

CITY OF LOMA LINDA
CITY COUNCIL AGENDA
REGULAR MEETING OF FEBRUARY 10, 2015

A regular meeting of the City Council of the City of Loma Linda is scheduled to be held Tuesday, February 10, 2015 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.

A recess may be called at the discretion of the City Council.

Agenda item requests for the March 10, 2015 meeting must be submitted in writing to the City Clerk no later than NOON, MONDAY, February 23, 2015.

A. Call To Order

B. Roll Call

C. Invocation and Pledge of Allegiance – Councilman Lenart (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.)

D. Items To Be Added Or Deleted

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

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

G. Scheduled And Related Items

1. Recognition of and presentation to the Loma Linda Ukulele Strummers and Linda Valley Villa for their support to the Senior Center
2. National Wear Red Day Proclamation
3. **Public Hearing** - Community Development Block Grant (CDBG) Project prioritization for Fiscal Year 2015-2016 [**Public Works**]
4. **Public Hearing** – Council Bill #R-2015-02 - Determine costs related to the Fall 2014 Weed Abatement Program [**Fire Dept.**]
5. Statistical report for calendar year 2014 from the San Bernardino County Sheriff's Department [**Sheriff/City Manager**]
6. Presentation regarding status update of the Loma Linda – Colton functional consolidation and Council Bill #R-2015-03 – Accepting the Joint Strategic Plan of the Colton and Loma Linda Fire Departments, naming of East Valley Fire, and approving the command structure of the functionally consolidated Organization [**Fire**]

H. Consent Calendar

7. Demands Register
8. Minutes of September 9, 2014 and January 13, 2015
9. December 2014 Treasurer's Report
10. Termination of Contract No. 90-1151 with the San Bernardino County Sheriff for participation in the Work Release Program and submission of new agreement for signature [**City Manager**]
11. Amendment to Agreement for Contract Planning Services between the City and Lilburn Corporation to include a provide supplemental research in response to the State of California's comments associated with a 35-lot Tentative Tract Map, General Plan Amendment, Pre-Zone, and Environmental Studies, for property located at 10997 California Street [**Community Development**]

I. Old Business

J. New Business

12. Appropriation of \$40,000 for Sheriff Department additional personnel for current fiscal year and approve an additional Deputy Sheriff position for fiscal year 2015-16 [**Sheriff/City Manager**]
13. Closing pedestrian bridge from Bryn Mawr Veteran's Memorial Park to Mission Creek subdivision [**City Manager**]

K. 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).

L. 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).

M. Adjournment



CITY OF LOMA LINDA, CA

PROCLAMATION "NATIONAL WEAR RED DAY"

WHEREAS, Heart disease is the Number 1 killer of women, yet eighty percent of cardiac events can be prevented; and

WHEREAS, an estimated 44 million women in the U.S. are affected by cardiovascular diseases, causing one in three women's death each year; and

WHEREAS, since 1984, more women than men have died each year from heart disease, with ninety percent of American women having one or more risk factors for developing heart disease, yet only one in five believe that heart disease is her greatest health threat; and

WHEREAS, 63 percent of women who died suddenly of CVD had no previous symptoms of this disease; and

WHEREAS, the American Heart Association is the largest voluntary, not-for-profit organization whose mission is to reduce disability and death from cardiovascular diseases and stroke and is committed to the support of ongoing medical research to advance knowledge in the areas of prevention and treatment of heart disease and stroke; and

WHEREAS, Go Red For Women is asking all Americans to Go Red by wearing red and speaking red;

- **Get Your Numbers:** Ask your doctor to check your blood pressure and cholesterol.
- **Own Your Lifestyle:** Stop smoking, lose weight, exercise and eat healthy.
- **Raise Your Voice:** Advocate for more women-related research and education.
- **Educate Your Family:** Make healthy food choices for you and your family. Teach your kids the importance of staying active.
- **Don't be silent:** Tell every woman you know that heart disease is their No. 1 killer. Raise your voice at GoRedForWomen.org.

NOW, THEREFORE, I, Rhodes Rigsby, Mayor of the City of Loma Linda, do on behalf of the entire City Council, join the American Heart Association in recognition of the importance of the ongoing fight against heart disease and stroke, and do hereby recognize

"NATIONAL WEAR RED DAY"

and by so doing, urge all citizens to be attentive to the vital issue of women's heart health by wearing and displaying the color red and by increasing awareness, speaking up about heart disease, and empowering women to reduce their risk for cardiovascular disease. We can save thousands of lives each year!

SIGNED this 10th day of February 2015.

Rhodes Rigsby, Mayor



City of Loma Linda Official Report

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

COUNCIL AGENDA: February 10, 2015

TO: City Council

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

SUBJECT: Community Development Block Grant (CDBG) Project
Prioritization for Fiscal Year 2015-2016.

Approved/Continued/Denied
By City Council
Date _____

RECOMMENDATION:

It is recommended that the City Council approve the proposed projects and fund allocations for the FY 2015-16 CDBG program as follows:

San Bernardino County Library	\$ 10,000
<u>Inland Temporary Home, Inc.</u>	\$ 7,855
Public Service Activities Total (15%)	\$ 17,855
<u>Rosarita Drive and Yardley Place Waterline replacement</u>	\$ 101,179
FY 2015-16 Allocation Total	\$ 119,034

BACKGROUND:

The County of San Bernardino, which administers the local CDBG Program, calculated the estimated allocation. The calculation includes the Census 2010 poverty and overcrowded housing counts in addition to the 2014 population estimates. The County has submitted a list of public service projects (see attached), which identify benefits to the City. The City has been tasked with much of the administrative duties previously handled by the County.

Public service projects must be adequately funded to provide a new service or a quantifiable increase in the present level of service. The funding for this category is limited to 15% of the total allocation. The two projects recommended for funding have been funded by the City for several years.

ANALYSIS:

Public Service Projects

Five project proposals were screened by the ECD and forwarded to the City for consideration. Please refer to the attached sheet for the list of projects requesting funds from Loma Linda.

Construction Improvement Projects

The water line improvement will include replacement of a 6" pipeline with an 8" waterline on both Rosarita Drive between Yardley Place and University Avenue and Yardley Place between Rosarita Drive and University Avenue.

Attachment: Fiscal Year 2015-16 CDBG Proposals.

Eligible Proposals						
Log Number	Applicant	Project Description	Community & Request	Dist.	Comments	Elig: Yes/No
✓ LOMA15-039	San Bernardino County Library Leonard Hernandez, County Librarian (909) 387-2258 777 E. Rialto Avenue San Bernardino CA 92415-0770	Loma Linda Branch Library literacy services	Loma Linda \$10,000 Total \$10,000	3	Public service. Services would be limited to low income illiterate persons. Cumulative allocation: \$109,588; current CDBG allocation: \$10,000; balance of funds as of 12/12/14: \$7,718.72.	Yes
✓ MULT15-048	Family Service Association of Redlands Kyra Stewart, Executive Director (909) 793-2673 Ext. 111 612 Lawton Street Redlands CA 92374	Rental/mortgage assistance to low income families.	Grand Terrace \$5,000 Highland \$10,000 Loma Linda \$5,000 Redlands \$45,000 Yucaipa \$10,000 Total \$75,000	M	Public service. Rental assistance and services are limited to low income families who are at-risk of homelessness. Subrecipient has requested funding from the following cities: Grand Terrace \$5,000; Highland \$10,000; Loma Linda \$5,000; Redlands \$45,000; and, Yucaipa \$10,000. Rental subsistence is limited to 90 days.	Yes
✓ MULT15-066	Inland Temporary Homes Jeff Little, CEO (909) 796-6381 P.O. Box 239 Loma Linda CA 92354	Shelter/Transitional housing, rapid re-housing, mental health care, case management and other essential services to break the cycle of family homelessness.	Colton \$10,000 Highland \$10,000 Loma Linda \$10,000 Redlands \$20,000 Total \$50,000	3	Public service. Services limited to homeless families. Subrecipient has requested funding from the following cities: Colton \$10,000; Highland \$10,000; Loma Linda \$10,000; and, Redlands \$20,000. Cumulative allocation: \$397,380; current CDBG allocation \$8,892; balance of funds \$5,792.	Yes

San Bernardino County
Department of Community Development and Housing
2015-2016 CDBG Proposals

Log Number	Applicant	Project Description	Community & Request	Dist.	Comments	Elig: Yes/No
MULT15-067	Family Service Association dba FSA Tom Donahue, Program Administrator (951) 342-3057 Ext. 25 21250 Box Springs Rd. Suite 101 Moreno Valley CA 92557	FSA provides group meals to the senior population in San Bernardino County in 16 communities and delivers meals to homebound seniors throughout the county.	Colton \$10,000 Grand Terrace \$10,000 Loma Linda \$10,000 Redlands \$10,000 Twentynine Palms \$10,000 Yucaipa \$10,000 Town of Yucca Valley \$10,000 Total \$70,000	M	Public service. Would require documentation of at least 51% low/mod income seniors served. Subrecipient has requested funding from the following cities: Colton \$10,000; Grand Terrace \$10,000; Loma Linda \$10,000; Redlands \$10,000; Twentynine Palms \$10,000; Yucaipa \$10,000; and, Town of Yucca Valley \$10,000.	Yes
LOMA15-082	City of Loma Linda T. Jarb Thaipejr, City Manager (909) 799-2811 25541 Barton Road Loma Linda CA 92354	Installation of new 8" waterlines at Rosarita Drive and Yardley Place in Loma Linda.	Loma Linda \$181,405 Total \$181,405	3	Construction. The proposed waterline improvement project would benefit low and moderate income residents in Census Tract #007303, Block Group 3. Improvements will be within a residential neighborhood.	Yes
Not Eligible Proposals						
Log Number	Applicant	Project Description	Community & Request	Dist.	Comments	Elig: Yes/No
LOMA15-028	City of Loma Linda T. Jarb Thaipejr, City Manager (909) 799-2811 25541 Barton Road Loma Linda CA 92354	Installation of a new 12" waterline to replace old 12" waterline at Curtis St. between Lane St. and Park Ave.	Loma Linda \$181,405 Total \$181,405	3	Project not eligible. The proposed Census Tract #73.05 service area has less than 51% low/moderate income residents.	NO



City of Loma Linda Official Report

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

COUNCIL AGENDA: February 10, 2015

TO: City Council

VIA: Jarb Thaipejr, City Manager

FROM: Jeff Bender, Fire Chief *JB*

SUBJECT: Fall 2014 Weed Abatement Program

Report of Proceedings / Account of Costs

Approved/Continued/Denied By City Council Date _____

RECOMMENDATION

That the City Council: Receive the report of the Fall 2014 Weed Abatement Program, approve the report and accounting of costs, and adopt the accompanying Resolution establishing liens and assessments on properties.

BACKGROUND

The International Fire Code, 2012 edition, Section 304 adopted and amended by Loma Linda Municipal Code Chapter 15.28, establishes the authority for removing combustible vegetation when it is determined to be a fire hazard. Section 304.1.2 states "Weeds, litter, flammable waste, grass or other vegetation capable of being ignited and endangering property shall be cut down and removed by the owner or occupant of the premises." Vegetation clearance requirements in the wildland-urban interface areas shall be in accordance with Chapter 49.

ANALYSIS

The Fall 2014 Weed Abatement program began on **September 2, 2014** with an initial inspection of approximately 440 parcels. Pursuant to Sections 104.5 of the International Fire Code, 247 Notices to Clean Property, Exhibit "A", were sent by regular mail on **September 10, 2014** to the **OWNER OF RECORD** as provided by the County Assessor's office. Follow-up inspections began on **October 1, 2014**. If abatement had not been accomplished, or if arrangements for a time extension had not been made with this office, the parcel was placed on an abatement list which was given to a City contractor for initiation of the abatement work. Combustible vegetation/fire hazards were abated by City contractors on **32 parcels**.

On **January 8, 2014** invoices (See Exhibit "B") specifying the cost of the work performed by the contractor, plus the City's administrative fee, were mailed to the **OWNER OF RECORD** for each parcel giving them the opportunity to make payment of the bill by **February 10, 2015**.

Parcels abated by the City contractor and which **remain un-paid** are listed on Exhibit "C". Upon completion and documentation of the abatement work payment was made to the contractor by the City.

Owners have the opportunity to appear at the hearing to ask questions or dispute any bills or proceedings.

Subsequent to the February 10, 2015 Hearing and Council action, the Report of Costs, with accompanying Resolution (see attached), will be forwarded to the Property Tax Division of the San Bernardino County Auditor/Controller-Recorder for collection as assessments and or liens against the property.

ENVIRONMENTAL

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

FINANCIAL IMPACT

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

ATTACHMENTS:

Exhibit A: Sample Notice to Clean Property

Exhibit B: Sample Invoice

Exhibit C: List of Un-Paid Invoices

Copy of Resolution Adopting Report and Statement of Expenses and Imposing a Lien upon Property for payment.



Loma Linda Fire Department

FIRE PREVENTION BUREAU

25541 Barton Rd, Loma Linda, California 92354 • (909) 799-2859 • Fax: (909) 799-2891

NOTICE TO CLEAN PROPERTY

9/10/2014

HUNT, DONALD G TR
12844 INGLEWOOD AVE
HAWTHORNE CA 90250

Parcel Number: 029211135
Location: 25973 REDLANDS BLVD

Under the provisions of the California Fire Code, 2013 edition, Section 304.1.2 adopted and amended by Loma Linda Municipal Code Chapter 15.28, an inspection of the property listed above has been performed by this Department. Based upon the inspection, a fire hazard, or potential fire hazard has been determined to exist on this property. Notice is hereby given that **any weeds, tumbleweeds, dead grasses, vines, dead shrubs, dead trees, trimmings, or other combustible materials or debris present on your lot, field or parcel of land** are a fire hazard or in all probability will become a fire hazard, and as such must be removed or abated. In addition, any weeds or combustible materials must be **cleared away from any road or street for a distance of 10 ft.** See **NOTES** for special remarks concerning this parcel.

NOTES:

Any weeds or other fire hazards as listed above on this property must be removed or abated in an acceptable manner by **Sep 30, 2014**. Failure to remove or abate by this date will be cause for the City of Loma Linda or it's designated contractor to enter onto the property to accomplish the abatement. In addition to the costs for cleaning, you will also be assessed an administrative fee of 30% of the cost of the work or \$100, whichever is greater. Failure to pay all charges will cause a tax assessment and lien to be placed against the property.

Due to uncontrolled regrowth, a second or third clean up of the property may be necessary during the year. Property owners are advised that it is their responsibility to maintain their property in good condition and that any re-growth during the year may be subject to removal without further notice if determined to be a fire hazard.

This Notice is given pursuant to the provision of the California Fire Code Section 109.2 authorizing action to remove any hazard deemed unsafe. The Fire Department maintains a consistent and impartial position in the application and enforcement of the California Fire Code. For further information, please call (909) 799-2859.

You as owner, occupant or person otherwise in charge of the property may appeal to the Fire Marshal of the City of Loma Linda any of the requirements of this Notice pursuant to Loma Linda Municipal Code Section 2.08.030. Such an appeal shall be in writing and shall be submitted only after all reasonable efforts to resolve the matter have been exhausted with the staff of this Department. Said appeal may include any arguments why the property should not be declared a fire hazard and abated by the City. Any appeal shall be submitted to this Department within ten (10) calendar days from the date of this Notice.

If you are no longer the owner of this property or are in the process of selling it, please inform the new owner of this Notice, and advise this Department in writing of the date the title change occurred. All address information used to mail Notices has been provided by the San Bernardino County Assessor's Office.

James Gray
Fire Marshall

By: *James Shea*
James Shea
Fire Prevention Inspector

EXHIBIT "A"

WEED ABATEMENT REQUIREMENTS

MINIMUM PROPERTY CLEANING REQUIREMENTS:

PROPERTY UP TO ONE (1) ACRE IN SIZE:

1. Disking, mowing or handwork is acceptable.
 - A. Disking shall be done with an approved type offset disc at sufficient depth to place the weeds under the finished soil surface. Disking twice may be required if the soil does not mix with the weeds properly.
 - B. Mowing shall be done in such a manner that all remaining weeds/vegetation shall not exceed 4 inches in height (Property that is mowed may be subject to substantial regrowth).
 - C. Weed whacking or other forms of handwork shall be done when it is impractical to disc or mow, or when there are obstructions such as trees, shrubbery, fences, or buildings.

Combustible weeds shall be removed from edge of roadways back 10 feet.
ACCESSABLE SLOPES SHALL BE CLEARED OF ALL WEEDS.

PROPERTY OVER ONE (1) ACRE IN SIZE (see below for hillside properties):

1. Disking or mowing is acceptable; see above.
2. Firebreaks are permitted. Firebreaks shall be a minimum of 100 feet in width from property lines and shall extend around the complete perimeter of the property. Firebreaks shall include 50 feet "crosscut" firebreaks, and shall be cleared of all combustible vegetation to establish a fuel break. Any remaining area that has not been disked or cut shall not exceed one (1) acre in area.

Combustible weeds shall be removed from edges of roadways back 10 feet.
ACCESSABLE SLOPES SHALL BE CLEARED OF ALL WEEDS.

PROPERTIES IN THE WILDLAND URBAN INTERFACE (WUI) HILLSIDE RESIDENTIAL;

1. Remove and clear away all dead / combustible weeds or other combustible vegetation from all areas of your parcel, including slopes*, within 100 feet of all buildings or structures on your parcel. If you have weeds within 100 feet of a neighboring structure these shall also be abated.

Combustible weeds shall be removed from edges of roadways back 10 feet or as allowable based on terrain.

*ACCESSABLE SLOPES SHALL BE CLEARED OF ALL WEEDS.

EXCEPTION 1: Single specimen trees, ornamental shrubbery or similar plants used as ground cover do not need to be removed provided that they do not form a means of rapidly transmitting fire from the native growth to any structure. Landscaping and trees do not need to be removed provided they are maintained and watered regularly.

EXCEPTION 2: Grass and other vegetation located more than 100 feet from buildings or structures need not be removed.

*Slopes – Contact the Fire Prevention Office to discuss slopes which due to extreme grades or lack of accessibility may present a life safety hazard to conduct abatement work. Weeds abated on slopes shall be left with their root system intact to help prevent erosion and possible slope failure.



City of Loma Linda

25541 Barton Road, Loma Linda, California 92354-3160 • (909)799-2859 • fax (909) 799-2891

Sister City – Manipal, Karnataka, India

1/8/2015

INVOICE

HUNT, DONALD G TR
12844 INGLEWOOD AVE
HAWTHORNE CA 90250

Parcel Number: 029211135
Location: 25973 REDLANDS BLVD

Under the provisions of the International Fire Code, 2009 edition, adopted and amended by the State of California as the 2010 California Fire Code, and the Loma Linda Municipal Code Chapter 15.28, a fire hazard that existed on the above real property was abated by a City contractor.

The following amount is now due for **Fall 2014** weed abatement:

Abatement Cost:	\$855.00
Administrative Charges:	\$256.50
Total Due:	\$1,111.50

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

Payment must be received by **February 9, 2015** after which time a Public Hearing will be conducted to hear a Report of Cost. The Public Hearing is scheduled for **February 10, 2015** at 7:00 p.m. at the City of Loma Linda Council Chambers, 25541 Barton Road, at which time Total Charges will be placed as assessments and or liens against the above real property.

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

James Gray
Fire Marshal

By:

James Shea

James Shea
Fire Prevention Inspector

EXHIBIT "B"

**SUMMARY OF UNPAID WEED INVOICES
FALL 2014**

	PARCEL No.	OWNER	CONTRACTOR COST	ADMIN FEES	TOTAL
1	028109123	KIM	90.00	100.00	190.00
2	028125401	TRUJILLO	120.00	100.00	220.00
3	028307141	LL UNIVERSITY	3,120.00	936.00	4,056.00
4	028312164	LL UNIVERSITY	640.00	192.00	832.00
5	028314113	BREHM	90.00	100.00	190.00
6	028314207	GOLDEN EAGLE	3,348.00	1,004.40	4,352.40
7	028316213	KIRTLEY	135.00	100.00	235.00
8	028326119	LIM	120.00	100.00	220.00
9	028403220	PONI	90.00	100.00	190.00
10	028407122	RANDALL	90.00	100.00	190.00
11	028316226	DOSHI	120.00	100.00	220.00
12	028419264	SIKORSKI	90.00	100.00	190.00
13	028422118	MTB INLAND	190.00	100.00	290.00
14	028422113	MTB INLAND	1,080.00	324.00	1,404.00
15	028422115	MTB INLAND	1,200.00	360.00	1,560.00
16	028435148	EBY	180.00	100.00	280.00
17	028435154	EILAR	960.00	288.00	1,248.00
18	029211128	RUSD	2,280.00	684.00	2,964.00
19	029211135	HUNT	855.00	256.50	1,111.50
20	029212115	SPEHAR	528.00	158.40	686.40
21	029213135	M LERMA	90.00	100.00	190.00
22	029213149	E LERMA	90.00	100.00	190.00
23	029213206	REYES	90.00	100.00	190.00
24	029213210	REY	90.00	100.00	190.00
25	029216221	SPANOS	600.00	180.00	780.00
26	029302128	RENDON	90.00	100.00	190.00
27	029303230	WALAYAT	90.00	100.00	190.00
28	029304151	WALAYAT	3,115.00	100.00	3,215.00

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LOMA LINDA ADOPTING A REPORT AND STATEMENT OF
EXPENSES FOR THE FALL 2014 WEED ABATEMENT
PROGRAM AND IMPOSING A LIEN UPON PROPERTY FOR
PAYMENT THEREFOR

WHEREAS, the Weed Abatement Program of the City of Loma Linda has been carried out in accordance with Municipal Code requirements; and

WHEREAS, the City Council has held a hearing on the statement of expenses for abatement of the nuisances and has heard and considered the staff report and all objections or protests;

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

That the statement of expenses attached hereto as Exhibit "A" and incorporated herein by reference, is hereby confirmed and adopted as amended; and

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

That the cost of the abatement work done or caused to be done by the City as shown on the statement of expenses is hereby ordered to be paid by February 10, 2015; and

That if said costs have not been paid by February 10, 2015, they shall constitute a lien upon the real property against which the nuisance was abated and shall be collected either by a personal civil suit against the person creating, causing or permitting the nuisance, or by a special assessment against the real property; and

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

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

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

PASSED, APPROVED AND ADOPTED this 10th day of February 2015 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

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

COUNCIL AGENDA:

TO: City Council

VIA: T. Jarb Thaipejr, City Manager

FROM: Jeffrey Bender, Fire Chief 

SUBJECT: Adoption of Functional Consolidation Name East Valley Fire, Joint Strategic Plan and Approval of Command Structure with Co-Location in Loma Linda

Approved/Continued/Denied
By City Council
Date _____

RECOMMENDATION

It is recommended that the City Council adopt Resolution R-2015-03 accepting the Joint Strategic Plan of the Loma Linda and Colton Fire Departments, Identifying the Consolidated Command Staff as East Valley Fire and approving the command structure of the functionally consolidated staff. It is also recommended that the City Council designate any FY 2014/15 personnel budget surplus into 01-4012 Reserve for Equipment Replacement.

BACKGROUND

In 2011 the City of Loma Linda and Colton Fire Chiefs initiated a process to explore opportunities in which the two agencies might collaborate to either improve service or to assure the ability to continue delivering a high level of service in an environment of reduced revenue. The Loma Linda and Colton Fire Departments have worked closely for many years and have a long history of cooperative efforts. This close working relationship gave the Chiefs confidence as they moved forward a pilot project to share Battalion Chiefs.

The success of the pilot project encouraged the Chiefs and both Cities to take another incremental but more significant step in further integrating all command staff. In May of 2013, both City Councils approved this next incremental step in approving the Colton and Loma Linda Fire Department Shared Resources Agreement (Agreement). The shared command staff began to evaluate and implement a transition to assume functional responsibilities that are shared between both departments in order to increase management capabilities that could not be realized independently, reduce duplication and achieve cost savings where possible. Since the approval of this agreement and in order to facilitate implementation, many complexities have been addressed and resolved. The exercise to achieve this is a credit to the commitment and collaborative effort of both management and labor.

This commitment and collaborative culture was further demonstrated when volunteers off all ranks from both departments diligently participated in a nine month strategic planning process. This effort began with training all members of both organizations in strategic planning processes and culminated with the production of a strategic planning document that will guide the efforts of the functionally consolidated

agencies over the next twenty four months. The next steps of the Functional Consolidation include formally recognizing and identifying by name the functional consolidation, formalizing the command structure that has been put in place and accepting the Joint Strategic Plan that has been developed.

ANALYSIS

Both Fire Chiefs have continued to consider the available options by which formal organization and recognition of our consolidated arrangement would be most appropriate. We examined other successful collaborations such as the Heartland Fire Department in San Diego County which is comprised of the cities of El Cajon, La Mesa and Lemon Grove. Brea and Fullerton in Orange County as well as Eugene and Springfield Oregon were also reviewed. We have reaffirmed that what is known as a “Functional Consolidation” best represents the desires of both City Councils. The characteristics and benefits of a Functional Consolidation include the following: Both cities retain their Fire Departments, both organizations maintain their own budgets, both organizations maintain their own equipment, both organizations maintain their own staff and employee agreements, management resources are shared in order to increase capacity and decrease duplication and the collaborative effort is formalized by intergovernmental agreement which in our case was established in 2013. Once established, the organization can be expanded to include other jurisdictions. The Functional Consolidation therefor, as opposed to a JPA or Fire District, remains the recommended tool by which to formally organize and identify the collaboration and unified command structure of the Loma Linda and Colton Fire Departments.

In the Loma Linda / Colton command structure, both cities will still have a dedicated Fire Chief to attend to daily business of the City, attend City meetings and functions and represent the interests of that City regionally to entities such as San Bernardino County Fire Chiefs Association and CONFIRE Joint Powers Agency. They will also manage issues that remain unique to individual cities such as employee agreements, any unique City Personnel rules/regulations that can't be consolidated or purchasing authority and processes unique to their home jurisdiction. In considering the unified organization however, Chief McHargue will be identified as Chief of East Valley Fire and Chief Bender would be identified as a Senior Deputy Chief of Administration in the unified staff. Chief Dana DeAntonio, currently the Administrative Battalion Chief, will assume the duties of Deputy Chief of Operations. The organization chart within the attached strategic plan reflects how the remainder of the command staff is organized and assigned.

Presently, the on-duty Operations Battalion Chiefs, two Colton and one Loma Linda, are housed and respond from Colton Fire headquarters. The offices for Training and EMS officers are located at Loma Linda headquarters. The collaborative effort will further benefit from the ability for Senior Command Staff to co-locate when needed. Space has been identified in the City of Loma Linda Civic Center for this purpose as well as to establish a formal home address for East Valley Fire. This will facilitate the ability of the Fire Chief and shared Command Staff to establish and maintain office hours in both sufficient to maintain an adequate presence and connection to both fire departments and agencies, as well as maintain proper communications with and supervision of each city's sworn and non-sworn staff.

FISCAL IMPACT

There is no fiscal impact. All positions are funded with the FY 2014/15 budget. A one-time budget surplus has been identified in Fire Suppression Personnel. Designating that budget surplus into 01-4012 Reserve for Equipment Replacement will significantly off-set the impact of anticipated future apparatus replacement costs.

**COLTON & LOMA LINDA
FIRE DEPARTMENT**

STRATEGIC PLAN

2015-2017



**Tim McHargue, Fire Chief Colton
Jeff Bender, Fire Chief Loma Linda**

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EXECUTIVE SUMMARY

On behalf of the men and women of the Colton and Loma Linda Fire Department, we present the Department's Strategic Plan. In May 2013 both City Councils approved the *Colton and Loma Linda Fire Department Shared Resources Agreement* (Agreement). The Agreement allowed the sharing of management resources; both departments contributed command staff personnel to collaborate as a "functionally" consolidated command staff in order to assure that a full range of fire department management services were provided to both departments. The shared command staff began a transition to assume functional responsibilities that are shared between both departments as determined by both Fire Chiefs, in order to reduce duplication and achieve efficiencies where possible.

This Plan represents many hours of preparation, research, planning, meetings, books, printing, and staff time. The entire staff of each department attended training to learn what strategic planning is and how it is accomplished. Each shift participated in re-writing the Department's Mission Statement and writing a new Vision and Core Values Statement.

Due to the size of the task, a Strategic Planning Team was formed with members of both Departments, representing all ranks and positions. From the information gathered by the Planning Team, a list of the Department's strengths, weaknesses, opportunities, and threats was compiled. Additionally, the Department organization was analyzed to determine what each administrative division is responsible for in the overall management of this organization.

Some of the major findings of the Planning Team are:

- Our Department strengths are: customer service, Labor/Management relationship, organizational culture, and service quality of operations
- Our opportunities are: re-engineering our services, potential revenue streams, influencing our future, and providing value added service in all we do

The format for this Plan was based on recommendations of the International City Managers Association. This Plan covers a two-year period beginning in 2015 and ending in 2017. During this timeframe, opportunities to further enhance service delivery to both Colton and Loma Linda will be pursued. It is our hope to build a fire department that is of the proper size and configuration to be a cost-effective, high-performance part of the services of the Cities of Colton and Loma Linda.

We want to personally thank all of those personnel who participated in the development this Plan. Without the tireless efforts of the Planning Team and input from all department members this Plan would not have become a reality.

Sincerely,

Tim McHargue
Colton Fire Chief

Jeff Bender
Loma Linda Fire Chief

MISSION, VISION, & CORE VALUES

COLTON & LOMA LINDA FIRE DEPARTMENT MISSION STATEMENT

It is the mission of the Colton and Loma Linda Fire Department to protect life, property, and the environment in order to preserve and improve the quality of life of those we serve.

COLTON & LOMA LINDA FIRE DEPARTMENT VISION AND CORE VALUES

Fire Department Vision

The Fire Department will provide comprehensive emergency services to our citizens, visitors, and employees. We will cultivate leaders at all levels of the Department through education, training, and high ethical standards. We will treat all others as we would want to be treated.

Core Values

These are the core values we have chosen to hold which form the foundation on which we perform work and conduct ourselves. These values underlie our work, how we interact with each other, and which strategies we employ to fulfill our mission. They are the practices we use every day in everything we do.

We believe in:

- Putting the Community First; it is the spirit that guides all actions of the Fire Department
- The safety of our citizens and personnel--above all interests
- Providing not only emergency care but also personal care and services
- Excelling in the delivery of our fundamental services: fire suppression and emergency medical services
- Mentoring our members through excellent leadership at all levels of the organization
- Strengthening local, regional, and intergovernmental partnerships to provide services beyond our local ability
- Maintaining the organizational culture of trust, respect, and efficiency through the mutual cooperation of labor and management
- Ensuring transparent stewardship of the public's trust, resources, and expectations
- Respecting contributions of past generations while embracing innovation



ORGANIZATIONAL PROFILE

The Colton Fire Department was organized in 1889 in Colton, California and functions under the direction of the Fire Chief, who is appointed by the City Manager and confirmed by the City Council to serve the citizens of the City of Colton.

The Loma Linda Fire Department originated in 1929. Its origination stemmed from the Loma Linda University Fire Department which was organized on August 28, 1922. In 1929 a constitution forming the Loma Linda Fire Department was adopted. As with Colton, the Department functions under the direction of the Fire Chief, who is appointed by the City Manager and confirmed by the City Council to serve the citizens of the City of Loma Linda.

Services

Both Fire Departments are full service departments involved in the following: residential and commercial structure fires, wildland fires, flammable liquid fires, vehicle fires, emergency medical service (EMS) calls including basic and advanced life support, limited heavy rescue, high and low angle rescues, auto extrication, trench rescues, Emergency Operations Center coordination, City disaster preparedness, fire/injury prevention, and arson investigations. All personnel are trained in the Incident Command System (ICS) and, through mutual aid and assistance by hire agreements, can respond anywhere in the Region, State, or Nation. Each rank is certified through the California Incident Command Certification System (CICCS). Individual personnel and engine companies routinely assist the local cities and counties, US Forest Service, California Department of Forestry, Bureau of Land Management, and the Governor's Office of Emergency Services throughout the State of California and into neighboring states.



Basic Organizational Structure and Equipment

The joint Fire Department staffs six fire stations 24 hours a day; four in Colton and two in Loma Linda. Each day there are 19 firefighters available for response in both cities. The 19 firefighters consist of one Battalion Chief, six Captains, six Engineers, and six Firefighter/Paramedics. Firefighters staff four fire engines, two ladder trucks, and one battalion chief staff vehicle. Additionally, the Department can staff, as needed, two brush engines or an incident support vehicle.

The Colton Fire Department maintains five fire engines, one brush engine, one OES Engine, one ladder truck, two battalion chief SUVs, one heavy rescue shoring trailer and tow vehicle, one incident support vehicle, one arson investigation unit, one breathing support trailer, and four staff vehicles.

The Loma Linda Fire Department maintains two fire engines, one ladder truck, one brush engines, one incident support vehicle, one water tender, two battalion chief SUVs, five staff vehicles.

Personnel

The Colton Fire Department is staffed by a total of 42 personnel that include: one Fire Chief, one Fire Marshal, one Executive Assistant, one Administrative Battalion Chief, two shift Battalion Chiefs, 12 Fire Captains, 12 Fire Engineers, and 12 Firefighter/Paramedics. Additionally there is one contract Medical Director who is a licensed physician.

The Loma Linda Fire Department is staffed by one Fire Chief, one Fire Marshal, one Executive Aide, one shift Battalion Chief, one Training Captain, one EMS Captain, one Fire Inspector, one Emergency Services Coordinator, six Captains, six Engineers, and six Firefighter/Paramedics. Additionally there is one contract Medical Director who is a licensed physician.

Position Functions

The Fire Chiefs function as the Department Directors and report directly to their respective City Managers. The position has overall responsibility for their entire Departments.

The Fire Marshals are responsible for overseeing fire prevention inspections, plan checks, fire and injury prevention programs, and arson investigation.

The Colton Administrative Battalion Chief oversees the Emergency Operations of both Fire Departments.

The Shift Battalion Chiefs (one Loma Linda and two Colton) are responsible for the supervision of on-duty crews on one shift. These safety positions respond to fires, rescues, and EMS calls where supervision beyond the Captain's rank is necessary. Additionally, each Battalion Chief has assigned administrative responsibilities. Current administrative assignments are: Disaster Preparedness, Operations, Grant Administration, EMS, Communications, and Heavy Rescue.



Fire Captains supervise companies at the station level. Each fire station has one Captain on-duty per day. The Fire Captain directly supervises the routine delivery of fire suppression, EMS, fire prevention, and daily training.

Fire Engineers are primarily responsible for the operation of fire engines and trucks, portable power equipment, and equipment maintenance.

Firefighter/Paramedics are responsible for the delivery of advanced life support following local, state, and federal standards, and performing fire suppression activities under the direction of the Fire Captain. There are also Paramedics who maintain their certification in the ranks of Engineer, Captain, and Battalion Chief.

Service Delivery Objectives

The Colton Fire Department presently responds to over 5,800 calls for emergency service each year and Loma Linda responds to over 3,200. Call types include fires, EMS, traffic collisions, hazardous materials releases, wildland fires, public service requests, and other requests for service.

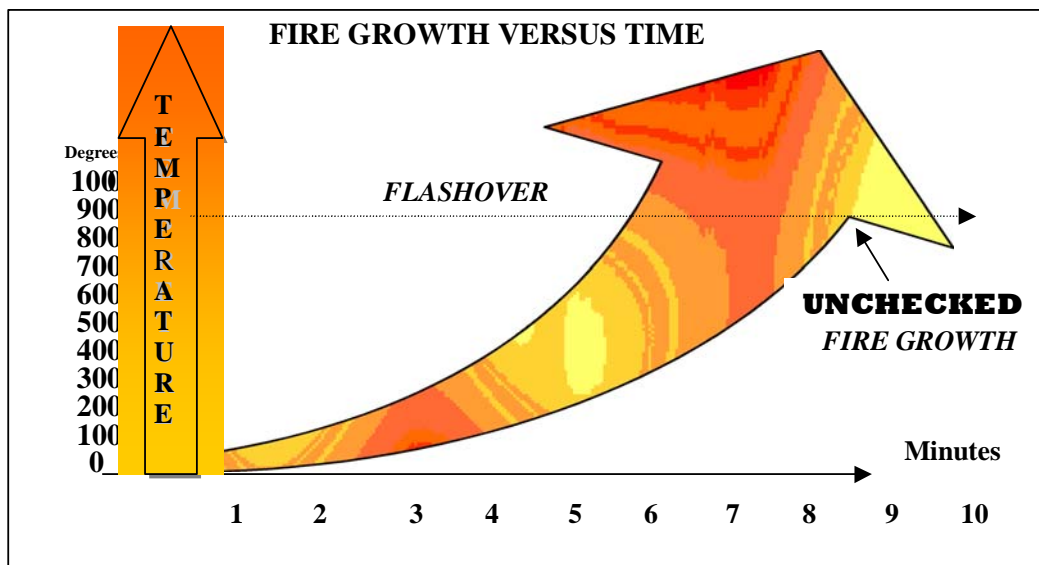
Due to the time-critical nature of the fire service, quick response with appropriate personnel is essential to saving lives and property. Specifically, quick response times help to prevent *flashover* during structure fires and *irreversible brain death* during heart attacks in addition to assisting the management of multiple other emergency incidents.



With respect to structural fires, some fires will be found at an early stage and others may already have spread throughout the entire building. This variation in conditions complicates attempts to quantify a fire department's capability. A common reference point must be used so that the comparisons are made under equal conditions. When determining fire station location, apparatus placement and staffing levels, it is usual to target a particular point of a fire's growth that marks a significant shift in its threat to life and property. The flashover point is the event that fire department service level objectives are intended to prevent from occurring.

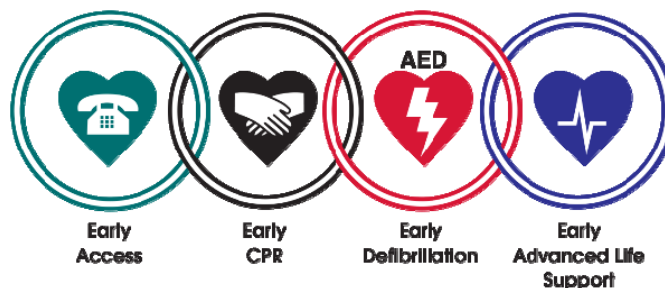
When flashover occurs, everything in the room breaks into open flame at once. The instantaneous eruption into flames generates a tremendous amount of heat, smoke and pressure with enough force to push beyond the room of origin through doors and windows. The combustion process then speeds up because it has an even greater amount of heat to move to unburned objects.

FLASHOVER TIME/TEMPERATURE TABLE



The optimum fire department performance level is to maintain enough firefighters and equipment, strategically located, so that the minimum acceptable response force can reach a reasonable number of fire scenes before flashover is likely; roughly five to eight minutes after ignition of open flames.

From an emergency medical perspective, the six minute time frame is used as a means of service level measurement, as irreversible brain damage is very likely in cardiac/respiratory arrest patients after six minutes without oxygen flow to the brain. Actions that can assist in increasing rates of survival of heart attacks are called the, "Chain of Survival".

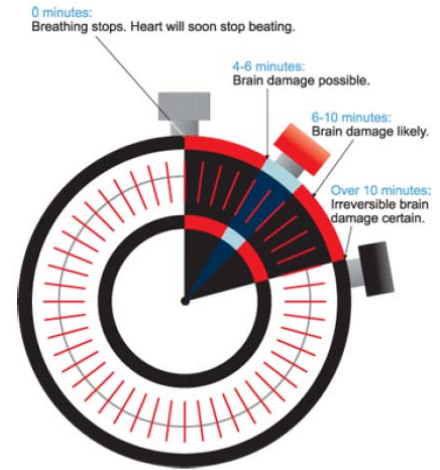




The Chain of Survival includes early access to 911, early CPR, early defibrillation with an Automatic External Defibrillator, and early Advanced Life Support by Fire Department Paramedics.

Irreversible brain death occurs when a patient's brain goes without oxygen for longer than six to ten minutes.

Response times for the Colton and Loma Linda Fire Department are measured monthly and reviewed by the Fire Chiefs. The Department strives for a six minute response time for all call types. The ability of the Department to maintain the current response times in the future is dependant on many factors including: freeway and surface street congestion and call volume to name a few. Additionally, the number and locations of fire stations and ambulance service impacts response times.



TIME TO IRREVERSABLE BRAIN DEATH

Ambulance service in the City of Colton and Loma Linda is dictated by San Bernardino County through the Inland Counties Emergency Medical Services Agency (ICEMA). The current contracted provider is American Medical Response (AMR). AMR's service delivery is overseen by ICEMA, along with representatives of the Colton and Loma Linda Fire Department. ICEMA and AMR signed a Performance Based Contract that requires AMR to have an ambulance on scene of EMS calls in Colton and Loma Linda within nine minutes, 90% of the time. At present time, the Performance Based Contract between ICEMA and AMR is being temporarily extended while the San Bernardino County Board of Supervisors determine if the contract should go out to a competitive bid or be re-awarded to AMR.



ISSUES AND OPPORTUNITIES

As part of the planning process, the Planning Team met and discussed the strengths, weaknesses, opportunities, and threats (SWOT) of the Colton and Loma Linda Fire Department. Through the SWOT analysis process the following issues and opportunities were determined:

Issues

- Reliability on Grants to fund equipment and positions
- Organizational experience levels; younger Department
- Lack of support staff
- Economic uncertainties
- Price point of our services...we are expensive
- Reduction of personnel; floor staff and support staff
- Age of equipment and stations
- Reliance on technology; inadequate IT structure
- No equipment replacement plan
- Resistance to change to aspects of the Functional Consolidation
- Inability to provide Special Operations
- Inadequate EMS data entry
- Lack of Company Inspections
- Time management; overload of personnel
- Radio communications in LOM; ITAC, NIOSH recommendations/reports
- Preplanning
- Confire Network



Opportunities

- Elimination of duplication
- Expanded career track, promotional opportunities
- Strengthen service culture with off-duty activities
- Grant funding
- Opportunities to pursue revenue streams
- Building relationships with elected officials by providing solutions
- Growth of Department to match economic development
- Help set the direction of the functional consolidation
- Ability to capture opportunities as we increase personnel
- Enhance specialty services: EMS, Haz-Mat, Tactical Medicine
- Foster growth in Community Paramedicine programs
- Culture cross pollination
- Increased training opportunities internal and external
- Re-Awarding of SAFER grant and other grants
- Increase in Administrative positions to reduce workload from floor personnel
- Increased response efficiency
- Promote our operational model for the benefit of the Fire Service versus private contractors

FIRE DEPARTMENT GOALS

Goals	Start Date	Completion	Priority
Fire Chief			
Foster relationships between Colton/Loma Linda City Staff and Fire Command Staff	2015	Ongoing	1
Oversee Research and Implementation of Revenue Opportunities	2015	2017	1
Oversee and implement the Joint Strategic Plan	2015	2017	1
Determine feasibility and oversee process to become accredited by the Commission on Fire Accreditation International	2016	2017	2
Administration			
Effectively carry out duties of the Fire Chief specific to City of Loma Linda needs.	2015	Ongoing	1
Develop Monthly Budget Status Report Process	2015	2016	2
Develop Grant Status Worksheet	2015	2016	2
Develop Succession Plan for Loma Linda Fire Marshal	2015	2016	1
Propose an EMS cost recovery program	2015	2016	1
Uniformly respond to situations triggering Internal Investigations	2016	2017	2
Implement Unified Policy document for functionally consolidated agencies	2015	2016	3
Complete self-evaluation exercise as element of formal Fire Department Accreditation process as set forth by the Commission on Fire Accreditation International.	2016	2017	3
Consolidate Public Information Officer functions	2016	2017	2
Develop contract status and management tool.	2016	2017	3
Operations			
Actively direct and manage the operational readiness and response, locally and globally, for the Colton and Loma Linda Fire Departments	2015	Ongoing	1
Assure the Colton and Loma Linda Fire Departments are operating efficiently without duplicating efforts	2015	Ongoing	1
Assure the Goals for Colton and Loma Linda Fire Departments are being met in order to implement the strategic direction from an operational and fiscal perspective	2015	Ongoing	1
Actively lead, direct and manage emergency operations personnel of the Colton and Loma Linda Fire Departments to ensure excellence and efficiency.	2015	Ongoing	1

GOAL	Start Date	Completion	Priority
Disaster Preparedness			
Procure and maintain a minimum of 72-hours of disaster supplies within each city to support staff working in the field, Emergency Operations Center, and Department Operations Centers in support of a jurisdiction or region-wide disaster. Disaster supplies to address, water, food, sanitation/ hygiene, shelter, and medical needs.	2015	Ongoing	1
Provide a minimum of one (1) annual training session to all city and fire department staff, and elected officials. Training to be specific to Disaster Preparedness, Emergency Management, Emergency Operations Center (EOC) Operations, Department Operations Center (DOC) Operations, Incident Command System (ICS), Standardized Emergency Management System (SEMS), or National Incident Management Systems (NIMS).	2015	2017	1
Create a Memorandum of Understanding (MOU) with a Disaster Recovery Specialist/Consultant to assist the Cities of Loma Linda and Colton in ensuring they receive all disaster recovery monies (grants, loans, etc.) to which they are entitled from Cal OES and FEMA following a citywide or regional disaster.	2016	2017	2
Implement a Disaster Service Worker (DSW) program with the City of Colton and Colton Community Emergency Response Team (CERT) members.	2015	2017	2
Grants			
Re-apply for and administer the SAFER Grant	2015	2017	1
Pursue grant writing, administration, and discovery training	2015	2017	2
Lexipol Policy Software			
Assure all joint policies are edited and entered into the Lexipol data base	2015	2016	1
Assure all policies reflect all facets of the functional consolidation between the Colton and Loma Linda Fire Departments	2015	2017	2
Station Maintenance			
Create a two-year repair list for fire facilities. These lists will be created for each station in the battalion with numbered priorities	2015	2016	1

GOAL	Start Date	Completion	Priority
Heavy Rescue			
Conduct a feasibility study to implement a Heavy Rescue Team	2015	2016	2
Information Services			
Complete implementation of Confire platform in Loma Linda	2015	2016	1
Equipment			
Develop a plan to systematically test and repair breathing apparatus, breathing support, engine pumps, hose and ladders in a fashion that doesn't overwhelm the department physically and fiscally	2016	2017	1
Fire Explorers			
Continue to increase visibility, use, and recruitment of Fire Explorers to provide future Colton and Loma Linda Firefighter Paramedic candidates	2015	Ongoing	1
Shift Investigators			
Provide training, implement protocols & update dept. policy on the use of Fire Investigators. Provide training opportunities to Loma Linda shift personnel to become CSFM certified Cause & Origin Investigators.	2016	2017	2
Compliance and Safety			
Revise and update the current Injury Illness Prevention Plan & provide annual training as required by Cal-OSHA	2015	2017	1
Training			
Increase funding for agency training	2015	2017	2
Obtain agency training compliance with Cal-OSHA, California Incident Command Certification System, and State Fire Training. Meet the State Fire Training hourly requirements.	2015	Ongoing	1
Strengthen Joint and Outside Agency Training Relationships	2015	Ongoing	3
Emergency Medical Services			
Begin research and feasibility of a Fire Based EMS Program. (Community Paramedicine)	2015	2017	1
Implement a combined EMS restock of supplies	2016	2017	2
Working with the Senior Deputy Chief of Administration, determine feasibility of an EMS subscription program in Colton	2015	2016	1
Fire Prevention-Loma Linda			

GOAL	Start Date	Completion	Priority
Keep fire losses to both life and property to an absolute minimum through education, training, inspection, and evaluation/re-inspection. With emphasis on explanation and education of citizens and business community members on the what, why, and how come of fire safety	2015	Ongoing	1
Fire Prevention-Colton			
Continue to maintain a high degree of internal and external customer service in this Division's areas of responsibility	2015	Ongoing	1



ADMINISTRATIVE AREAS OF RESPONSIBILITY

FIRE CHIEF

➤ Reports to City Manager of Colton

1. Lead Joint Fire Department
 - Provide administrative direction and leadership for joint fire department functions, operations, and personnel
 - Review the general operation of the joint department to determine efficiency
 - Provide direction on major projects or problem areas
 - Prepare for the future through short and long-term organizational planning and strategy
 - Develop and implement policies, procedures, and “Industry Best Practices”
 - Provide policy guidance
 - Through study and consultation with joint city officials develop recommendations for the protection of life and property in the cities of Colton and Loma Linda
 - Pursue fiscal efficiencies wherever possible
 - Assure the long-term sustainability of the joint fire department through succession and strategic planning
2. Liaison with City Staff
 - Council meetings Colton, alternate representative in Loma Linda
 - City Staff meetings Colton, alternate Loma Linda
3. Budget Administration
 - Prepare Colton annual budget
 - Predict and plan for future agency needs
4. San Bernardino County Fire Chief’s Association
 - Represent Colton and Loma Linda interests on county level
 - Input into joint interests at State level organizations
5. California Office of Emergency Services
 - Oversee Colton Fire participation in California Master Mutual Aid Agreement and Fire Assistance Agreement
6. Joint Powers Authority Dispatch, CONFIRE (Consolidated Fire Agencies of the East Valley)
 - Represent Colton and Loma Linda interests at CONFIRE
 - Advise on equipment purchase

ADMINISTRATION-SENIOR DEPUTY CHIEF

➤ *Reports to City Manager of Loma Linda*

1. Public Safety Director Loma Linda
 - Liaison with Loma Linda City Staff
 - ✓ Council meetings Loma Linda, alternate representative in Colton
 - ✓ City Staff meetings Loma Linda, alternate Colton
 - Budget Administration
 - ✓ Prepare Loma Linda annual budget
 - ✓ Predict and plan for future agency needs
 - San Bernardino County Fire Chief's Association
 - ✓ Represent Colton and Loma Linda interests on county level
 - ✓ Input into joint interests at State level organizations
 - California Office of Emergency Services
 - ✓ Oversee Colton Fire participation in California Master Mutual Aid Agreement and Fire Assistance Agreement
 - Joint Powers Authority Dispatch, CONFIRE (Consolidated Fire Agencies of the East Valley)
 - ✓ Represent Colton and Loma Linda interests at CONFIRE
 - ✓ Advise on equipment purchase
2. Provide staff assistance to the Fire Chief
 - Conduct a variety of special studies and investigations
 - Develop and recommend modifications to Fire programs, policies, and procedures as appropriate
3. Budget Oversight
 - Participates in the development and administration of joint department's budgets
 - Forecast funds needed for staffing, equipment, materials, and supplies
 - Monitor, review and approve purchase requisitions, accounts payable, and expenditures
 - Recommend adjustments as necessary
 - Prepare and update budget reports for the Finance Departments of Colton and Loma Linda and Fire Chief
 - Oversee California Fire Assistance Agreement salary survey
4. Fire Prevention
 - Serve as primary supervisor and liaison for joint Fire Marshals
5. Grant Oversight

- Liaison to Battalion Chief in charge of Grant Program
 - Analyze and approve new grant opportunities
 - Assure monthly, quarterly, and annual compliance reports are completed as needed
6. Cost Recovery
- Oversee Joint Cost Recovery Program including Fire Medical
 - Oversee implementation of new Joint Cost Recovery Programs
 - Research and assess new cost recovery opportunities
7. Internal Investigations
- Oversee internal investigations of joint operations while complying with the Firefighters Procedural Bill of Rights
8. Emerging Issues
- Attend and participate in professional group meetings
 - Stay informed of new trends and innovations in the field of public administration
 - Monitor new trends in Fire and EMS
 - Determine “Best Practices” and make recommendations for implementation in joint operations
9. Policy Oversight
- Liaison to Battalion Chief in charge of Lexipol Program
 - Make recommendations and approve new policies
10. Accreditation
- Assess, determine, implement, and oversee Commission on Fire Accreditation International accreditation process for joint operations
11. Public Relations
- Assure the provision and oversight of joint Public Information Officers
 - Act as a high level representative for the joint department in external interactions with the media, civic organizations, citizens, and other governmental agencies for the dissemination of fire service and department related information
 - Respond to and resolve citizen inquiries and complaints
12. Contract Oversight
- Assess, monitor, and review various contracts in Colton and Loma Linda including: Cal Fire and San Bernardino County Fire and the joint Medical Director



OPERATIONS-DEPUTY CHIEF

➤ *Reports to Fire Chief*

1. Emergency Operations Oversight
 - Analyze, develop, and implement comprehensive, effective emergency operations program
2. Operations Strategic Direction
 - Implement strategic direction for the Operations Division through the identification and achievement of organizational, operational, training, and staffing objectives which are fiscally sound and closely aligned with the joint department's budgetary resources and strategic plan
 - Research and make recommendations for equipment purchases
3. Operations Management
 - Actively direct and manage the achievement of all department operational and emergency response initiatives while maintaining 24-hour operational readiness and ability to respond safely to calls
 - Coordinate inter-agency emergency response coverage
 - Maintain cooperative working relationships to assist in achieving joint department operational objectives
 - Working closely with the Senior Deputy Chief, track, adjust, and forecast budgetary issues related to the Operations Division
4. Personnel Management
 - Promote and ensure the performance excellence of suppression personnel through interactive performance management, progressive training programs, and inspirational leadership
 - Directly supervise Shift and Training Battalion Chiefs including input and assessment of Battalion Chief projects

OPERATIONS-DISASTER PREPAREDNESS BATTALION CHIEF

➤ *Reports to Operations Deputy Chief*

1. Supervise Emergency Services Coordinator (ESC)
 - Recommend training, motivate, and evaluate ESC
 - Direct, coordinate, and review the work plan for the ESC
 - Assign work activities and projects, monitor work flow, review and evaluate work products, methods, and procedures
 - Meet with ESC to identify and resolve problems
2. Department Disaster Plans
 - Prep city worksites
 - Train all city employees
 - i. Minimum of 1 training per year for city staff
 - ii. Minimum of 1 training per year for FD staff
 - Quarterly EM/DP/Safety Newsletter
 - Professional-quality, Disaster Preparedness Poster (36" x 48") for both cities.
3. OACC Representation
 - Regional Assignment
 - Zone 2 Representative
 - Member of East End Emergency Managers Committee
4. EOP Update
 - Completed in 2012
5. Terrorism Liaison Officer
 - Intermediate Level TLO in June 2014
6. Hazard Mitigation Plan
 - Completed in 2009
7. CERT Program
 - Instruct a minimum of 2, 20-hour Basic CERT courses in Loma Linda and Colton annually
 - ESC is a Train-the-Trainer, CERT Instructor for SBC OES
 - ESC is a CERT Program Manager Instructor for SBC OES
8. Citizen's Corp Council
 - No longer required



- Being replaced with a CERT Board which oversees both Loma Linda and Colton CERT programs
9. EOC Staff Training
- Minimum of 1 training per year for city EOC responders, to include a TTX
 - Ensure EOC staff in both cities have appropriate IS 100, 200, 300, 400, 700, and 800 training
10. Develop EOC Technology
- WebEOC
 - Development of an interoperable disaster communications van (retrofitting of a donated KNBC news van). Redundant communications platforms to include mobile repeater, mobile radio station (1690 AM), amateur and commercial radio systems, VoIP and Data sharing via satellite, to include backhauling of communication systems via satellite if economically feasible
 - Evaluate the possibility of tying hospitals (ARMC, LLU, LLUCH, into WebEOC)
 - Implement the digital, amateur radio stations (D-star systems) in both city EOC communication rooms. Equipment purchased through a 2013 HSGP grant headed up by City of Redlands
 - Ensure voice and data communication capabilities to include backhauling of communications via satellite if economically feasible
11. EOC Relocation Project
- Funding
 - Design
 - Construction
12. Joint EOC Project
- Evaluate the need for a Joint Emergency Operations Center for Loma Linda and Colton
 - Identify potential locations
 - Each city would still maintain their own individual EOC's for localized disasters
13. Public Information
- Emergency Alert System
 - Info distribution to public
 - Loma Linda Radio Station 1690 AM to also be used to support Colton
 - Utilization of 2-1-1- (United Way)
 - Social media sites for Twitter and Facebook, etc. (monitoring of information and pushing of information to public)

- Joint Information Center
 - ESC has been trained as a member of the SBC OES JIC/JIS
14. Casualty Collection Points
 - Mass Fatality Plan
 15. Shelter Training
 - Red Cross
 - Liaison with School District
 - City Employee Shelter
 16. Volunteer Management
 - HR Issues for volunteers
 - Disaster Service Workers
 - Spontaneous, convergent Volunteers
 17. Evacuation Planning
 - Citywide
 - Point Evacuation
 18. Security Plan for City Facilities (EOC's only)
 - Access
 - ID Cards
 19. Recovery Planning
 - Business Continuity
 - Reimbursement Documentation
 - ESC is a member of the SBC OA Disaster Recovery Plan working group, creating a countywide Disaster Recovery Plan. As part of this group, a Disaster Recovery Plan template will be created for local jurisdictions to use. This is a 12-18 month project.
 - Donations Management
 20. NIMS Integration
 - Training (ICS 100, 200, 300, 400, IS700, 800, 402)
 - Resolution
 - Incorporation into plans
 21. Damage Assessment
 - ATC 20 Training
 - Placard Supplies
 - Mutual Aid Plan
 - Initial Damage Assessment Capabilities
 - Windshield Damage Assessment

- IDE Initial Damage Estimate
- 22. Department Training
- 23. Liaison Development
 - Red Cross
 - Utilities
 - Districts
 - ESC is a representative on the SBC VOAD and East End Cities COAD. ESC is working with SBC VOAD to create their activation plan for VOAD and COAD activations following a disaster. Volunteer or Community Organizations Active in Disasters (VOAD, COAD)
- 24. Department Operations Center Development
 - Fire
 - Police
 - Public Works
 - Electric
- 25. Logistics
 - Resource List Development and Maintenance
- 26. Donations Management
- 27. Water/Wastewater
 - Sanitation Plan
 - Water/Ice Distribution Plan
- 28. Power Restoration Plan
 - Critical City Infrastructure
- 29. Mobile EOC Development
 - Communication Unit (See retrofitted KNBC News van)
 - Tents
 - Utility Backbone
 - Emergency Generators
- 30. Communications Plan
- 31. School District Preparations
- 32. Develop Legislative Capabilities
 - Council “football”
 - Proclamations
 - Executive Training

- City Council training on IS 908 and ICS, as needed or requested
- 33. Update EOC Procedures Manual
 - Disaster-specific SOP's / SOG's and annexes to City EOP's
- 34. EOC Exercises (minimum of 1 annually)
 - Tabletop
 - Functional
 - Field
- 35. Facilities Plan
- 36. Resource Tracking System
- 37. Resources Information Management System Training
- 38. Incident Action Planning Development
- 39. Develop Safety Officer
- 40. Public Outreach
 - Citizens
 - Businesses
 - Schools
 - Community Events
- 41. Animal Shelter Issues
 - Horses in Reche Canyon
 - Family Pets
- 42. Public Health Disaster Planning
- 43. Finance Section
 - Disaster Finance
- 44. Disaster Supplies (x 72 hours) for all city staff
 - Emergency Water for cooking, sanitation, hygiene, and drinking
 - Emergency Food Supplies, to include food preparation
 - Cots and shelter supplies (blankets/sleeping bags, hygiene kits, pillow, etc.)
 - Medical Supplies
 - Sanitation Supplies
 - Emergency lighting and power
- 45. SEMS Maintenance



46. ECS (Emergency Communication Service) Program
 - Support and develop capabilities
 - Create a collaborative working group between ESC (Colton), Loma Linda Amateur Radio Group (LLUMC), VA Amateur Radio Group (VA hospital), and RACES (Loma Linda). Create a disaster communications plan.
47. Functional Needs Population
 - Identification
 - Outreach
 - Evacuation Issues
 - Shelter Issues
48. Hazard Mitigation Projects
 - Plans
 - Identification
 - Benefit to Cost Ratio
49. Budget Development



ADMINISTRATION-GRANTS

- *Reports to Senior Deputy Chief of Administration with regard to this project*

1. Grant Writing/Administration

- Research available grants
- Write competitive grant applications,
- Maintain grant documentation
- Coordinate purchases or construction
- Handle audit requirements
- Coordinate city budget adjustment requirements.

2. Grant Management

- Emergency Management Performance Grant
- State Homeland Security Grant
- Hazard Mitigation Grant
- Pre-disaster Mitigation Grant

3. Staffing for Adequate Fire and Emergency Response

- Oversee unique aspects of SAFER Grant
- Assure timely processing of reports
- Re-Apply for SAFER



ADMINISTRATION-LEXIPOL

➤ *Reports to Senior Deputy Chief of Administration with regard to this project*

1. Operations Manual

- Initial development, publication, maintenance, on-going policy development, and oversight of our online Operations Manual through Lexipol

2. Lexipol Contract

- Assure maintenance of agreement with Lexipol

OPERATIONS-STATION MAINTENANCE

➤ *Reports to Deputy Chief of Operations*

1. Station Maintenance for both Colton and Loma Linda facilities
 - Interior
 - Exterior
 - Annual Inspection
 - Equipment/Supply Purchase
2. Provide input into ongoing maintenance and future needs
3. Fire Station Key Plan
4. Assist in providing budgetary input annually

OPERATIONS-HEAVY RESCUE

➤ *Reports to Deputy Chief of Operations*

1. Evaluate feasibility of this program
2. Equipment
 - Equipment checks
 - Daily
 - Weekly
 - Monthly
 - Procurement
 - Apparatus
 - Tools and Equipment
 - Safety Gear
 - Air monitors
3. Monthly Training
 - Topic selection
 - Scheduling
 - Coordination
4. Rescue Preplanning
 - Installation of anchors in flood control channel
 - Identification of confined spaces in Colton Fire
5. Joint Operations with Loma Linda Fire
6. Monthly Meetings
 - USAR meeting
7. Typing with California Office of Emergency Services

OPERATIONS-INFORMATION SERVICES

➤ *Reports to the Deputy Chief of Operations*

1. Portable/Mobile Radios
 - 800 MHz
 - Programming
 - Maintenance/Repair
 - Battery Maintenance/Replacement
 - Purchase
 - VHF
 - Programming
 - Maintenance/Repair
 - Battery Maintenance/Replacement
 - Purchase
2. Pagers
 - Maintenance/Repair
 - Purchase
 - Programming
3. Telephones
 - Cellular phones
 - Maintenance/Repair
 - Contract Oversight
 - Station Phones
 - Maintenance/Repair
 - Replacement
4. Computers
 - City of Colton Computers
 - CONFIRE Computers
 - Printers
5. Mobile Data Computers
6. Computer Aided Dispatch Program
7. National Fire Incident Reporting System (NFIRS)
 - Mandated Quarterly Reports to State Fire Marshal
 - Monthly Quality Assurance of Reports
 - Oversee Fire RMS Program
 - Ongoing training, updates
8. Tele-Staff maintenance

- Assure appropriate daily staffing of on-duty crews

9. Graphic Arts

- Create and assist others with presentations, displays, brochures, department ID's, Fire Department Annual Reports and other literature for education and training

10. Fire Department Photography

- Maintain department historical photographs
- Photograph department events and incidents
- Produce department identification cards

11. Video production and editing

- Production and editing of films for purposes of education, training, entertainment, fund raising and public awareness

12. Department Website

- Produce and maintain department website

13. GIS Maps

- Create, modify and update the cities GIS maps and individual layers that pertain to the Fire Dept such as Hydrants, Target hazards, Knox Box locations, Addresses, Roadways and off-road accesses.

14. Target Hazard Mapping

- Identify City Target Hazards
- Compose detailed plans of all Target Hazards and maintain annually

15. Regional Meetings

CONFIRE Technical Committee

OPERATIONS-EQUIPMENT

➤ *Reports to the Deputy Chief of Operations*

1. Equipment Maintenance
 - Equipment Checks
 - Daily
 - Weekly
 - Monthly
 - Annual Equipment Testing
 - Ladder testing
 - Pump Testing
 - SCBA Testing
 - Hydrostatic Testing for Pressurized Cylinders
 - Hose Testing
 - Procurement
 - Apparatus
 - Tools and Equipment
 - Safety Gear
 - SCBA
 - Fuel Purchase
 - Emergency/Non-emergency Repairs
 - Turnout repairs
 - Fabrication of textile based equipment (nylon webbing, covers, etc.)
2. California Office of Emergency Services, Fire Engine 330
 - Equipment maintenance
 - Assure compliance with agreement between City and State
3. Department of Motor Vehicle Records
 - Maintain pull-program of DMV records for personnel
4. Radiological Monitors
 - Monthly maintenance
5. Historic Fire Engine 6
 - Maintain 1924 Colton fire engine
 - Repair and replace aging parts



OPERATIONS-EXPLORERS

➤ *Reports to the Deputy Chief of Operations*

1. Oversee monthly training and business meetings
2. Assure minimum training requirements
3. Assist with regional training through the Inland Empire Fire Explorers Association
4. Recruitment
 - Annual
 - Ongoing



OPERATIONS-SHIFT INVESTIGATORS

➤ *Reports to the Deputy Chief of Operations*

1. Oversee ongoing training
 - Firing range
 - Use of force
2. Assure policies are up-to-date and relevant
3. Assure regional participation through various associations
4. Research opportunities for collaboration with similar entities on the local, regional, state and national levels

OPERATIONS - TRAINING

➤ *Reports to Deputy Chief of Operations*

1. Training
 - Joint Apprenticeship Committee Program (CFFJAC)
 - California Incident Command Certification System
 - Assure initial and on-going certification of personnel
 - Federal/State Training Mandates Cal-OSHA
 - Probationary Training
 - Promotional Training
 - Driver Training
 - Engineer Certification Training
 - Hazardous Materials Training
 - Company Performance Testing
 - Monthly Drill Schedule
 - Specialized Training
 - Training Records
 - State Fire Training
 - Joint Agency Training
 - Training Manual
 - Training Drill Coordination
2. Regional Meetings
 - San Bernardino County Fire Training Officers
 - Southern California Fire Training Officers
3. EMS
 - Oversight of EMS Program
 - Works in Conjunction with EMS Coordinator for EMS training, equipment, quality assurance, contracts, documentation, and other EMS related items
4. Target Solutions
 - Administration and Database Management
 - Records and Documentation
 - OSHA and State Fire Training Compliance
5. Community College Training Service Agreement Contract
 - Administrator/Coordinator
 - Instructor of Record
 - Data and Records Management

OPERATIONS-EMERGENCY MEDICAL SERVICES

➤ *Reports to Training Battalion Chief*

1. Equipment/Supplies

- Checks
 - Daily
 - Weekly
 - Monthly
- ICEMA Annual Inspection/Permitting
- Medications
 - Purchase
 - Narcotic Compliance
- Coordination with Private Ambulance
 - Re-Supply Paperwork Processing
 - New Supply Purchase/Evaluation
- Cardiac Monitors
 - Maintenance
 - Purchase

2. Training

- Continuing Education
 - Paramedics (24 hours annually)
 - Emergency Medical Technician (12 hours annually)
- Annual Review Class
 - Annually
 - Tape Critiques
- Annual Mass Casualty Incident Drill
- EMT Recertification
 - Every 2 Years
- Cardio Pulmonary Resuscitation (CPR)
 - Every 2 Years
- Advanced Cardiac Life Support
 - Every 2 Years
- Bloodborne Pathogens
 - Annual Training

3. Emergency Medical Dispatch

4. Base Station Hospital

- Quality Assurance
- Run Reviews

5. Bloodborne Pathogens Compliance

- Department Designated Officer

- Plan Assessment
- Ongoing/Emerging Issue Assessment
 - Review Monthly County Health Communicable Disease Assessment
- Annual Tuberculosis Testing
- Annual Influenza Vaccine
- Hepatitis-B Vaccine Compliance
- Personnel Bloodborne Pathogens Documentation
 - Work plus 35 Years

6. Quality Assurance

- Oversee Program
- Assure Compliance
- Assure Documentation
- Assess Issues & Determine Changes

7. Regional Associations

- County EMS Officers
 - Monthly Meetings
- California Fire Chiefs, EMS Section Meetings
- ICEMA Interactions
 - Emergency Medical Care Committee
 - Quality Improvement Committee
- Various Committee Attendance
 - MIS, Management Information Systems Committee

8. Performance Based Contract

- Assure Private Ambulance Contract Compliance
 - Spot checks
 - Crew Feedback
- Attend Quarterly Meetings
 - Meet with AMR and ICEMA Representatives

9. Medical Director

- Assure Contract Compliance
- Schedule Quarterly Training
- Narcotic Purchase and Compliance
- Quality Assurance/Improvement
- Ongoing and Emerging Issue Advice
 - New Equipment Assessment
 - System Changes
- ICEMA, MAC Attendance (Medical Advisory Committee)

10. Safe Surrender Program

- Oversee training and supplies
- Maintain documentation

11. Documents

- State-Mandated Continuing Education Documentation
 - Monthly records
 - Record Maintenance (4 years)
- Records Subpoenas

12. Electronic Patient Care Reports

- Oversee device purchase
- Complete initial training and maintenance

13. SWAT Paramedics

14. Fireline Paramedics

FIRE SAFETY-COLTON

➤ *Reports to the Colton Fire Chief*

1. Fire and Life Safety Inspections
 - Administration of Departments Annual Engine Company Inspection Program
 - Annual inspections of all public and private schools
 - Annual inspection of all regulated care facilities
2. Certificate of Occupancy Inspection
 - In conjunction with City's Business Licensing Program
3. Public Education
 - Provide for the development, administration and presentation of the department's public education efforts
4. New Construction/Fire System Inspections
 - Inspecting, testing, and final acceptance of projects involving new construction or new fire safety appliances
5. Fireworks/Public Displays
 - Administration and enforcement of City's annual Fireworks Booth Program
6. Fire Permit Program
 - Administer program as required by the Uniform Fire Code
7. Burn Permits
 - Issue no-cost permits when allowed by the South Coast Air Quality Management District
8. Public Information Officer Program
 - Assure accurate dissemination of information to media outlets and the public regarding department activities and programs
9. Knox Rapid Entry System
 - Administer the departments Rapid Entry Key System
10. Business Plans
 - Compliance review of all business plans submitted by the County
11. Protection System Plan Reviews

- Review, approve, and permit plans submitted for automatic sprinkler systems, fire hydrants, fire alarm systems, and special process fire suppression systems

12. Fire Hydrant Locations Reviews

- Determination of required fire flow and hydrant requirements

13. New Construction Plan Review

- Review all plans submitted for compliance with all state and local codes and ordinances as they pertain to fire and life safety

14. Weed Abatement

- Development and implementation of annual Weed Abatement Program

15. Hazard Investigation/Abatement

- Provide for the investigation and abatement of miscellaneous conditions which are hazardous to life or property

16. Fire/Hazardous Material Investigations

- Provide for the investigation of cause, origin, and circumstances of fires and unauthorized releases of hazardous materials

17. Inter-Departmental Committee Involvement

- Design Review Committee
- Traffic Committee

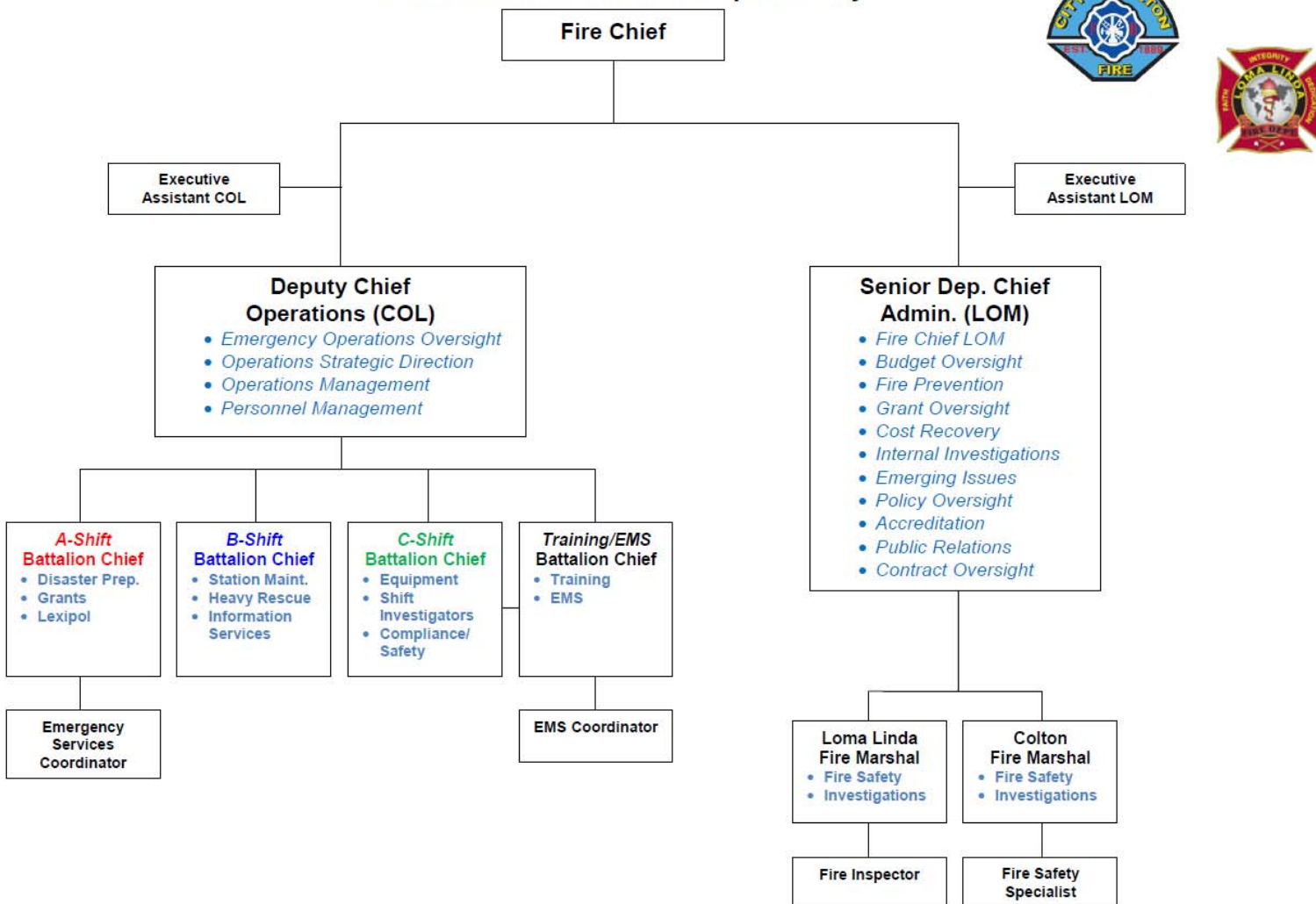
FIRE SAFETY-LOMA LINDA

➤ *Reports to the Loma Linda Fire Chief*

1. Fire and Life Safety Inspections
 - Administration of Departments Annual Engine Company Inspection Program
 - Annual inspections of all public and private schools
 - Annual inspection of all regulated care facilities
2. Certificate of Occupancy Inspection
 - In conjunction with City's Business Licensing Program
3. Public Education
 - Provide for the development, administration and presentation of the department's public education efforts
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15. Inter-Departmental Committee Involvement
 - Design Review Committee
 - Traffic Committee

East Valley Fire Administrative Areas of Responsibility



ORGANIZATIONAL CHART



COLTON & LOMA LINDA FIRE DEPARTMENT

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA
ADOPTING THE JOINT STRATEGIC PLAN OF THE LOMA LINDA AND COLTON
FIRE DEPARTMENTS, NAMING OF EAST VALLEY FIRE, AND APPROVING
THE COMMAND STRUCTURE OF THE FUNCTIONALLY CONSOLIDAED
ORGANIZATION**

WHEREAS, on April 23, 2013 Council approved the Loma Linda and Colton Fire Department Shared Resources Agreement; and

WHEREAS, the Agreement allowed the sharing of management resource; both departments contributed command staff personnel to collaborate as a “functionally” consolidated command staff in order to assure that a full range of fire department management services were provided to both Departments; and

WHEREAS, both departments began the strategic planning process conducted between April and December 2014 using a planning team made up of volunteers from all ranks; and

WHEREAS, both departments wrote a joint Mission, Vision, Core Values, and Goals for each administrative area of responsibility creating the Joint Strategic Plan; and

WHEREAS, each city maintains its own independent fire department; when utilizing joint memoranda, policies, mandates, or other literature, the name East Valley Fire has been chosen for the functionally consolidated organization; and

WHEREAS, an organizational chart designating an East Valley Fire Chief, Senior Deputy Chief of Administration, and Deputy Chief of Operations has been completed;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOMA LINDA DOES
HEREBY RESOLVE AS FOLLOWS:**

1. Adopts and approves the Joint Strategic Plan.
2. Approves the name East Valley Fire to reference the functionally consolidated organization.

Resolution No.

Page 2

3. Approves the organizational chart designating the East Valley Fire Chief, Senior Deputy Fire Chief of Administration and Deputy Fire Chief of Operations. PASSED, **APPROVED AND ADOPTED** this 10th day of February 2015 by the following vote:

Ayes:

Noes:

Abstain:

Absent

ATTEST:

Rhodes Rigsby, Mayor

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

COUNCIL AGENDA: February 10, 2015

TO: City Council

VIA: T. Jarb Thaipejr, City Manager

FROM: Pamela Byrnes-O'Camb, City Clerk

SUBJECT: Minutes of September 9, 2014 & January 13, 2015

Approved/Continued/Denied By City Council Date _____

RECOMMENDATION

It is recommended that the City Council approve the minutes of September 9, 2014 and January 13, 2015.

City of Loma Linda

City Council Minutes

Regular Meeting of September 9, 2014

An adjourned regular meeting of the City Council was called to order by Mayor Rigsby at 7:05 p.m., Tuesday, September 9, 2014, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present:	Mayor Rhodes Rigsby Mayor pro tempore Phill Dupper Ovidiu Popescu John Lenart
Councilman Absent:	Ron Dailey
Others Present:	City Manager T. Jarb Thaipejr City Attorney Richard Holdaway

Councilman Lenart led the invocation and Pledge of Allegiance. No items were added or deleted and no conflicts of interest were noted.

Scheduled And Related Items

CC-2014-107 Public Hearing – Precise Plan of Design (PPD) No. 14-043 – Construction of a 7-level, 329,500 to 379,650 square feet parking structure on 1.9 acres located on the northeast corner of Campus Street and Barton Road with 6 levels above-grade with an option to add one subterranean level to replace surface parking on the southeast portion of the LLUMC Campus as part of the Master Plan Project - Loma Linda University Shared Services (**Per prior Rule of Necessity, Councilmen Dupper, Dailey, and Lenart constitute a quorum and vote; Councilmen Rigsby and Popescu abstain**)

Mayor Rigsby announced that the presence of Councilman Dailey was required as previously determined by the Rule of Necessity. Because of his absence, the public hearing could not be conducted due to a lack of a quorum; therefore the public hearing would be continued to September 23.

Councilman Dupper commented that Councilman Dailey's absence was due to an unforeseen personal issue.

Motion by Dupper, seconded by Lenart and unanimously carried to continue the public hearing to September 23. Councilman Dailey absent

CC-2014-108 - Public Hearing – Appeal of Planning Commission decision to declare that a public nuisance exists at APN 0281-091-22 (24800 Redlands Blvd), APN 0281-091-32 (24816 Redlands Blvd), and APN 0281-091-40 (24818 Redlands Blvd.) (Continued from June 10, 2014)

The public hearing was opened and Assistant City Manager Bolowich presented the report into evidence, noting that in June 2014, City Council determined that the former cooperation agreement was no longer valid; therefore outside storage was not allowed; that Staff was to work with Mr. Lubinsky over a 60-70 day time period to address remaining issues, including removal of outdoor storage; the public hearing was continued to this date.

Mr. Bolowich went on to say that the subject property was designated General Commercial and located within the East Valley Corridor; the residence was a non-conforming use and multiple buildings on site were not in use. On July 17, a site walk was scheduled and discussions were held with the property owner as to the disposition of outside storage items, location of remaining items for sale or salvage, and the opportunity to have City-provided refuse removal and recycle services available. As of September 4, some items had been relocated or removed; however, there remained an extensive amount of outside storage and no provisions for storage containers had been made. The permit required by the Fire appeals Board to re-roof the middle building was due to expire on September 24, no work had commenced.

He elaborated that the book store was without permit; the exposed wiring was resolved in that the electrical service was disconnected; the foundation was found to be inadequate, but an engineer's report indicated that the building was not in danger of collapse. The exposed wiring on the west building was remediated. Vegetation issues remained in that there were dead and overgrown vegetation and there remained a significant amount of outside storage.

Mr. Bolowich then reviewed a number of pictures taken just prior to tonight's meeting. He noted that the recommendations of the Planning Commission included: removal of trash, debris, dilapidated structures, inoperative vehicles, unsafe wiring, broken equipment and tools and to bring into compliance dangerous structures.

Violations still existed on the property. A steel roof was to be applied to the middle building, which would render the structure as not being a fire hazard; yuccas were still leaning into utility lines; the slash piles were removed with the exception of one salamander habitat; tree arbors of dead standing trees were still present as well as abandoned tools, equipment and outside storage. The outside storage was considered a nuisance.

Mr. Bolowich then recommended that the City Council uphold the Planning Commission's decision that the property constituted a nuisance and to instruct City Staff to take abatement measures as directed by the Planning Commission.

Fire Chief Bender responded to questions pertaining to fire hazards and indicated that a fire threat was of great concern.

Leland Lubinsky, property owner, addressed the City Council, stating that tree arbors had been discussed; that approximately 1,000 pounds of pipe fittings were sold for a penny on the dollar; that he was ready to put the roof on the middle building if it was changed from a metal roof to a regular roof.

Mr. Bolowich indicated that Staff would accept any building inspector's approved roofing material. He noted that the four issues were the Agave; the outside storage; the roof, and the general unkempt appearance of the plants and property including the tree arbors. He also noted that the City Council had the ability to find that any one or all of the items had not been resolved. If the items were not resolved, then a nuisance existed and Staff would have to resolve whatever issues were still outstanding.

Dru Turner, 11160 San Juan spoke, stating that many of the plants had historical value and the property had value for the community.

Mr. Lubinsky then showed pictures of the site, structures and vegetation, similar to those presented by Staff, commenting on each. He indicated that he had obtained a roof permit and would proceed; that repair/painting of the facades of the buildings facing the street and also the house could be accomplished as in his opinion that is where his money would be best spent in terms of view shed. He noted that the slash piles were abated; that the agave was not a problem; the Fire Board agreed with him on the arbors; the outdoor storage was problematic.

Dick Wiley, 10840 Pepper Way, commented that adequate time had been provided to address the issues.

Mr. Lubinsky commented that in his opinion the hearing before the Fire Appeals Board was unfair; that the Board was not allowed to take into evidence the fact that there was a cooperative agreement; the Board did not follow the accepted procedures for establishing by-laws; by-laws were passed without discussion and the investigation was conducted at the same meeting. The Board relied heavily on the advice of the City Attorney, who in his opinion, already acted as an inspector; a City Attorney cannot act as an inspector and then act as counsel for an adjudicating board.

Motion by Dupper, seconded by Lenart to uphold the findings of the Nuisance Abatement with regard to all five categories and to declare the subject property a nuisance.

Councilman Dupper commented that the same issues came before the City Council three months ago as well as routinely over the past year, and by his own evidence, Mr. Lubinsky admitted that the issues were still present. He supported Mr. Lubinsky previously. All of the issues related to fire safety violations and by declaring the property a nuisance, the next level of action would be achieved.

Councilman Popescu commented that items needed to be cleaned up; the process has forced the City Council to take action.

In response to questions, Mr. Bolowich stated that every violation had a number assigned that referred to either a City Code, or Fire Code, or State Law.

Mayor Rigsby stated that the items needed to be taken care of as a whole and not in a piece-meal manner.

The Mayor then called for a vote on the motion which failed with Councilmen Rigsby and Popescu voting in opposition; Councilman Dailey absent.

Motion by Popescu, seconded by Rigsby to continue the public hearing for three months, to allow time to resolve the issues. Motion failed with Councilmen Dupper and Lenart opposing; Councilman Dailey absent.

Mr. Bolowich stated that Staff was working on modifying the Code to address outside storage; if this public hearing were to be continued to a time when a mechanism has been developed to address outside storage and a reasonable time frame for Mr. Lubinsky to implement, then there would be a mechanism to resolve the issues. The modifications were expected to be ready for submittal to the City Council in April.

Motion by Lenart, seconded by Dupper and carried to continue the public hearing to September 23. Councilman Popescu opposed; Councilman Dailey absent.

Mr. Lubinsky concurred with the continuance.

CC-2014- 109 - Consent Calendar

Motion by Popescu, seconded by Dupper and unanimously carried to approve the following items. Councilman Dailey absent.

The Demands Register dated August 31, 2014 with commercial demands totaling \$205,315.86.

The Demands Register dated 9/4/2014 with commercial demands totaling \$415,124.92 and payroll demands totaling \$228,957.92.

The Minutes of August 26, 2014 as presented.

The Treasurer's Report for July 2014 for filing.

Appropriation of \$34,000 from Measure I fund balance and award of Contract for installation of sidewalk at Lawton Avenue and award of contract for the construction of the subject project to DM Contracting, Inc. of Colton for \$50,927.50; a contingency amount of \$7,600; City Staff to provide construction management services, including construction inspection.

Award contract for consultant services to update the Land Use and Sign sections of the Development Code to M.I.G-Jacobson & Wack in the amount of \$63,805.00.

Waiver of Special Events Fee – 9/11 Memorial Ride – Loma Linda Fire Association.

Reports of Councilmen

Mayor Rigsby announced the official opening of Stewart Street west of Anderson Street earlier today.

The meeting adjourned at 9:49 p.m.

Approved at the meeting of

City Clerk

City of Loma Linda

City Council Minutes

Regular Meeting of January 13, 2015

An adjourned regular meeting of the City Council was called to order by Mayor Rigsby at 7:03 p.m., Tuesday, January 13, 2015, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present:

Mayor Rhodes Rigsby
Mayor pro tempore Phill Dupper
Ron Dailey
Ovidiu Popescu
John Lenart

Others Present:

City Manager T. Jarb Thaipejr
City Attorney Richard Holdaway

Mayor pro tempore Dupper led the invocation and Pledge of Allegiance. No items were added or deleted, no conflicts of interest were noted, and no public participation comments were offered upon invitation of the Mayor.

Scheduled And Related Items

CC-2015-01 - Public Hearing – Council Bill #R-2014-40 declaring Stage No. 2 – Threatened Water Supply Shortage and implement provisions of Loma Linda Municipal Code section 13.040960 paragraphs A through J (Continued from December 9, 2014)

Public Works Director/City Manager T. Jarb Thaipejr introduced Dennis Bolt, Treatment Plant Operator II with the City and Daniel Cozad, General Manager of the San Bernardino Valley Water Conservation District (SBVWCD).

Dennis Bolt addressed the Council, reviewing fact and figures regarding the current drought, indicating state reservoirs are currently at approximately 57% of their average capacity, average rainfall is short by 42%, and water table depths for Loma Linda wells are on average 55 feet deeper, with similar reductions across the Bunker Hill Basin.

Daniel Cozad addressed the Council, presenting regional statistics throughout the San Bernardino Valley. The Bunker Hill Basin serves Fontana to the west, Yucaipa to the east, San Bernardino to the north, and Riverside to the south. The SBVWCD works to recharge the basin, a series of about 100 basins of sand, gravel and rock that follow the topography; water is moved into them and sinks into the ground. He reviewed the recharge to the Bunker Hill Basin over the last 100 years. He indicated that conserving, or not wasting water, affects everyone in the Basin. Costs associated with not conserving include those associated with restoring wells to their previous pumping capacity at \$75,000 to \$100,000 per well; loss of well production and decreased pumping capacity cause higher electrical and maintenance costs of \$3,000 to \$10,000 per well; and possible water shortages due to equipment failure and/or repair which could necessitate requesting a Stage 3 shortage. The City's ordinance is set up to keep water flowing and only in a Stage 3 where you can't meet the demand would you get to a point where you tell people that can't use the water they need; instead a Stage 2 is telling people to conserve so you don't get to that point.

City Manager Thaipejr indicated the State Water Resources Control Board mandated regulations include:

- Using potable water to wash sidewalks and driveways
- Allowing runoff when irrigating with potable water
- Using hoses with no shutoff nozzles to wash vehicle
- Using potable water in decorative water features that do not recirculate the water
- Requires water shortage contingency plan implementation that mandates Outdoor Watering Restrictions

The City's current ordinance was implemented some time ago, requires a public hearing, then the City Council may pass a resolution declaring a water shortage condition and implementation of water conservation measures. He confirmed that the City Council has the option to declare a Stage 2 Threatened Water Supply Shortage and limit the city mandates to those required by the State Water Resources Control Board or to expand on those State mandated requirements. State regulations provide the ability to impose fines for non-compliance; however he is not recommending fines at this time, rather educating our residents and requesting voluntary compliance. Notification to residents would occur with the water bill.

Treatment Plant Operator Dennis Bolt again addressed the Council, indicating that 70% of water wasted is wasted outdoors, peoples inability to operate sprinkler controls. He has completed certification training and is prepared to meet with residents to assist in learning to properly program their automatic sprinkler controls. He indicated that staff recommendation is to adopt the State Water Resources Control Board regulations and declare a Stage 2 and notify the Board of the City's compliance.

Councilman Dailey indicated his appreciation of the focus on education rather than punitive actions. He asked about financial incentives for compliance such as the use of drought resistant varieties of flora. City Manager Thaiprue indicated the City does not currently have the financial resources; however there may be future grant opportunities to provide the funds to offer those incentives.

Approve State Water Resources Control Board mandates and have staff to review the current ordinance and provide recommendations for more realistic regulations.

City Attorney recommended that the City Council follow the state mandate to avoid possible state penalties and then look at possible future revisions to the current city ordinance.

The Mayor opened the public hearing and invited comments from the audience.

Dick Wiley addressed the Council regarding pool covers.

No other public testimony was offered and the public hearing was closed.

Motion by Dailey, seconded by Dupper and unanimously carried to adopt Council Bill #R-2014-40 as amended declaring a Stage No. 2 Threatened Water Supply Shortage and implement those provisions mandated by the State Water Resources Control Board's Emergency Outdoor Water Restrictions.

Resolution No. 2833

**A Resolution of the City Council of the City of Loma Linda,
declaring a Stage No. 2 – Threatened Water Supply Shortage**

Mr. Bolt indicated that since September staff has been tracking the residential gallons per capita daily water usage was in September 172 gallons, in October was 171 gallons, in November was 130 gallons and in December was 90 gallons per day.

The City Manager thanked Mr. Cozad for taking the time to attend the meeting and educate the Councilmembers.

**CC-2015-02 - Joint Public Hearing of the City Council and Housing Authority pertaining to the sale of
25613 Prospect Avenue and approving a Housing Disposition**

- a. LLHA Bill #R-2015-01 - Authorizing the sale of 25613 Prospect Avenue to Michelle Anderson and approving the Housing Disposition Agreement

- b. Council Bill #R-2015-01 - Consenting to the sale of 25613 Prospect Avenue to Michelle Anderson

The Housing Authority Board was called to order at 8:00 p.m. with all members present. The public hearing was opened and the Deputy City Clerk presented the report into evidence, indicating that due to the affordability restrictions, the underwriter of the outside financing agency was no longer able to finance; therefore, the Housing Authority would be providing the financing. The purchase price for financing through the Housing Authority is \$175,000, the same price as the other two units in the same complex previously approved for Housing Authority financing. With the Housing Authority financing, the purchase price was \$175,000. The buyer has agreed to the \$175,000 sales price and will be making a down payment of approximately \$35,000. Housing Authority financing of the house will retain the affordability covenant, provide the buyer within the lower income category the opportunity to purchase a home, and provide a revenue source for the Housing Authority by way of monthly payments.

No other public testimony was offered and the public hearing was closed.

Motion by Popescu, seconded by Lenart and unanimously carried to adopt LLHA Bill #R-2015-01 and Council Bill #R-2015-01.

RESOLUTION NO. 24

A Resolution of the City of Loma Linda Housing Authority approving an agreement for the disposition of property for affordable housing use with Michelle Anderson

(25613 Prospect Avenue)

RESOLUTION NO. 2834

A Resolution of the City Council of the City of Loma Linda consenting to the sale by the Loma Linda Housing Authority for the disposition of property for affordable housing use with Michelle Anderson

(25613 Prospect Avenue)

The Housing Authority Board recessed to allow completion of the City Council Agenda.

CC-2015-03- Consent Calendar

Assistant City Manager responded to a question regarding the amendment to the contract with Lilburn Corporation to process the front entrance plan to the hospital associated with the Integrated Campus Master Plan, explaining this expanded the scope of the previously approved contract with Lilburn to accommodate changes regarding the hospital front entrance realignment with Prospect Avenue.

Motion by Popescu, seconded by Dupper and unanimously carried to approve the following items.

The Demands Register dated December 23, 2014 with commercial demands totaling \$1,484,626.65; payroll demands for December 4, 2014 totaling \$226,660.36; and payroll demands for December 18, 2014 totaling \$234,672.42.

The Demands Register dated December 30, 2014 with commercial demands totaling \$236,327.85.

The Demands Register dated January 13, 2015 with commercial demands totaling \$403,760.21 and payroll demands totaling \$239,658.96.

The December 2014 Fire Department Report for filing.

Amendment to contract with Lilburn Corporation to process the front entrance plan to the hospital associated with the Integrated Campus Master Plan.

Professional Services Agreement for Independent Hearing Officer services.

Old Business

CC-2015-04- Council Bill #O-2014-10 (Second Reading/Roll Call Vote) - Amending Title 9 of the Loma Linda Municipal Code by adding Chapter 9.36 pertaining to panhandling

No public comments were offered upon invitation of the Mayor.

Motion by Lenart, seconded by Popescu and unanimously carried to waive reading of Council Bill #O-2014-10 in its entirety; direct the Clerk to read by title and 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 725

An Ordinance of the City Council of the City Of Loma Linda adding Chapter 9.36 Of Title 9 of the Loma Linda Municipal Code to adopt the City Of Loma Linda Panhandling Ordinance

Reports of Councilmen

Councilman Popescu indicated that he continues to hear that residents are happy for the removal for the red light cameras.

Reports of Officers

City Manager Thaipejr invited the Council and public to attend an open house hosted by SanBAG and CalTrans regarding the Anderson/Tippecanoe I-10 interchange Phase II, to be held on January 27, 2015 from 5 to 7 pm in our Community Room.

City Manager Thaipejr indicted that the lights on Barton Road were in the process of being synchronized.

The meeting adjourned at 8:43p.m.

Approved at the meeting of

Deputy 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

COUNCIL AGENDA: February 10, 2015
TO: City Council
VIA: T. Jarb Thaipejr, City Manager
FRO<: Diana DeAnda, Finance Director/City Treasurer
SUBJECT: December 2014 Treasurer's Report

Approved/Continued/Denied By City Council Date _____

RECOMMENDATION

It is recommended that the City Council receive the report for filing.

**CITY OF LOMA LINDA
COMPOSITION OF CASH
DECEMBER 2014**

DEMAND DEPOSIT ACCOUNTS

CITY - BANK OF AMERICA - MAIN CHECKING ACCOUNT	\$ 1,958,234.04
Outstanding Checks as of month-end	<u>(652,441.44)</u>
CITY - MAIN CHECKING ACCOUNT AVAILABLE BALANCE	\$ 1,305,792.60
 BANK OF AMERICA - PAYROLL	 \$ 112,638.47
 HOUSING AUTHORITY - BANK OF AMERICA - CHECKING ACCOUNT	 145,076.50
Outstanding Checks as of month-end	<u>(2,827.64)</u>
HOUSING AUTHORITY - CHECKING ACCOUNT AVAILABLE BALANCE	\$ 142,248.86
 SUCCESSOR AGENCY - BANK OF AMERICA - CHECKING ACCOUNT	 47,651.87
Outstanding Checks as of month-end	<u>(210.00)</u>
SUCCESSOR AGENCY - CHECKING ACCOUNT AVAILABLE BALANCE	\$ 47,441.87

DEMAND DEPOSIT ACCOUNTS - TOTAL	\$ <u>1,608,121.80</u>
----------------------------------------	-------------------------------

INVESTMENTS	YIELD		
LOCAL AGENCY INVESTMENT FUND (LAIF)			
CITY	0.267%	\$ 17,536,901.93	
SUCCESSOR RDA	0.267%	2,085,952.09	
SUCCESSOR RDA -Bond Proceeds		4,615,137.57	
SUCCESSOR RDA -Total		6,701,089.66	
HOUSING AUTHORIT	0.267%	370,516.91	
INVESTMENTS TOTALS		\$ <u>24,608,508.50</u>	

OTHER CASH

IMPREST ACCOUNT	\$ 500.00
CASH ON HAND	<u>1,350.00</u>
OTHER CASH TOTAL	\$ <u>1,850.00</u>

CASH AND INVESTMENTS - GRAND TOTAL	26,218,480.30
-------------------------------------------	----------------------

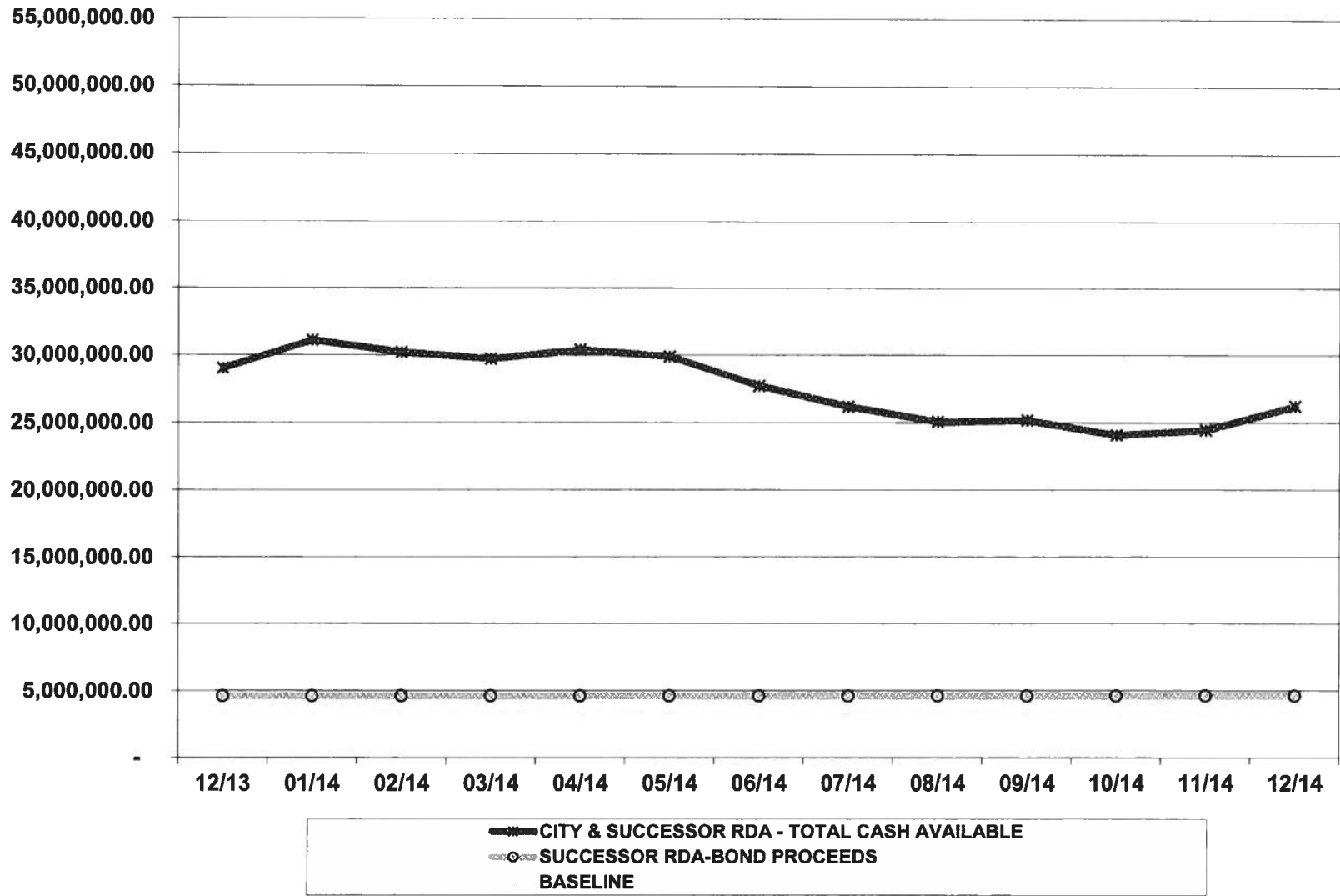
PREVIOUS MONTH	<u>24,449,689.16</u>
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CHANGE +/-(-)	<u>\$ 1,768,791.14</u>
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All investments are in accordance with the City Investment Policy, and as such, sufficient funds are available to meet the cash flow requirements of Loma Linda, including the next thirty days' obligations. City and Agency funds are pooled.


Treasurer

**CITY OF LOMA LINDA
MONTHLY TREASURER'S REPORT 12/13 - 12/14**





City of Loma Linda Official Report

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

COUNCIL AGENDA: February 10, 2015

TO: City Council

FROM: T. Jarb Thaipejr, City Manager

Approved/Continued/Denied
By City Council
Date _____

SUBJECT: Approve a Five Year Agreement with San Bernardino County to Participate in Work Release Program.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to sign a five year agreement with San Bernardino County to participate in the Work Release Program.

BACKGROUND

The San Bernardino County Sheriff Department has provided a voluntary Work Release Program (WRP) in lieu of incarceration since 1983. The City has benefited from this source of manual labor during this time. However, with changes to the system, the total WRP man-hours have decreased over 50% from 5100 in 2013 to 2362 in 2014. Additionally, the County is terminating the existing agreement as of March 1, 2015. The new agreement contains changes as noted in the analysis.

ANALYSIS

The key changes in the new agreement are:

- Contractor will require inmates to wear identifying safety vest at all times while working at a crew site.
- Contractor shall be responsible for the entire claim in the event an inmate injury occurs.
- Contractor shall obtain and have Workers' Compensation insurance or be permissibly self-insured which includes the coverage of these inmates.
- Self-insurance and mutual indemnification.

The trend appears to be a declining inmate labor pool as other inmate options gain popularity. The County is shifting the liability for claims to the City via the new agreement. Entering this agreement allows the City the option to accept laborers along with the potential claims. The agreement becomes more attractive as the ratio of inmates to supervisor increases.

FINANCIAL IMPACT

Exposure to industrial health claim and/or associated liability.

attachment

I:\Public Works Admin\Staff Reports\Work Release Program Agreement.doc



JOHN McMAHON, SHERIFF - CORONER

January 13, 2015

RECEIVED
DATE

JAN 20 2015

CITY OF LOMA LINDA
PUBLIC WORKS

T. Jarb Thaipejr, City Manager
City of Loma Linda
25541 Barton Road
Loma Linda, CA 92354-3125

RE: TERMINATION OF CONTRACT NO. 90-1151 FOR PARTICIPATION IN THE WORK RELEASE PROGRAM; SUBMISSION OF NEW AGREEMENT FOR SIGNATURE

Dear Mr. Thaipejr:

Due to a change in contract language and in accordance with the termination clause of your contract with San Bernardino County, this letter serves as thirty (30) days written notification Contract No. 90-1151 will be terminated effective Sunday, March 1, 2015.

Enclosed are two originals of the proposed new participation agreement between San Bernardino County and City of Loma Linda. This form agreement/template has already been approved by the San Bernardino County Board of Supervisors and no language changes can be made for the agreement term 2015-20. Please review the new five-year agreement carefully as the language has been updated to include the following **key changes**:

- Contractor will require inmates to wear inmate identifying safety vest at all times while working at a crew site (Paragraph A.11).
- Contractor shall be responsible for the entire claim in the event an inmate injury occurs (Paragraph A.12).
- Contractor shall obtain and have Workers' Compensation insurance or be permissibly self-insured which includes the coverage of these inmates (Paragraph A.13).
- Self-insurance and mutual indemnification (Article C). If your agency is not self-insured, please request an alternate agreement with appropriate insurance and indemnification language.

If this agreement meets with your approval, please complete the signature blocks, sign both copies in blue ink, and return both copies (do not fold) with original signatures to:

**Roxann Jenkins/Bureau of Administration 010
San Bernardino County Sheriff's Department
P.O. Box 569
San Bernardino, CA 92402-0569**

PLEASE RETURN BY FRIDAY, FEBRUARY 13, 2015 to avoid delay in program participation. Upon approval, an executed original will be returned to you for your records. If you have any questions or need additional information, please contact Roxann Jenkins at (909) 387-0310 or rienkins@sbcisd.org.

Sincerely,

JOHN McMAHON, SHERIFF-CORONER

JM/rmj
Enclosures

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

January 6, 2015

**FROM: JOHN McMAHON, Sheriff/Coroner/Public Administrator
Sheriff/Coroner/Public Administrator**

**SUBJECT: CONTRACT TEMPLATES FOR PARTICIPATION IN THE SHERIFF
DEPARTMENT'S WORK RELEASE PROGRAM**

RECOMMENDATION(S)

1. Approve contract templates to allow local, State, and federal agencies and County departments to participate in the Sheriff Department's Work Release Program.
2. Authorize the Sheriff, Undersheriff or the Captain of the Department's Bureau of Administration to execute individual template Work Release Program agreements, effective the date of execution through no later than June 30, 2020.

(Presenter: Shannon Dicus, Captain, 387-0640)

BOARD OF SUPERVISORS COUNTY GOALS AND OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

Maintain Public Safety.

FINANCIAL IMPACT

This item will not result in the use of additional Discretionary General Funding (Net County Cost). There is no direct cost to agencies participating in the Work Release Program; however, agencies are required to provide Workers' Compensation Insurance and handle any claims resulting from inmates assigned to their work crews. Inmates are charged a one-time fee of \$100 to participate in the program, per Section 16.0226(p) of the County Fee Ordinance. The Sheriff Department's (Department) 2014-15 budget includes revenue of \$1 million projected from inmates participating in the program and sufficient appropriation and revenue will be included in future recommended budgets.

BACKGROUND INFORMATION

The California State Penal Code Sections 4024.2 and 4024.3 establish the authority for counties to offer a voluntary program under which persons committed to a detention facility may participate in a Work Release Program (WRP) in lieu of incarceration. The WRP offered by the Department provides manual labor to improve and/or maintain public facilities or in support of non-profit

Page 1 of 2

cc: Sheriff- McMahon ;Dicus
File - Sheriff w/Attach.
ss 1/8/15

Record of Action of the Board of Supervisors

APPROVED (CONSENT CALENDAR)

**COUNTY OF SAN BERNARDINO
Board of Supervisors**

MOTION

MOVE

AYE

AYE

SECOND

AYE

LAURA H. WELCH, CLERK OF THE BOARD

BY

DATED: JANUARY 6, 2015

**CONTRACT TEMPLATES FOR PARTICIPATION IN THE SHERIFF
DEPARTMENT'S WORK RELEASE PROGRAM
JANUARY 6, 2015
PAGE 2 OF 2**

organizations within the County. The Department currently has 50+ agreements in place for this program.

The Department has had similar contracts in place since 1983. Historically, claims for inmates injured while on Work Release have been handled by the County. In coordination with County Counsel and Risk Management, the Department has updated its work release contract language to require each agency to handle any resultant claims. Other notable changes to the language include requiring the agencies to have inmates wear identifying vests and defining a new fixed contract term, ending June 30, 2020.

Three new contract templates are submitted for Board approval, all with updated language, which will be sent to each Contractor along with written notice of termination of existing contracts effective March 1, 2015. The majority of contractors will require the first type of template, which contains self-insurance and mutual indemnification language. The second type of template contains full County standard practice insurance and indemnification language. The third template type a Memorandum of Understanding with other County departments in which Risk Management will continue to process injury claims.

Approval of these contract templates will allow the Department to execute such agreements expeditiously to facilitate a smooth transition, with no gaps in participation between the termination date and the execution date of the new agreement. Any agreement that differs from these templates will be presented to the Board of Supervisors (Board) for approval. All agreements utilizing the recommended templates terminate on June 30, 2020 but provide for early termination with thirty (30) days written notice. Per County Standard Practice 11-06SP, contracts with a term greater than three years require Board approval. Historically, these contracts have terms in excess of three years due to number of contracts that are non-financial in nature; and because the terms and conditions don't generally change.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Steven J. Singley, Deputy County Counsel, 387-5455) on November 20, 2014 and County Finance and Administration (Matthew Erickson, Chief Administrative Analyst, 387-3937) on December 15, 2014.



County of San Bernardino

F A S

STANDARD CONTRACT

FOR COUNTY USE ONLY

<input checked="" type="checkbox"/> New <input type="checkbox"/> Change <input type="checkbox"/> Cancel	FAS Vendor Code	SC	Dept. SHD	A	Contract Number
ePro Vendor Number					ePro Contract Number
County Department SHERIFF/CORONER			Dept. SHD	Orgn. SHD	Contractor's License No.
County Department Contract Representative SHANNON DICUS, SHERIFF'S CAPTAIN			Telephone (909) 387-0640		Total Contract Amount \$
Contract Type <input type="checkbox"/> Revenue <input type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input checked="" type="checkbox"/> Other:					
If not encumbered or revenue contract type, provide reason: Participation Agreement					
Commodity Code		Contract Start Date	Contract End Date	Original Amount	Amendment Amount
			06/30/20	\$	\$
Fund AAA	Dept. SHD	Organization SHD	Appr.	Obj/Rev Source	GRC/PROJ/JOB No. Amount \$
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No. Amount \$
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No. Amount \$
Project Name Work Release Program 2015-20 Template Type A			Estimated Payment Total by Fiscal Year FY Amount I/D FY Amount I/D		

THIS AGREEMENT is entered into in the State of California by and between the County of San Bernardino, hereinafter called the County, and

Name

City of Loma Linda

hereinafter called CONTRACTOR

Address

25541 Barton Road

Loma Linda, CA 92354-3125

Telephone

(909) 799-2819

Federal ID No. or Social Security No.

IT IS HEREBY AGREED AS FOLLOWS:

AGREEMENT FOR PARTICIPATION IN SAN BERNARDINO COUNTY SHERIFF DEPARTMENT'S
WORK RELEASE PROGRAM

WHEREAS, San Bernardino County, hereinafter referred to as COUNTY, conducts and administers a Work Release Program (WRP) through the Sheriff's Department, hereinafter referred to SHERIFF, under Penal Code Sections 4024.2 and 4024.3, for the performance of work by persons committed to the custody of the SHERIFF. Work Release Program inmates are incarcerated at the SHERIFF's correctional facilities, and have been released from custody to serve their remaining sentence on the work program; and

WHEREAS, CONTRACTOR desires that individuals in said WRP (INMATES) to be placed with CONTRACTOR for work under the direction and control of CONTRACTOR, as it is in the best interest of the community to provide an alternative mode of incarceration for those inmates placed into these programs;

NOW, THEREFORE, the parties agree as follows:

Auditor-Controller/Treasurer/Tax Collector Use Only

<input type="checkbox"/> Contract Database	<input type="checkbox"/> FAS
Input Date	Keyed By

A. SCOPE OF AGREEMENT

- A.1** SHERIFF's placement of INMATES with CONTRACTOR is at the discretion of the SHERIFF and is subject to the availability of INMATES, available work assignments and the ability of CONTRACTOR to administer and control the work program.
- A.2** Upon placement of INMATES with CONTRACTOR, the work of the INMATES will be under the direct supervision and control of CONTRACTOR and will not be under the supervision or control of the SHERIFF.
- A.3** CONTRACTOR will assign a supervisor to oversee the INMATES assigned to its agency.
- A.4** SHERIFF will provide CONTRACTOR with a Crew Supervisor Pamphlet and CONTRACTOR agrees to follow said instructions.
- A.5** CONTRACTOR shall ensure that each supervisor does not fraternize with, engage services of, accept services from, do favors for, or engage in romantic, intimate or sexual relationship with INMATES.
- A.6** The work performed by INMATES will consist of manual labor to improve or maintain levees or public facilities, including but not limited to streets, parks, and schools and/or manual labor as approved by the SHERIFF.
- A.7** CONTRACTOR shall ensure the work, supervision, and treatment of the INMATES shall in all ways conform to applicable law, including but not limited to, California Penal Code Sections 4024.2 and 4024.3.
- A.8** CONTRACTOR will not provide any security guards and CONTRACTOR's employee(s) will not physically restrain any INMATES that might leave the work area. The CONTRACTOR will notify SHERIFF by the end of each day of any INMATES who did not arrive for scheduled work assignment or left the work area without permission.
- A.9** CONTRACTOR will provide transportation for INMATES working under this Agreement to and from the work sites as needed from pickup points agreed to between the SHERIFF and CONTRACTOR.
- A.10** Equipment operations will be performed only by qualified CONTRACTOR employees with the exception of small power equipment such as weed trimmers, power lawn mowers and hedge trimmers. INMATES must demonstrate proficiency with such tools to the satisfaction of CONTRACTOR before being allowed to operate said tools. CONTRACTOR will provide safety instructions, explain the work to be done, and direct the work of INMATES placed under this Agreement.
- A.11** CONTRACTOR will provide necessary safety equipment while INMATES are operating any equipment. This may include but is not limited to gloves, hard hats and eye protection required to safely perform any work assigned under this Agreement. CONTRACTOR will require INMATES to wear INMATE identifying safety vest at all times while working at a crew site.
- A.12** In the event an INMATE injury occurs, CONTRACTOR shall be responsible for the entire claim. This responsibility includes the administration of the claim in the same manner as if the INMATE was an employee of CONTRACTOR. CONTRACTOR also agrees to complete written documentation notifying the WRP office. In the event an INMATE brings an action which includes or is against SHERIFF or COUNTY, CONTRACTOR will reimburse the SHERIFF or COUNTY for all costs and expenses related to the action including all medical expenses, benefits, settlement costs and/or awards.

A.13 CONTRACTOR shall obtain and have Workers' Compensation insurance or be permissibly self-insured which includes the coverage of these INMATES. CONTRACTOR agrees to provide INMATES with Workers' Compensation benefits under CONTRACTOR's Workers' Compensation insurance policy which shall be the primary insurance for INMATES.

B. TERM AND TERMINATION

The term of this Agreement shall be for a period commencing on March 2, 2015, or upon the date of approval by the SHERIFF, whichever is later, and ending on June 30, 2020. Notwithstanding the foregoing, this Agreement may be terminated at any time, with or without cause, by CONTRACTOR or by COUNTY, upon written notice given to the other party at least thirty (30) days prior to the date specified for said termination. In the event of such termination, each party shall fully pay and discharge all obligations in favor of the other, accruing prior to the date of such termination, and each party shall be released from all obligations or performance which would otherwise accrue subsequent to the date of termination. Notwithstanding the foregoing, COUNTY may terminate this Agreement at any time, without advance notice to CONTRACTOR, in the event CONTRACTOR fails to comply with any term of this Agreement.

SHERIFF shall have the authority to exercise the COUNTY's rights and authority under this Agreement, including the right to give notice of termination of this Agreement, at his sole discretion.

C. INDEMNIFICATION AND INSURANCE REQUIREMENTS

C.1 Mutual Indemnification

The CONTRACTOR agrees to defend, indemnify and hold harmless the COUNTY, its officers, employees, agents, and volunteers for any and all claims, losses, actions, damages and/or liability arising out of this Agreement from any cause whatsoever, including any costs or expenses incurred by COUNTY, except as prohibited by law.

The COUNTY agrees to defend, indemnify and hold harmless the CONTRACTOR, its officers, employees, agents, and volunteers for any and all claims, losses, actions, damages and/or liability arising out of this Agreement from any cause whatsoever, including any costs or expenses incurred by CONTRACTOR, except as prohibited by law.

C.2 Comparative Fault

In the event that the COUNTY and/or CONTRACTOR are determined to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Agreement, the COUNTY and/or CONTRACTOR shall indemnify the other to the extent of its comparative fault.

C.3 Self-Insurance

COUNTY and CONTRACTOR are authorized self-insured public entities for purposes of Professional Liability, General Liability, Automobile Liability and Workers' Compensation and warrant that through their respective programs of self-insurance, they have adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Agreement.

C.4 Waiver of Subrogation Rights

CONTRACTOR shall require the carriers of required coverage's to waive all rights of subrogation against the COUNTY, its officers, employees, agents, volunteers, contractors and subcontractors. All general or auto liability insurance coverage provided shall not prohibit the CONTRACTOR and CONTRACTOR's employees or agents from waiving the right of subrogation prior to a loss or claim. The CONTRACTOR hereby waives all rights of subrogation against the COUNTY.

D. NOTICES

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

San Bernardino County Sheriff's Department
Bureau of Administration 010
655 East Third Street
San Bernardino, CA 92415-0061

City of Loma Linda
25541 Barton Road
Loma Linda, CA 92354-3125

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

E. ENTIRE AGREEMENT

This Agreement represents the final, complete and exclusive agreement between the parties hereto. Any prior agreement, promise, negotiations or representations relating to the subject matter of this Agreement not expressly set forth herein are of no force or effect. This Agreement is executed without reliance upon any promise, warranty or representation by any party or any representative of any party other than those expressly contained herein. Each party has carefully read this Agreement and signs the same of its own free will. Any amendment to this Agreement shall be in writing signed by both parties.

City of Loma Linda

San Bernardino County Sheriff's Department

Contractor Authorized Signature

Sheriff-Coroner Authorized Signature

Name of person signing agreement (print or type)

Name of person signing agreement (print or type)

Title

Title

Date

Date



City of Loma Linda Official Report

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

COUNCIL AGENDA: February 10, 2015

TO: City Council

VIA: T. Jarb Thaipejr, City Manager

FROM: Konrad Bolowich, Assistant City Manager

SUBJECT: Amendment to Agreement for Contract Planning Services between the City and Lilburn Corporation to include a provide supplemental research in response to the State of California's comments associated with a 35-lot Tentative Tract Map, General Plan Amendment, Pre-Zone, and Environmental Studies, for property located at 10997 California Street.

Approved/Continued/Denied
By City Council
Date _____

RECOMMENDATION

It is recommended that the City Council takes the following actions:

1. Approve the Amendment to the Agreement for Contract Planning Services with Lilburn Corporation to include supplemental research in response to the State Agency comments associated with the above mentioned project; and,
2. Approve the use of additional funds to be deposited in the amount of \$10,285 for the Fiscal Impact Analysis and Plan for Service as a pass through fee paid for by the applicant to cover the costs of contract planning services for the Annexation application.

BACKGROUND/ANALYSIS

Lilburn Corporation is currently under contract with the City to process the applications, prepare focused technical studies, the CEQA Initial Study, and to assist with the annexation processing for the property located at 10997 California Street, within the City's Sphere of Influence. Part of the Lilburn Corporation team included McKenna et al., which prepared the Phase I Cultural Resources Investigation Report.

The 30-day review and comment period for the Citrus Lane Annexation Project's Initial Study/Notice of Intent to Adopt a Mitigated Negative Declaration ended on January 6, 2015. A total of four comment letters/emails were received including two from State responsible agencies. Due to potentially significant impacts to Prime Farmland and to historic resources, both agencies suggested in their comment letters that mitigation was not sufficient to reduce impacts to a level of less than significant and recommended the City supplement the prior analyses, revise or add mitigation measures, or prepare a Focused EIR.

The outcome of the additional research and analysis to meet the SHPO requirements will remain unknown until the report is completed by Lilburn Corporation's subconsultant. Therefore, at this

time, the need for a Focused EIR and possible adoption of Overriding Considerations is still undetermined.

Staff has met with the applicant regarding the State's concerns and understands the need to expand the Phase I Cultural Resources Investigation Report.

FISCAL IMPACT

The proposed Amendment to the Agreement for Professional Services with Lilburn Corporation to prepare the Supplemental Cultural Research and Studies will increase the current contract amount from \$52,750 to \$63,035. The increase will not result in any financial impacts to the City. The associated costs will be borne by the project applicant, as indicated by the request to use funds deposited by the applicant as a pass through fee.

Prepared by:

Guillermo Arreola
Associate Planner

ATTACHMENT

1. Contract Amendment Proposal

ATTACHMENT A

LILBURN
CORPORATION

Strategic Planning & Environmental Services

January 7, 2015

Mr. Konrad Bolowich
Assistant City Manager
25541 Barton Road
Loma Linda, CA 92354

SUBJECT: Scope of Work to Provide Supplemental Research and Studies for Responding to State Agency Comments on Circulated Initial Study/MND for Citrus Lane Annexation Project

Dear Konrad:

The 30-day review and comment period for the Citrus Lane Annexation Project's Initial Study/Notice of Intent to Adopt a Mitigated Negative Declaration ended on January 6, 2015. A total of four comment letters/emails were received including two from State responsible agencies. Due to potentially significant impacts to Prime Farmland and to historic resources, both agencies suggested in their comment letters that mitigation was not sufficient to reduce impacts to a level of less than significant and recommended the City supplement the prior analyses, revise or add mitigation measures, or prepare a Focused EIR. Concerns are summarized below, as well as the tasks that would be required for Lilburn Corporation to complete additional work as directed by City staff.

The State Historic Preservation Officer (SHPO) was concerned that the project's cultural significance, which may be considered significant if the historic resource identified (e.g. the Eli C. Curtis Compound) is viewed within a larger historic context being beyond the project boundaries and inclusive of other properties both in the County and City. They want the Curtis Property analyzed as a whole. With that in mind they want to know if the project would still be considered "less than significant with mitigation." Technically they can't make this project look at everything as construction would not go beyond project boundaries however they do have a valid concern which is "As a whole, is the removal of the Curtis Property Significant?"

The historic value of the citrus industry regionally is currently an issue of concern at the local level in Riverside County, and the SHPO is now requiring more research than was considered sufficient in the past. Potential historic significance of the Eli C. Curtis Compound, including the associated citrus orchards is argued by the agency as warranting a focused EIR, because of the removal of the historical significance of the citrus grove (agriculture), the house (of local historic significance), and the railroad spur associated with it. In order to respond to the comment letter, Lilburn Corporation's subconsulting archaeologist is proposing additional research be conducted to review the following: The Curtis Compound, the citrus industry tied with it, and the railroad

on-site. The agency was fine with the analysis prepared in the prior study and it satisfies CEQA, but they want a study that evaluates potential historic resources beyond the project area boundaries.

The second State responsible agency to comment was the Department of Conservation (DOC) with regard to the loss of Prime Farmland. The project site was determined to be significant (and documented as such in the Initial Study) based on the State's model. Lilburn Corporation discussed the potentially significant impact with several resource conservation districts, the State DOC, and the County during the preparation of the IS. Representatives we contacted indicated that there were no conservation easements or banks, or other means of mitigation available. Therefore mitigation of impacts to the extent feasible was presented in the Initial Study. The DOC letter also recommended preparation of a Focused EIR if impacts to Prime Farmland could not be mitigated to less than significant levels.

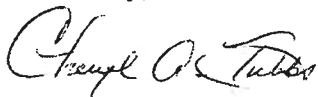
Subsequent to receipt of the DOC letter, Lilburn Corporation has made several telephone contacts with them, as well as the Riverside Land Conservancy to determine how the City, as Lead Agency for CEQA might be able to mitigate impacts and adopt a Mitigated Negative Declaration (MND) in lieu of preparing an EIR. It has been recommended to the Applicant that they pursue a Memorandum of Understanding and donation of in lieu fees with the Riverside Land Conservancy in order for the project to move forward. Payment of fees and approval of a MOU, according to the DOC, would serve to mitigate significant impacts. In this case, the City could proceed with a MND.

The outcome of the additional research and analysis to meet the SHPO requirements will remain unknown until the report is completed by Lilburn Corporation's subconsultant. Therefore, at this time, the need for a Focused EIR and possible adoption of Overriding Considerations is still undetermined.

The additional cost for both the Supplemental Cultural/Historic Resources Investigation and development of a revised Initial Study to address the comment letters is Nine Thousand Three Hundred Fifty Dollars (\$9,350.00). The Cultural/Historic report can be completed in six weeks following receipt of the City's authorization and notice-to-proceed. Amendment to the Initial Study can be completed once the Prime Farmland mitigation has been accepted.

Please contact me with any questions or need for clarification.

Sincerely,



Cheryl A. Tubbs
Vice President



City of Loma Linda Official Report

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

COUNCIL AGENDA: February 10, 2015

TO: City Council

FROM: T. Jarb Thaipejr, City Manager

Approved/Continued/Denied
By City Council
Date _____

SUBJECT: Approve Appropriation of \$40,000 for Sheriff Department Additional Personnel for Current Fiscal Year and Approve an Additional Deputy Sheriff Position for Fiscal Year 2015-16.

RECOMMENDATION

It is recommended that City Council approve an appropriation of \$40,000 from General Fund balance into expenditure account 01-2000-1830, Police Services – Contractual Agreements, for additional personnel for remainder of Fiscal Year (FY) 2014-15. Then it is recommended that City Council approve an additional deputy position for FY 2015-16.

BACKGROUND

Several years ago the City experienced a downturn in the economy. As a result there was downsizing in several departments including the Sheriffs' contractual services. Crime meanwhile continues at a constant rate with fluctuations that tend to mirror the economy. City Council has requested a cost proposal to reinstate a sheriff deputy for the remainder of this fiscal year and then the cost for a permanent position for fiscal year 2015-2016.

ANALYSIS

The Sheriffs' Department looked at options to provide additional service for the remainder of this fiscal year. The best alternative they were able to offer is additional man-hours on an over time basis. This is a temporary condition and man hours would be available as needed for an estimated cost not to exceed \$40,000. An additional deputy sheriff position, beginning July 1, 2015 with all equipment, support and backfill coverage, would cost \$275,000 annually. This proposal provides an extra 40 hours of patrol coverage per week.

FINANCIAL IMPACT

Appropriate \$40,000 from General Fund Reserve balance into expenditure account 01-2000-1830, Police Services – Contractual Agreements. Additional permanent position would require \$275,000 be included in FY 2015-16 Budget.



City of Loma Linda Official Report

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

COUNCIL AGENDA: February 10, 2015

TO: City Council

Approved/Continued/Denied
By City Council
Date _____

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

SUBJECT: Closing Pedestrian Bridge from Bryn Mawr Veteran's Memorial Park to Mission Creek Subdivision

RECOMMENDATION:

It is recommended that the City Council approve the recommendation of the Trails Committee to close the pedestrian bridge crossing the San Timoteo Creek Channel at Bryn Mawr Veteran's Memorial Park to the Mission Creek Subdivision, with a review in 6 months.

BACKGROUND:

The Mission Creek Subdivision Home Owners Association (HOA) has requested closing the pedestrian bridge crossing the San Timoteo Creek Channel at Bryn Mawr Veteran's Memorial Park. The bridge was originally installed, at Developer's expense, as a component of the Walkable-Livable community concept. It connects this neighborhood with the regional San Timoteo Creek trailhead at Bryn Mawr Veteran's Memorial Park. The HOA has agreed to fund the installation of locking gates at both sides of the bridge. Additionally, the HOA would be supportive of removing the gates at such time that warranted the pedestrian connection, i.e. the opening of a middle school or an extended improved trail system north of Mission Road.

ANALYSIS:

The HOA surveyed their members, results attached, and concluded that there was support to fund the installation of locking gates at the pedestrian bridge. The Trails Committee has reviewed this item and forwarded a recommendation to support closing the pedestrian bridge crossing the San Timoteo Creek Channel at Bryn Mawr Veteran's Memorial Park. The Trails Committee additionally recommends a review of the bridge closing in 6 months.

FINANCIAL:

No cost to the City, project to be funded by the HOA. City will provide permit and inspection services.

Attachment

I:\Public Works Admin\Staff Reports\Pedestrian Bridge Closing Mission Creek.doc

Mission Creek HOA Residents

Safety Survey

This survey is offered to the Loma Linda City Council and Trails Development Committee in response to a request by the Mission Creek HOA Board to have the East San Timoteo Channel foot bridge closed or removed.

Third party individuals went door to door throughout the tract; if there was no reply; the home was visited again at a different time: weekdays twice, weekday evening twice, weekends during the day and evening. A survey was left on the doorstep of all homes that couldn't be reached; with the ability to respond by phone, fax or E-mail.

We have 227 homes in the tract.

132 responses were received.

5 responses were eliminated; duplicates and blanks.

127 validated responses were received.

56% response, approx.

The survey asked three questions; the results are as follows:

Question 1: Have you been a victim of any crime while living in this community?

33 - yes / 93 - no / 1 - possible.

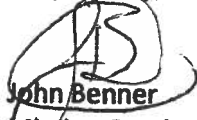
Question 2: Do you feel safe living in this community?

109 - yes / 11 - no / 7 - partially.

Question 3: Would you like to see the foot bridge on Citron St. that accesses Bryn Mawr closed or removed?

91 - yes / 22 - no / 14 - don't care.

Respectfully,



John Benner

Mission Creek HOA Board.

RESPONDENTS

TRACT NO. 16730

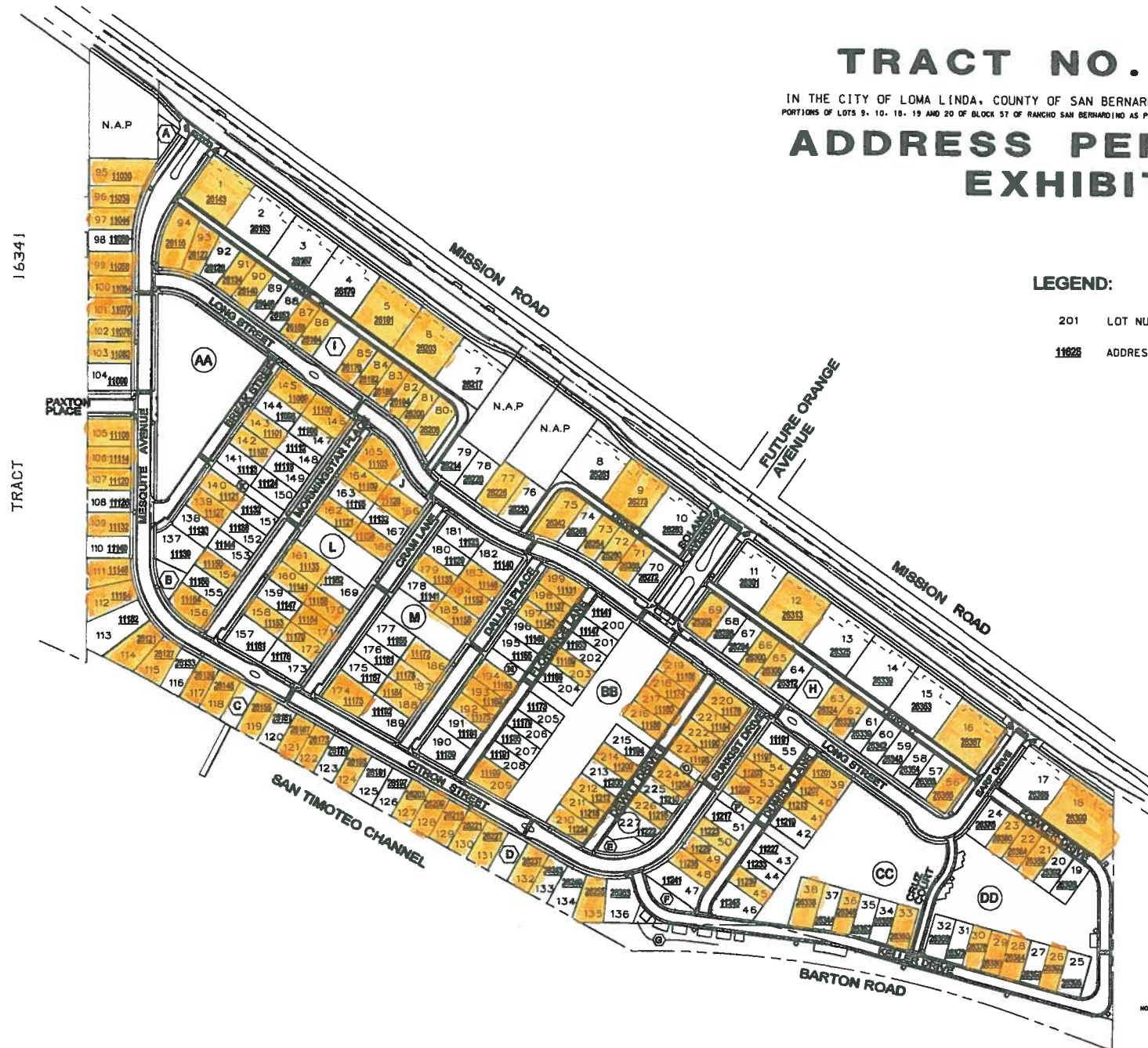
IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
PORTIONS OF LOTS 9, 10, 18, 19 AND 20 OF BLOCK 57 OF RANCHO SAN BERNARDINO AS PER PLAT RECORDED IN BOOK 7 OF MAPS, PAGE 2

ADDRESS PER LOT EXHIBIT

LEGEND:

201 LOT NUMBER

11622 ADDRESS NUMBER



QUESTION 1: HAVE YOU BEEN A VICTIM OF ANY CRIME WHILE LIVING IN THIS COMMUNITY?

YES
NO

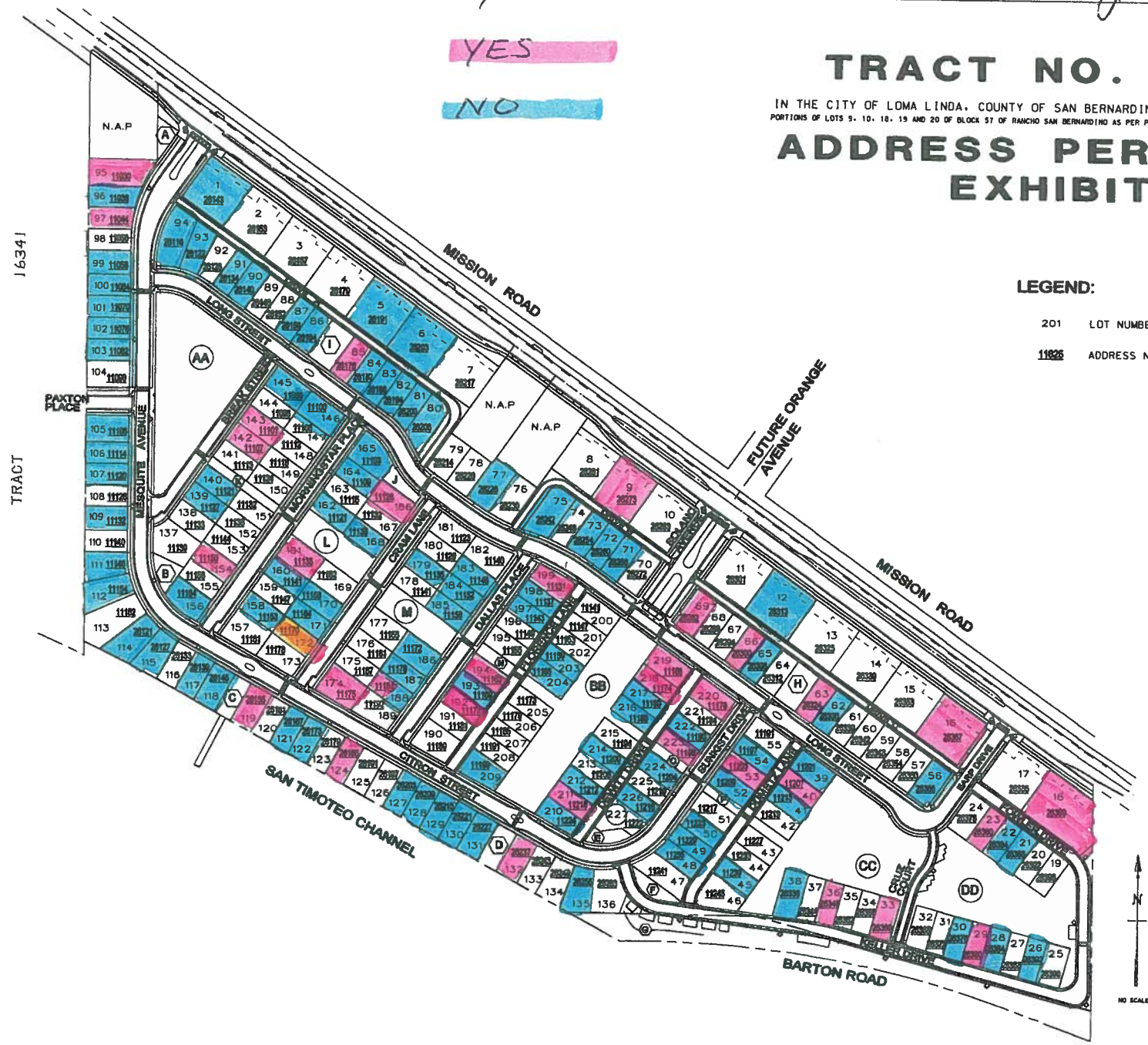
TRACT NO. 16730

IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
PORTIONS OF LOTS 9, 10, 18, 19 AND 20 OF BLOCK 57 OF RANCHO SAN BERNARDINO AS PER PLAT RECORDED IN BOOK 7 OF MAPS, PAGE 2

ADDRESS PER LOT
EXHIBIT

LEGEND:

- 201 LOT NUMBER
- 11826 ADDRESS NUMBER



QUESTION 2: DO YOU FEEL SAFE LIVING IN THIS COMMUNITY?

YES
NO

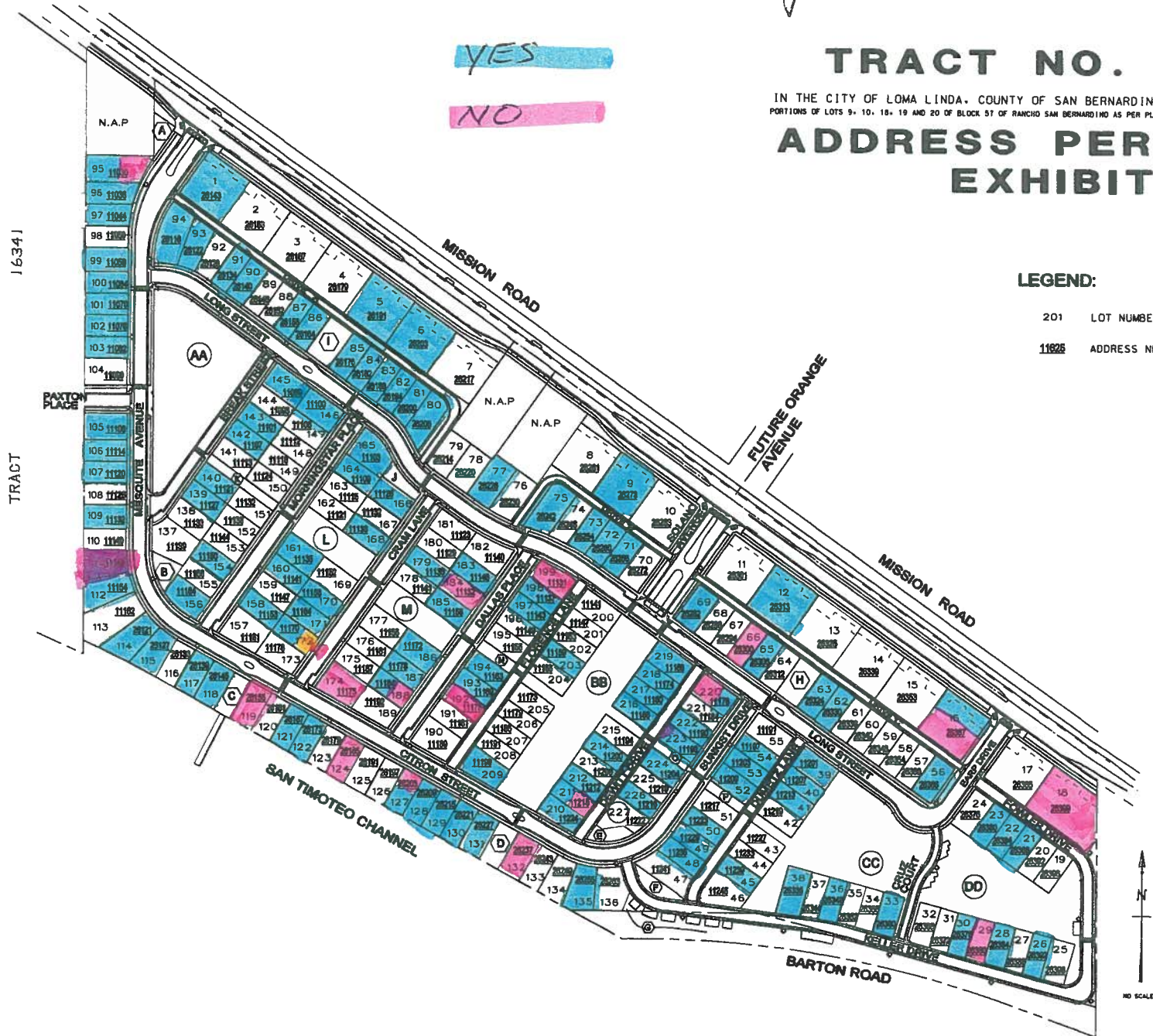
TRACT NO. 16730

IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
PORTIONS OF LOTS 9, 10, 18, 19 AND 20 OF BLOCK 51 OF RANCHO SAN BERNARDINO AS PER PLAT RECORDED IN BOOK 7 OF MAPS, PAGE 2

ADDRESS PER LOT
EXHIBIT

LEGEND:

- 201 LOT NUMBER
- 11825 ADDRESS NUMBER



QUESTION 3: WOULD YOU LIKE TO SEE THE FOOT BRIDGE ON CITRON ST. THAT ACCESSES
BRYN MAWR CLOSED OR REMOVED?

TRACT NO. 16730

IN THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA
PORTIONS OF LOTS 9, 10, 18, 19 AND 20 OF BLOCK 57 OF RANCHO SAN BERNARDINO AS PER PLAT RECORDED IN BOOK 7 OF MAPS, PAGE 2

ADDRESS PER LOT EXHIBIT

LEGEND:

201 LOT NUMBER

~~11826~~ ADDRESS NUMBER

