Shared Services/Rick Wilcox
General Plan:	Health Care
Zoning:	Institutional (I)
Site:	The project site is within the existing LLUH campus and is located on Anderson Street and University Avenue.
Topography:	Mostly flat area.
Vegetation:	Landscape planters and areas.

BACKGROUND AND EXISTING SETTING

Background

A Program Environmental Impact Report (EIR), State Clearinghouse No. 2013051043, was prepared for the Loma Linda University Health (LLUH) Master Plan Project in 2013, and included a review of the Master Plan's proposed new facilities, modernization of existing

facilities, and replacement of a portion of the main hospital in response to California's SB 1953 Hospital Seismic Safety Act. The proposed steam plant administration building is a part of the Master Plan and was reviewed in the EIR. The Final EIR was certified in January 2014.

Existing Setting

The project site is located within the Loma Linda University campus, and is located adjacent to the steam plant, chiller, co-generation buildings along Anderson Street and University Avenue.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) STATUS

The project is subject to the California Environmental Quality Act (CEQA) and is a part of the Campus Master Plan Project which was reviewed in a program level EIR, certified in January 2013. The certified Program EIR prepared for the LLUH Campus Master Plan Project reviewed the modernization and expansion of services of the Utility Plant. Although, the proposed project includes details of the design not available at the time the EIR was prepared. Planning Staff has conducted a review of the project in light of the EIR and has determined that no new effects or new mitigation measures would be required with the construction of the administrative office building as proposed. Pursuant to CEQA Section 15168(c)(2) Program EIR, which states that if no new effects could occur or no new mitigation measure is needed, the lead agency can approve the activities as being within the scope of the project covered by the program EIR, and no new environmental document would be required. Therefore, the environmental concerns have already been addressed through the previously approved PPD No. 13-018.

SITE ANALYSIS

Land Use

Project Description

The request involves the construction of a new, 3,800 square foot administrative building. A portion of the site is developed with a 10,000 square foot steam plant, the 5,600 square foot chiller building, and the 9,900 square foot cogeneration building. A portion of the steam plant building has evolved into administrative offices, which will now be removed and re-located in the new proposed administrative building. Approximately 10 employees will be moved out of the existing steam plant building and into the proposed office building. The proposed office building will be located within a 4,000 square foot open landscape area, of which 400 square feet of landscaping will remain.

General Plan, Zoning and Existing Land Use

	General Plan	Zoning	Existing Use
North	Institutional	Institutional	LLU
South	Institutional	Institutional	LLU
East	Institutional	Institutional	LLU
West	Institutional	Institutional	LLU

The LLUH Master Plan's proposed facilities and improvements, including the proposed steam plan administration building, are consistent with the City's General Plan Land Use and Zoning designations and the Policies and Guidelines within the General Plan, and therefore do not represent a conflict.

Development Standards

Institutional Zone Development Standards

	Required/Maximum Allowed	Proposed	Complies
Front	25'	~77'	Yes
Side	10'	~15'	Yes
Rear	10'	N/A	Yes
Minimum Lot Size	N/A	N/A	N/A
Maximum building coverage	50% The subject site is part of the Campus Master Plan		Yes
Maximum Building Height	N/A	16'	Yes
Parking	18 spaces removed	Parking addressed through Campus Master Plan	Yes
Open Area Landscaping	3,800 square foot to be removed 400 square feet of proposed landscape planters to remain	Landscaping addressed through Campus Master Plan and Landscaping Master Plan (2008)	Yes

Access, Parking, and Landscaping

The proposed Project includes revisions to an area that is presently developed with a landscape planter and parking. The landscape area is presently being used as a staging area for the steam plan operations. The Project would remove approximately 3,800 square feet of landscaping to be replaced with 400 feet of landscaping (in planters) around the office building. The applicant will be required to submit a detailed landscape plan which includes species, number, and size of proposed landscaping. A Master Landscape Plan approved by the University in 2008 regulates the amount and location of landscaping throughout the campus.

To accommodate the proposed building, 18 parking spaces will be removed. Four spaces will remain along the front of the building, of which two will be handicapped accessible. The loss of these spaces will temporarily reduce parking available for the School of Dentistry, as some of their designated spaces north of the Central Utility Plant will be used by the Plan. The Applicant provided a letter explaining the parking situation in this particular area of the campus as well as overall parking availability (Attachment – C). The Applicant has indicated that they are working on plans to replace and expand the School of Dentistry parking area, however plans for such expansion have not been submitted to the City for review.

All improvements would be in accordance with the City of Loma Linda Public Works Department, Traffic Engineering Division. In coordination with the City, the Project Proponent would continue to maintain the actively managed Master Parking Plan (agreement with the City) that is documented weekly and the Campus Transformation Plan. As part of the Project, LLUH would continue to maintain parking requirements per the existing agreement. The sizes and spacing of all parking spaces would be provided consistent with the City of Loma Linda Municipal Code.

Design

The building will be concrete with stucco finish, painted to match surrounding buildings. Fascia and reveals to be stucco as well, same color as building. The building will include a glass storefront with anodized metal, to match surrounding buildings (Attachment – D).

FINDINGS

Precise Plan of Design Findings

According to LLMC Section 17.30.290, Precise Plan of Design, Application procedure, PPD applications shall be processed using the procedure for a variance (as outlined in LLMC Section 17.30.030 through 17.30.060) but excluding the grounds (or findings). As such, no specific findings are required.

The Proposed Project located within the City of Loma Linda would be consistent with the City's established land use designation and zoning designation for the project site. The Proposed Project would be consistent with the City of Loma Linda General Plan. The Proposed Project is part of a Master Plan to upgrade and improve facilities at the existing Loma Linda University Medical Center campus. Improvements proposed would be constructed within an existing urban area and specifically on a health care campus adjacent to other health care land uses which would not result in incompatible land uses in the area.

CONCLUSION

Staff recommends approval of the project because it complies with the goals and policies of the General Plan (May 26, 2010), and has been found to be consistent with the EIR prepared for the LLUH Master Plan Project and certified by the City Council in January 2014. The applicant has worked closely with staff and has made every effort possible to provide the most appropriate layout and design for this project. The proposed administrative office building is compatible with the existing and future uses in the surrounding area and will help to serve the existing campus as a dedicated office building for the existing steam plant.

The Program EIR for the Campus Master Plan was prepared pursuant to CEQA and the CEQA Guidelines and mitigation measures have been and applicable mitigation measures have been incorporated into the project as Conditions of Approval.

Report prepared by:

Guillermo Arreola
Senior Planner

ATTACHMENTS

A. Vicinity Map
B. Conditions of Approval
C. Applicant Parking Letter
D. Project Plans

VICINITY MAP

ATTACHMENT – A

CONDITIONS OF APPROVAL
PRECISE PLAN OF DESIGN (PPD) NO. 15-114

COMMUNITY DEVELOPMENT DEPARTMENT

General

1. Within forty-eight (48) hours of this approval of the subject project, the applicant shall deliver a payment of fifty dollars (made out to the **Clerk of the Board of Supervisors**) to enable the City to file the appropriate environmental documentation for the project. If within such forty-eight (48) hour period that applicant has not delivered to the Community Development Department the above-noted check, the statute of limitations for any interested party to challenge the environmental determination under the provisions of the California Environmental Quality Act could be significantly lengthened.

2. Within one year of this approval, the Precise Plan of Design shall be exercised by substantial construction or the permit/approval shall become null and void. In addition, if after commencement of construction, work is discontinued for a period of one year, the permit/approval shall become null and void.

PROJECT:	**EXPIRATION DATE:**
PRECISE PLAN OF DESIGN (PPD) NO. 15-114	**January 12, 2017**

3. The review authority may, upon application being filed 30 days prior to the expiration date and for good cause, grant a one-time extension not to exceed 12 months. The review authority shall ensure that the project complies with all current Development Code provisions.

4. In the event that this approval is legally challenged, the City will promptly notify the applicant of any claim or action and will cooperate fully in the defense of the matter. Once notified, the applicant agrees to defend, indemnify, and hold harmless the City, Redevelopment Agency (RDA), their affiliates officers, agents and employees from any claim, action or proceeding against the City of Loma Linda. The applicant further agrees to reimburse the City and RDA of any costs and attorneys fees, which the City or RDA may be required by a court to pay as a result of such action, but such participation shall not relieve applicant of his or her obligation under this condition.

5. Construction shall be in substantial conformance with the plan(s) approved by the Planning Commission. Minor modification to the plan(s) shall be subject to approval by the Director through a minor administrative variation process. Any modification that exceeds 10% of the following allowable measurable design/site considerations shall require the refilling of the original application and a subsequent hearing by the appropriate hearing review authority if applicable:

   a. On-site circulation and parking, loading and landscaping;
   b. Placement and/or height of walls, fences and structures;
   c. Reconfiguration of architectural features, including colors, and/or modification of finished materials that do not alter or compromise the previously approved theme; and,
   d. A reduction in density or intensity of a development project.

6. This permit or approval is subject to all the applicable provisions of the Loma Linda Municipal Code, Title 17 in effect at the time of approval, and includes development

standards and requirements relating to: dust and dirt control during construction and grading activities; emission control of fumes, vapors, gases and other forms of air pollution; glare control; exterior lighting design and control; noise control; odor control; screening; signs, off-street parking and off-street loading; and, vibration control. Screening and sign regulations compliance are important considerations to the developer because they will delay the issuance of a Certificate of Occupancy until compliance is met. Any exterior structural equipment, or utility transformers, boxes, ducts or meter cabinets shall be architecturally screened by wall or structural element, blending with the building design and include landscaping when on the ground.

7. Signs are not approved as a part of this permit. Prior to establishing any new signs, the applicant shall submit an application, and receive approval, for a sign permit from the Planning Division (pursuant to LLMC, Chapter 17.18) and building permit for construction of the signs from the Building Division, as applicable.

8. The applicant shall comply with all of the Public Works Department requirements for recycling prior to issuance of a Certificate of Occupancy.

9. The applicant shall be required to submit a detailed landscape and irrigation plan prior to the issuance of building permits.

10. During construction of the site, the project shall comply with Section 9.20 (Prohibited Noises) which limit construction activities to the hours between 7:00 a.m. to 10:00 p.m. Monday through Friday, with no heavy construction occurring on weekends or national holidays. Additionally, all equipment is required to be properly equipped with standard noise muffling apparatus. Adhering to the City's noise ordinance and implementation of the above mitigation measure would ensure impacts from construction noise would be less than significant.

11. The applicant shall implement SCAQMD Rule 403 and standard construction practices during all operations capable of generating fugitive dust, which will include but not be limited to the use of best available control measures and reasonably available control measures such as:

    a. Water active grading areas and staging areas at least twice daily as needed;
    b. The project proponent shall ensure that all disturbed areas are treated to prevent erosion until the site is constructed upon.
    c. The project proponent shall ensure that landscaped areas are installed as soon as possible to reduce the potential for wind erosion.
    d. Suspend grading activities when wind gusts exceed 25 mph;
    e. Sweep public paved roads if visible soil material is carried off-site;
    f. Enforce on-site speed limits on unpaved surface to 15 mph; and
    g. Discontinue construction activities during Stage 1 smog episodes.

12. The applicant shall implement the following construction practices during all construction activities to reduce VOC emission as stipulated in the project Initial Study and identified as mitigation measures:

    a. The contractor shall utilize (as much as possible) pre-coated building materials and coating transfer or spray equipment with high transfer efficiency, such as high volume,

low pressure (HVLP) spray method, or manual coating applications such as paint brush, hand roller, trowel, dauber, rag, or sponge.

b. The contractor shall utilize water-based or low VOC coating of 100 g/l of VOC (allowing approximately 31,500 square feet painted per day) to 250 g/l of VOC (allowing approximately 12,950 square feet painted per day). The following measures shall also be implemented:

- Use Super-Compliant VOC paints whenever possible.
- If feasible, avoid painting during peak smog season: July, August, and September.
- Recycle leftover paint. Take any left over paint to a household hazardous waste center; do not mix leftover water-based and oil-based paints.
- Keep lids closed on all paint containers when not in use to prevent VOC emissions and excessive odors.
- For water-based paints, clean up with water only. Whenever possible, do not rinse the clean-up water down the drain or pour it directly into the ground or the storm drain. Set aside the can of clean-up water and take it to a hazardous waste center (www.cleanup.org).
- Recycle the empty paint can.
- Look for non-solvent containing stripping products.
- Use Compliant Low-VOC cleaning solvents to clean paint application equipment.
- Keep all paint and solvent laden rags in sealed containers to prevent VOC emissions.
- The developer/contractor shall use building materials that do not require painting, where feasible.
- The developer/contractor shall use pre-painted construction materials where feasible.

13. The applicant shall work with the City's franchised solid waste hauler to follow a debris management plan to divert the material from landfills by the use of separate recycling bins (e.g., wood, concrete, steel, aggregate, glass) during demolition and construction to minimize waste and promote recycle and reuse of the materials.

14. The project proponent shall ensure that existing power sources are utilized where feasible via temporary power poles to avoid on-site power generation during construction.

15. The project proponent shall ensure that construction personnel are informed of ride sharing and transit opportunities.

16. The operator shall maintain and effectively utilize and schedule on-site equipment in order to minimize exhaust emissions from truck idling.

17. The operator shall comply with all existing and future CARB and SCAQMD regulations related to diesel-fueled trucks, which may include among others: (1) meeting more stringent emission standards; (2) retrofitting existing engines with particulate traps; (3) use of low sulfur fuel; and (4) use of alternative fuels or equipment.

18. Prior to issuance of any Building and/or Construction Permits, the applicant shall submit to the Community Development Department proof of payment or waiver from both the City

of San Bernardino for sewer capacity fees and Redlands Unified School District for school impact fees.

19. The applicant, property owner, and/or business operator, if applicable, shall maintain the property and landscaping in a clean and orderly manner and all dead and dying plants shall be replaced with similar or equivalent type and size of vegetation.

20. If clean-up oversight is required of the project, the applicant shall be required to obtain an Environmental Oversight Agreement with the DTSC.

21. If human remains of any kind are found during construction activities, all activities must cease immediately and the San Bernardino County Coroner and a qualified archaeologist must be notified. The Coroner shall examine the remains and determine the next appropriate action based on his or her findings. If the Coroner determines the remains to be of Native American origin, he or she shall notify the Native American Heritage Commission. The Native American Heritage Commission shall then identify the most likely descendants to be consulted regarding treatment and/or reburial of the remains. If a most likely descendant cannot be identified, or the most likely descendant fails to make a recommendation regarding the treatment of the remains within 48 hours after gaining access to them, the Project Proponent shall rebury the Native American human remains and associated grave goods with appropriate dignity on the property in a location not subject to further subsurface disturbance.

22. The Project Proponent (LLUH) shall have a paleontological monitor on-site during any proposed demolition and initial ground altering activities to insure adequate and accurate recordation of the demolition and to document any potentially significant paleontological discoveries. The paleontological monitor shall be responsible for overseeing excavations impacting older alluvium. The extent and duration of any required monitoring shall be dependent upon the various task-related schedules and at the discretion of the City of Loma Linda.

23. **The Project Proponent (LLUH) shall have an archaeological monitor on-site during any proposed demolition and initial ground altering activities to ensure adequate and accurate recordation of the demolition and to document any potentially significant archaeological discoveries. The archeological monitor shall oversee excavations within the younger alluvial deposits. The extent and duration of any required monitoring shall be dependent upon the various task-related schedules and at the discretion of the City of Loma Linda.**

24. In accordance with 36 CFR 800.13(b)(3), the State Historic Preservation Officer and Native American tribal contacts of the Serrano and Gabrielino tribes, as well as the Advisory Council on Historic Preservation shall be notified within 48 hours of the discovery of any archaeological artifacts.

FIRE DEPARTMENT

25. The applicant shall submit a complete set of plans to the Loma Linda Fire Department for review and approval prior to the issuance of building permits.

26. All construction shall meet the requirements of the editions of the California Building Code (CBC) and the California Fire Code (CFC)/International Fire Code (IFC) as adopted and

amended by the City of Loma Linda and legally in effect at the time of issuance of building permit.

27. Pursuant to CFC Section 903, as amended in Loma Linda Municipal Code (LLMC) Sections 15.28.230-450, the building(s) shall be equipped with automatic fire sprinkler system(s). Pursuant to CFC Section 901.2, plans and specifications for the fire sprinkler system(s) shall be submitted to Fire Prevention for review and approval prior to installation. Fire flow test data for fire sprinkler calculations must be current within the last 6 months. Request flow test data from Loma Linda Fire Prevention.

PUBLIC WORKS DEPARTMENT

28. All public improvement plans shall be submitted to the Public Works Department for review and approval.

29. Any damage to existing improvements as a result of this project shall be repaired by the applicant to the satisfaction of the City Engineer.

30. All site drainage shall be handled on-site and shall not be permitted to drain onto adjacent properties.

31. All necessary precautions and preventive measures shall be in place in order to prevent material from being washed away by surface waters or blown by wind. These controls shall include at a minimum: regular wetting of surface or other similar wind control method, installation of straw or fiber mats to prevent rain related erosion. Detention basin(s) or other appropriately sized barrier to surface flow must be installed at the discharge point(s) of drainage from the site. Any water collected from these controls shall be appropriately disposed of at a disposal site. These measures shall be added as general notes on the site plan and a statement added that the operator is responsible for ensuring that these measures continue to be effective during the duration of the project construction.

32. The project proponent shall comply with City adopted policies regarding the reduction of construction and demolition (C&D) materials.

33. Site distance at the project access should be reviewed with respect to California Department of Transportation/City of Loma Linda standards in conjunction with the preparation of final grading, landscaping, and street improvement plans.

34. As is the case for any roadway design, the City of Loma Linda should periodically review traffic operations in the vicinity of the project once the project is constructed to assure that the traffic operations are satisfactory.

_____ _____
Applicant signature Date

_____ _____
Owner signature

End of Conditions

I:\PROJECT FILES\PPD's\2015\PPD 15-114 11100 Anderson (Admin Office)\Attachment B - Conditions of Approval.doc

LOMA LINDA UNIVERSITY

SHARED SERVICES

Construction & Architectural Services

January 7, 2016

Guillermo Arreola
Community Development Department
City of Loma Linda
Loma Linda, CA 92354

Re: Parking Changes
Central Plant Administration Building
11100 Anderson Street
Loma Linda, CA 92354
Project No. C433CA

Dear Mr. Arreola,

We are submitting plans for the construction of a new Central Plant Administration Building. The construction of this facility will impact parking in the central part of the campus. The project will result in the removal of 22 parking spaces and will add 4 parking spaces, for a net loss of 18 parking spaces. The loss of these spaces will temporarily reduce parking available for the School of Dentistry, as some of their designated spaces north of the Central Utility Plant will be used by the Plant. We are working on plans to replace and expand SD parking.

As you can see from the attached parking table, our current parking utilization is under 80%. It is customary to consider a parking lot full at 90-95% due to the difficulty of finding parking when the lot is nearly full. Based on this, we currently have about 900 spaces available in the parking system with which to absorb this reduction in parking.

As you are aware, the available spaces are often located near the perimeter of our campus. Therefore, the short-term impact of this will be to extend more of our parking to the campus perimeter. LLUH is also constructing two new parking structures that will provide 1,680 parking spaces, expanding the overall system by more than 900 spaces. Additional ground level spaces will be added as part of the Campus Transformation project. For these reasons, we feel this reduction in parking can be absorbed within the campus parking system.

ATTACHMENT - C

Feel free to call me if you any questions.

Sincerely yours,

David Moore, Project Superintendent
LLUSS

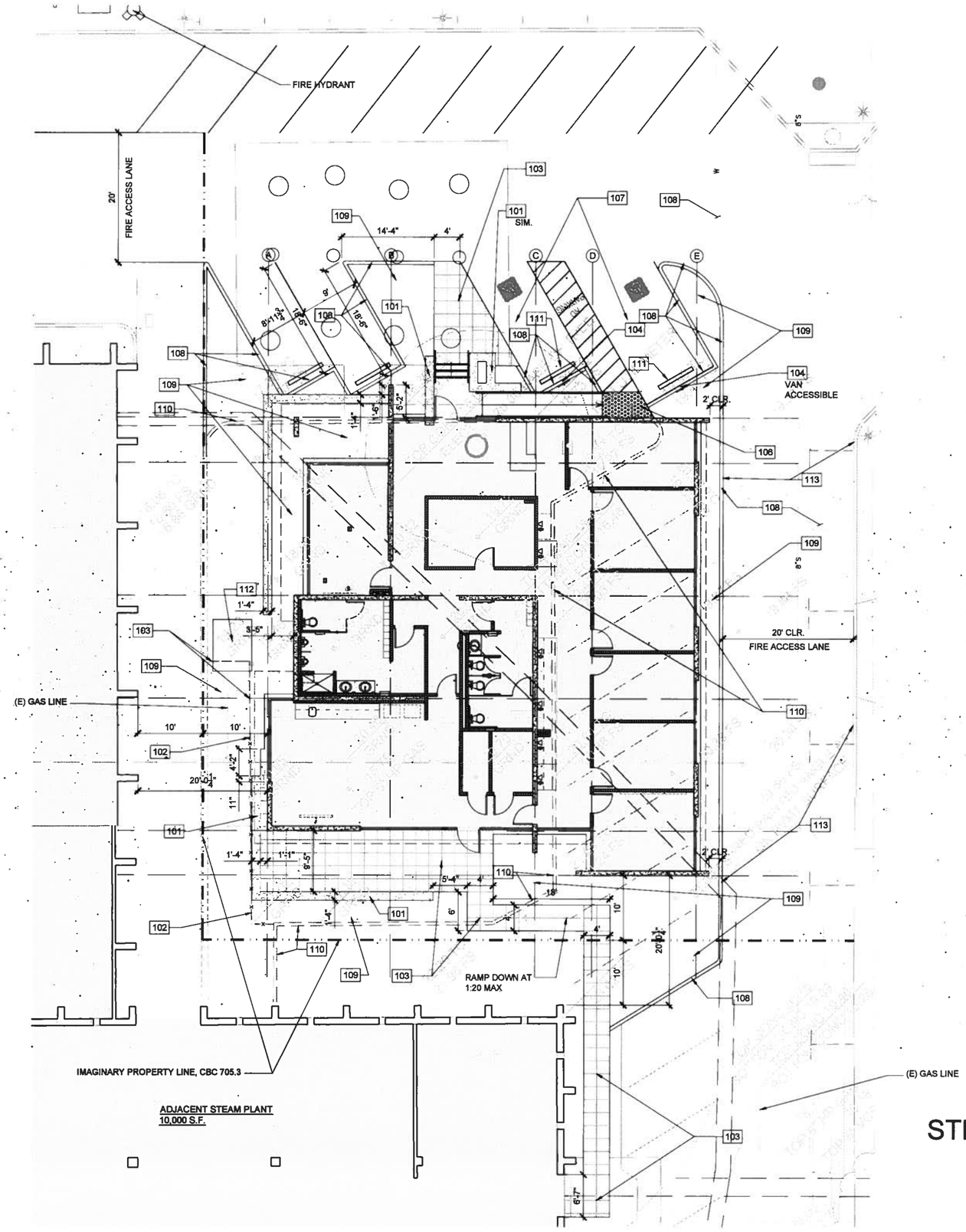
Enclosures: parking table

Cc: Rick Wilcox

LLUAHSC Parking Survey Form

12/9/2015

Lot	Main Campus	Total of # Spaces	# Spaces Unoccupied	# Spaces Filled	% Occup.
A-annex	Patient Overflow	0	0	0	
A-east	MC Patient /Visitor	176	11	165	93.75%
A-Main	MC Patient /Visitor	273	1	272	99.63%
B	Admin.	0	0	0	
C	MC Emergency	0	0	0	
D	MC North Loading Dock	18	2	16	88.89%
E	MC Service & Loading	52	2	50	96.15%
E North	MC West of Research Wing	10	0	10	100.00%
F South	West Hall - South	50	0	50	100.00%
G	Parking Structure	1,598	58	1,540	96.37%
G East	Physician Parking	83	2	81	97.59%
G West	MC Contractor Parking	44	6	38	86.36%
	West Hall Park. Struct. - 1	99	0	99	100.00%
	West Hall Park. Struct. - 2	160	23	137	85.63%
	West Hall Park. Struct. - 3	167	16	151	90.42%
	West Hall Park. Struct. - 4	177	0	177	100.00%
	West Hall Park. Struct. - 5	177	1	176	99.44%
	West Hall Park. Struct. - 6	177	3	174	98.31%
	West Hall Park. Struct. - 7	186	26	160	86.02%
J1	FMO Employee Lot	522	161	361	69.16%
J2	Ronald McDonald House	0	0	0	
DP	Dental Patient Parking	197	3	194	98.48%
K	Power Plant	68	9	59	86.76%
L (L 1, 2, 3)	Student Apts.	108	14	94	87.04%
M	Old Mortuary	0	0	0	
P South	University Arts	35	0	35	100.00%
N-1	Bank of America		0	0	
N	Market, PO, CU, etc.	317	117	200	63.09%
N-6	Fdn Employees	49	0	49	100.00%
Q North	Nichol Hall	198	9	189	95.45%
Q West	Nichol Hall	62	12	50	80.65%
Q South	Nichol Hall	35	11	24	68.57%
P-1	Central Bldg	63	14	49	77.78%
P-2*	Central Bldg	19	10	9	47.37%
P-2*	Old Motel	18	5	13	72.22%
S	Nichol Hall	67	5	62	92.54%
T	Campus Hill Church	44	13	31	70.45%
U	Physical Plant Overflow	140	48	92	65.71%
V	Mortensen & Risley	114	3	111	97.37%
W	Parking Lot	30	10	20	66.67%
X	Centennial Lot	**810**	281	529	65.31%
X1	Centennial - East Lot	**120**	80	40	33.33%
X2	Centennial Lot (SW)	**102**	18	84	82.35%
Z	Security Office	12	0	12	100.00%
DC-1	Drayson Center (North)	66	7	59	89.39%
DC-2	Drayson Center (South)	28	1	27	96.43%
DC-3	Drayson Center (West)	109	31	78	71.56%
DC-4	Drayson Center (East)	101	75	26	25.74%
DY	Dialysis Center	42	28	14	33.33%
O	FMO Patients & Staff	505	60	445	88.12%
MT	Campus Engin./Printing	11	8	3	27.27%
SK	Speech Therapy Trailer	4	1	3	75.00%
SR	Starr St. Parking (Valet)	31	30	1	3.23%
ST	Landscape & Const.	26	9	17	65.38%
SB	Shepardson - Benton	256	87	169	66.02%
SP - Gravel	Shepardson - Benton	230	230	0	0.00%
LLUAHSC 101	LLUAHSC Svcs 101	545	173	372	68.26%
Costco	LLUAHSC 125 Bldg	378	120	258	68.25%
Costco Overflow	Vacant Land	72	4	68	94.44%
	Total Spaces Avail.	**8,981**	1,838	**7,143**	**79.53%**



PROJECT INFORMATION

LOT SIZE:	1.05 AC
SQUARE FOOTAGE OF BUILDINGS ON SUBJECT SITE:	3800 SF
EXISTING NUMBER OF PARKING SPACES:	33
PARKING SPACES TO BE REMOVED:	8
AMOUNT OF EXISTING LANDSCAPING:	4000 SF, ONE TREE
AMOUNT OF LANDSCAPING TO BE REMOVED:	3800 SF
AMOUNT OF NEW LANDSCAPING:	400 SF

KEYNOTES

101 LOW WALL

102 EXISTING C.L.F. PROTECT IN PLACE.

103 NEW SIDEWALK/FLATWORK

104 DISABLED ACCESS PARKING SIGN

105 DISABLE ACCESS TRUNCATED DOMES

106 REMOVE PORTION OF C.L.F. FOR NEW TRANSFORMER LOCATION.

107 DISABLED ACCESS PARKING STALL

108 CURB, AC PAVING

109 PLANTER W/ ZERO SCAPE. LANDSCAPING BY OWNER

110 EXISTING CURB TO BE REMOVED

111 CONCRETE WHEEL STOP. FASTEN, TO AC PAVING W/ ½"x24" SPIKES

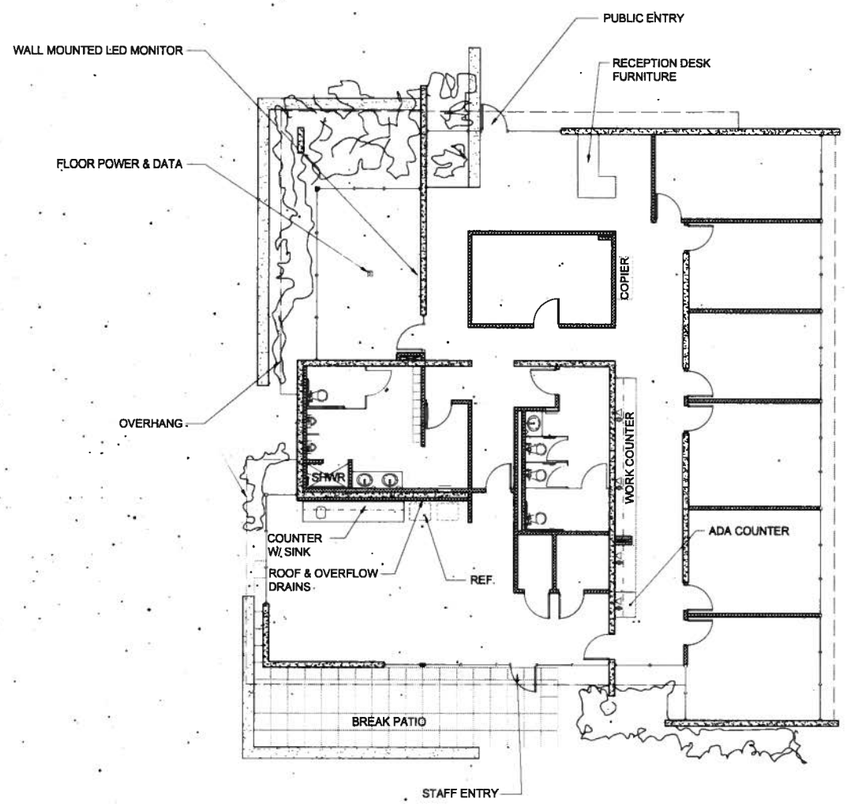
112 TRANSFORMER

113 PAINT CURBS RED. PROVIDE TEXT PER FIRE DEPARTMENT REQUIREMENTS DESIGNATING FIRE ACCESS LANE, NO PARKING.

SITE PLAN
@ 1/8" = 1'-0"

STEAM PLANT NEW ADMIN BUILDING

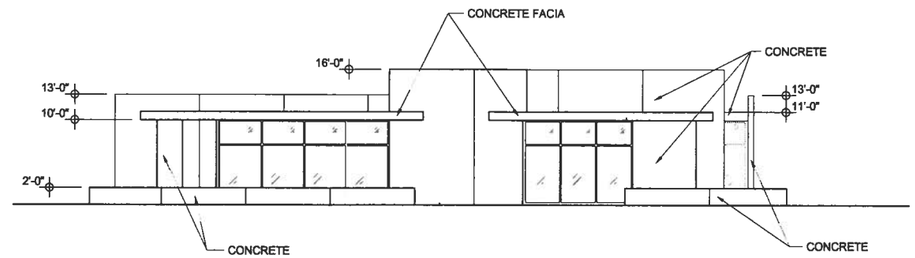
A D A Y
ARCHITECTS / LOMA LINDA UNIVERSITY
ADVENTIST HEALTH SCIENCES CENTER



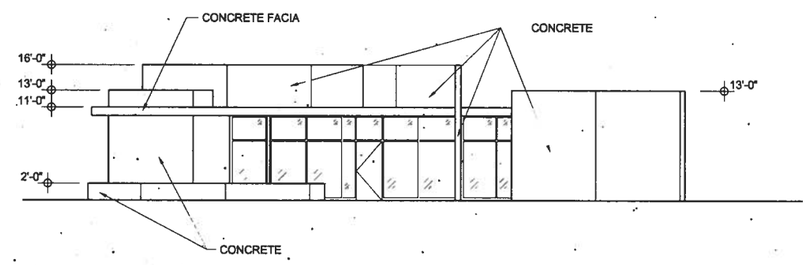
FLOOR PLAN
@ 1/8" = 1'-0"

STEAM PLANT NEW ADMIN BUILDING

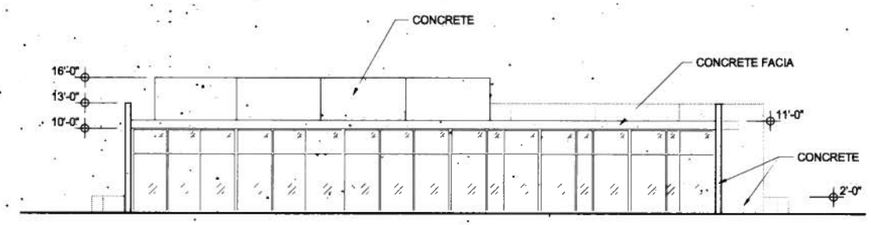
A D A Y
ARCHITECTS / LOMA LINDA UNIVERSITY
ADVENTIST HEALTH SCIENCES CENTER



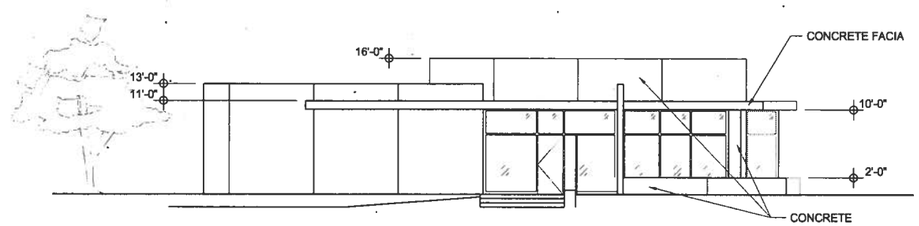
WEST EXTERIOR ELEVATION
@ 1/8" = 1'-0"



SOUTH EXTERIOR ELEVATION
@ 1/8" = 1'-0"



EAST EXTERIOR ELEVATION
@ 1/8" = 1'-0"



PUBLIC FACING ELEVATION
@ 1/8" = 1'-0"

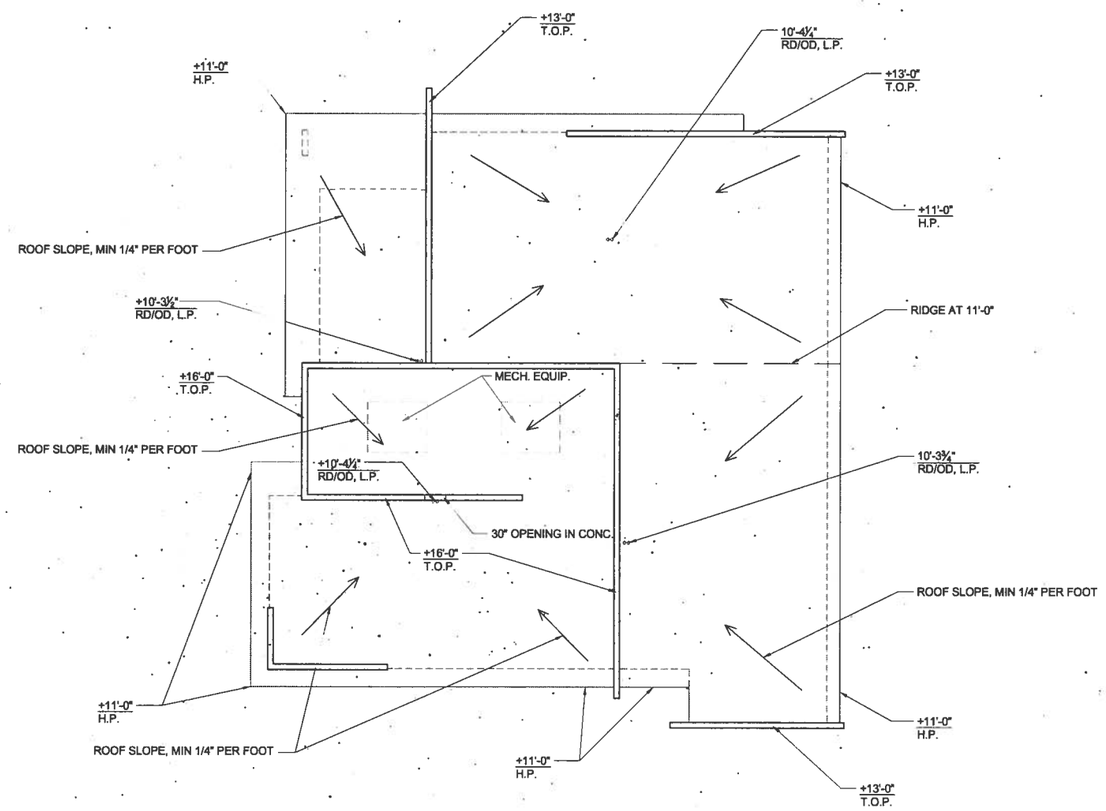
STEAM PLANT NEW ADMIN BUILDING

ADAY ARCHITECTS / LOMA LINDA UNIVERSITY ADVENTIST HEALTH SCIENCES CENTER

RENDERED BUILDING ELEVATIONS

STEAM PLANT NEW ADMIN BUILDING

A D A Y
ARCHITECTS / LOMA LINDA UNIVERSITY
ADVENTIST HEALTH SCIENCES CENTER



ROOF PLAN
@ 1/8" = 1'-0"

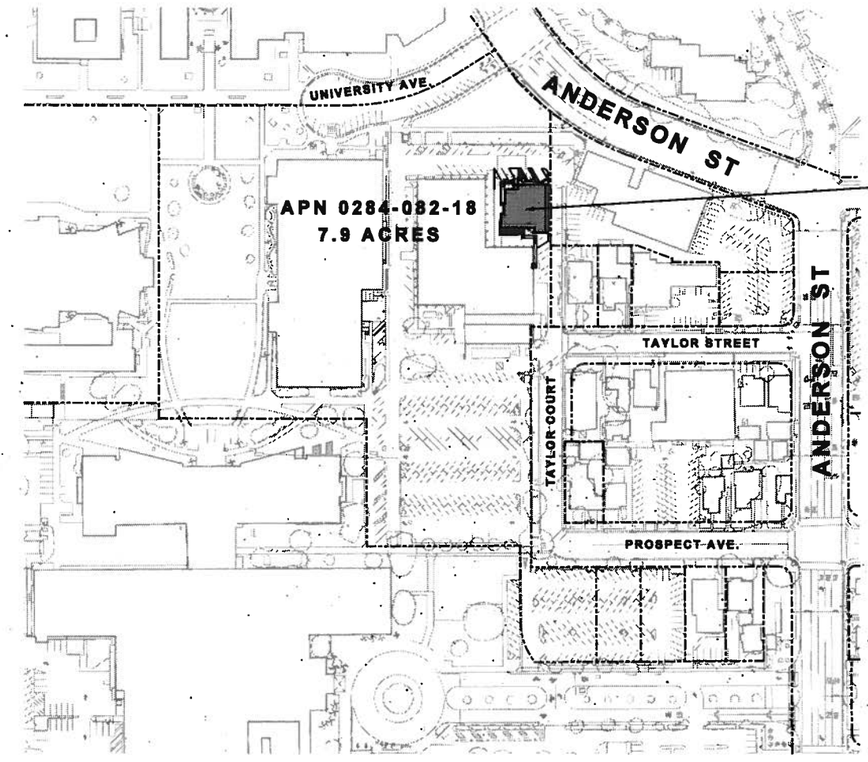
STEAM PLANT NEW ADMIN BUILDING

ADAY ARCHITECTS / LOMA LINDA UNIVERSITY ADVENTIST HEALTH SCIENCES CENTER

IN THE CITY OF LOMA LINDA
LOMA LINDA UNIVERSITY
POWER PLANT ADMINISTRATION BUILDING
PRECISE GRADING PLAN

GRADING GENERAL NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH CITY OF LOMA LINDA STANDARDS AND SPECIFICATIONS, CHAPTER 33 OF THE BUILDING CODE, LATEST EDITION, AND THE CONTRACT DOCUMENTS.
2. GRADING SHALL NOT BE STARTED WITHOUT FIRST NOTIFYING THE CITY OF LOMA LINDA PUBLIC WORKS INSPECTOR AT (909) 799-4400 . A PRE-GRADING MEETING ON THE SITE IS REQUIRED BEFORE START OF GRADING WITH THE FOLLOWING PEOPLE PRESENT: OWNER, GRADING CONTRACTOR, DESIGN CIVIL ENGINEER, SOIL ENGINEER, ENGINEERING GEOLOGIST AND CITY INSPECTOR. THE REQUIRED INSPECTIONS FOR GRADING WILL BE EXPLAINED AT THIS MEETING.
3. ISSUANCE OF A GRADING PERMIT DOES NOT ELIMINATE THE NEED FOR PERMITS FROM OTHER AGENCIES WITH REGULATORY RESPONSIBILITIES FOR CONSTRUCTION ACTIVITIES ASSOCIATED WITH THE WORK AUTHORIZED ON THIS PLAN.
4. THE GRADING PERMIT AND AN APPROVED COPY OF THE GRADING PLAN SHALL BE ON THE PERMITTED SITE WHILE WORK IS IN PROGRESS.
5. PRELIMINARY SOIL AND GEOLOGY REPORTS AND ALL SUBSEQUENT REPORTS ARE CONSIDERED A PART OF THE APPROVED GRADING PLAN.
6. THE SOIL ENGINEER AND ENGINEERING GEOLOGIST SHALL PERFORM SUFFICIENT INSPECTIONS AND BE AVAILABLE DURING GRADING AND CONSTRUCTION TO VERIFY COMPLIANCE WITH THE PLANS, SPECIFICATIONS AND THE CODE WITHIN THEIR PURVIEW.
7. THE CIVIL ENGINEER SHALL BE AVAILABLE DURING GRADING TO VERIFY COMPLIANCE WITH THE PLANS, SPECIFICATIONS, CODE AND ANY SPECIAL CONDITIONS OF THE PERMIT WITHIN THEIR PURVIEW.
8. AREAS TO RECEIVE FILL SHALL BE PROPERLY PREPARED AND APPROVED IN WRITING BY THE SOIL ENGINEER PRIOR TO PLACING FILL.
9. FILLS SHALL BE BENCHED INTO COMPETENT MATERIAL AS REQUIRED BY THE SOIL ENGINEER.
10. ALL EXISTING FILLS SHALL BE APPROVED BY THE SOIL ENGINEER OR REMOVED PRIOR TO PLACING ADDITIONAL FILLS.
11. FILLS SHALL BE COMPACTED THROUGHOUT TO A MINIMUM OF 90% RELATIVE COMPACTION. AGGREGATE BASE FOR ASPHALTIC AREAS SHALL BE COMPACTED TO A MINIMUM OF 95% RELATIVE COMPACTION. MAXIMUM DENSITY SHALL BE IN ACCORDANCE WITH CALIFORNIA BUILDING CODE APPENDIX CHAPTER 33.
12. CUT AND FILL SLOPES SHALL BE NO STEEPER THAN 2 FOOT HORIZONTAL TO 1 FOOT VERTICAL (2:1) EXCEPT WHERE SPECIFICALLY APPROVED OTHERWISE.
13. ALL TRENCH BACKFILLS SHALL BE TESTED AND APPROVED BY THE SOIL ENGINEER PER THE GRADING CODE.
14. ANY EXISTING IRRIGATION LINES AND CISTERNS SHALL BE REMOVED OR CRUSHED IN PLACE AND APPROVED BY THE CITY INSPECTOR AND SOIL ENGINEER.
15. ANY EXISTING WATER WELLS SHALL BE ABANDONED IN COMPLIANCE WITH THE WITH THE SPECIFICATIONS APPROVED BY SAN BERNARDINO COUNTY DEPARTMENT OF PUBLIC HEALTH.
16. ANY EXISTING CESSPOOLS AND SEPTIC TANKS SHALL BE REMOVED IN COMPLIANCE WITH THE UNIFORM PLUMBING CODE TO THE APPROVAL OF THE BUILDING OFFICIAL. A SEPARATE PERMIT MUST BE OBTAINED FROM THE CITY BUILDING DEPARTMENT.
17. STOCKPILING OF EXCESS MATERIAL SHALL BE APPROVED BY THE CITY INSPECTOR PRIOR TO EXCAVATION.
18. EXPORT SOIL MUST BE TRANSPORTED TO A LEGAL DUMP OR TO A PERMITTED SITE APPROVED BY THE CITY INSPECTOR.
19. THE PERMITEE SHALL SUBMIT A HAUL ROUTE PLAN TO THE CITY ENGINEER WHEN EARTH AND/OR DEBRIS IS TRANSPORTED TO OR FROM A PERMITTED SITE ON PUBLIC ROADWAYS.
20. THE CONTRACTOR SHALL CONTROL DUST BY WATERING OR OTHER APPROVED METHOD THROUGHOUT THE GRADING AND BUILDING CONSTRUCTION OPERATIONS.
21. SLOPES EXCEEDING 5 FEET IN HEIGHT SHALL BE PLANTED WITH AN APPROVED PLANT MATERIAL. IN ADDITION, SLOPES EXCEEDING 15 FEET IN HEIGHT SHALL BE PROVIDED WITH AN APPROVED IRRIGATION SYSTEM, UNLESS OTHERWISE APPROVED BY THE CITY INSPECTOR.
22. SANITARY FACILITIES SHALL BE MAINTAINED ON THE SITE. FACILITIES MUST HAVE SPILL CONTAINMENT.
23. THE LOCATION AND PROTECTION OF ALL UTILITIES IS THE RESPONSIBILITY OF THE PERMITEE.
24. ALL WATER VALVES AND SEWER MANHOLES SHALL REMAIN ACCESSIBLE AND FREE OF DEBRIS THROUGHOUT ALL PHASES OF THE PROJECT.
25. NO WORK TO BE DONE ON SATURDAYS.
26. ALL WORK SHALL CEASE IF WINDS EXCEED 25 M.P.H.
27. NPDES REGULATIONS DO APPLY. NO SWPPP IS REQUIRED. A WQMP IS REQUIRED.



SITE MAP

A.P.N.:
0284-082-018

OWNER/APPLICANT:
LOMA LINDA UNIVERSITY
CONTACT - DAVID MOORE
24951 STEWART STREET
LOMA LINDA, CA 92354

APPROXIMATE EARTHWORK QUANTITIES

CUT - 100 CY
FILL - 200 CY

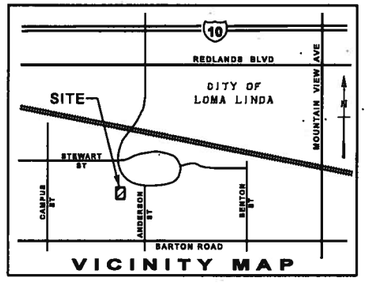
THESE ARE RAW QUANTITIES WHICH DO NOT INCLUDE OVEREXCAVATION. NO ADJUSTMENTS HAVE BEEN MADE FOR SUBSIDENCE OR SHRINKAGE.

LEGEND

FF	FINISH FLOOR ELEVATION
PE	PAD ELEVATION
TC	TOP OF CURB
FL	FLOW LINE
TG	TOP OF GRATE
FS	FINISH SURFACE
R/W	RIGHT-OF-WAY
PL	PROPERTY LINE
RD	ROOF DRAIN
(00.00)	EXISTING ELEVATION
00.00	PROPOSED ELEVATION
	PCC V-GUTTER
	AC PAVEMENT
	PCC PAVEMENT

SHEET INDEX

SHEET 1 - TITLE SHEET
SHEET 2 - DIMENSION PLAN
SHEET 3 - PRECISE GRADING PLAN
SHEET 4 - EXIST CONDITIONS & DEMO PLAN
SHEET 5 - PARKING ANALYSIS



VICINITY MAP

Goodman & ASSOCIATES
2079 SKY VIEW DRIVE
COLTON, CALIFORNIA 92324
(909) 824-2779

DOUGLAS L. GOODMAN R.C.E. 28500
MY LICENSE EXPIRES 3-31-16
DATE

REGISTERED PROFESSIONAL ENGINEER DOUGLAS L. GOODMAN No. 28500 CIVIL Expires 3-31-16 STATE OF CALIFORNIA

01/04/2016

Underground Service Alert Call:TOll FREE 1-800 227-2600	Designed by	Drawn by	Checked by
	SH	SH	DG

PLANS PREPARED UNDER THE SUPERVISION OF DOUGLAS L. GOODMAN

Date _____ R.C.E. 28500

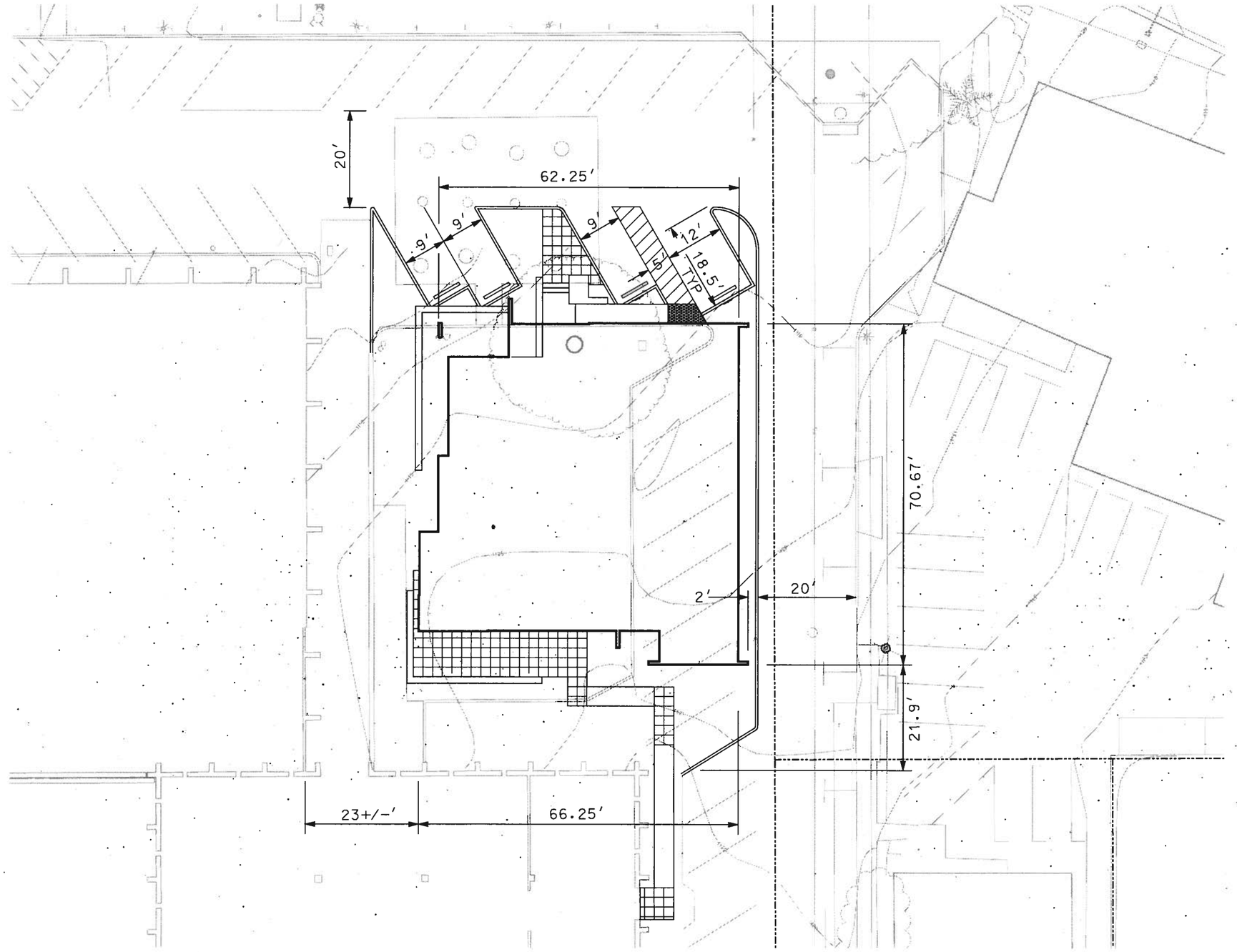
Reference Plans For These Improvements

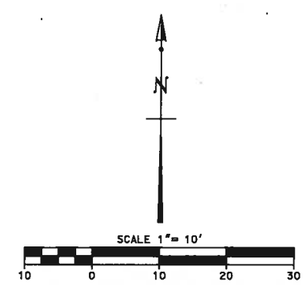
Date	By	REVISIONS	App'd

Scale

CITY OF LOMA LINDA
TITLE SHEET
POWER PLANT - ADMIN BLDG
LOMA LINDA UNIVERSITY

Drawing No. C-1
SH. 1 OF 5





01/04/2016

Goodman & ASSOCIATES
2075 SKY VIEW DRIVE
COLTON, CALIFORNIA 92324
(909) 824-6775

DOUGLAS L. GOODMAN R.C.E. 28500
MY LICENSE EXPIRES 3-31-16

DATE

Undergroud Service Alert
Call:TOll FREE
1-800
227-2600
TWO WORKING DAYS BEFORE YOU DIG

Designed by	Drawn by	Checked by
SH	SH	DG

PLANS PREPARED UNDER THE SUPERVISION OF
DOUGLAS L. GOODMAN
Date _____ R.C.E. 28500

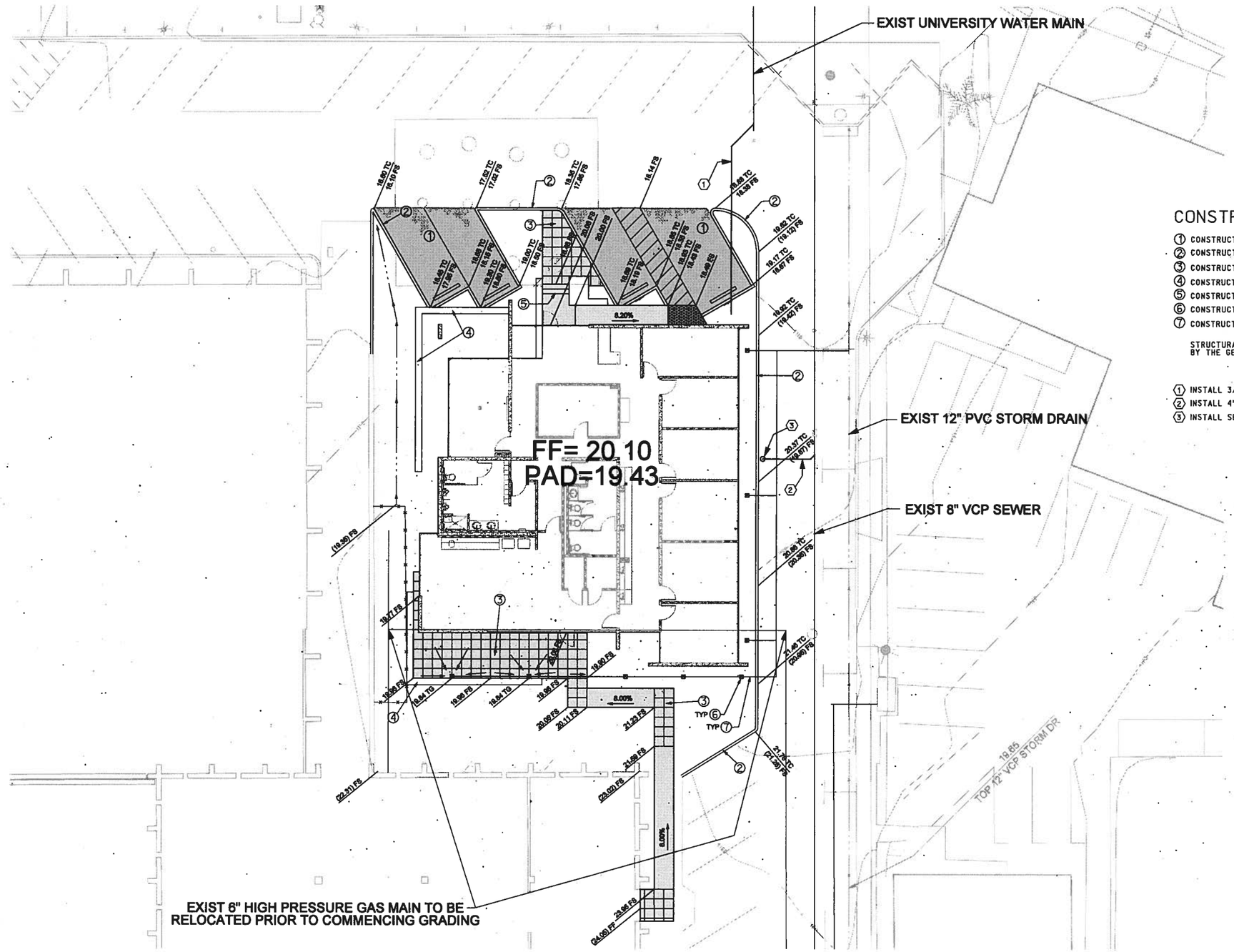
Reference Plans For These Improvements

Date	By	REVISIONS	App'd

Scale

CITY OF LOMA LINDA
DIMENSION PLAN
POWER PLANT - ADMIN BLDG
LOMA LINDA UNIVERSITY

Drawing No.
C-2
SH. 2 OF 5



CONSTRUCTION NOTES

		ESTIMATED QUANTITY
1	CONSTRUCT 3" THICK AC PVMNT OVER 6" COMPACTED AB (SEE NOTE BELOW)	954 SF
2	CONSTRUCT PCC CURB PER CITY STD R-2.3 (MOD TO 6" CF)	310 LF
3	CONSTRUCT 4" THICK PCC WALK (SEE ARCHITECT'S PLANS)	926 SF
4	CONSTRUCT GARDEN WALL, SEE STRUCTURAL PLANS FOR DETAILS	100 LF
5	CONSTRUCT PCC STAIRS (SEE ARCHITECT'S PLANS)	1 EA
6	CONSTRUCT 6" DIAMETER INLET	8 EA
7	CONSTRUCT 8" PVC DRAIN PIPE	165 LF

STRUCTURAL PAVEMENT SECTION TO BE CONFIRMED BY THE GEOTECHNICAL ENGINEER DURING CONSTRUCTION.

1	INSTALL 3/4" PVC DOMESTIC WATER LINE (CLASS 200)	45 LF
2	INSTALL 4" SEWER LATERAL PER CITY STD. SS-3	12 LF
3	INSTALL SEWER CLEANOUT PER CITY STD. SS-2	1 EA

N

SCALE 1"= 10'

10 0 10 20 30

01/04/2016

Goodman & ASSOCIATES
2079 SKY VIEW DRIVE
COLTON, CALIFORNIA 92324
(909) 824-2775

DOUGLAS L. GOODMAN R.C.E. 28500
MY LICENSE EXPIRES 3-31-16
DATE

Registered Professional Engineer — Douglas L. Goodman — No. 28500 — CIVIL — Date 3-31-16 — State of California

Underground Service Alert — Call: TOll FREE 1-800 227-2600 — TWO WORKING DAYS BEFORE YOU DIG

Designed by	Drawn by	Checked by
SH	SH	DG

PLANS PREPARED UNDER THE SUPERVISION OF DOUGLAS L. GOODMAN

Date _____ R.C.E. 28500

Reference Plans For These Improvements

Date	By	REVISIONS	App'd

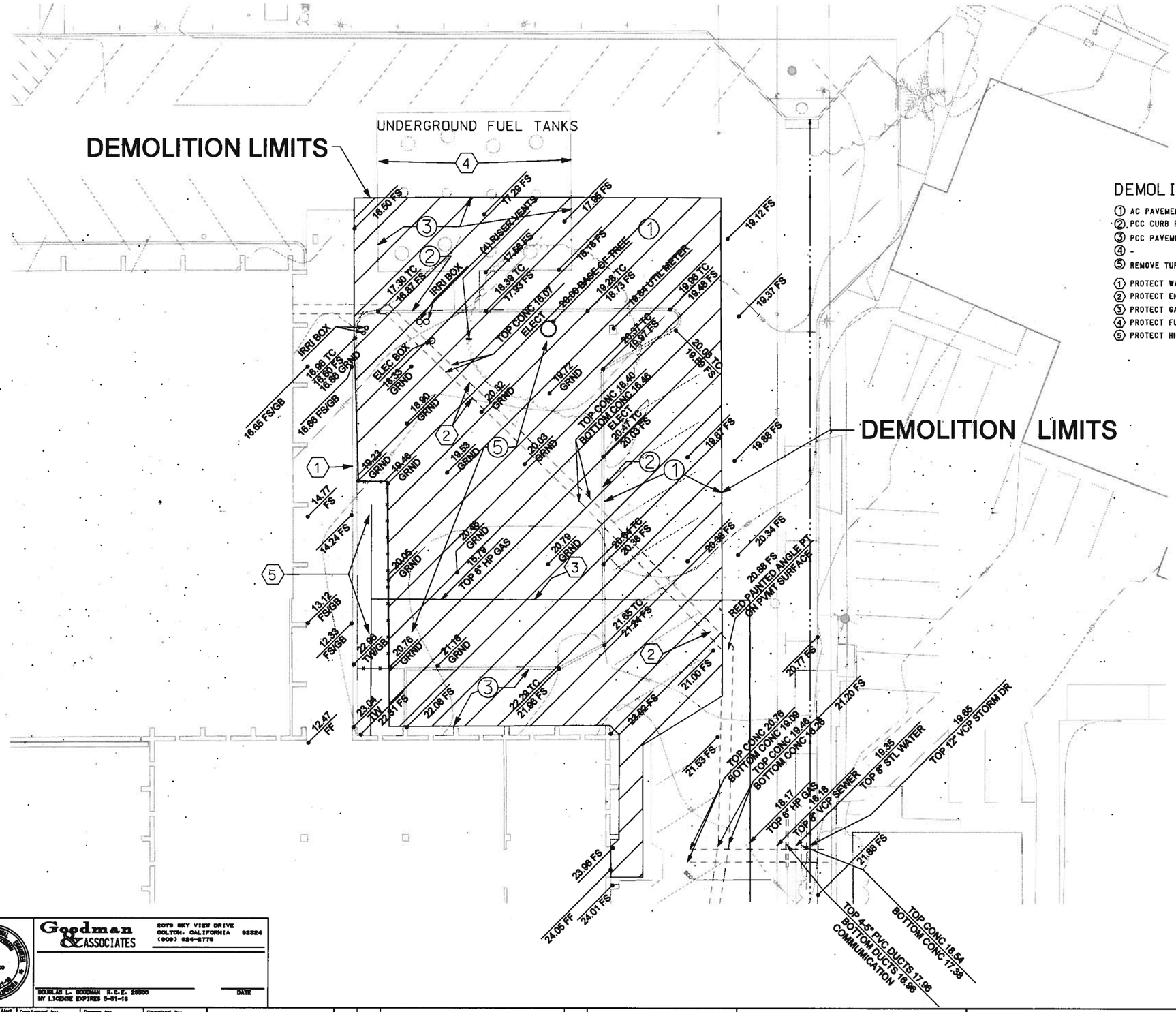
Scale

CITY OF LOMA LINDA

PRECISE GRADING PLAN
POWER PLANT - ADMIN BLDG
LOMA LINDA UNIVERSITY

Drawing No. C-3

SH. 3 OF 5



DEMOLITION NOTES

1. AC PAVEMENT REMOVAL
2. PCC CURB REMOVAL
3. PCC PAVEMENT REMOVAL
4. -
5. REMOVE TURF, TREES, AND IRRIGATION

1. PROTECT WALL IN PLACE
2. PROTECT ENCASED ELECTRICAL CONDUIT IN PLACE
3. PROTECT GAS LINE (WILL BE RELOCATED)
4. PROTECT FUEL TANK FARM (SURFACE FEATURES TO BE ADJUSTED TO GRADE)
5. PROTECT HIGH PRESSURE GAS ASSEMBLY

01/04/2016

Goodman & ASSOCIATES
2079 SKY VIEW DRIVE
COLTON, CALIFORNIA 92324
(909) 824-6775

DOUGLAS L. GOODMAN R.C.E. 29600
MY LICENSE EXPIRES 3-31-16
DATE

Underground Service Alert
Call:TOll FREE
1-800 227-2600
TWO WORKING DAYS BEFORE YOU DIG

Designed by	Drawn by	Checked by
SH	SH	DG

PLANS PREPARED UNDER THE SUPERVISION OF
DOUGLAS L. GOODMAN
Date _____ R.C.E. 29600

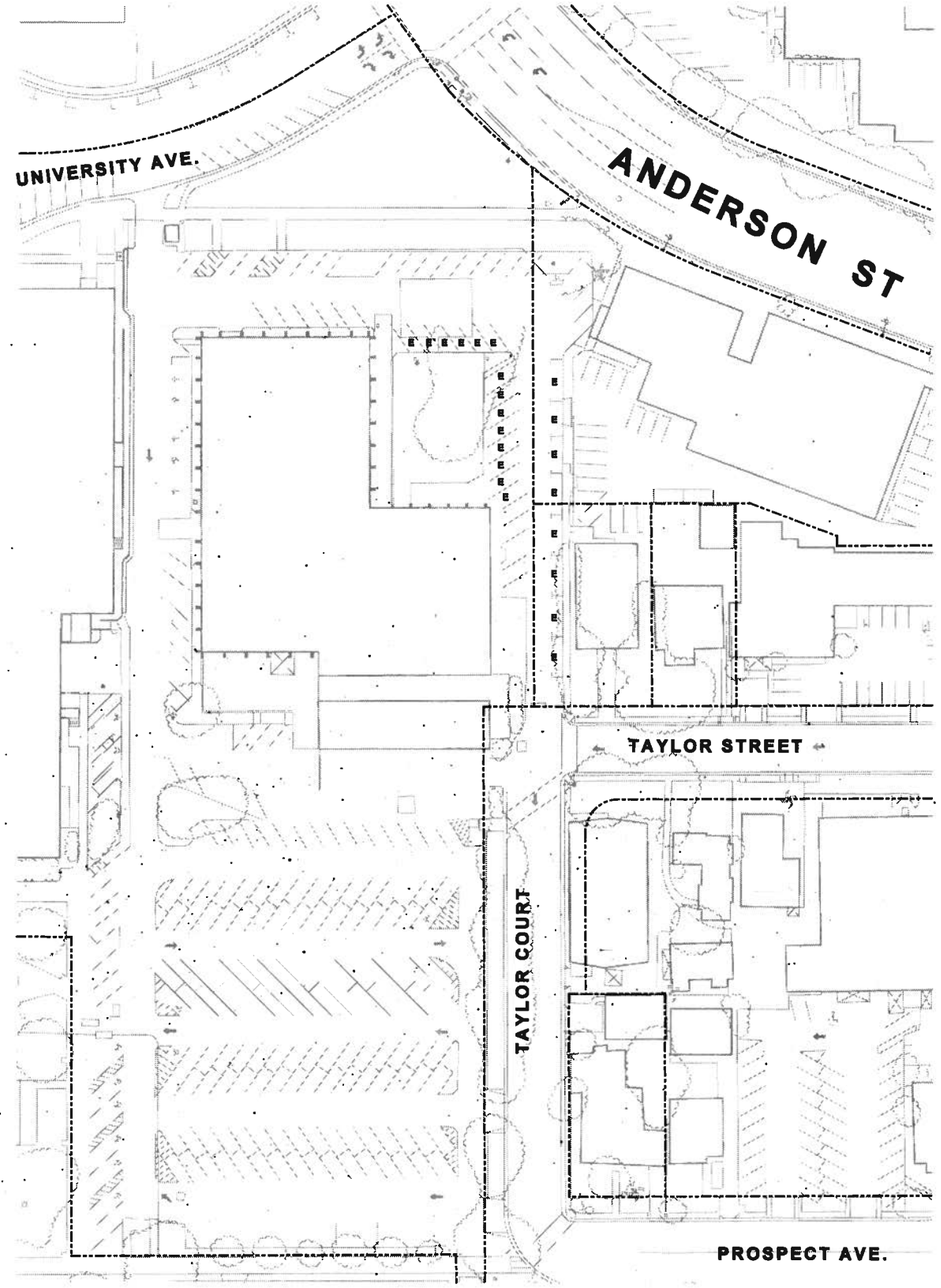
Reference Plans For These Improvements

Date	By	REVISIONS	App'd

Scale

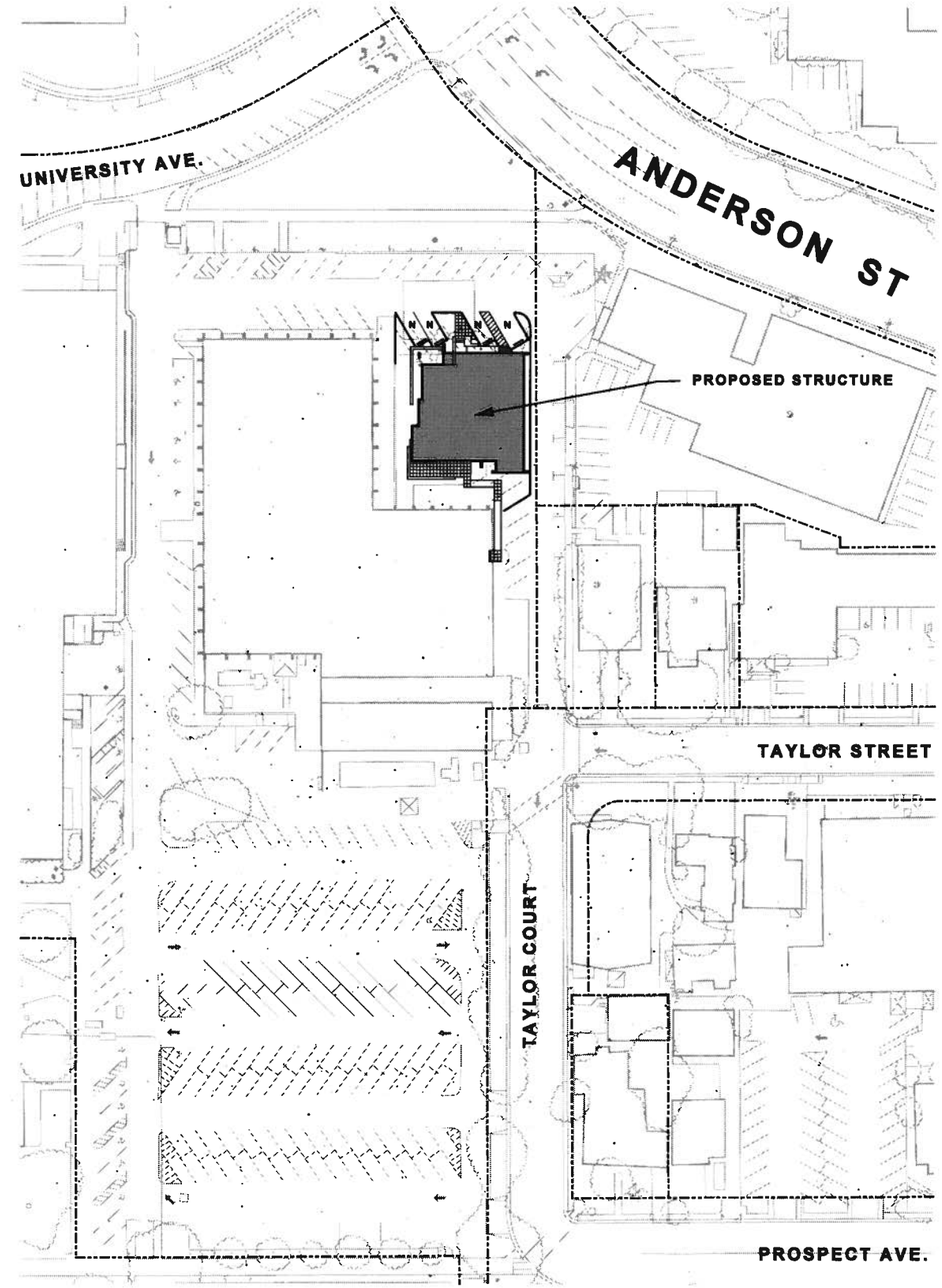
CITY OF LOMA LINDA
EXISTING CONDITIONS AND DEMO PLAN
POWER PLANT - ADMIN BLDG
LOMA LINDA UNIVERSITY

Drawing No.
C-4
SH. 4 OF 5



EXISTING STALLS TO BE ELIMINATED

E - DESIGNATES ELIMINATED PARKING STALL - 22 EA



NEW PARKING STALLS

N - DESIGNATES NEW PARKING STALL - 4 EA

SCALE 1" = 40'

40 0 40 80 120

01/04/2016

Goodman & ASSOCIATES
2079 SKY VIEW DRIVE
COLTON, CALIFORNIA 92324
(909) 824-2775

DOUGLAS L. GOODMAN R.C.E. 28500
MY LICENSE EXPIRES 3-31-16
DATE

Registered Professional Engineer — Douglas L. Goodman — No. 28500 — CIVIL — Expires 3-31-16 — State of California

Underground Service Alert — Call TOLL FREE 1-800 227-2600 — THREE WORKING DAYS BEFORE YOU DIG

Designed by	Drawn by	Checked by
SH	SH	DG

PLANS PREPARED UNDER THE SUPERVISION OF
DOUGLAS L. GOODMAN
Date _____ R.C.E. 28500

Reference Plans For These Improvements

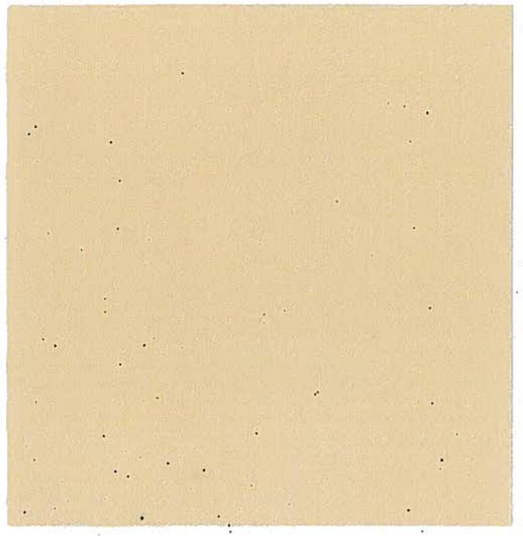
Date	By	REVISIONS	App'd

Scale

CITY OF LOMA LINDA
PARKING ANALYSIS
POWER PLANT - ADMIN BLDG
LOMA LINDA UNIVERSITY

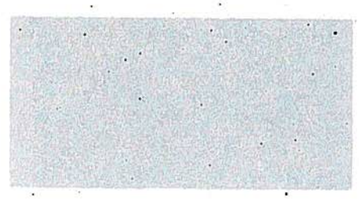
Drawing No. C-5
SH. 5 OF 5

CONCRETE EXTERIOR WALLS



PAINTED
SHERWIN WILLIAMS
SW2833 ROYCROFT VELLUM

ALUMINUM STOREFRONT



KAWNEER
PERMANODIC ANODIZED FINISHES
CLEAR NO. 14

COLOR & MATERIALS BOARD

STEAM PLANT NEW ADMIN BUILDING

A D A Y ARCHITECTS / LOMA LINDA UNIVERSITY ADVENTIST HEALTH SCIENCES CENTER

City of Loma Linda
Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilman
Ronald Dailey, Councilman
John Lenart, Councilman

COUNCIL AGENDA:	January 12, 2016
TO:	City Council
VIA:	T. Jarb Thaipejr, City Manager
FROM:	Pamela Byrnes-O'Camb, City Clerk
SUBJECT:	Minutes of December 8, 2015

Approved/Continued/Denied
By City Council
Date _____

RECOMMENDATION

It is recommended that the City Council approve the minutes of December 8, 2015.

City of Loma Linda

City Council Minutes

Regular Meeting of December 8, 2015

A regular meeting of the City Council was called to order by Mayor Rigsby at 7:06 p.m., Tuesday, December 8, 2015, in the Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present:	Mayor Rhodes Rigsby Mayor pro tempore Phill Dupper Ovidiu Popescu Ron Dailey John Lenart
Councilmen Absent:	None
Others Present:	City Manager T. Jarb Thaipejr City Attorney Richard Holdaway

Councilman Lenart led the invocation and Pledge of Allegiance. No conflicts of interest were noted.

CC-2015-091 – **Items to be Added or Deleted**

City Manager Thaipejr noted the addendum to the Consent Calendar, "Receive for filing the Annual Housing Report pursuant to Health & Safety Code Sections 34328 and 34176.1."

Oral Reports/Public Participation

Marjorie Barakian, 11464 Via Lido commented on recent stolen mail and damage to community mailboxes in the neighborhood; concern about the pipeline within the railroad right-of-way; recent missing person within the neighborhood and the possible use of the reverse 911 to notify residents; and that terrorist shooters should not be buried within local cemeteries.

Mary Beth Cochran, 25534 Mandarin Court and Cheryl Smith, 25547 Lawton Avenue addressed the City Council relating to properties that appeared to be abandoned, unkempt landscape, deteriorating structures, and the accumulation of appliances and trash in backyards. Assistant City Manager Bolowich responded to their concerns, explaining the process for nuisance abatement and clarifying health and safety issues.

Scheduled And Related Items

CC-2015-092 - **Council Bill #O-2015-03** (Second Reading/Roll Call Vote) – Establishing Wastewater Collection Rates and repealing Ordinance No. 716

City Manager Thaipejr introduced the item, stating that those who had submitted opposition letters were notified of tonight's meeting and invited to attend. An owner of a rental voiced his opposition to an increase.

Mayor Rigsby noted the extensive discussion on November 24 and explained that although the sewage was collected by Loma Linda through its sewer system, the City of San Bernardino treated the sewage; the City of San Bernardino was part of a Joint Powers Agreement that ran the sewer treatment plant at cost; none of the money for sewer treatment was diverted for any other use...In order to opt out of having the City of San Bernardino providing sewer treatment services, Loma Linda would be required to build its own sewer treatment plant at a cost that is prohibitive.

Tom Klaus, Director of the City of San Bernardino Water Reclamation Plant responded to questions and confirmed that the facility was operating at cost; has been in operation since the late 1950's; a $9 million rehabilitation project was in the process of being completed; the proposed increase to the sewer treatment rate was a result of a cost study completed by an outside consultant and recommended in order to upgrade the facility and have adequate reserves; the capacity of the plant was 33 million gallons per day.

Extensive discussion ensued.

Motion by Dailey, seconded by Popescu and unanimously carried to waive reading of Council Bill #O-2015-03 in its entirety; direct the Clerk to read by title only and to call the roll.

The Clerk read the title and called the roll with the following results:

Ayes:	Rigsby, Dupper, Popescu, Dailey, Lenart
Noes:	None
Absent:	None

Ordinance No. 728

An Ordinance of the City Council of the City of Loma Linda, California, establishing wastewater collection rates effective January 1, 2016, and repealing Ordinance No. 716

CC-2015-093
LLHA-2015-025 - **Joint meeting of the City Council and Housing Authority regarding presentation of Audit Report for Fiscal Year 2014-2015**

The Loma Linda Housing Authority Board was called to order at 8:08 p.m. with all members present. Terry Shea of Rogers, Anderson, Malody & Scott presented the report, noting that the responsibilities of the City were to present the City's financial position and operations fairly and in conformity with generally accepted accounting principles; adopt sound accounting policies; provide reasonable accounting estimates; establish and maintain internal controls and prevent and detect fraud.

He went on to say that the responsibilities of the auditing firm included obtaining reasonable assurance that the financial statements were free of material misstatement; examining on a test basis evidence supporting amounts and disclosures; assessing accounting principles used, estimates made, and evaluating the overall financial statement presentation; reviewing the City's internal control policies and procedures and expressing an opinion on the City's financial statements.

He then stated that the auditor's opinion was that the financial statements were fairly presented in all material respects; significant accounting policies were consistently applied; estimates were reasonable; and disclosures were properly reflected in the financial statements. Mr. Shea elaborated that there were no disagreements with management; no material errors or irregularities or significant accounting issues discovered; findings for a single audit-internal control/compliance were made; and GASB 68 was implemented.

He then responded to questions.

Finance Director DeAnda presented the Comprehensive Annual Financial Report (CAFR) which included a Letter of Transmittal, GFPA Certificate of Achievement for Excellence in Financial Reporting, a listing of principal officers and Organization Chart in addition to the Independent Auditors' Report, Management's Discussion and Analysis, Basic Financial Statements, and Supplementary Information, Financial Trends, Revenue Capacity, Debt Capacity, Demographic, Economic, and Operating Information.

She then presented the Financial Statements for the City, the Loma Linda Housing Authority (Special Revenue Fund) and Successor Agency (Private Purpose Trust Fund). She reviewed City funds which included the General Fund, Special Revenue Fund and Enterprise fund. She also indicated that the report showed the booking of unfunded liability for pensions. She then responded to questions.

The Housing Authority Board recessed at 8:08 p.m. to allow completion of the City Council Agenda.

CC-2015-094 - **Public Hearing – Council Bill #O-2015-04** – (First Reading/Set Second Reading for January 12) Amending Chapter 17.100 of the Loma Linda Municipal Code defining and prohibiting medical marijuana dispensaries, cultivation of marijuana and all commercial medical marijuana uses in the City

The public hearing was opened and Assistant City Manager Bolowich presented the report into evidence, providing background relating to Proposition 215 which enabled persons who were in need of marijuana for medical purposes to use it without fear of criminal prosecution under limited, specified circumstances; Health & Safety Code Section 11362.7 to clarify the scope of Proposition 215; AB 2650 (2010) and AB 1300 (2011) which recognized the authority of counties and cities to adopt local ordinances that regulat the location, operation, or establishment of a medical marijuana cooperative or collective and to civilly and criminally enforce such ordinances.

He elaborated the in October 2015. AB 266, AB 243, and SB 643 were signed into law, which allowed cities to completely prohibit commercial medical marijuana activities. Those laws also contained language that required cities to prohibit cultivation uses and delivery services by March 1, 2016 or the State would become the sole licensing authority.

He then recommended the City Council approve the Development Code Amendment and set the second reading for January 12.

Capt. Dorsey of the San Bernardino County Sheriff's Department responded to questions. No other public testimony was offered and the public hearing was closed. Discussion ensued.

City Attorney Holdaway clarified that the way the law was adopted, if the City did not regulate cultivation and distribution in the City with an effective date of prior to March 1, then the State could license those activities within the City. The proposed ordinance is in response to the new legislation by addressing the new issues the Legislature and Governor have created. Adoption of the ordinance on January 12 would make it effective prior to March 1, 2016.

Motion by Dupper, seconded by Lenart and unanimously carried to introduce Council Bill #O-2015-04 on First Reading and set the Second Reading for January 12, 2016.

CC-2015-095 - **Public Hearing – Council Bill #O-2015-05** (First Reading/Set Second Reading for January 12) Replacing Title 5, Chapter 5.24 and amending Title 17, Chapters 17.44, 17.46 and 17.48 of the Loma Linda Municipal Code relating to California Massage Therapy Council approved massage establishments and massage technicians

The public hearing was opened and Assistant City Manager Bolowich presented the report into evidence, stating that in 2008, the State created a California Massage Therapy Council (CAMTC) and a professional organization to license massage technicians outside of a medical practice. Assembly Bill 1147 restored significant oversight to local jurisdictions with respect to the establishment of detailed operational standards for massage establishments.

He went on to say that the proposed Municipal Code Amendment would strengthen the regulations for massage establishments that are permitted by the CAMTC. The Amendment would allow massage establishments as permitted uses in the C-1 and C-2 Zones and would prohibit massage establishments in the C-M Zone since all properties in the C-M Zone were currently developed with storage facilities and a nature preserve.

The City Attorney responded to questions, stating that the State reinstated zoning regulation authority and enforcement procedures to cities.

No other public testimony was offered and the public hearing was closed. Extensive discussion ensued.

Motion by Lenart, seconded by Popescu and carried to introduce Council Bill #O-2015-05 on First Reading and to set the Second Reading for January 12. Councilman Dailey opposed.

CC-2015-096 - **Consent Calendar**

Motion by Dupper, seconded by Lenart and unanimously carried to approve the following items.

The Demands Register dated November 30, 2015 with commercial demands totaling $502,747.19.

The Demands Register dated December 8, 2015 with commercial demands totaling $406,619.83 and payroll demands totaling $255,334.18.

The Minutes of November 24, 2015 as presented.

The Fire Department Report for October 2015 for filing.

Authorized City Manager to execute MOU and participate in the development of Groundwater Sustainability Council Framework Agreement.

Awarded contract for construction of storm drain at Elmer Digneo Park to Tryco General Engineering of Rim Forest in an amount not to exceed $16,780.00 and authorized a contingency allocation of $1,700.00.

Received for filing the Annual Housing Report pursuant to Health & Safety Code Sections 34328 and 34176.1

New Business

CC-2015-097 - **Accept with regret the resignation of Nikan Khatibi from the Planning Commission and either appoint one member to the Planning Commission to fulfill the June 2018 term or declare a vacancy and direct the Clerk to advertise**

Motion by Dupper, seconded by Lenart and unanimously carried to accept with regret the resignation of Nikan Khatibi from the Planning Commission, declared a vacancy, and directed the Clerk to advertise the vacancy.

CC-2015-098 - 2016 Meeting Schedule

Motion by Dupper, seconded by Lenart and unanimously carried to retain the meeting schedule for the second and fourth Tuesday of each month, but to designate the second Tuesday of each month as the primary meeting date for calendar year 2016.

Reports Of Officers

CC-2015-099 - EOC After Action Plan Report regarding December 2, 2015 San Bernardino Active Shooter Incident

Emergency Services Coordinator Kendall presented an overview, stating that Loma Linda's activation of its EOC was in anticipation of the City, LLUMC and LLLU being impacted by large volumes of vehicle traffic, large influx of media and the potential for the incident to rapidly increase in size, scope, and complexity. He noted that the San Bernardino County Operational Area was notified of the activation of our EOC.

During the incident and activation of the EOC, City Hall and the Senior Center were locked down; Fire Marshal Bradfield was sent to the LLUMC Emergency Department Command Center as City Liaison; communication with San Bernardino County EOC and LLUMC Emergency Department Command Center was maintained throughout the duration of the EOC activation.

The EOC was deactivated at 6:00 p.m. and an after-action report session was held with City EOC Staff the following day. He then responded to questions.

City Manager Thaipejr thanked Capt. Dorsey and the Sheriff's Department for their support. Chief Bender, Capt. Dorsey, and Mayor pro tempore Dupper commented on the cooperation of all agencies involved.

City Manager Thaipejr informed the City Council that the City employees each year implement an Adopt a Family Program for Christmas. This year three families with 13 children ranging in age from 2 to 15 years of age were adopted through the Mission School and will receive gifts as well as Christmas dinner.

Chief Bender announced the Parade of Lights the weekend of December 20.

Capt. Dorsey indicated that the person making the bomb threat at LLUMC was in custody.

The meeting adjourned at 8:46 p.m.

Approved at the meeting of _____, 2016.

_____

City Clerk

City of Loma Linda
Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilman
Ronald Dailey, Councilman
John Lenart, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA: January 12, 2016

TO: City Council

VIA: T. Jarb Thaipejr, City Manager

FROM: Diana De Anda, Finance Director/City Treasurer

SUBJECT: November 2015 Treasurer's Report

RECOMMENDATION

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

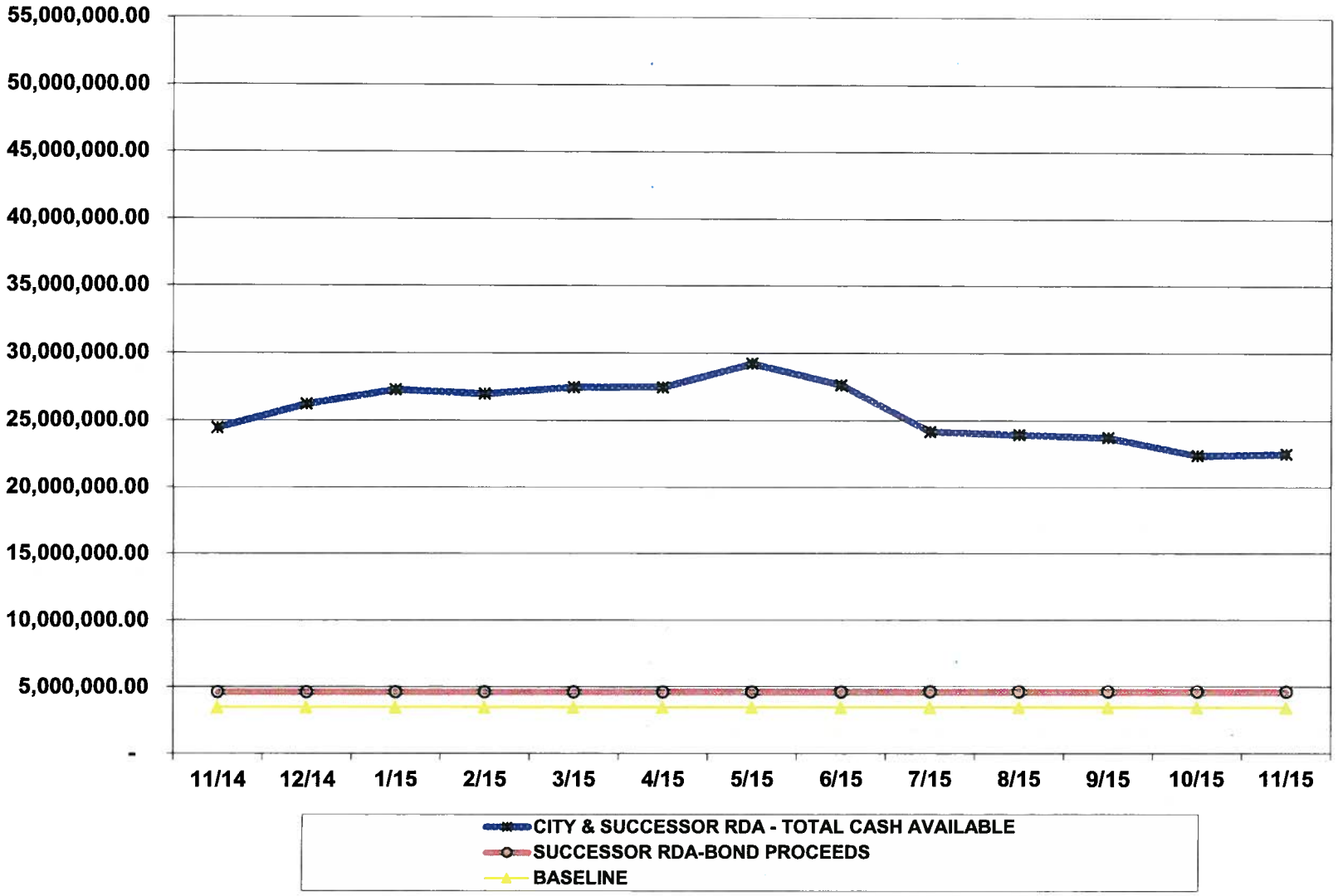
CITY OF LOMA LINDA
COMPOSITION OF CASH
NOVEMBER 2015

DEMAND DEPOSIT ACCOUNTS				
CITY - BANK OF AMERICA - MAIN CHECKING ACCOUNT				$ 935,941.20
Outstanding Checks as of month-end				(122,918.25)
CITY - MAIN CHECKING ACCOUNT AVAILABLE BALANCE				$ 813,022.95
BANK OF AMERICA - PAYROLL				$ 256,997.57
HOUSING AUTHORITY - BANK OF AMERICA - CHECKING ACCOUNT				238,696.75
Outstanding Checks as of month-end				(51,303.46)
HOUSING AUTHORITY - CHECKING ACCOUNT AVAILABLE BALANCE				$ 187,393.29
SUCCESSOR AGENCY - BANK OF AMERICA - CHECKING ACCOUNT				19,629.52
Outstanding Checks as of month-end				-
SUCCESSOR AGENCY - CHECKING ACCOUNT AVAILABLE BALANCE				$ 19,629.52
DEMAND DEPOSIT ACCOUNTS - TOTAL				$ 1,277,043.33
INVESTMENTS	**YIELD**			
LOCAL AGENCY INVESTMENT FUND (LAIF)				
CITY	0.374%		$ 15,939,544.29	
SUCCESSOR RDA	0.374%	283,107.12		
SUCCESSOR RDA - Bond Proceeds		4,627,957.87		
SUCCESSOR RDA -Total			4,911,064.99	
HOUSING AUTHORITY	0.374%		371,551.88	
INVESTMENTS TOTALS				$ 21,222,161.16
OTHER CASH				
IMPREST ACCOUNT			$ 500.00	
CASH ON HAND			1,350.00	
OTHER CASH TOTAL				$ 1,850.00
CASH AND INVESTMENTS - GRAND TOTAL				22,501,054.49
PREVIOUS MONTH				22,388,814.61
CHANGE +/(-)				$ 112,239.88

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

Diana DeAnda
Treasurer

CITY OF LOMA LINDA
MONTHLY TREASURER'S REPORT 11/14 - 11/15



City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilmember
Ronald Dailey, Councilmember
John Lenart, Councilmember

COUNCIL AGENDA: January 12, 2015
TO: City Council
VIA: T. Jarb Thaipejr, City Manager
FROM: Jeff Bender, Fire Chief
SUBJECT: November Fire Department Activity Report

Approved/Continued/Denied
By City Council
Date _____

Operations Division

The Fire Department's Operations Division responded to 349 incidents in November 2015. The alarm types are broken down as follows:

Fire & Rescue	Month		YTD	
Medical Aid (MA)	190	54.4%	2175	55.4%
Traffic Collision (TC)	19	5.4%	164	4.2%
MA + TC	***209***	***59.9%***	***2339***	***59.6%***
Hazardous Conditions	5	1.4%	47	1.2%
Hazardous Material	0	0.0%	0	0.0%
Mutual/Automatic Aid	34	9.7%	470	12.0%
Public Assistance	13	3.7%	238	6.1%
Rescue	0	0.0%	23	0.6%
Structure Fire	3	0.9%	38	1.0%
Cooking	0	0.0%	7	0.2%
Vegetation Fire	2	0.6%	46	1.2%
Vehicle Fire	0	0.0%	20	0.5%
Refuse Fire	0	0.0%	17	0.4%
All Fires	***5***	***1.4%***	***128***	***3.3%***
Other	50	14.3%	319	8.1%
Fire Alarm Activation*	33	9.5%	359	9.2%

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

Training Division Highlights:

- Monthly Emergency Medical Services (EMS) Training
  - Monthly EMS Training, CQI
  - EMS Lecture – Altered Level of Consciousness
  - Medical Documentation
- CERT training was provided to Colton CERT members
- County High Rise Plan training

Public Education/Relations Detail:

- Station Tour Loma Linda Academy
- Fire crews Participated in the Veterans Day Parade
- Crews participated in the CART Academy Open House
- Fire crews served Thanksgiving Meals at the Hutton Center and Luque Center

CC AGENDA ITEM 6

SUBJECT: November 2015 Fire Department Activity Report Continued

Fire Prevention Division:

The Fire Departments Prevention Division monthly activity report is as follows:

Certificate Of Occupancy Inspection	
Commercial UL-300 Hood Inspections	
Construction Site Inspection	10
Fire Alarm System Test & Inspection (# of trips)	3
Fire Building Final Inspection	
Fire Flow Test (Hydrant Testing)	9
Fire Sprinkler Final – Commercial	
Fire Sprinkler Final – Residential	
Fire Sprinkler Rough – Commercial	
Fire Sprinkler Rough – Residential	
Fire Underground – Inspection, test, flush	
Five Year FS System Certification – Observe Flush	
Knox Box Placement/Inspection	4
New Tenant Inspection	5
Over-Head Hydro – Commercial	
Over-Head Hydro – Residential	
Plan Check Review / Project Review (hours)	23
Smoke Alarm Check	
Solar Panel Inspection	5
Underground Flam. Liquid Tank Inspection	
EOC Training or Activation (hours)	
Evacuation / Fire Drills, LLUMC, Schools	
Fire Code Research (hours)	13
Meetings	15
Public Education (hours)	
Public Hearings / Council Meetings	
Training Classes (hours)	1
Annual Fire Inspections	2
Engine Co. Computer / RMS (Hours)	
Engine Company Follow-up Inspection (hours)	8
Field Investigation / Inquiries	17
Fire / Arson / Illegal Burn Investigation	4
Special Events – July 4th Fireworks Patrol	
State Fire Marshal Permits Issued	
State Fire Marshal Title 19 Inspections: RCF's	
Weed Abatement Administrative Time (hours)	1
Weed Abatement, Parcels Inspected	18

City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilmember
Ronald Dailey, Councilmember
John Lenart, Councilmember

COUNCIL AGENDA: January 12, 2015
TO: City Council
VIA: T. Jarb Thaipejr, City Manager
FROM: Jeff Bender, Fire Chief
SUBJECT: December Fire Department Activity Report

Approved/Continued/Denied
By City Council
Date _____

Operations Division

The Fire Department's Operations Division responded to 351 incidents in December 2015. The alarm types are broken down as follows:

Fire & Rescue	Month		YTD	
Medical Aid (MA)	192	54.7%	2367	55.4%
Traffic Collision (TC)	20	5.7%	184	4.3%
MA + TC	***212***	***60.4%***	***2551***	***59.7%***
Hazardous Conditions	5	1.4%	52	1.2%
Hazardous Material	0	0.0%	0	0.0%
Mutual/Automatic Aid	27	7.7%	497	11.6%
Public Assistance	24	6.8%	262	6.1%
Rescue	3	0.9%	26	0.6%
Structure Fire	3	0.9%	41	1.0%
Cooking	4	1.1%	11	0.3%
Vegetation Fire	4	1.1%	50	1.2%
Vehicle Fire	0	0.0%	20	0.5%
Refuse Fire	1	0.3%	18	0.4%
All Fires	***12***	***3.4%***	***140***	***3.3%***
Other	31	8.8%	350	8.2%
Fire Alarm Activation*	37	10.5%	396	9.3%

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

Training Division Highlights:

- Monthly Emergency Medical Services (EMS) Training
  - Monthly EMS Training, CQI
  - EMS Lecture
  - CPR Training for CART Students
  - Annual Hazardous Materials Training
  - COL & LOM Units Conducted Company Inspections at LLVA Hospital

Public Education/Relations Detail:

- COL & LOM Units Participated in Christmas Parade's
- Loma Linda Units Participated in the St. Josephs Worker Church's Annual Health & Safety Fair
- Loma Linda Crews delivered Christmas presents for the Adopt-A-Family Program
- Loma Linda Crews participated in the Winter Wonderland Event at the Ronald McDonald House
- COL & LOM Units participated in the Annual Christmas Tree Lighting Ceremonies

SUBJECT: December 2015 Fire Department Activity Report Continued

Public Education/Relations Detail Continued:

- Loma Linda Units Participated in the 23rd Annual Quaid Harley Davidson Annual Toy Run
- COL & LOM units participated in the Make A Child Smile Shopping Spree

Fire Prevention Division:

The Fire Departments Prevention Division monthly activity report is as follows:

Certificate Of Occupancy Inspection	
Commercial UL-300 Hood Inspections	
Construction Site Inspection	15
Fire Alarm System Test & Inspection (# of trips)	2
Fire Building Final Inspection	1
Fire Flow Test (Hydrant Testing)	2
Fire Sprinkler Final – Commercial	
Fire Sprinkler Final – Residential	
Fire Sprinkler Rough – Commercial	1
Fire Sprinkler Rough – Residential	1
Fire Underground – Inspection, test, flush	
Five Year FS System Certification – Observe Flush	
Knox Box Placement/Inspection	
New Tenant Inspection	1
Over-Head Hydro – Commercial	
Over-Head Hydro – Residential	
Plan Check Review / Project Review (hours)	14
Smoke Alarm Check	
Solar Panel Inspection	13
Underground Flam. Liquid Tank Inspection	
EOC Training or Activation (hours)	
Evacuation / Fire Drills, LLUMC, Schools	
Fire Code Research (hours)	15
Meetings	8
Public Education (hours)	4
Public Hearings / Council Meetings	
Training Classes (hours)	13.5
Annual Fire Inspections	
Engine Co. Computer / RMS (Hours)	
Engine Company Follow-up Inspection (hours)	7
Field Investigation / Inquiries	5
Fire / Arson / Illegal Burn Investigation	
State Fire Marshal Permits Issued	
State Fire Marshal Title 19 Inspections: RCF's	3
Weed Abatement Administrative Time (hours)	4.5
Weed Abatement, Parcels Inspected	3

City of Loma Linda
Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilman
Ronald Dailey, Councilman
John Lenart, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA: January 12, 2016

TO: City Council

FROM: Pamela Byrnes-O'Camb, City Clerk pbo

VIA: T. Jarb Thaipejr, City Manager T. J. T.

SUBJECT: June 7, 2016 General Municipal Election

RECOMMENDATION

It is recommended that the City Council adopt the following Council Bills.

1. R-2016-01 - Calling the election;
2. R-2016-02 - Adopting regulations for candidate's statements for inclusion in the Sample Ballot.

BACKGROUND

The 2016 General Municipal Election is scheduled for Tuesday, June 7 to elect three (3) members to the City Council for four-year terms. The seats available are those now held by Council Members Rigsby, Popescu and Lenart.

The filing period for nomination papers begins Monday, February 15 and ends Friday, March 11. The City Clerk's Office will be open on Friday, March 11 between the hours of 9:00 a.m. and 4:00 p.m. Nomination papers may only be issued by the City Clerk or her Deputy during normal business hours. Should an incumbent not file between February 15 and March 11, the filing period is extended to 5:00 p.m., Wednesday, March 16; however, an incumbent may not file during the extension period. Should only the number of qualified candidates file by March 11, the election may be cancelled pursuant to Elections Code §10229.

Statements of Economic Interest are required to be filed at the time of submittal of nomination papers. If an incumbent has filed an annual statement within 60 days of nomination, no further filing is required. Candidate statements for printing in the Sample Ballot as well as the Ballot Designation Worksheet must also be filed at the same time nomination petitions are filed and are confidential until the deadline for filing has passed. All Candidate Statements are subject to public review for a 10-day period following close of nominations. A Candidate's Statement may be withdrawn but not changed until one working day following close of nominations.

The Election Code provides for a tie vote to be resolved by lot (tossing of a coin, drawing envelopes) or by special election. If a runoff election is chosen, it is to be held not less than 40 nor more than 125 days after the "Declaration of Result."

On November 13, 2001, the City Council adopted Resolution 2206 providing for a runoff election should a tie occur. With the exception of the March 2000 Election, which resulted in a tie vote resolved by a coin toss, the City Council has chosen to break a tie vote by runoff election. Council Bill #R-2016-01 provides for a tie vote to be resolved by special election. Should the City Council desire to resolve a tie vote by lot, Council Bill #R-2016-01 should be adopted as amended to include the "by lot" language.

ANALYSIS

The City of Loma Linda consolidates its General Municipal Election with the Primary Election which is carried out by the County Registrar of Voters at a cost savings to the City.

ENVIRONMENTAL

Not applicable

FINANCIAL IMPACT

Approximately $10,000. The cost of the election, with the exception of the cost associated with the Candidates Statements, will be included in the 2016-2017 fiscal year budget for Account No. 01-1100-1875 due to the County's billing cycle.

Attachments: Council Bill #R-2016-01
Council Bill #R-2016-02

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, JUNE 7, 2016 FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on June 7, 2016, for the election of Municipal Officers;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Loma Linda, California, on Tuesday, June7, 2016, a General Municipal Election for the purpose of electing three (3) Members of the City Council for the full term of four years.

Section 2. That the ballots to be used at the election shall be in form and content as required by law.

Section 3. That the City Clerk is authorized, instructed and directed to coordinate with the County of San Bernardino Registrar of Voters to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

Section 4. That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Election Code §10242, except as provided in §14401 of the Elections Code of the State of California.

Section 5. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 6. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

Section 7. That in the event of a tie vote (if any two or more persons receive an equal and the highest number of votes for an office) as certified by the County of San Bernardino Registrar of Voters, the City Council, in accordance with Election Code §15651(b), shall conduct a special runoff election to resolve the tie vote and such special runoff election is to be held on a Tuesday not less than 40 days nor more than 125 days after the administrative or judicial certification of the election which resulted in a tie vote.

Section 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

Section 9. That City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

PASSED, APPROVED AND ADOPTED on the 12th day of January 2016 by the following vote:

Ayes:

Noes:

Absent:

_____
Rhodes Rigsby, Mayor

ATTEST:

_____
Pamela Byrnes-O'Camb, City Clerk

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, JUNE 7. 2016

WHEREAS, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. General Provisions. That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Loma Linda on Tuesday, June 7, 2016, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than two hundred (200) words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

Section 2. Foreign Language Policy. Pursuant to the Federal Voting Rights Act, candidate's statements will be translated into all languages required by the County of San Bernardino. The County is required to translate candidate's statements into Spanish.

The County will print and mail sample ballots and candidates statements to all voters in English and Spanish. The County will make the sample ballots and candidates statements in the required languages available at all polling places, on the County's website, and in the Election Official's office.

Section 3. Payment and Translations. The candidate shall be required to pay for the cost of translating the candidate's statement into any required foreign language as specified (Spanish) and the candidate shall be required to pay for the cost of translating the candidate's statement into any foreign language that is not required as specified in Section 2 above, pursuant to Federal and/or State law, but is requested as an option by the candidate.

Printing. The candidate shall be required to pay for the cost of printing the candidate's statement in English, in a foreign language required in Section 2 above, and in any other foreign language requested by the candidate in the main voter pamphlet.

The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the Clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the Clerk shall prorate the excess amount among the candidates and refund the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

Section 4. Miscellaneous. All translations shall be provided by professionally-certified translators. The City clerk shall allow bold type, underlining, capitalization, indentations, bullets, leading hyphens to the same extent and manner as allowed by the County Registrar of Voters. The City clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections.

Section 5. Additional Materials. No candidate will be permitted to include additional materials in the sample ballot package.

Section 6. That the City Clerk shall provide each candidate or the candidate's representative, a copy of this Resolution at the time nominating petitions are issued.

Section 7. That all previous resolutions establishing City Council policy on payment for candidates statements are repealed.

Section 8. That this resolution shall apply only to the election to be held on June 7, 2016 and shall then be repealed.

Section 9. That the City Clerk shall certify to the passage and adoption of this resolution, and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED on this 12th day of January 2016 by the following vote:

Ayes:

Noes:

Absent:

_____
Rhodes Rigsby, Mayor

ATTEST:

_____
Pamela Byrnes-O'Camb, City Clerk

City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilmember
Ron Dailey, Councilmember
John Lenart, Councilmember

COUNCIL AGENDA:	January 12, 2016
TO:	City Council
VIA:	T. Jarb Thaipejr, City Manager
FROM:	Jeffrey Bender, Fire Chief
SUBJECT:	Authorization to Apply for and Expend FY2015 Emergency Management Performance Grant (EMPG) Funds

RECOMMENDATION:

It is recommended that the City Council approve the Fire Department to apply for and expend the Emergency Management Performance Grant from EMPG-2015 funds and to authorize the City Manager to execute related documents. It is also recommended that the City Manager be able to accept additional grant funding should it become available.

BACKGROUND:

On an annual basis Emergency Management Performance Grant funds are distributed through State O.E.S Regions and awarded to jurisdictions within the Operational Areas. If approved the anticipated amount will be approximately $30,432.

ANALYSIS:

EMPG funds will support the Emergency Services Coordinator (ESC) position. The ESC prepares for, responds to, and recovers from disasters that could effect the City of Loma Linda.

FINANCIAL IMPACT:

There is a positive financial impact from this grant. The grant proceeds will decrease the General Fund expenditure dedicated to this position. The revenue will be appropriated to 01-9334.

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

September 2, 2015

Don Benfield
Colton Fire Department
303 East "E" Street
Colton, CA 92324

Kathleen Gonzalez
San Bernardino County Fire
157 West 5th Street, 2nd Floor
San Bernardino, CA 92415

Ms. Gonzalez:

It is the intent of the City of Colton to allocate their Fiscal Year 2015 Emergency Management Performance Grant (FY 2015 EMPG) monies ($17,219.00) to the City of Loma Linda, and for it to be combined with the City of Loma Linda's FY 2015 EMPG monies ($13,213.00). The combined monies will be used for Organizational Expenses, i.e. to assist in the funding and retention of a Joint Emergency Services Coordinator for the Cities of Loma Linda and Colton.

If you have any questions or require any further clarification, please contact me. I can be reached by phone at: 909-370-5103 or by email at: dbenfield@confire.org .

Respectfully,

Donald K. Benfield

Don Benfield
Battalion Chief

650 N. La Cadena Drive
Colton, CA 92324
(909) 370-5099

City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ronald Dailey, Councilman
John Lenart, Councilman
Ovidiu Popescu, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA: January 12, 2016

TO: City Council

FROM: T. Jarb Thaipejr, City Manager/Public Works Director T.J.T

SUBJECT: Award Contract for Tree Removal/Trimming

RECOMMENDATION

It is recommended that City Council award a contract for tree removal/trimming to Strong Scape Services of Redlands, CA in an amount not to exceed $14,500.00 and authorize a contingency allocation of $1,500.00.

BACKGROUND

The City Council at the regular meeting of November 10, 2015 appropriated funding for street tree removal in the City. Staff requested quotes from three (3) qualified contractors to complete another phase of this work.

ANALYSIS

Three bids were received, reviewed and evaluated. Bids ranged from a low of $14,500.00 to a high of $18,200.00 (see attached). The low bidder, Strong Scape Services of Redlands, CA, has been checked for references and license. This contractor has previously performed satisfactorily in the City. It is not unusual for a construction project to experience the need to add or reduce the quantities of work items or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Therefore, Staff recommends an allocation of $1,500.00 (±10% of contract) for such circumstances. City staff will provide inspection and management services.

FINANCIAL IMPACT

Funding is available in Account No. 01-3200-1300.

I:\Public Works Admin\Staff Reports\Award of Contract\Tree Trimming 2016.docx

City of Loma Linda

1/12/2016

Tree Removal-Trimming

				Engineering Estimate		Strong Scape Services		California Arbor Care		Mowbrays	
ITEM				UNIT		UNIT		UNIT		UNIT	
NO.	DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL
1	Tree Removal-Trimming	LS	1	30,000.00	30,000.00	14,500.00	14,500.00	16,500.00	16,500.00	18,200.00	18,200.00
	TOTAL				$30,000.00		$14,500.00		$16,500.00		$18,200.00

City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ronald Dailey, Councilman
Ovidiu Popescu, Councilman
John Lenart, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA: January 12, 2016

TO: City Council

FROM: T. Jarb Thaipejr, City Manager/Public Works Director T.J.T.

SUBJECT: Appropriate $90,510.19 from Measure I fund balance to Measure I Infrastructure Account No. 26-5340-8500 and Approve the Notice of Completion for Installation of Sidewalks at Various Locations (CIP 14-167)

RECOMMENDATION

It is recommended that the City Council approve an appropriation of $90,510.19 from Measure I fund balance into Account No. 26-5340-8500 and accept this project as substantially complete and authorize the City Clerk to file the Notice of Completion.

BACKGROUND

On September 8, 2015, City Council awarded the contract to Tryco General Engineering of RimForest, CA in the amount of $27,460.00 and approved a contingency amount of $2,800.00 for installation of sidewalks. The City initially budgeted $30,000.00 for this project.

During the construction period, the City identified an immediate safety concern at University Court and Anderson Street requiring this type of construction. The City addressed the concerns which involved traffic signal relocation, ADA ramps, right-of-way, retaining wall and striping. Additionally, other sidewalk locations were in need of replacement. The total cost of additional work completed exceeded the contingency amount of $2,800.00.

The Contractor performed in a responsive, professional and very cost effective manner. The work was completed satisfactorily. The final project cost was $120,770.19.

Attached is the Notice of Completion for the subject project. Upon City Council authorization, the City Clerk will submit the Notice of Completion for recordation. The one (1) year warranty provided by the contractor will commence from the date of recordation.

FINANCIAL IMPACT

Appropriate $90,510.19 from Measure I fund balance to Measure I Infrastructure Account No. 26-5340-8500. All funding for this project was provided by Measure I.

RECORDING REQUESTED BY: AND WHEN RECORDED MAIL TO: CITY CLERK CITY OF LOMA LINDA 25541 BARTON ROAD LOMA LINDA CA 92354	

SPACE ABOVE THIS LINE FOR RECORDER'S USE
EXEMPT FROM FILING FEES, GOVERNMENT CODE SECTION 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described:
2. The FULL NAME of the OWNER is City of Loma Linda
3. The FULL ADDRESS of the OWNER is 25541 Barton Road, Loma Linda, CA 92354
4. The NATURE OF THE INTEREST or ESTATE of the undersigned is: In fee.

   (If other than fee, strike "in fee" and insert, for example "purchaser under contract of purchase" or "lessee.")
5. The FULL NAMES and FULL ADDRESSES of ALL PERSONS, if any, WHO HOLD SUCH INTEREST or ESTATE with the undersigned as JOINT TENANTS or as TENANTS IN COMMON are:

   Names Addresses
6. The full names and full addresses of the predecessors in interest of the undersigned if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

   Names Addresses
7. A work of improvement on the property hereinafter described was COMPLETED Januay 12, 2016
8. The work of improvement completed is described as follows: Sidewalk, curb, gutter, and driveway construction at various locations citywide (CIP 15-167)
9. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is Tryco General Engineering, P. O. Box 92378, Rimforest, CA 92378
10. The street address of said property is Various streets as specified in the project description and specifications.
11. The property on which said work of improvement was completed is in the City of Loma Linda County of San Bernardino, State of California, and is described as follows: Sidewalk curb, gutter and driveways at various locations (CIP 15-167)

Signature of Owner or Agent Owner _____ Date: _____

Verification of INDIVIDUAL owner _____: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the owner of the aforesaid interest or estate in the property described in the above notice; that I have read said notice, that I know and understand the contends thereof, and that the facts stated therein are true and correct.

_____ _____

Date and Place (Signature of owner named in paragraph 2)

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the _____ of the aforesaid interest or "PRESIDENT, PARTNER, MANAGER, AGENT, ETC."

in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

_____ _____

Date and Place (Signature of person signing on behalf of owner)

City of Loma Linda Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilman
Ron Dailey, Councilman
John Lenart, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA:	January 12, 2016
TO:	City Council
VIA:	T. Jarb Thaipejr, City Manager
FROM:	Konrad Bolowich, Assistant City Manager
SUBJECT:	Council Bill #0-2015-04

RECOMMENDATION

It is recommended that the City Council:

a. Waive reading of Council Bill #0-2015-04 in its entirety;
b. Direct the Clerk to read by title only;
c. Adopt the proposed ordinance on roll call vote.

BACKGROUND

On December 8, 2015, the City Council held a public hearing and introduced an Ordinance defining and prohibiting medical marijuana dispensaries, cultivation of marijuana, and all commercial medical marijuana uses in the City.

ATTACHMENT

- Ordinance

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, AMENDING CHAPTER 17.100 OF THE LOMA LINDA MUNICIPAL CODE DEFINING AND PROHIBITING MEDICAL MARIJUANA DISPENSARIES, CULTIVATION OF MARIJUANA AND ALL COMMERCIAL MEDICAL MARIJUANA USES IN THE CITY.

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

Section 1. Findings and Purpose. The City Council finds and declares as follows:

A. In 1996, the voters of the State of California approved Proposition 215 (codified as California Health and Safety Code § 11362.5 and entitled "The Compassionate Use Act of 1996" or "CUA").

B. The intent of Proposition 215 was to enable persons who are in need of marijuana for medical purposes to use it without fear of criminal prosecution under limited, specified circumstances. The proposition further provides that "nothing in this section shall be construed to supersede legislation prohibiting persons from engaging in conduct that endangers others, or to condone the diversion of marijuana for non-medical purposes." The ballot arguments supporting Proposition 215 expressly acknowledged that "Proposition 215 does not allow unlimited quantities of marijuana to be grown anywhere."

C. In 2004, the Legislature enacted Senate Bill 420 (codified as California Health & Safety Code § 11362.7 et seq. and referred to as the "Medical Marijuana Program" or "MMP") to clarify the scope of Proposition 215 and to provide qualifying patients and primary caregivers who collectively or cooperatively cultivate marijuana for medical purposes with a limited defense to certain specified State criminal statutes. Assembly Bill 2650 (2010) and Assembly Bill 1300 (2011) amended the Medical Marijuana Program to expressly recognize the authority of counties and cities to "[a]dopt local ordinances that regulate the location, operation, or establishment of a medical marijuana cooperative or collective" and to civilly and criminally enforce such ordinances.

D. In City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc. (2013) 56 Cal.4th 729, the California Supreme Court held that "[n]othing in the CUA or the MMP expressly or impliedly limits the inherent authority of a local jurisdiction, by its own ordinances, to regulate the use of its land. . . . " Additionally, in Maral v. City of Live Oak (2013) 221 Cal.App.4th 975, the Court of Appeal held that "there is no right – and certainly no constitutional right – to cultivate medical marijuana. . . . ." The Court in Maral affirmed the ability of a local governmental entity to prohibit the cultivation of marijuana under its land use authority.

E. The Federal Controlled Substances Act, 21 U.S.C. § 801 et seq., classifies marijuana as a Schedule 1 Drug, which is defined as a drug or other substance that has a high potential for abuse, that has no currently accepted medical use in treatment in the United States,

and that has not been accepted as safe for use under medical supervision. The Federal Controlled Substances Act makes it unlawful under federal law for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense, marijuana. The Federal Controlled Substances Act contains no exemption for medical purposes, although there is recent case law that raises a question as to whether the Federal Government may enforce the Act where medical marijuana is allowed.

F. On October 9, 2015 Governor Brown signed 3 bills into law (AB 266, AB 243, and SB 643) which collectively are known as the Medical Marijuana Regulation and Safety Act (hereafter "MMRSA"). The MMRSA set up a State licensing scheme for commercial medical marijuana uses while protecting local control by requiring that all such businesses must have a local license or permit to operate in addition to a State license. The MMRSA allows the City to completely prohibit commercial medical marijuana activities.

G. The City Council finds that commercial medical marijuana activities, as well as cultivation for personal medical use as allowed by the CUA and MMP can adversely affect the health, safety, and well-being of City residents. Citywide prohibition is proper and necessary to avoid the risks of criminal activity, degradation of the natural environment, high water usage, malodorous smells and indoor electrical fire hazards that may result from such activities. Further, as recognized by the Attorney General's August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, marijuana cultivation or other concentration of marijuana in any location or premises without adequate security increases the risk that surrounding homes or businesses may be negatively impacted by nuisance activity such as loitering or crime.

H. The limited immunity from specified state marijuana laws provided by the Compassionate Use Act and Medical Marijuana Program does not confer a land use right or the right to create or maintain a public nuisance.

I. On June 28, 2011 the Loma Linda City Council unanimously adopted Ordinance No. 706, to prohibit medical marijuana distribution facilities within any zone within the corporate boundaries of the City of Loma Linda.

J. The MMRSA contains language that requires the city to prohibit cultivation uses by March 1, 2016 either expressly or otherwise under the principles of permissive zoning, or the State will become the sole licensing authority. The MMRSA also contains language that requires delivery services to be expressly prohibited by local ordinance, if the City wishes to do so. The MMRSA is silent as to how the City must prohibit other type of commercial medical marijuana activities.

K. While the City Council believes that cultivation and all commercial medical marijuana uses are already prohibited under the City's permissive zoning regulations, it desires

to enact this ordinance to expressly make clear that all such uses are prohibited in all zones throughout the City.

L. The Planning Commission held a duly noticed public hearing on November 18, 2015 at which time it considered all evidence presented, both written and oral and at the end of the hearing voted to adopt a resolution recommending that the City Council adopt this Ordinance.

M. The City Council held a duly noticed public hearing on this Ordinance on December 8, 2015, at which time it considered all evidence presented, both written and oral.

Section 2. Authority. This ordinance is adopted pursuant to the authority granted by the California Constitution and State law, including but not limited to Article XI, Section 7 of the California Constitution, the Compassionate Use Act, the Medical Marijuana Program, and The Medical Marijuana Regulation and Safety Act.

Section 3. Chapter 17.100 of the Loma Linda Municipal Code is amended in its entirety to read as follows:

Chapter 17.100 Medical Marijuana

17.100.010 Dispensaries prohibited.

No medical marijuana or cannabis dispensary or distribution facility as defined in Section 9.32.010 of the Loma Linda Municipal Code or in Business & Professions Code § 19300.5(n), as the same may be amended from time to time, shall be permitted in any zone within the City of Loma Linda. For purposes of this Section, "Dispensary" shall also include a cooperative or a mobile distribution facility.

17.100.020 Commercial marijuana activities prohibited.

Commercial marijuana or cannabis activities of all types, including the cultivation, possession, manufacture, processing, storing, laboratory testing, labeling, transport, delivery, dispensing, transfer, distribution, or sale of medical cannabis or medical cannabis products all as defined under Business & Professions Code Sec. 19300.5, as the same may be amended from time to time, are expressly prohibited in all zones and all specific plan areas in the City of Loma Linda. No person shall establish, operate, conduct or allow a commercial cannabis activity anywhere within the City.

17.100.030 Deliveries of medical marijuana prohibited.

To the extent not already covered by Section 17.100.020, all deliveries of medical cannabis as defined under Business & Professions Code Sec. 19300.5 , as the same may be amended from time to time, are expressly prohibited within the City of Loma Linda, including the use by a dispensary of any technology platform owned and controlled by the dispensary, or independently licensed, that enables qualified patients or primary caregivers to arrange for or facilitate the commercial transfer by a licensed dispensary of medical cannabis or medical cannabis products. No person shall conduct any deliveries that either originate or terminate within the City.

17.100.040 Cultivation of Marijuana prohibited.

To the extent not already covered by Section 17.100.020, cultivation of marijuana or cannabis for commercial or non-commercial purposes, including cultivation by a qualified patient or a primary caregiver, is expressly prohibited in all zones and all specific plan areas in the City of Loma Linda. No person, including a qualified patient or primary caregiver, shall cultivate any amount of cannabis in the City, even for medical purposes. Cultivation shall include planting, growing, harvesting, drying, curing, grading or trimming of cannabis.

17.100.050 Intent

This Chapter is meant to prohibit all medical marijuana or commercial cannabis activities, including but not limited to those for which a State license is required. Accordingly, the City shall not issue any permit, license or other entitlement for any activity for which a State license is required under the Medical Marijuana Regulation and Safety Act.

17.100.060 Unlawful Uses.

Uses that are unlawful under federal or state law shall not be treated as permitted uses, and shall not be determined to be similar to any uses permitted pursuant to this Title.

Section 4. Nothing in this Ordinance shall be interpreted to mean that the City's permissive zoning scheme allows any other use not specifically listed therein.

Section 5. CEQA. This ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15305, minor alterations in land use limitations in areas with an average slope of less than 20% that do not result in any changes in land use or density and section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. The City's permissive zoning provisions already prohibits all uses that are being expressly prohibited by this ordinance. Therefore, this ordinance has no impact on the physical environment as it will not result in any changes.

Section 6. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 7. To the extent the provisions of the Loma Linda Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

Section 8. The City Clerk shall certify as to the adoption of this Ordinance and shall cause a summary thereof to be published within fifteen (15) days of adoption and shall post a certified copy of this Ordinance, including the vote for and against same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

Section 9. This ordinance shall be in full force and effect thirty days after passage.

PASSED, APPROVED, AND ADOPTED this ___ day of _____, 2016.

_____
Rhodes Rigsby, Mayor

ATTEST:

_____
Pamela Byrnes-O'Camb, City Clerk

APPROVED AS TO FORM:

_____
Richard E. Holdaway, City Attorney

City of Loma Linda
Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilman
Ron Dailey, Councilman
John Lenart, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA:	January 12, 2016
TO:	City Council
VIA:	T. Jarb Thaipejr, City Manager
FROM:	Konrad Bolowich, Assistant City Manager
SUBJECT:	Council Bill #0-2015-05

RECOMMENDATION

It is recommended that the City Council:

a. Waive reading of Council Bill #0-2015-05 in its entirety;
b. Direct the Clerk to read by title only;
c. Adopt the proposed ordinance on roll call vote.

BACKGROUND

On December 8, 2015, the City Council held a public hearing and introduced an Ordinance creating definitions and regulations relating to massage establishments and massage technicians within the Neighborhood Commercial (C-1) and General Business (C-2) zones in the City of Loma Linda, and no longer permitted in the Commercial-Manufacturing (C-M) zone.

ATTACHMENT

- Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA REPEALING AND REPLACING TITLE 5, CHAPTER 5.24, AND AMENDING TITLE 17, CHAPTERS 17.44, 17.46 AND 17.48 OF THE LOMA LINDA MUNICIPAL CODE RELATING TO CALIFORNIA MASSAGE THERAPY COUNCIL APPROVED MASSAGE ESTABLISHMENTS AND MASSAGE TECHNICIANS

WHEREAS, there is substantial research that indicates that the skillful practice of massage can provide many health benefits including relief of pain from disease, injury and other sources, and that massage can be a valuable component of a wellness program; and

WHEREAS, in 2008 the California Legislature passed SB 731 which added a new Chapter 10.5 to the California Business and Professions Code which provided for the formation of a nonprofit Massage Therapy Organization to oversee a state-sanctioned program of voluntary certification for massage practitioners so that such persons could avoid being required to obtain local massage permits; and

WHEREAS, SB 731 had a sunset date of January 2, 2015; and

WHEREAS, in September 2014 the Legislature adopted AB 1147, amending the laws enacted by SB 731 and the various amendments thereto; and

WHEREAS, the purpose of AB 1147 was to restore much of the local control and land use authority to local governments which had been usurped by SB 731 and the various amendments thereto; and

WHEREAS, the City has experienced a number of problems with illicit activities at massage establishments since the passage of SB 731; and

WHEREAS, the City Council desires to amend Chapter 5.24 of the Loma Linda Municipal Code in order to make changes in its regulation of massage establishment businesses and the practice of massage in order to protect the public, and amend Title 17, Chapter 17.44 (C-1 Neighborhood Business Zone) and Chapter 17.46 (C-2 General Business Zone), to allow massage establishments in these zones, and Chapter 17.48 (Commercial Manufacturing Zone), which eliminates massage establishments in this zone.

NOW, THEREFORE, the City Council of the City of Loma Linda does hereby resolve as follows:

SECTION 1. TITLE V, Chapter 5.24 of the Loma Linda Municipal Code is hereby repealed and readopted to read as follows:

ARTICLE I

GENERAL PROVISIONS

§ 5.24.010 FINDINGS AND PURPOSE.

§ 5.24.020 DEFINITIONS.

§ 5.24.030 EXCEPTIONS.

§ 5.24.040 BUSINESS LICENSE AND OTHER PERMITS REQUIRED.

§ 5.24.050 FLOOR PLANS REQUIRED.

ARTICLE II

MASSAGE PRACTITIONERS AND MASSAGE THERAPISTS

§ 5.24.060 CAMTC CERTIFICATE REQUIRED.

ARTICLE III

CERTIFICATES OF OPERATION AND OPERATOR PERMITS

§ 5.24.070 CERTIFICATE AND PERMIT REQUIREMENT.

§ 5.24.080 OPERATOR PERMIT.

§ 5.24.090 CERTIFICATE OF OPERATION.

§ 5.24.100 SUSPENSION AND REVOCATION OF PERMITS AND CERTIFICATES.

§ 5.24.110 APPEALS TO CITY MANAGER.

§ 5.24.120 NOTICES.

ARTICLE IV
OPERATION AND FACILITY REQUIREMENTS

§ 5.24.130 OPERATIONAL REQUIREMENTS.

§ 5.24.140 BUILDING AND FACILITY REQUIREMENTS.

§ 5.24.150 INSPECTIONS.

ARTICLE V
ENFORCEMENT

§5.24.160 PENALTY.

ARTICLE I
GENERAL PROVISIONS

§ 5.24.010 FINDINGS AND PURPOSE.

The City Council finds and declares as follows:

(A) The permit requirements and restrictions imposed by this chapter are reasonably necessary to protect the health, safety and welfare of the citizens of the City, while recognizing massage as a legitimate business interest that provides benefits to its patrons in a therapeutic setting.

(B) This chapter is enacted pursuant to the provisions of the State Constitution, Cal. Gov't Code §§ 37100, 51030 *et seq.*, Cal. Bus. & Prof. Code §§ 460, 4600 through 4620 and § 16000, § 13 of the Chiropractic Act (initiative measure approved by the electors November 7, 1922, as amended) and AB 1147 (2014).

(C) There is a significant risk of injury to massage clients by persons improperly trained and/or educated in providing massage services, and this chapter provides reasonable safeguards against injury and economic loss.

(D) There is opportunity for acts of prostitution, lewdness, and other unlawful sexual activity to occur in massage establishments, as well as problems relating to human trafficking in massage establishments. Courts have long recognized massage as a pervasively regulated activity and that massage establishments are often brothels in disguise. The establishment of reasonable standards for issuance of permits and restrictions on operations would serve to reduce the risk of illegal activity and would thereby benefit the public health.

(E) The provisions of this chapter are intended to enhance the efficient processing of permits for massage establishments, owners and managers and the ongoing regulation of those permittees and certificate holders by the City of Loma Linda. The provisions of this chapter in no way limit the authority of the City to inspect

massage establishments or conduct investigations to ensure permittees are complying with applicable rules and regulations.

(F) The restrictions and requirements contained in this chapter are intended to stop the practice of businesses quickly changing ownership in name upon the discovery of criminal activity by the City.

(G) The restrictions and requirements contained in this chapter are intended to be in addition to the requirement of a valid business license issued pursuant to Chapter 5.04 of the Loma Linda Municipal Code.

(H) The regulations and restrictions contained in this chapter are intended to discourage massage establishments from degenerating into houses of prostitution, and the means utilized in this chapter bear a reasonable and rational relationship to the goals sought to be achieved within the confines allowed by state law.

(I) The provisions of this chapter are not intended to be exclusive and compliance therewith shall not excuse noncompliance with any state or local laws or regulations that are uniformly applied to other professional or personal service businesses.

(J) The California Massage Therapy Council ("CAMTC") can better, and more efficiently, regulate massage technicians in order to best protect the public and it is in the public interest to require that all persons providing massage in the City have a certificate from the CAMTC.

§ 5.24.020 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CALIFORNIA MASSAGE THERAPY COUNCIL or ***CAMTC*** The nonprofit organization created to regulate and issue massage practitioner and therapist certificates pursuant to Cal. Bus. & Prof. Code §§ 4600 *et seq*.

CAMTC CERTIFICATE. A massage practitioner or massage therapist certificate issued by the CAMTC.

CERTIFICATE OF OPERATION. The certificate issued by the Finance Director entitling a business to be operated as a massage establishment.

CHIEF OF POLICE. The Chief of Police of the City of Loma Linda, including the person acting in said capacity as an employee of the San Bernardino County Sheriff's Department, or his or her designee.

CITY. The City of Loma Linda.

CITY MANAGER. The City Manager of the City of Loma Linda, or his or her designee.

COMMUNITY DEVELOPMENT DIRECTOR. The Community Development Director of the City of Loma Linda, or his or her designee.

COMPENSATION. The payment, loan, advance, donation, contribution, deposit, exchange, or gift of money or anything of value.

CONVICTION or ***CONVICTED.*** A conviction following a guilty plea, nolo contendere plea, or judgment or verdict where the time for appeal has elapsed or conviction has been affirmed on appeal, irrespective of an order granting probation following that conviction, suspending the imposition of sentence, or of a subsequent order under Cal. Penal Code § 1203.4 allowing the applicant to withdraw his or her plea of guilty or nolo contendere and to enter a plea of not guilty, or dismissing the accusation or information.

EMPLOYEE. Any person, other than a massage practitioner, massage therapist, or operator, who renders any service, with or without compensation, to the operator or agent of an operator of a massage establishment relating to the day-to-day operation of the massage establishment whether as an employee or independent contractor.

FINANCE DIRECTOR. The Finance Director of the City of Loma Linda, or his or her designee.

MAIN ENTRY DOOR. A door from the outside of the establishment leading into the reception area.

MANAGER. The person(s) designated by the owner of the massage establishment to act as the representative and agent of the owner in managing day-to-day operations with corresponding responsibilities. Evidence of management includes, but is not limited to, the ability of the individual to direct or hire and dismiss employees, control hours of operation, create policy or rules or purchase supplies, and ensure that the massage establishment complies with the requirements of this code and of other laws. A ***MANAGER*** may also be an owner. A ***MANAGER*** must have a valid Operator Permit.

MASSAGE. Any method of treating the external parts of the body for remedial, health, hygienic, or relaxation purpose. ***MASSAGE*** includes, but is not limited to, treatment by means of manual pressure, acupressure, friction, stroking, kneading, rubbing, tapping, pounding, vibrating, with or without the aid of or by means of any mechanical, electronic, or electrical apparatus or appliance, and with or without rubbing alcohol, liniments, aromatics, antiseptics, oils, powders, creams, lotions, ointments, or other similar preparations. ***MASSAGE*** specifically includes the application of any of these methods to the scalp, neck, or feet of any individual. (Some persons practicing massage may be exempt from all or parts of the permit requirements; please consult § 5.24.030).

MASSAGE ESTABLISHMENT. Any enterprise or establishment having a fixed place of business where any person engages in, conducts, carries on, or permits to be engaged in, conducted, or carried on, any of the activities set forth in the definition of ***MASSAGE*** in this section.

MASSAGE PRACTITIONER. A person who is certified as such by the CAMTC in accordance with the Massage Therapy Act.

MASSAGE TECHNICIAN. A massage practitioner or massage therapist certified by CAMTC.

MASSAGE THERAPIST. A person who is certified as such by the CAMTC in accordance with the Massage Therapy Act.

MASSAGE THERAPY ACT. Chapter 406 of the 2013-2014 Legislative Session, as the same may be amended from time to time.

OPERATOR. All persons who own or manage a massage establishment.

OPERATOR PERMIT. The permit issued by Chief of Police allowing a person to own or manage a massage establishment.

OUT-CALL MASSAGE. Any business or enterprise that engages in or performs massage for any form of consideration or in exchange for anything of value whatsoever at a location other than a massage establishment.

OWNER. All of the following:

(1) The sole proprietor of a massage establishment, i.e., where the owner is the only person performing massage at that establishment;

(2) In the case of a general business, each owner of the business;

(3) In the case of a corporation, each stockholder holding more than 10% of the corporation and each officer and director of the corporation;

(4) In the case of a partnership, each partner, excluding limited partners owning less than 10% of the partnership, and where a partner is a corporation, the provisions pertaining to a corporate applicant in division (3) apply.

PATRON. An individual on the premises of a massage establishment for the purpose of receiving a massage.

PERMIT. An Operator Permit or Certificate of Operation, unless the context indicates otherwise.

PERMITTEE. Any person who has obtained a Certificate of Operation or Operator Permit from the City.

PERSON WHO HAS ENGAGED IN DISQUALIFYING CONDUCT. A person who:

(1) Within ten years preceding the date of filing of the application in question or, in the case of revocation proceedings, within ten years preceding the date of the revocation notice, has been convicted in a court of competent jurisdiction of any of the following:

(a) A violation of any provision of law pursuant to which a person is required to register under the provisions of Cal. Penal Code § 290;

(b) Conduct in violation of Cal. Penal Code §§ 266h, 266i, 314, 315, 316, 318, 653.22, 653.23, or § 647(a), (b) or (d);

(c) An attempt to commit or conspiracy to commit any of the above mentioned offenses;

(d) When the prosecution accepted a plea of guilty or nolo contendere to a charge of a violation of Cal. Penal Code §§ 415, 602 or any lesser included or related offense, in satisfaction of, or as a substitute for, any of the previously listed crimes;

(e) Any crime committed while engaged in the management or ownership of a massage establishment or the practice of massage;

(f) A violation of Cal. Health & Safety Code § 11550 or any offense involving the illegal sale, distribution or possession of a controlled substance specified in Cal. Health & Safety Code §§ 11054, 11055, 11056, 11057 or 11058; or

(g) Any offense under a statute of any state or ordinance of any City or county, which is the equivalent of any of the aforementioned offenses, including Business & Professions Code § 4609(a).

(2) Within ten years preceding the date of the filing of the application in question or, in the case of revocation proceedings, within ten years preceding the date of the revocation notice, has had any massage establishment, operator, technician, practitioner, therapist or trainee certificate, license or permit issued by any state, local agency or other licensing authority, including the CAMTC: denied, revoked or suspended for any reason other than lack of sufficient education; or has had to surrender such a certificate, license or permit as a result of pending criminal charges or administrative proceedings for suspension or revocation of any such certificate, license or permit;

(3) Within five years preceding the date of filing of the application in question or, in the case of revocation proceedings, within five years preceding the date of the revocation notice, has been convicted in a court of competent jurisdiction of any of the following:

(a) Any crime, other than an infraction or those listed above, involving dishonesty, fraud, or deceit with the intent to substantially benefit himself or another, or substantially injure another;

(b) Any crime, other than an infraction or crimes relating to those offenses listed above, where the crime or act is substantially related to the management or ownership of a massage establishment or the practice of massage, including a violation of the Massage Therapy Act;

(4) Has been subjected to a permanent injunction against the conducting or maintaining of a nuisance pursuant to Cal. Penal Code §§ 11225 through 11235 of the Penal Code as the same may be amended from time to time, or any similar provisions of law in a jurisdiction outside the State of California; or

(5) Has been found to be maintaining a nuisance in connection with the same or similar type of business; or

(6) Within five years preceding the date of filing of the application in question or, in the case of revocation proceedings, within five years preceding the date of the revocation notice,

(a) Has engaged in the exposing of specified anatomical areas of oneself or of another person to view, or in touching the specified anatomical areas of oneself or of another person, while providing massage services or while within view of a customer or patron of the massage establishment; or

(b) Has been the Owner, Manager, or other similar position, in an establishment where the conduct described in subsection (6)(a) above has occurred.

(7) Disqualifying conduct does not include the failure to obtain a Certificate of Operation or Operator Permit without any prior oral or written notification by the City that such was required, provided that the business and/or person cease operations immediately upon notification.

PROOF OF BONA FIDE EMPLOYMENT. Proof of an employer-employee relationship between the operator of the massage establishment and any person working at the massage establishment. Satisfactory ***PROOF OF BONA FIDE EMPLOYMENT*** must be shown by written payroll documentation evidencing the employer's compliance with California Employment Development Department (EDD) requirements for the withholding of California income tax, unemployment insurance contributions and disability contributions from the employee and written payroll documentation of the employer's compliance with Internal Revenue Service (IRS) requirements for the withholding of federal income taxes, Social Security (FICA) and Medicare contributions from the employee. Such written documentation can include, but is not limited to, W-2 wage and tax statements.

RECEPTION AREA. An area immediately inside the main entry door of the massage establishment dedicated to the reception and waiting of patrons and visitors of the massage establishment and which is not a massage room or otherwise used for the provision of massage services.

RESIDENCE ADDRESS. The actual physical home address and shall not include a P.O. Box, mailbox service, or other similar location.

SOLE PROVIDER. A massage business where the owner owns 100 percent of the business, is the only person who provides massage services for compensation for that business pursuant to a valid and active CAMTC Certificate, and has no other employees or independent contractors.

SPA. Facilities such as mineral baths, salt rooms, mineral rooms, saunas, steam rooms, whirlpools and other therapeutic baths.

SPECIFIED ANATOMICAL AREAS. Any of the following human anatomical areas: genitals, pubic area, buttocks, anus, or female breasts below a point immediately above the top of the areolae, without a health care referral and written consent of the patron.

VISITOR. A nonemployee who has entered the massage establishment for purposes other than receiving services.

§ 5.24.030 EXCEPTIONS.

(A) *Complete exception.* The requirements of this chapter shall have no application and no effect upon and shall not be construed as applying to:

(1) Any physician, surgeon, chiropractor, acupuncturist, osteopath, or physical therapist licensed to practice such profession in the State of California, within the scope of their license;

(2) Any registered nurse or licensed vocational nurse, licensed to practice under the laws of the State of California, who is an employee of and working under the on-site direction of a physician, surgeon, chiropractor, osteopath, or physical therapist, duly licensed to practice their respective professions in this State.

(a) Any other person providing massage services that is employed by a physician, surgeon, chiropractor, osteopath, or physical therapist, shall be required to have a valid CAMTC Certificate, as well as work under the adequate supervision of such physician, surgeon, chiropractor, osteopath, or physical therapist as required by State law or regulation. If no specific law or regulation applies, adequate supervision shall have the same meaning as set forth in 16 California Code of Regulations section 312.

(b) If a duly licensed acupuncturist wishes to provide massage therapy services to his or her clients by an individual(s) other than his- or her- self, said individual(s) must have a valid CAMTC Certificate and the office of the acupuncturist shall be subject to all the provisions of this Chapter 5.24, as well as any other applicable provisions of the Loma Linda Municipal Code.

(3) Any person licensed to practice any healing art under the provisions of Cal. Bus. & Prof. Code Div. 2 (commencing with § 500) when engaging in such practice within the scope of such license.

(4) State-licensed hospitals, nursing homes, sanatoriums, or other health care facilities duly licensed by the State of California, and the employees of such facilities while working on the premises of such state-licensed facilities.

(5) Accredited high schools, junior colleges, and colleges or universities whose coaches and trainers are acting within the scope of their employment.

(6) Barbers, beauticians, or manicurists who are duly licensed by the State of California pursuant to the Barbering and Cosmetology Act set forth in Cal. Bus. & Prof. Code §§ 7300 *et seq.*, as the same may be amended from time to time, while engaging in practices within the scope of such license, except that this exemption applies solely for the massaging of the neck, face, and/or scalp of the customer or client of said barber or beautician or, in the case of a licensed manicurist, the massaging of the forearms, hands, calves, and/or feet at a State licensed facility. However, if a state licensed establishment also has a Certificate of Operation from the City to operate as a massage establishment, the business must also comply with all provisions of this Chapter 5.24.

(7) Schools of cosmetology or barbering which comply with the requirements of Cal. Bus. & Prof. Code §§ 7362 *et seq.* when instructors are acting within the scope of their employment or when students are working as unpaid externs pursuant to the requirements of Cal. Bus. & Prof. Code § 7395.1.

(8) Any other business or professions exempt by state law.

(B) *Partial exception.*

(1) Businesses that offer massage services that are ancillary to the primary business shall only be required to comply with the provisions set forth in division (B)(2) of this section. For purposes of this division, ancillary massage services shall be those services where less than 15% of the gross floor area of the business is devoted to massage.

(2) Massage services provided under division (B)(1) of this section shall be required to comply with the following:

(a) Massage services must be performed by the holder of a valid CAMTC Certificate.

(b) The business shall comply with the following provisions of this chapter:

(1) Section 5.24.130(A)(1) relating to hours;

(2) Section 5.24.130(C) relating to instruments, equipment and personnel;

(3) Section 5.24.130(D)(1) through (3) relating to personnel lists;

(4) Section 5.24.130(E) relating to prohibited conduct;

(5) Section 5.24.140(A) through (F) relating to building and facility requirements;

(6) Section 5.24.150 relating to inspections.

(C) Any person claiming exception under this section shall furnish satisfactory evidence upon request that he or she is entitled to such exception, including, proof of bona fide employment, or if applicable, a citation to the particular provision of state law upon which that person relies.

§ 5.24.040 BUSINESS LICENSE AND OTHER PERMITS REQUIRED.

(A) Nothing herein relieves an individual or business from obtaining a City business license, conditional use permit in accordance with Title 17 of this Code, or other permit if otherwise required by law.

(B) Any individual applying for a business license as a massage practitioner or a massage therapist shall provide proof of a current CAMTC Certificate before being issued a business license.

§ 5.24.050 FLOOR PLANS REQUIRED.

(A) All massage establishments shall be required to submit a scaled floor plan as part of their application for a Certificate of Operation.

(B) All businesses that claim a partial exemption from this Chapter pursuant to Section 5.24.030(B) shall be required to submit scaled floor plans in order to verify the applicability of the exemption.

(C) No changes may be made to the approved floor plan without written approval from the Community Development Department, which may require modification of any conditional use permit related to the location.

ARTICLE II

MASSAGE PRACTITIONERS AND MASSAGE THERAPISTS

§ 5.24.060 CAMTC CERTIFICATE REQUIRED.

(A) No person shall provide massage services, including out-call massage services, from any location in the City without having been issued a CAMTC Certificate, regardless of whether such person has an Operator Permit or the business has a Certificate of Operation.

(B) Any person certified by the state who desires to operate a massage establishment, must obtain an Operator Permit in accordance with §§ 5.24.070 through 5.24.120.

(C) No Operator of a massage establishment shall hire as an employee or utilize as an independent contractor any person to perform massage unless such person holds a current and valid CAMTC Certificate.

ARTICLE III

CERTIFICATES OF OPERATION AND OPERATOR PERMITS

§ 5.24.070 CERTIFICATE AND PERMIT REQUIREMENT.

(A) No person shall own or manage any massage establishment in any location within the City without first having obtained an Operator Permit.

(B) No massage establishment shall be allowed to operate within the City unless the business first obtains a Certificate of Operation. No Certificate of Operation shall be approved until each Operator identified in the application has obtained an Operator Permit.

(C) Any person desiring to obtain a Certificate of Operation and/or an Operator Permit shall make application in accordance with the provisions of this subchapter, which application shall be accompanied by a nonrefundable fee in an amount established by resolution of the City Council.

(D) All applications shall be dated and shall contain the following statements:

(1) A certification under penalty of perjury that the information contained in the application is true and correct; and

(2) An authorization for the City, its officers, agents and employees, to seek information and conduct an investigation into the truth of the statements set forth in the application and to ensure continual compliance with all applicable provisions of law.

(E) The provisions of Sections 5.24.050, 5.24.130, 5.24.140, 5.24.150 and 5.24.160 shall apply to any business that operates as a massage establishment, even if such business fails to obtain an Operator's permit or Certificate of Operation. The City may immediately order a business that fails to have a Certificate of Operation or a permitted Operator to cease operation.

(F) Within thirty working days following receipt of a completed application(s), the Community Development Director shall either issue the Certificate of Operation and/or Operator Permit or mail a written statement of the reasons for denial thereof. Notwithstanding the above, failure of the City to act upon a completed application within the time frame set forth above shall not be deemed approval of the application pursuant to this chapter. Any Certificate of Operation or any permit issued pursuant to this subsection shall be deemed conditional pending the City's receipt of the California Department of Justice report on the applicant's fingerprints. If the fingerprint report demonstrates that the applicant has made any false, misleading or fraudulent statement of material fact in the permit application or in any report or record required to be filed therewith, or discloses any disqualifying conduct, the permit shall be subject to denial or revocation pursuant to this chapter.

§ 5.24.080 OPERATOR PERMIT.

(A) *Application; contents.* Applicants for Operator Permits shall submit the following information to the Community Development Director on a form supplied by the City:

(1) The full true name of the applicant;

(2) A complete statement listing and explaining any and all aliases and fictitious names used by the applicant within the ten years immediately preceding the application;

(3) The current residence address and business address and current residence and business telephone number of the applicant;

(4) A list of all previous residential and business addresses for a minimum of eight years immediately preceding the present address of the applicant and the dates of residence for each address;

(5) The applicant's place of birth, and original documentation to verify both the applicant's identity and employment authorization (if applicable), as listed under 8 U.S.C. 1324a(b)(1) and 8 C.F.R. 274a.2(b)(1). Documentation to satisfy this requirement may include, but is not limited to, a California driver's license, California identification card, social security card, resident alien ("green") card, United States passport (unexpired or expired), unexpired foreign passport that contains a temporary I-551 stamp, or an unexpired employment authorization document issued by the United States Government in compliance with 8 C.F.R. 274a.2(b)(1)(v)(A);

(6) The history of the applicant as to any similar business or occupation within ten years immediately preceding the filing of the application. Such information shall include, but not be limited to, the names and addresses of any other massage establishments or similar businesses the applicant has owned, managed, provided massage services at, or worked at, whether the applicant has had a permit or license to operate, manage, provide massage services at, or work at a massage establishment denied, revoked or suspended in any jurisdiction; the reasons for any such denial, revocation or suspension; and the business, activity or occupation the applicant engaged in subsequent to such denial, revocation or suspension;

(7) All criminal convictions within the last ten years, excluding minor traffic violations, and the date and place of each such conviction and reason therefor;

(8) Such other reasonable identification and information as the Community Development Director may require in order to discover the truth of the matter specified as required to be set forth in the application;

(9) The applicant shall have be photographed by the Community Development Director, or otherwise supply a photograph as directed by the City; and

(10) An acknowledgement that by applying for an Operator Permit, the applicant understands that they are responsible for all violations of employees or independent contractors that may take place in the massage establishment which they own or manage, and that any such violations are grounds for revocation of the Operator Permit.

(B) Once the information required by division (A) of this section is submitted, the applicant shall have his or her fingerprints taken for a criminal history background (Livescan) check in the manner directed by the Loma Linda Police Department.

(C) The Community Development Director shall issue the Operator Permit, unless after investigation he or she makes any of the following findings:

(1) The applicant has failed to provide information, documentation and assurances required by this chapter or by the Community Development Director; has failed to reveal any fact material to qualification; or has supplied information that is untrue or misleading as to a material fact pertaining to the qualification criteria; or

(2) The applicant is a Person Who Has Engaged In Disqualifying Conduct; or

(3) There is substantial evidence that the applicant has engaged in disqualifying conduct, even if there is no conviction for such conduct; or

(4) The applicant has violated any provision of this chapter, or any similar ordinance, law, rule, or regulation of any other public agency which regulates the operation of massage establishments; or

(5) The applicant is not at least eighteen years of age; or

(6) The applicant is delinquent in paying City fees or penalties owed in relation to any permit issued pursuant to this chapter.

(D) Permits issued pursuant to this section shall remain in effect, unless revoked, for a period of three years. Applications for the renewal of a permit shall be filed with the Community Development Director on a form supplied by the City. Temporary permits shall not be issued and expired permits are not valid unless the permittee has a written receipt showing that the renewal application was filed at least thirty (30) days prior to expiration, without action having been taken by the Community Development Director. Renewal applications shall be signed under penalty of perjury and shall be accompanied by a nonrefundable filing fee established by resolution of the City Council. A permittee shall be required to update the information contained in his original permit application and provide any new and/or additional information as may be reasonably required by the Community Development Director in order to determine whether the permit should be

renewed, including all information required by division (A) and (B) of this section. Failure to provide this documentation shall be grounds for nonrenewal of the permit.

(E) If the criminal history background check report demonstrates that the applicant has made any false, misleading or fraudulent statement of material fact in the permit application or in any report or record required to be filed therewith, or discloses any disqualifying conduct, the permit shall be subject to denial.

(F) *Automatic issuance and renewal for CAMTC Certificate holders.*

(1) Any person who holds a valid CAMTC Certificate shall only be required to provide the following information on a form that includes the statements set forth in Section 5.24.30(D):

(a) The full true name of the applicant;

(b) The current residence and business address and current residence and business telephone number of the applicant; and

(c) The name and address of the massage establishment for which the Operator Permit is sought.

(2) A copy of the applicant's CAMTC Certificate and identification shall be provided with the application, along with a fee in an amount set by resolution of the City Council.

(3) The applicant shall be required to have his picture taken as specified above.

(4) The Operator Permit shall automatically be issued upon completion of the form and verification of the validity of the CAMTC Certificate by the Community Development Director. No background check shall be required.

(5) Renewals shall be required in accordance with division (D) of this section, but such renewals shall be automatic as long as the permittee maintains and provides a copy of his or her valid CAMTC Certificate.

(G) Every person to whom a permit has been granted pursuant to this chapter shall be issued an identification badge by the Community Development Director which shall contain the person's name, photograph, expiration date and any other information deemed necessary by the Community Development Director. The badge shall be worn so as to be readily visible at all times while on the premises of the massage establishment. The identification shall be surrendered to the Community Development Director or his/her designee upon request.

(H) Permits issued pursuant to this chapter may not be assigned or transferred.

(I) It is the duty of each operator to notify the Community Development Director whenever there is a change in information which was required to be submitted in

the application for the Operator Permit in the first instance. Such notification shall be in writing and made within ten business days of the change on a form provided by the City.

(J) Each operator of a massage establishment shall be responsible for the conduct of all employees and independent contractors working on the premises of the business. Failure of the employees or independent contractors to comply with this chapter may result in the revocation of the operator's permit.

(K) The operator of the massage establishment is responsible for verifying that all persons hold the appropriate CAMTC Certificate as required by this Chapter.

(L) Any requirement of this Chapter applying to an operator shall apply to each and every operator of a massage establishment.

5.24.090 CERTIFICATE OF OPERATION.

(A) Applications for a Certificate of Operation shall be filed with the Community Development Director and shall include the information set forth below:

(1) The full name of the applicant;

(2) The name under which the business is to be conducted, which name must match the name of the business under which the corresponding business license is issued under Chapter 5.04. No massage establishment business shall operate under any business name or conduct business under any designation not specified in the Certificate of Operation. If the applicant is a corporation, the name shall be exactly as shown on the articles of incorporation or on a valid DBA ("doing business as");

(3) The address of the proposed massage establishment;

(4) A detailed description of the operation and type of services to be provided by the massage establishment, including other therapies to be provided, and other businesses to be operated on the same premises;

(5) The full name of each operator of the massage establishment;

(6) A legal size copy of the floor plan approved as part of the conditional use permit, drawn to scale showing: entrances; exits; windows; interior doors; restrooms; all other separately enclosed rooms with dimensions, including, but not limited to closets, storerooms, break rooms, and changing rooms; and location of massage tables and chairs;

(7) The full name, address, and phone number of the legal owner of the property, if other than the applicant on which the massage establishment is to be located, along with a copy of the signed lease and a notarized acknowledgement from the owner of the property that a massage establishment will be located on his or her property; and

(8) The hours and days of operation.

(B) The Community Development Director shall issue a Certificate of Operation upon verification of the following:

(1) The massage establishment will comply with all applicable laws, including, but not limited to building, fire, zoning, health and safety regulations, as well as any conditions which have been imposed to comply with such laws; and

(2) Each person identified as an operator has obtained an Operator Permit.

(C) Every massage establishment for which a Certificate of Operation has been granted pursuant to this chapter shall display the certificate in a conspicuous place so it may be readily seen by persons entering the premises.

(D) A Certificate of Operation is not transferable to a separate location of the same business, to a different business at the same location, or to the same business under different ownership at the same location, or the same business under a different name.

(E) It is the duty of each operator to notify the Community Development Director whenever there is a change in information which was required to be submitted in the application for the Certificate of Operation in the first instance. Any sale or transfer of any reportable interest of an owner in a massage establishment, which interest would be required to be reported under division (A) of this section in the first instance, shall render the Certificate of Operation temporarily suspended and subject to revocation in accordance with the provisions of this chapter unless prior to the effective date of such sale or transfer, the new owner applies for and obtains an Operator Permit.

(F) Notwithstanding any other provision of this code to the contrary, where a Notice of Intent to suspend or revoke, or a notice of suspension or revocation, has been issued regarding a massage establishment, or the business has otherwise been required to close because of suspension or revocation proceedings against the Operator, the Community Development Director shall not process or issue a new application for a Certificate of Operation for said location unless or until the revocation or suspension proceedings are dismissed or a final determination is made that the current Certificate of Operation should not be suspended or revoked, or a two year period has passed since the occurrence of the activity which gave rise to the suspension or revocation proceedings or other criminal actions.

(G) Notwithstanding any other provision of this code to the contrary, when a massage establishment has been closed due to criminal activity and such decision is final, no new massage establishment may open in such location and no Certificate of Operation shall be issued for such location for a period of two years from the date of such final determination. For purposes of this section, closure due to criminal activity includes voluntary closure of the business after there have been arrests at

the location or other notices relating to criminal activity or notices relating to suspension or revocation proceedings. This provision is not meant to prohibit the issuance of a Certificate of Operation to a business which initially failed to obtain a Certificate of Operation without any prior oral or written notification by the City that such was required.

(H) Where the applicant for the Certificate of Operation is not the record owner, as shown on the latest county assessment roll, then upon issuance of the Certificate, the City shall send written notice to the property owner advising of the issuance of the certificate and the regulations applicable to the massage establishment and the property pursuant to this Chapter; this may be accomplished by including a copy of this Chapter with the notice.

5.24.100 SUSPENSION AND REVOCATION OF PERMITS AND CERTIFICATES

(A) Subject to the procedures set forth in this section, the Community Development Director may suspend or revoke a Permit issued pursuant to this chapter whenever the Community Development Director determines that any of the following has occurred:

(1) The permittee, or an employee or independent contractor working on the premises, is conducting operations in a manner contrary to the provisions of this code;

(2) The permittee, or an employee or independent contractor working on the premises, is conducting operations in a manner which constitutes a public nuisance;

(3) The permittee, or an employee or independent contractor working on the premises, is conducting operations in a manner which is detrimental to the health, safety or welfare of the City or its inhabitants;

(4) There is substantial evidence of prostitution or other unlawful activity;

(5) The permittee, or any employee or independent contractor working on the premises, has engaged in Disqualifying Conduct; or

(6) The Community Development Director makes any of the findings that would have justified denying the application in the first instance.

(B) If, in the discretion of the Community Development Director, an alleged violation is minor and capable of correction, then prior to suspension or revocation a written notice shall be given to the Permittee of the alleged violation(s) involved to allow a period of time to correct the alleged violation(s), which period shall not exceed five business days, at the end of which period, an inspection shall be conducted to determine whether the alleged violation(s) has been corrected. For purposes of this section, written notice shall include either a notice of violation or an administrative citation.

(C) If the Community Development Director determines that an alleged violation is not minor or capable of correction, that an alleged violation(s) continues without correction, or that there have been previous violations of this Chapter, even if for different reasons, then the Community Development Director may issue a Notice of Intent to suspend or revoke, along with an administrative or criminal citation. Examples of a violation which will be determined by the Community Development Director to be not capable of correction include but are not limited to substantial evidence of prostitution activity on the Massage Establishment premises or an immediate threat to public health, safety or welfare.

(D) Notice of Intent to Suspend or Revoke. A Notice of Intent to Suspend or Revoke shall contain a statement of an alleged violation(s) which constitutes the basis for the suspension or revocation, notice of the right of the Permittee to respond to the charges in writing to the Community Development Director for a pre-appeal determination, notice of the right to appeal to the City Manager, and notice that a failure to respond in the time specified shall constitute a waiver of the right to respond, but not the right to appeal. If an alleged violation is capable of correction, the notice shall also advise the Permittee to correct the alleged violation(s) within the time to respond.

(E) Response to Notice of Intent/Pre-appeal Determination.

(1) The time to respond and request a pre-appeal determination shall be five business days from the date of service of the notice, regardless of whether the materials upon which the Notice of Intent is based are provided to the Permittee at that time.

(2) If there is no response, the Permit shall be considered suspended or revoked upon the expiration of time in which to respond and request a pre-appeal hearing.

(3) If there is a response, the Permit shall remain in effect until a determination is made by the Community Development Director. In no event shall the Community Development Director hold a hearing until at least five (5) business days have passed from the time the City provides the materials upon which the Notice of Intent is issued to the Permittee.

(F) Suspension or Revocation

(1) If, after consideration of the Permittee's response, the Community Development Director determines that the Notice of Intent to Suspend or Revoke should be upheld, then the Community Development Director shall issue a Notice of Suspension or Revocation and serve it upon the Permittee as well as any other interested person requesting a copy of the same. Where all massage activity is required to cease, notice shall also be served on the owner of the property if different from the Operator or

Certificate holder. The notice shall include information about the right to appeal.

(a) Upon issuance of a Notice of Suspension or Revocation of a Certificate of Operation, all massage activity at the Massage Establishment shall cease and no activity for which the Certificate of Operation is required shall be conducted while any appeal may be pending.

(b) Upon issuance of a Notice of Suspension or Revocation of an Operator Permit, the Operator must cease all work at the Massage Establishment. If there is no other person who has an Operator Permit which is not the subject of a suspension or revocation proceeding, then all massage activity at the Massage Establishment shall also cease and no massage activity shall be conducted while any appeal may be pending.

(D) Surrender of Certificate of Operation and Permits. Any Permittee shall immediately surrender his or her permit or certificate to the Community Development Director upon its suspension or revocation. The Operator shall immediately surrender the Certificate of Operation upon revocation of an Operator Permit if there is no other permitted Operator.

§5.24.110 APPEALS TO CITY MANAGER.

(A) Appeals.

(1) Appeals shall be in writing and filed with the City Clerk within the following time frames:

(a) Appeals from any decision of the Community Development Director to deny a permit shall be in writing, shall clearly state the applicable basis for the appeal, and shall be filed not later than ten (10) calendar days following the giving of the Notice of denial.

(b) Appeals from a Notice of Intent to Suspend or Revoke a permit where no response is filed in accordance with Section 5.24.100 E above shall be filed not later than ten (10) calendar days following the expiration of the response period.

(c) Appeals from a Notice of Suspension or Revocation issued after a response is filed in accordance with Section 5.24.100 E above shall be filed not later than ten (10) calendar days following the giving of the Notice of Suspension or Revocation.

(2) The City Clerk shall not accept an appeal from a decision of the Community Development Director, and no hearing shall be held, unless the appellant has paid a filing fee, in an amount set by resolution of the

City Council, to defray the cost of such appeal. Any appeal without the timely payment of fees shall be considered to be untimely.

(3) The scope of the appeal hearing pursuant to this section shall be limited to those issues raised by the appellant in the written appeal, as submitted pursuant to subsection (A)(1) of this section.

(B) *City Manager Action.*

(1) Upon receipt of a timely filed appeal, the City Clerk shall set the matter for hearing before the City Manager. The hearing shall be held not fewer than ten (10) calendar days nor more than thirty (30) calendar days from the date of the appeal request. The hearing may be continued from time to time upon the mutual consent of the parties. For the purposes of this section, "City Manager" may include a hearing officer appointed by the City Manager, who shall then act in the City Manager's place.

(2) The appellant shall be provided with notice of the time and place of the appeal hearing, as well as a copy of all relevant materials at least seven calendar days prior to the hearing.

(3) At the time of such hearing, the City Manager shall review the records and files relating to the decision.

(a) The City Manager shall permit any interested person to present any relevant evidence bearing on the issues involved in the matter.

(b) In conducting the hearing, technical rules relating to evidence and witnesses shall not apply. Any relevant evidence may be admitted if it is material and if it is evidence customarily relied upon by responsible persons in the conduct of their affairs regardless of the existence of any common law or statutory rule which might make admission of such evidence improper over objection in civil actions. Hearsay evidence may be admissible if it is the sort upon which reasonable persons are accustomed to rely in the conduct of serious affairs. The rules of privilege shall be applicable to the extent they are now, or are hereafter permitted in civil actions. Irrelevant, collateral, and repetitious testimony shall be excluded.

(c) In determining whether a person should be disqualified for meeting the definition of Person Who Has Engaged In Disqualifying Conduct as set forth in § 5.24.02, the City Manager may consider: the nature and severity of the act(s) or crime(s); whether there were any additional subsequent act(s) or crime(s); the number of act(s) or crime(s); and how recent the act(s) or crime(s) were.

(4) The appellant shall have the burden of proving that he or she meets the requirements for issuing the permit or certificate in the first instance; the

City shall have the burden in proving that grounds exist for revoking or failing to renew a permit.

(5) Based upon the evidence presented at the hearing, the City Manager shall determine whether the decision should be affirmed, modified or reversed.

(6) The City Manager's decision shall be communicated in writing to the appellant within ten working days after the close of the hearing and submission of the matter to the City Manager for decision. The City Manager's decision shall state whether the decision is affirmed, modified or reversed and shall state the reasons therefor.

(7) The decision of the City Manager shall include notice that the decision is final and conclusive, that judicial review may be sought therefrom pursuant to Cal. Civil Proc. Code § 1094.5, and that any action filed in the superior court shall be filed within 90 days following the City Manager's notice pursuant to Cal. Civil Proc. Code § 1094.6.

§5.24.120 NOTICES.

(A) All notices required to be given pursuant to this chapter shall be served on the responsible party (i.e., permittee, applicant, appellant, or a representative thereof) either by personal delivery or by deposit in the United States mail in a sealed envelope postage prepaid addressed to such responsible party as the name and address appear in the most recent application on file with the City. Service by mail shall be deemed to have been completed on the date deposited in the mail. Notices shall include information regarding appeal rights and a statement that the failure to file an appeal shall constitute a failure to exhaust administrative remedies.

(B) In all cases where the certificate holder is not the property owner, notices shall also be sent to the property owner of record where the notice relates to possible closure of the business due to suspension or revocation.

ARTICLE IV

OPERATION AND FACILITY REQUIREMENTS

§ 5.24.130 OPERATIONAL REQUIREMENTS.

(A) *Hours and conditions of operation.*

(1) No massage establishment shall operate nor shall any massage be administered in any massage establishment between the hours of 10:00 p.m. and 8:00 a.m. A massage begun any time before 10:00 p.m. must nevertheless terminate at 10:00 p.m. The hours of operation must be displayed in a conspicuous public place in the lobby within the massage establishment and in any front window clearly visible from outside of the

massage establishment. These hours of operation may be modified pursuant to a conditional use permit.

(2) During hours of operation, no person other than a valid permit holder under this chapter, a massage practitioner, a massage therapist, or a patron shall be allowed beyond the reception area of the massage establishment.

(3) Patrons and visitors shall only be permitted in the massage establishment during the hours of operation.

(a) Visitors shall only be permitted in the reception area of the massage establishment.

(b) Patrons shall only be permitted in massage treatment areas if at least one massage technician is on the premises.

(4) The massage establishment shall be supervised during all hours of operation by a manager who is one of the operators specified in the permit application. The name and photograph (minimum size of four inches by six inches) of the on-duty manager shall be posted in a conspicuous public place in the lobby of the massage establishment at all times that the business in open. This provision shall not apply to Sole Providers.

(5) No massage establishment shall be used for residential purposes. There shall be no massage tables, cots, or beds in the establishment other than as shown on the approved floor plan. Locker facilities shall be provided for all employees and independent contractors and all personal items of the employees and independent contractors shall be kept in the lockers while at the massage establishment.

(B) *Posting requirements.* In addition to any other requirements for posting set forth in this chapter, the following shall also apply:

(1) A recognizable and legible sign complying with the requirements of this code shall be posted at the main entrance identifying the establishment as a massage establishment.

(2) Each service offered, the price thereof, and the minimum length of time such service shall be performed shall be posted in English and such other languages as may be convenient to communicate such service, in a conspicuous public location in each massage establishment. No services shall be performed and no sums shall be charged for such services other than those posted. Nothing herein prohibits a voluntary tip from being paid by the patron.

(3) Any posted signs which are in a language other than English shall also be posted in English.

(C) *Instruments, equipment, and personnel.*

(1) Disinfecting agents and sterilizing equipment shall be provided for any instruments used in performing acts of massage and said instruments shall be disinfected and sterilized after each use.

(2) Unless otherwise approved by a conditional use permit, massages shall be administered only on standard or portable massage tables or chairs which are covered with a durable, washable plastic or other acceptable waterproof material. Beds, mattresses, water beds, futons, sofa beds, any type of portable or convertible beds, and foam pads more than four inches thick or with a width of more than four feet shall not be permitted in the establishment.

(3) No massage technician shall massage the genitals or anal area of any patron nor shall any operator of a massage establishment allow or permit such a massage to the above-specified areas.

(4) No massage technician shall massage the breasts of a female patron without the written consent of the person receiving the massage and a referral from a licensed California health care provider, nor shall any operator of a massage establishment allow or permit such a massage to the above-specified area.

(5) A massage shall not be given and no patron shall be in the presence of any massage establishment staff unless the patron's genitalia and, if a female patron, the female patron's breasts, are fully covered by a fully opaque, nontransparent covering.

(6) Persons providing services in the massage establishment shall not be dressed in attire that is: transparent, see-through, substantially exposes the massage technician's undergarments, or exposes the massage technician's breasts, buttocks, or genitals; in a manner which has been deemed by CAMTC to constitute unprofessional attire based on the custom and practice of the profession in California; or in swim attire unless such person is providing a water-based massage modality which has been approved by CAMTC.

(7) All massage establishments shall be so equipped, maintained and operated as to effectively control the entrance, harborage, and breeding of vermin, including flies. When flies or other vermin are present effective control measures shall be instituted for their control or elimination.

(8) Clean and sanitary towels, sheets and linens shall be provided for each patron of the establishment. No common use of towels or linens shall be permitted. Heavy white paper may be substituted for sheets; provided, that such paper is used once for each person and then discarded into a sanitary receptacle.

(9) All massage tables shall be at least two feet away from all walls at all times.

(D) *Personnel lists.*

(1) Within seven calendar days of receiving a Certificate of Operation, the operator shall provide the Community Development Director with a complete list of all massage technicians who are working or will work, be employed, or provide massage services in the massage establishment along with a copy of their CAMTC certificate and identification card, as well as with the name and residence address of the manager principally in charge of the operation of the massage establishment and of any other manager.

(2) The operator shall have a continuing obligation to notify the Community Development Director in writing of any changes in massage technicians and managers within seven calendar days of such change.

(3) The operator shall maintain copies of each massage technician's CAMTC Certificate and identification card on file on the premises of the massage establishment which shall be available to any individual upon request, including but not limited to employees of the City. Additionally, the operator shall be required to file copies of each CAMTC Certificate and identification card with the Community Development Director within seven days of a massage technician beginning to work at the massage establishment. Information required by this section shall be maintained at the massage establishment for a minimum of two years following the date that the person ceases providing services/employment to the massage establishment.

(4) The operator shall maintain on the premises of the massage establishment a register of all non-state certified persons employed, working or providing other services at the massage establishment. The register shall be maintained for a minimum of two years following the time that the person ceases providing services/employment to the massage establishment. The Operator shall make the register immediately available for inspection upon demand of a representative of the Community Development Director, any health officer, or any other official charged with enforcement of this chapter. The register shall include but is not limited to the following information:

(a) Name, nicknames and/or aliases;

(b) Home address and relevant phone number, including but not limited to home, cellular and pager numbers;

(c) Age, date of birth, gender, height, weight, color of hair and eyes;

(d) The date of employment, and termination, if any;

(e) The duties of each person; and

(f) In a separate portion of the register, Social Security numbers, which shall only be available for review by the Loma Linda Police Department or other law enforcement personnel, but not health officers or other officials charged with the enforcement of this chapter.

(E) *Prohibited conduct.*

(1) No alcoholic beverages shall be sold, served, or furnished on the premises of any massage establishment without a valid alcoholic beverage license from the State and conditional use permit from the City.

(2) No storage or sale of condoms or spermicides shall be permitted within the massage establishment.

(3) No operator shall hire, employ or allow a person to perform massage services unless such person possesses a valid CAMTC Certificate. Each operator of a massage establishment shall verify that all persons hold the appropriate CAMTC Certificate required by this chapter. Nothing herein prevents an operator from hiring, employing, or allowing a person to perform services allowed by such person's cosmetology or barber license, if the business has a state establishment license in addition to a Certificate of Operation.

(4) No person shall use or possess, nor shall there be any storage of, any sexually-oriented implements or paraphernalia which are designed or market primarily for the stimulation of human genital organs or sadomasochistic activity.

(5) No electrical, mechanical or artificial device shall be used by any massage establishment staff for audio and/or video recording or for monitoring the performance of a massage, of the conversation or other sounds in the massage rooms, without the knowledge and written consent of the patron.

(6) No operator of a massage establishment shall place, publish or distribute or allow or cause to be placed, published or distributed any advertising matter that depicts any portion of the human body that would reasonably suggest to prospective patrons or clients that any service is available other than those services described in this chapter and posted on the premises as required in this chapter, nor shall any massage establishment employ language in the text of any advertising that would reasonably suggest to a prospective patron that any service is available other than those services described in this chapter and posted on the premises as required by this chapter.

§5.24.140 BUILDING AND FACILITY REQUIREMENTS.

(A) The building, or unit within the building where the massage establishment is located, shall comply with all applicable building code requirements.

(B) All massage rooms and dressing rooms shall be screened off by hinged doors that can open inward. Swinging doors that can open inward, draw drapes, curtain enclosures, or accordion-pleated closures in lieu of doors are acceptable on all inner dressing rooms and massage therapy rooms or cubicles. Except for bathroom doors, interior doors may not have locks on them.

(C) In addition to any lighting required by the provisions of the Loma Linda Municipal Code, all rooms in which massages are being provided shall be lit with a minimum of one light fixture emitting at least 210 lumens for every 150 square feet of space during the administration of such services, with the light fixtures being spread throughout the space. No dimmer switches, strobe lights, flashing lights, colored light, or any coverings or other apparatus, other than a lampshade, which changes or darkens the color of the primary light source shall be used in any room in which massage services are being provided.

(D) Any locker facilities provided for the use of patrons shall be fully secured for the protection of the patron's valuables and the patron shall be given control of the key or other means of access.

(E) The walls in all rooms where water or steam baths are given shall have a washable mold-resistant surface.

(F) All walls, ceilings, floors, pools, showers, bathtubs, steam rooms and all other physical facilities for the establishment must be in good repair and maintained in a clean and sanitary condition. Wet and dry heat rooms, steam or vapor rooms, or steam or vapor cabinets, shower compartments, and toilet rooms shall be thoroughly cleaned and disinfected each day the business is in operation. Bathtubs shall be thoroughly cleaned and disinfected after each use.

(G) One main entry that enters into the reception area shall be provided for patron use. All patrons, and any persons other than those providing services at the massage establishment, shall be required to enter and exit through the front door of the establishment.

(H) All exterior doors (except rear exterior doors used only for employee entrance to and exit from the massage establishment) shall remain unlocked during business hours, and the establishment shall comply with the provisions of the Loma Linda Municipal Code pertaining to the posting of signs stating that doors shall remain unlocked during business hours. Exits for fire safety purposes may be allowed where deemed necessary by the appropriate public safety agency. Notwithstanding the above, the front door may be locked if there is no staff available to assure security for the clients and massage staff who are behind

closed doors, provided that the massage establishment is owned by one individual with one or no employees or independent contractors.

(I) There shall be no buzzer, alarm or intercom system.

(J) No massage business located in a building or structure with exterior windows fronting a public street, highway, walkway, or parking area shall block visibility into the interior reception and waiting area through the use of curtains, closed blinds, tints, or any other material that obstructs or darkens the view into the premises or by signs that cover more than 25% of any windowpane. The interior of the business shall be plainly visible from the exterior of the business by passing vehicles and pedestrians.

§ 5.24.150 INSPECTIONS.

(A) Representatives of the City's Police Department, Fire Department, Community Development Department, and Finance Department, and agents for the City from the County Health Department and representatives of any state or local agencies with regulatory authority over massage establishments shall have the right to enter massage establishments, from time to time, during regular business hours, or at any time that the massage establishment is occupied or open for business, to verify the massage establishment is in compliance with all applicable laws without the need for an inspection or abatement warrant.

(B) The operator shall cause to be conspicuously posted so that the same may be readily visible to persons in the reception area of the massage establishment, in letters that are a minimum of one inch in height, a notice in English which provides substantially as follows:

THIS MASSAGE ESTABLISHMENT AND THE MASSAGE ROOMS DO NOT PROVIDE COMPLETE PRIVACY AND ARE SUBJECT TO INSPECTION BY CITY AND HEALTH OFFICIALS WITHOUT PRIOR NOTICE

In addition, operators are encouraged to post this notice in language(s) that are best understood by the customers of the massage establishment.

(C) No person shall refuse to permit, cause delay of, or interfere with, a lawful inspection or compliance check of the premises by the officials listed in division (A) of this section at any time.

ARTICLE V

ENFORCEMENT

§5.24.160 PENALTY.

(A) It is unlawful for any person to engage in conduct that violates any provision of this chapter, to engage in conduct which fails to meet the standards set forth in this chapter, or to own, manage, or operate a massage establishment that is not fully in compliance with the operational standards set forth in this chapter.

(B) If any person violates any of the provisions of this chapter, or fails to comply with any of the mandatory requirements of this chapter, he or she shall be guilty of an infraction. Any person convicted of an infraction under the provisions of a city ordinance shall be punishable by a fine of not more than fifty dollars for a first violation; a fine not exceeding one hundred dollars for a second violation of the same ordinance within one year; and a fine not exceeding two hundred fifty dollars for each additional violation of the same ordinance within one year. Each such person shall be deemed guilty of a separate offense for every day during such portion of which any violation of this chapter is committed, continued or permitted by such person, and shall be punishable therefor as provided by this chapter. Administrative citations and warning notices may be utilized as determined appropriate to the circumstances by the enforcing personnel.

(C) In addition to the above, any massage establishment operated, conducted or maintained contrary to the provisions of this chapter shall be and is declared to be unlawful and a public nuisance and the City may, in addition to or in lieu of prosecuting a criminal action under this chapter, commence an action or actions, proceeding or proceedings, for the abatement, removal and enjoinment thereof, in the manner provided by law, including any code enforcement procedures established pursuant to the laws of the State of California or the City of Loma Linda; and may take such other steps and may apply to such court or courts as may have jurisdiction to grant such relief as will abate or remove such massage establishments and restrain and enjoin any person from operating, conducting or maintaining a massage establishment contrary to the provisions of this chapter. If an injunction is sought, attorney's fees and costs will be assessed at the discretion of the court against the party subject to said injunction.

SECTION 2. The following sections of the Loma Linda Municipal Code is hereby amended to read as follows:

§Section 17.44.020 Permitted uses.

Permitted Uses in the C-1 zone shall be as follows:

A. Retail activities completely within an enclosed building as follows:

Massage Establishments (in accordance to the provisions of Chapter 5.24)

§Section 17.46.020 Permitted uses.

Permitted Uses in the C-2 zone shall be as follows:

A. Retail activities completely within an enclosed building as follows:

Massage Establishments (in accordance to the provisions of Chapter 5.24)

§Section 17.48.020 Permitted uses.

Permitted Uses in the C-M zone shall be as follows:

A. Any uses permitted in the C-1 and C-2 zones pursuant to the same regulations therein;

~~Massage Establishments~~

SECTION 3. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional.

SECTION 4. Certification. The City Clerk shall certify the passage of this ordinance and shall cause the same to be processed as required by law.

SECTION 5. This Ordinance is exempt from CEQA pursuant to section 15061(b)(3) under the general rule that CEQA does not apply to activities which can be seen with certainty to have no effect on the environment. Changing the regulations relating to Massage Establishments will not create any environmental impacts.

SECTION 6. Ordinance. This ordinance shall become effective on the thirty-first day after passage.

Passed, approved, and adopted this _____ day of _____, 2016.

_____
Rhodes Rigsby, Mayor

ATTEST:

_____
Pamela Byrnes-O'Camb, City Clerk

City of Loma Linda
Official Report

Rhodes Rigsby, Mayor
Phillip Dupper, Mayor pro tempore
Ovidiu Popescu, Councilman
Ronald Dailey, Councilman
John Lenart, Councilman

Approved/Continued/Denied
By City Council
Date _____

COUNCIL AGENDA: January 12, 2016

TO: City Council

FROM: Pamela Byrnes-O'Camb, City Clerk

VIA: T. Jarb Thaipejr, City Manager

SUBJECT: Appointment of one (1) Member to the Planning Commission

RECOMMENDATION

It is recommended that the City Council appoint one member of the Planning Commission for a term to expire June 30, 2018.

BACKGROUND

On December 8, 2015, City Council accepted the resignation of Nikan Khatibi; declared a vacancy and directed the Clerk to advertise. A special vacancy notice was posted in the three public posting places as well as on the City's Website.

Planning Commissioners must maintain a status of resident elector of the City. The Planning Commission is comprised of five (5) members who serve staggered three-year terms. A Statement of Economic Interests (FPPC Form 700) is required. The Planning Commission is authorized to meet up to two times per month, the first and third Wednesday of each month at 7:00 p.m. in the City Council Chamber.

Commissioners are: John Nichols (Appointed July 2008); Jay Nelson (Appointed June 2014); Ryan Gallant (Appointed November 2013); and Doree Morgan (Appointed July 2015).

Three applications have been received: Scott Stockdale, Carlos Prieto, and Larry Karpenko (attached).

FINACIAL IMPACT

Planning Commissioners receive $100 per meeting for up to two meetings per month.

RECEIVED

JUN 15 2015

City of Loma Linda
Comm. Dev. Dept.

CITY OF LOMA LINDA
APPLICATION
APPOINTMENT TO PLANNING COMMISSION

ALL APPLICANTS MUST BE RESIDENTS AND REGISTERED VOTERS WITHIN THE CITY OF LOMA LINDA PLANNING COMMISSIONERS ARE REQUIRED TO FILE A STATEMENT OF ECONOMIC INTERESTS PURSUANT TO THE POLITICAL REFORM ACT OF 1974

Applications must be returned by 5:00 p.m. Monday, June 15, 2015	City Clerk's Office 25541 Barton Road Loma Linda, CA 92354

Name: SCOTT STOCKDALE Home Phone: 909-815-8123

Home Address: 25851 SUNRISE WAY Years resided at address: 10+

Have you lived at any other address in Loma Linda: X Yes ____ No

If yes, give previous address: 24968 LAWTON AVE. ALSO ON MARIPOSA ST.

Employer: SELF. UNIVERSITY REALTY INC.

Employer Address: 11156 ANDERSON ST. Employer Phone: 909-796-0156

Occupation: BUSINESSMAN How Long: SINCE 1985

Education (Highest Grade Completed): 16. BA BUSINESS ALUMN CSUSB

Licenses or special certificates held: BRE BROKERS LICENSE

Name, location of Colleges/Universities Attended Attended	Major	Degree	Last Year Attended
CAL STATE U SAN BERNARDINO	BUS. ADMIN	BA	1985

Have you ever been convicted of any crime or violation of any law or statute other than minor traffic violations?

Yes ____ No X (If yes, please attach a separate sheet of explanation.)

Prior or Current Civic Experience (Include Membership in Professional, charitable or community organizations	Office Held (if any)	Dates of Membership
MEMBER, LOMA LINDA CHAMBER OF COMMERCE	PRESIDENT	MANY YEARS

I declare under penalty or perjury that all statements in this application and the attached responses are true and complete to the best of my knowledge and belief.

Signature of Applicant

ANSWERS TO QUESTIONS ARE REQUIRED. PLEASE USE NO MORE THAN FOUR TYPED OR HANDWRITTEN PAGES FOR ALL OF YOUR ANSWERS.

1. **Please describe your interest and background in planning and development.**

2. **What do you see as your role within city government if appointed to the Planning Commission?**

3. **Looking ten years into the future, what is your vision of Loma Linda?**

4. **Provide an example of how you would resolve a situation where your personal viewpoint toward development is in conflict with the overall best interest of the City.**

5. **The design and architecture of a proposed development may not suit your personal taste and the type of development or land use may be contrary to your lifestyle views or opinions. How would you review the project objectively?**

6. **What local city(ies) do you admire and believe Loma Linda should emulate and why? What steps should Loma Linda take to become more like these cities?**

7. **What abilities do you feel you have that would allow you to work as a member of the Planning Commission team, even though you may not always agree with other Commissioners on important development issues?**

CANDIDATES MAY BE INVITED FOR AN ORAL INTERVIEW BEFORE THE CITY COUNCIL

UNIVERSITY REALTY INC
11156 ANDERSON STREET LOMA LINDA CA 92354
909.796.0156 - FAX 909.796.5105

Answers to Planning Commission Application

1) Recently I've seen how city government interacts with and impacts businesses, institutions, and development. As a local businessman and Realtor, I have a personal interest as remaining parcels and projects are proposed for our city. My exposure to planning and development has been limited to 'over-the-counter' experiences while exploring different developments' potential.

2) To represent our community's best interest and provide my real estate experience point of view.

3) In 10 years, most of Loma Linda's remaining vacant land will have been developed. My goal is to have that happen in a way that will benefit our community and the businesses and developments that make it possible.

4) My personal opinions are subordinate to what is in the best interest of the city. However, I must point out that my motivations are already aligned with what is in the best interest of the City.

5) As a member of the planning commission, I would be a part of a process that already has an established framework, (General Plan, zoning, etc.) If I disagree with a type of development or land use that is legal under current law, then I would remain objective and follow the existing rules.

6) Redlands – but Loma Linda is not Redlands. Loma Linda is a unique town and doesn't need to 'copy' any other. We need to focus on making the best of our city - maintaining and improving our infrastructure, and bettering the quality of life for our citizens.

7) I am challenged with local real estate issues during the course of my work as a business owner, Realtor, property manager, and real estate investor/developer. I am a 'team player', and my experiences will provide a positive 'real-world' perspective to the planning commission, and be a benefit to the community.

Scott Stockdale

University Realty Inc. is Licensed by the California Bureau of Real Estate #0794147
Scott Stockdale is Licensed by the California Bureau of Real Estate #01045439

City of Loma Linda

DEC 17 2015

City Clerk

CITY OF LOMA LINDA
APPLICATION
APPOINTMENT TO PLANNING COMMISSION

ALL APPLICANTS MUST BE RESIDENTS AND REGISTERED VOTERS WITHIN THE CITY OF LOMA LINDA
PLANNING COMMISSIONERS ARE REQUIRED TO FILE A STATEMENT OF ECONOMIC INTERESTS
PURSUANT TO THE POLITICAL REFORM ACT OF 1974

Open Application **December 16, 2015**	City Clerk's Office 25541 Barton Road Loma Linda, CA 92354

Name: Carlos Prieto Home Phone: 909-831-6031

Home Address: 10983 Ragsdale Rd Years resided at address: Less than two

Have you lived at any other address in Loma Linda: X Yes ____ No

If yes, give previous address: 25716 Sunrise Way

Employer: Loma Linda University Medical Center

Employer Address: 11234 Anderson St Employer Phone: 909-558-4000

Occupation: Director, Business Analytics How Long: ~seven years

Education (Highest Grade Completed): Graduate (M.B.A.)

Licenses or special certificates held: Lean Six Sigma Master Black Belt, Certified Healthcare Financial Professional, Certified Professional in Healthcare Quality, and Certified Professional in Patient Safety

Name, location of Colleges/Universities Attended Attended	Major	Degree	Last Year Attended
Ottawa University	Bus. Admin.	A.B.	2005
Loma Linda University	Health Admin.	M.B.A.	2008
Andrews University	Doctoral Studies	N/A	2013

Have you ever been convicted of any crime or violation of any law or statute other than minor traffic violations?
Yes ____ No X (If yes, please attach a separate sheet of explanation.)

Prior or Current Civic Experience (Include Membership in Professional, charitable or community organizations	Office Held (if any)	Dates of Membership
Healthcare Financial Management Association	N/A	2013 -
California Association for Healthcare Quality	N/A	2010 -
American College of Healthcare Executives	N/A	2014-
Medical Group Management Association	N/A	2015-

I declare under penalty or perjury that all statements in this application and the attached responses are true and complete to the best of my knowledge and belief.

Carlos Prieto <Electronic Signature>
Signature of Applicant

ANSWERS TO QUESTIONS ARE REQUIRED. PLEASE USE NO MORE THAN FOUR TYPED OR HANDWRITTEN PAGES FOR ALL OF YOUR ANSWERS.

1. Please describe your interest and background in planning and development.

Planning and development are integral parts of a community. They span economic interests as well as the cultural and historical character of a city. They facilitate the sustainability and vitality of communities. My interest for my application to the City of Loma Linda Planning Commission is to be a part of this informed decision making process for the improvement of the community where my family and I reside. For over seven years I have lived in the City of Loma Linda. I have seen the city grow and expand its economic drivers. My background in planning and development is theoretical and in addition I would draw on my extensive experience developing and reviewing programs and business plans for non-profits and for-profit organizations. My professional experience in process improvement and business analytics would also provide an additional foundation with transferable and applicable expertise.

2. What do you see as your role within city government if appointed to the Planning Commission?

The role of the Planning Commission is to facilitate the city planning process of researching, reviewing, and advising the City Council on planning and zoning matters. As such, having a timely and informed decision making process for the City Council would be of primary concern. My role within the city government of Loma Linda and specifically as a member of the Planning Commission would be to provide my time and energy in facilitating this decision making process.

3. Looking ten years into the future, what is your vision of Loma Linda?

In ten years Loma Linda will continue to develop further and will continue to provide a family oriented community. Keeping with the tradition of what makes Loma Linda special. My vision for Loma Linda would be of a city which continues with its deep tradition in medicine and technology which it would use to create an environmentally and financially sustainable future. The vision for Loma Linda's future in general would be to continue to attract some of the brightest and industrious minds to the city.

4. Provide an example of how you would resolve a situation where your personal viewpoint toward development is in conflict with the overall best interest of the City.

My personal view on how one resolves a conflict whether it is within a committee structure or as part of the leadership of an organization is through communication. Often the lack of continued communication is a contributing factor whether influenced by our personal views or opinions which inhibit how conflict is resolved. My personal and professional stance on conflict resolution is to openly discuss views and opinions as to allow the collective group to input their views and opinions. If I was to have an opposing opinion, I would express it and still look for a common ground. As resolution, would be primary and in the best interest of the city.

5. The design and architecture of a proposed development may not suit your personal taste and the type of development or land use may be contrary to your lifestyle views or opinions. How would you review the project objectively?

The design and architecture of proposed developments are important aspects of a project. What type of development and how the land is used have lasting effects on the community as well as how the city is perceived. For this reason, these factors should not be taken lightly and should promote internal discussions. This process would focus on what is best for the community as a whole as well as what is best for its citizens. My lifestyle views and/or opinions are founded thus on this guiding principle.

6. What local city(ies) do you admire and believe Loma Linda should emulate and why? What steps should Loma Linda take to become more like these cities?

Local city(ies):

The City of Chino Hills, California (pop. 74,799); a city larger than Loma Linda but has other similarities. It's a diverse community with great schools and safe neighborhoods. I admire their cluster development approach that maintains a rural feel while providing publicly owned open space to enjoy. This is similar to Loma Linda's approach of providing the hills of Loma Linda for the community to enjoy as well as the greenways throughout the city.

The City of Walnut, California (pop. 29,172); a city similar in size to Loma Linda it has developed an economic corridor while still maintaining a quiet community feel. Included within its limits is an educational institution and the city has continued to provide the traffic control while supporting education and a close-knit community/neighborhood feel.

Non-local city(ies): (Provided as additional consideration)

The City of Mission Hills, Kansas (pop. 3,498); a city I have often admired for their focus on developing as a planned community. There was and continues to be a great effort placed on the aesthetics and economic vitality of the city without reliance on business to drive all economic growth. The city has a unique culture and heritage that is respected and upheld in all new development whether in its zoning changes, growth plans, and master beatification plan. http://www.missionhillsks.gov/

The City of Leawood, Kansas (pop. 31,867), a city more similar in size to Loma Linda; which I have also admired for their planned community development. There is more economic development in this city but it has been completed through their overall comprehensive plan for the city. http://www.leawood.org

Many of the necessary steps to create such a community based on these limited examples have already been created in part by the City of Loma Linda. It's in this continued effort to improve that we'll find opportunities to create an even more beautiful city which others would as well include if ask this specific question of listing a city that they want their city to emulate. We are well on our way to being that city. Some of the specifics of how a city can create the overall comprehensive plan which drives all the planning functions and development of growth would have to be specific and concert to the work already completed by Loma Linda.

7. What abilities do you feel you have that would allow you to work as a member of the Planning Commission team, even though you may not always agree with other Commissioners on important development issues?

Professional abilities which would contribute to the collaboration in the Planning Commission would be my experience in process excellence and my analytical analysis experience. My experience gives me the skillset to analyze problems, isolate their constructs, and to understand impacts to better recommend solutions. My collaborative style helps me to bring disparate ideas together and build consensus even if my views or opinions differ.

CANDIDATES MAY BE INVITED FOR AN ORAL INTERVIEW BEFORE THE CITY COUNCIL

City of Loma Linda
JAN 04 2016
City Clerk

CITY OF LOMA LINDA
APPLICATION
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ALL APPLICANTS MUST BE RESIDENTS AND REGISTERED VOTERS WITHIN THE CITY OF LOMA LINDA
PLANNING COMMISSIONERS ARE REQUIRED TO FILE A STATEMENT OF ECONOMIC INTERESTS
PURSUANT TO THE POLITICAL REFORM ACT OF 1974

Applications must be returned by 5:00 p.m. Monday, January 4, 2016	City Clerk's Office 25541 Barton Road Loma Linda, CA 92354

Name: Larry Karpenko
Home Phone: (909) 894-3180
Email: LKarpenko@hotmail.com
Cell Phone: (909) 363-6383
Home Address: 11885 Hollis Court
Years resided at address: 7
Have you lived at any other address in Loma Linda: X Yes ____ No
If yes, give previous address: 25093 La Mar Road, Loma Linda 92354
Past Employer: Redlands Community Hospital, Karen Zirkle, Supervisor
Employer Address: 350 Terracina Blvd Redlands, CA 92373
Employer Phone: (909) 335-5500
Occupation: Physical Therapist
How Long: 2005-2008
Education (Highest Grade Completed): Post-professional Doctorate, DPT
Licenses or special certificates held: Physical Therapist License CA

Name, location of Colleges/Universities Attended Attended	Major	Degree	Last Year Attended
Columbia Union College, Takoma Park MD	General Studies	Associates Arts	1996
Loma Linda University, Loma Linda CA	Life Sciences	Bachelor Science	1999
Loma Linda University, Loma Linda CA	Physical Therapy	Masters Science	1999
Temple University, Philadelphia PA	Physical Therapy	Doctor of PT	2007

Have you ever been convicted of any crime or violation of any law or statute other than minor traffic violations?

Yes _____ No X (If yes, please attach a separate sheet of explanation.)

Prior or Current Civic Experience (Include Membership in Professional, charitable or community organizations	Office Held (if any)	Dates of Membership
Gospel Music Association	None	2015-2016
Academy of Model Aeronautics	None	Lifetime
Pomona Valley Model Airplance Club	None	2015-present
Marks RC Model Airplane Club	None	2013-present

I declare under penalty or perjury that all statements in this application and the attached responses are true and complete to the best of my knowledge and belief.

Larry D. Karpenko II
Signature of Applicant

ANSWERS TO QUESTIONS ARE REQUIRED. PLEASE USE NO MORE THAN FOUR TYPED OR HANDWRITTEN PAGES FOR ALL OF YOUR ANSWERS.

1. Please describe your interest and background in planning and development.

2. What do you see as your role within city government if appointed to the Planning Commission?

3. Looking ten years into the future, what is your vision of Loma Linda?

4. Provide an example of how you would resolve a situation where your personal viewpoint toward development is in conflict with the overall best interest of the City.

5. The design and architecture of a proposed development may not suit your personal taste and the type of development or land use may be contrary to your lifestyle views or opinions. How would you review the project objectively?

6. What local city(ies) do you admire and believe Loma Linda should emulate and why? What steps should Loma Linda take to become more like these cities?

7. What abilities do you feel you have that would allow you to work as a member of the Planning Commission team, even though you may not always agree with other Commissioners on important development issues?

CANDIDATES ARE INVITED FOR AN ORAL INTERVIEW BEFORE THE CITY COUNCIL ON ~~JULY 28, 2015~~ AT 7:00 P.M.
Jan 12, 2016

1. **Please describe your interest and background in planning and development.**

   I am interested in planning and development in Loma Linda because this is where I am raising my family. I want my children to be proud to say they live in Loma Linda. I grew up in a small rural town, where rolling farmland backs up to Appalachian oak trees. On a recent visit to Pennsylvania I drove past the new Lowes, Wal-Mart, Wendy's, Wawa, and Five Guys Burgers all within a ½ mile radius. My mom expressed how thankful she is to no longer drive 30+ minutes to pay a reasonable price for groceries. I am aware of the importance of healthy growth and good planning for the benefit of the city and its residents.

2. **What do you see as your role within city government if appointed to the Planning Commission?**

   I see my role in the Planning Commission as a reflection of how residents want their city to look; responsible for the vision of how land is used, and overseeing the implementation of this vision.

3. **Looking ten years into the future, what is your vision of Loma Linda?**

   My vision for the City of Loma Linda is that we be defined by good health. This includes sensible roads to establish easy access to our many health-care facilities; more defined areas for recreation, exercise, and outdoor enjoyment; incentives for businesses that promote healthy living; safety for our homes and streets; a place of education; a place of active, healthy community.

4. **Provide an example of how you would resolve a situation where your personal viewpoint toward development is in conflict with the overall best interest of The City.**

   In a situation where my personal viewpoint was in conflict, it would be appropriate for me to state my view one time, allowing my view to be expressed, and then most importantly, listen to the general consensus among the decision-makers, and trust the process.

5. **The design and architecture of a proposed development may not suit your personal taste and the type of development or land use may be contrary to your lifestyle views of opinions. How would you review the project objectively?**

A good way to review the project objectivity would begin by gathering information. Asking questions such as "What are all the facts?" "Who will be affected most positively, most negatively, by this land use?" "Does this land use fit the vision for The City?" are helpful for focusing on key points. Asking city residents for input, formally and informally, is important to get a sense of community impact. After gathering relevant facts and considering different viewpoints, a decision can be made based on objective criteria, rather than subjective opinions.

6. **What local city(ies) do you admire and believe Loma Linda should emulate and why? What steps should Loma Linda take to become more like these cities?**

I have a liking to Roseville, CA after enjoying an invigorating bike ride and roller-blade experience in the Secret Ravine Park just east of Interstate 80. Roseville has invested planning and development resources into its 30 parks, recreation facilities, programs, and events. This infrastructure provides support to community based organizations(CBO's), who set the pulse for a vibrant community. Roseville's CBO's include sports leagues, family, preschool and teen activities, camping and nature groups, cultural arts groups, among others. The City of Loma Linda has a huge opportunity to grow and support more CBO's, thus improving quality of life for residents. A simple example of how Loma Linda could improve the health and safety of its residents would be to expand a same-side, clearly marked, sidewalk on Beaumont Avenue from Hulda-Crooks Park extending to the train tracks eastward.

7. **What abilities do you feel you have that would allow you to work as a member of the Planning Commission team, even though you may not always agree with the other Commissioners on important development issues?**

I am a creative individual, thus I enjoy approaching issues from a creative viewpoint. There is often more than one way to accomplish the same goal, and looking for a solution where everyone is a winner is optimal.

I have a good sense about what families consider important in their city. As the father of Lauryn(7) and Andrew(5) I am connected with local parents and families. I frequently volunteer for school-based events and programs and have a connection to concerns and suggestions of parents.

I have a willingness to serve our City. I have a desire to see our City the best it can be. I want nothing other for the City of Loma Linda than for it to be prosperous, safe, and desirable.