

CITY OF LOMA LINDA  
CITY COUNCIL AGENDA  
REGULAR MEETING OF JULY 9, 2019

A regular meeting of the City Council of the City of Loma Linda is scheduled to be held Tuesday, July 9, 2019 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](http://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](http://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 August 13, 2019 meeting must be submitted in writing to the City Clerk no later than Noon, Thursday, July 23, 2019.**

**A. Call To Order**

**B. Roll Call**

**C. Closed Session**

**D. Invocation and Pledge of Allegiance** – Councilman Popescu (In keeping with long-standing traditions of legislative invocations, this City Council meeting may include a brief, non-sectarian invocation. Such invocations are not intended to proselytize or advance any one, or to disparage any other, faith or belief. Neither the City nor the City Council endorses any particular religious belief or form of invocation.)

**E. Items To Be Added Or Deleted**

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

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

**H.** **Scheduled and Related Items**

1. Design of proposed Roundabout at the intersection of Anderson Street and Mound Street [City Manager]
2. **Public Hearing** – 2019 Spring Weed Abatement Costs [Fire Department]
  - a. Council Bill #R-2019-28 – adopting a report and statement of expenses and imposing a lien upon property for payment thereof
  - b. Agreement with the San Bernardino County Auditor-Controller/Treasurer/Tax Collector for Collection of Special Taxes, Fees and Assessments for Fiscal Year 2019-2020

**I.** **Consent Calendar**

3. Demands Register
4. Minutes of May 28 and June 11, 2019
5. May and June 2019 Fire Department Reports
6. Council Bill #R-2019-29 - Authorizing Second Amendment to Joint Powers Agreement of the Consolidated Fire Agencies (“CONFIRE”) to Admit Chino Valley Independent Fire District and Apple Valley Fire Protection District as parties [Fire Department]
7. Award contract for the purchase of self-contained breathing apparatus (SCBA) [Fire Department]
8. Award contract for: [Public Works]
  - a. Installation of Sidewalk at Various Locations (CIP 19-191) [Public Works]
  - b. Painting Wrought Iron Fences at Various Park Locations (CIP 19-737) [Public Works]
  - c. Sewer and Waterline Improvements at Heritage Park, 25964 Mission Road (CIP 19-738) [Public Works]
  - d. Waterline Improvements at Bellaire Street, Exeter Street, and Mt. View Avenue (CIP 18-652) [Public Works]
  - e. Leonard Bailey Park Playground Equipment and Rubberized Surface Improvements [Public Works]
  - f. Engineering Services for Stewart Street to Barton Road Pavement Rehabilitation with a Roundabout at the intersection of Anderson Street and Mound Street [Public Works]
9. Council Bill #R-2018-30 approving submittal of an application for Statewide Park Development and Community Revitalization Program Grant Funds for Leonard Bailey Park improvements [Public Works]

10. Council Bill #R-2018-31 approving submittal of an application for Statewide Park Development and Community Revitalization Program Grant Funds for City Baseball Park Lighting [**Public Works**]
11. Accept as complete and authorize recordation of Notice of Completion for the Street Rehabilitation on Khan Drive, Volmer Drive, Price Drive, Paulson Drive and Warham Court (CIP 18-181), Mike Roquet Construction, Inc. contractor [**Public Works**]
12. Declare as surplus and authorize disposal of 384 solar panels and other miscellaneous items [**Public Works**]
13. Award the Bid to Purchase One (1) Ford F150 Supercab Vehicle [**Public Works**]
14. Lease Agreement with Inland Temporary Homes for 25964 Mission Road (Heritage Park) [**Assistant City Manager**]
15. Reappropriation of unspent funds for the completion of follow-up tasks for the Groves Specific Plan [**Community Development**]

**J.** **Old Business**

16. Modification to the Arrival Sequence and Districting Sign Program- Comprehensive Sign Program P17-061 – Loma Linda University Health (**Invoked Rule of Necessity – Rigsby, Dupper and Dailey sit to constitute a quorum**) [**Community Development**]

**K.** **New Business**

17. Designate Voting Delegate and Alternate for League of CA Cities Annual Conference – October 16-18, Long Beach [**City Manager**]

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

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

**N.** **Adjournment**

*Next regular meeting scheduled for August 13, 2019*



# City of Loma Linda Official Report

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

CITY COUNCIL AGENDA: July 9, 2019

TO: City Council

FROM: Dan Harker, Fire Chief *DH*

VIA: T. Jarb Thaipejr, City Manager

SUBJECT: Spring 2019 Weed Abatement Program

Approved/Continued/Denied By City Council Date _____
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## RECOMMENDATION

It is recommended that the City Council: Receive the report of the **Spring 2019 Weed Abatement Program**, approve the report and accounting of costs, and adopt the accompanying Resolution establishing liens and assessments on the properties.

## BACKGROUND

The International Fire Code, 2015 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 Spring 2019 Weed Abatement program began on **March 25, 2019** with an initial inspection of approximately 435 parcels. Pursuant to Sections 104.5 of the International Fire Code, 194 Notices to Clean Property, Exhibit "A", were sent by regular mail on **April 1, 2019** to the OWNER OF RECORD as provided by the County Assessor's office. Follow-up inspections began on **April 16, 2019**. 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 the City contractor on **24 parcels**.

On **June 10, 2019** 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 **July 9, 2019**. 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 **July 9, 2019** 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 or combustible waste 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

4/1/2019

MADORE, MARC ALAN REVOCABLE TR 5/24/  
24381 LAWTON AVE  
LOMA LINDA CA 92354

**Parcel Number:** 028427103  
**Location:** 24381 LAWTON AVE

Under the provisions of the California Fire Code, 2016 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:** Remove all weeds along Lawton Avenue

Any weeds or other fire hazards as listed above on this property must be removed or abated in an acceptable manner by **April 15, 2019.** 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, will also be assessed an administrative fee of 70% 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 Marshal

By: *Tom Ingalls*  
Tom Ingalls  
Fire Prevention Inspector



# City of Loma Linda

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

Sister City – Manipal, Karnataka, India

## INVOICE

June 10, 2019

BRUTUS, ELIZABETH  
2255 CHUILLA ST APT 103  
COLTON CA 92324

Parcel Number: 029304149  
Location: 0 WHITTIER AVE

Under the provisions of the International Fire Code, 2015 edition, adopted and amended by the State of California as the 2016 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. Increase in administrative fees were approved by the Loma Linda City Council and became effective January 23, 2016.

The following amount is now due for **Spring 2019** weed abatement:

Abatement Cost:	\$380.00
Administrative Charges:	\$266.00
<b>Total Due:</b>	<b>\$646.00</b>

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

Payment must be received by **July 9, 2019 at 5:00 p.m.** after which time a Public Hearing will be conducted to hear a Report of Cost. The Public Hearing is scheduled for **July 9, 2019 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:

*Tom Ingalls*

Tom Ingalls  
Fire Prevention Inspector

Spring 2019  
OUTSTANDING WEED INVOICES

INV #	APN	OWNER	AddressofRecord	contractorc ost	AdminFe es	TOTAL	DateOrdered	DateAbated
19029	029304149	Elizabeth Brutus	2255 Chuilla St Apt 103 Colton, Ca 92324	380.00	266.00	646.00	April 22, 2019	30-May-19
19021	028403220-21	Marco Poni	Calle Guanare NO 126-15-27 VRB CO Cagua Aragua 2201	350.00	245.00	595.00	April 22, 2019	20-May-19
19014	028312123	Hugo Chinchay	18 Joseph Dr. South San Fransico Ca 94080	280.00	196.00	476.00	April 22, 2019	13-May-19
19023	028407105	Salcedo Concepcion Trust	325 sharon Park Dr. Suite 110 Menlo Park Ca 94025	280.00	196.00	476.00	April 22, 2019	20-May-19
19022	028407201	Arnold Nashed	PO Box 691 Angwin Ca	35.00	100.00	135.00	April 22, 2019	20-May-19
19012	029211152	Lewis Investment Cmpany	PO Box 670 1156 N Mtn. Ave Upland Ca 91786	680.00	476.00	1,156.00	April 22, 2019	06-May-19
19024	029211153	Lewis Investment Cmpany	PO Box 670 1156 N Mtn. Ave Upland Ca 91786	850.00	595.00	1,445.00	April 22, 2019	24-May-19
19020	028417303	Intithar Elias	25387 Huron St Loma Linda Ca 92354	210.00	147.00	357.00	April 22, 2019	21-May-19
18021	029213206	Yolanda Reyes	2205 Woodlawn Cir Melbourne FL 32934	70.00	100.00	170.00	April 22, 2019	8-May-19
19009	028109141	Prakash Patel	16390 Foothill Blvd Fontana Ca 92335	140.00	100.00	240.00	April 22, 2019	6-May-19
19027	028401213	Jonathan Zirkle	24747 Barton Rd Loma Linda ca 92354	280.00	196.00	476.00	April 22, 2019	28-May-19
19030	029310109	Western Desert 886 LLC	5109 E. La Palma Ave Suite D Anahiem Ca 92807	860.00	602.00	1,462.00	April 22, 2019	30-May-19
19013	029303220	Abigal and Pauline Quinterharo	1500 Lassen St Redlands 92374	280.00	196.00	476.00	April 22, 2019	8-May-19
19026	029302124	Sandra Stevenson	26245 Avenida Requejo #1 Bryn Mawr Ca 92318	410.00	287.00	697.00	April 22, 2019	25-May-19
18029	029302120-21	Imad Thomas	466 Gren Orchard Pl Riverside Ca 92506	140.00	100.00	240.00	April 22, 2019	22-May-19
19031	0293101110	Western Desert 886 LLC	5109 E. La Palma Ave Suite D Anahiem Ca 92807	1,140.00	798.00	1,938.00	April 22, 2019	30-May-19
19002	029213149	Eddie Lerma	1916 Cave St Redlands ca 92374	210.00	147.00	357.00	April 22, 2019	3-May-19
19028	028435126	The Furr Family Trust	1229 Berganot Trail Castle Pines CO 80108	420.00	294.00	714.00	April 22, 2019	31-May-19
19034	029305223	Miracle 1 Loma Linda	11106 Richmond Dr Loma Linda Ca 92354	835.00	584.50	1,419.50	April 22, 2019	4-Jun-19
19011	028326119	Hung Lim	2404 Falling Oaks Dr. Riverside Ca 92506	480.00	336.00	816.00	April 22, 2019	8-May-19
19036	028311456	USPAR Enterprises	PO Box 775 San Clemente Ca	370.00	259.00	629.00	April 22, 2019	6-Jun-19

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA  
ADOPTING A REPORT AND STATEMENT OF EXPENSES FOR THE  
SPRING 2019 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 July 9, 2019; and

That if said costs have not been paid by July 9, 2019, 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 9<sup>th</sup> day of July 2019 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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Rhodes Rigsby, Mayor

ATTEST:

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Barbara Nicholson, City Clerk



AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR  
AGREEMENT FOR COLLECTION OF SPECIAL  
TAXES, FEES, AND ASSESSMENTS  
FISCAL YEAR 2019-20

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
by and between the COUNTY OF SAN BERNARDINO, hereinafter referred to as "County" and  
the City of Loma Linda, hereinafter referred to as "District".

WITNESSETH:

WHEREAS, Government Code Sections 29304 and 51800 authorize the County to recoup its collection costs when the County collects taxes, fees, or assessments for any city, school district, special district, zone or improvement district thereof; and

WHEREAS, the District and County have determined that it is in the public interest that the County, when requested by District, collect on the County tax rolls the special taxes, fees, and assessments for District.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

1. County agrees, when requested by District as hereinafter provided to collect on the County tax rolls the special taxes, fees, and assessments of District, and of each zone or improvement District thereof.

2. When County is to collect District's special taxes, fees, and assessments, District agrees to notify in writing the Auditor-Controller (268 W. Hospitality Lane, 4<sup>TH</sup> floor, San Bernardino, CA 92415) of the County on or before the 10<sup>th</sup> day of August of each fiscal year of the Assessor's parcel numbers and the amount of each special tax, fee, or assessment to be so collected. Any such notice, in order to be effective, must be received by the Auditor-Controller by said date.

3. County may charge District an amount per parcel for each special tax, fee, or assessment that is to be collected on the County tax rolls by the County for the District, not to exceed County's actual cost of collection.

4. District warrants that the taxes, fees, or assessments imposed by District and collected pursuant to this Agreement comply with all requirements of state law, including but not limited to, Articles XIII C and XIII D of the California Constitution (Proposition 218).

5. District hereby releases and forever discharges County and its officers, agents, and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of District's responsibility under

this agreement, or other action taken by District in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees or assessments as contemplated in this agreement.

6. The County Auditor-Controller has not determined the validity of the taxes or assessments to be collected pursuant to this contract, and the undersigned District hereby assumes any and all responsibility for making such a determination. The undersigned District agrees to indemnify, defend, and hold harmless the County and its authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of this contract or the imposition of the taxes or assessments collected pursuant to this contract, and for any costs or expenses incurred by the County on account of any claim therefore, except where such indemnification is prohibited by law. If any judgment is entered against County or any other indemnified party as a result of action taken to implement this Agreement, District agrees that County may offset the amount of any judgment paid by County or by any indemnified party from any monies collected by County on District's behalf, including property taxes, special taxes, fees, or assessments. County may, but is not required to, notify District of its intent to implement any offset authorized by this paragraph.

7. District agrees that its officers, agents and employees will cooperate with County by answering inquiries made to District by any person concerning District's special tax, fee, or assessment, and District agrees that its officers, agents, and employees will not refer such individuals making inquiries to County officers or employees for response.

8. District shall not assign or transfer this agreement or any interest herein and any such assignment or transfer or attempted assignment or transfer of this agreement or any interest herein by District shall be void and shall immediately and automatically terminate this agreement

9. This agreement shall be effective for the 2019-20 fiscal year.

10. Either party may terminate this agreement for any reason upon 30 days written notice to the other party. The County Auditor-Controller shall have the right to exercise County's right and authority under this contract including the right to terminate the contract.

11. County's waiver of breach of any one term, covenant, or other provision of this agreement, is not a waiver of breach of any other term, nor subsequent breach of the term or provision waived.

12. Each person signing this agreement represents and warrants that he or she has been fully authorized to do so.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

District: City of Loma Linda

By: \_\_\_\_\_

Printed Name: T. Jarb Thaipejr

Title: City Manager

Date: \_\_\_\_\_

ENSEN MASON CPA, CFA,  
AUDITOR-CONTROLLER/TREASURER/TAX COLLECTOR  
SAN BERNARDINO COUNTY

By Authorized Deputy: \_\_\_\_\_

Printed Name: Linda Santillano

Title: Chief Deputy, Property Tax

Date: \_\_\_\_\_



# City of Loma Linda Official Report

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

CITY COUNCIL AGENDA: July 9, 2019  
TO: City Council  
SUBJECT: Demands Register

Approved/Continued/Denied By City Council Date _____
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## **RECOMMENDATION**

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

vchlist  
06/19/2019 5:32:35PM

Voucher List  
CITY OF LOMA LINDA  
06-25-2019

Page: 1

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
286286	6/18/2019	000454 ICMA RETIREMENT CORP	2019061800286286		ICMA CONTRIBUTIONS-05/26-06/08/201	23,760.37
					Total :	23,760.37
628758	6/6/2019	004197 C.A.P.F.	JUNE 2019 BILLING		LONG TERM DISABILITY-JUNE 2019	686.00
					Total :	686.00
628759	6/11/2019	001851 UNUM INSURANCE	0091889-001 4		LIFE INSURANCE PREMIUM MAY 2019	4,756.12
					Total :	4,756.12
628760	6/11/2019	004093 MARTHA YBARRA	REQUEST		FLEX MEDICAL REIMBURSEMENT-2019	83.18
					Total :	83.18
628761	6/11/2019	003921 GREGORY RAMIREZ	REQUEST		FLEX MEDICAL REIMBURSEMENT-2019	538.74
					Total :	538.74
628762	6/11/2019	001280 CARRY HOWARD	REQUEST		FLEX MEDICAL REIMBURSEMENT-2019	40.00
					Total :	40.00
628763	6/11/2019	003294 US POSTAL SERVICE, NEOPOST POSTAGE-O 47718562			POSTAGE FOR ACCOUNT #47718562	1,000.00
					Total :	1,000.00
628764	6/11/2019	005791 CENTURYLINK	81340836	P-0000015176	CITY INTERNET AND VOIP	301.09
					Total :	301.09
628765	6/11/2019	005395 USBANK EQUIPMENT FINANCE	386218275	P-0000015162 P-0000015162 P-0000015162	PRINTERS LEASE AGREEMENT	2,912.40
					Total :	2,912.40
628766	6/11/2019	000026 VERIZON WIRELESS	9831099963		S.C.A.D.A. DATA CARD LAP TOP	38.01
					Total :	38.01
628767	6/11/2019	005502 FRONTIER COMMUNICATIONS	STMTS-6		PHONE SERVICE	573.02
					Total :	573.02
628768	6/13/2019	001733 LOWE'S COMPANIES, INC.	27371	P-0000015762	TOOLS FOR DISTRIBUTION DEPT	1,048.11

Page: 1

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628768	6/13/2019	001733	001733 LOWE'S COMPANIES, INC.		(Continued)	Total : 1,048.11
628769	6/13/2019	005338	GRAPHIC CONCEPTS	2861	P-0000015761 CITY OF LOMA LINDA CITY SEALS FOR	652.88
						Total : 652.88
628770	6/13/2019	000662	MULTI W SYSTEMS INC	QUOT# 26121VW	P-0000015767 REPAIR TO SEWER PUMP STATION	1,939.84
						Total : 1,939.84
628771	6/13/2019	005965	PURCHASE GREEN	2553	P-0000015713 INSTALLATION OF ARTIFICIAL TURF AT	21,800.00
						Total : 21,800.00
628772	6/13/2019	005256	FLYERS ENERGY, LLC	19-921833	P-0000015009 FUEL	2,320.71
						Total : 2,320.71
628773	6/13/2019	000840	CITY OF SAN BERNARDINO	92661-76164	P-0000014987 WATER PURCHASES	540.35
						Total : 540.35
628774	6/13/2019	000840	CITY OF SAN BERNARDINO	92661-90878	P-0000014987 WATER SERVICE	36.30
						Total : 36.30
628775	6/13/2019	003139	JULIA LOEFFERT	REQUEST	FLEX MEDICAL REIMBURSEMENT-2019	182.00
						Total : 182.00
628776	6/13/2019	000026	VERIZON WIRELESS	9831099962	WIRELESS PHONE SERVICE	2,636.18
						Total : 2,636.18
628777	6/13/2019	001261	THE GAS COMPANY	STMTS-4	GAS SERVICE	348.88
						Total : 348.88
628778	6/13/2019	001245	SO CALIF EDISON	STMTS-3	ELECTRICITY SERVICE	54.03
						Total : 54.03
628779	6/13/2019	001245	SO CALIF EDISON	STMT	ELECTRICITY SERVICE	53.67
						Total : 53.67
628780	6/13/2019	001245	SO CALIF EDISON	2-34-867-5984	ELECTRICITY SERVICES	818.22
						Total : 818.22

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Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628781	6/13/2019	001245 SO CALIF EDISON	STMTS-5		ELECTRICITY SERVICE	246.24
					Total :	246.24
628782	6/13/2019	001245 SO CALIF EDISON	STMTS-16		ELECTRICITY SERVICES	5,487.23
					Total :	5,487.23
628783	6/13/2019	001245 SO CALIF EDISON	STMTS-40		ELECTRICITY SERVICES	10,278.34
					Total :	10,278.34
628784	6/17/2019	003628 U.S. BANK CORPORATE PYMNT SYS	4246 0445 5565 0021		CAL-CARD PURCHASES	13,738.56
					Total :	13,738.56
628785	6/17/2019	000865 SN BERNARDINO CO SHERIFF DEPT	18573	P-0000015773	SPECIAL EVENT OT- EDISON ASSINGM	981.63
					Total :	981.63
628786	6/17/2019	003035 DOUGLAS L. GOODMAN, GOODMAN & ASSOC	5292	P-0000015770	SURVEY EXISTING WATERLINES ON AI	8,151.37
					Total :	8,151.37
628787	6/18/2019	000213 TIME WARNER	0030597061019	P-0000015179	TV CABLE SERVICE VARIOUYS LOCATI	38.91
					Total :	38.91
628788	6/18/2019	001692 CRAFTON HILLS COLLEGE	16LP83 2020		REGISTRATION FOR ARV-BRUNER	52.00
					Total :	52.00
628789	6/19/2019	006029 DMV	16LP83 2020		REGISTRATION FOR ARV	52.00
					Total :	52.00
628790	6/25/2019	004229 A & I REPROGRAPHICS	CN00032714	P-0000014970	PRINTING SERVICES	486.69
			CN00032715	P-0000015760	PRINTING COSTS OF SPECS FOR WAT	838.51
			CN00032716	P-0000014970	PRINTING SERVICES	733.13
			CN00032733	P-0000014970	PRINTING SERVICES	224.21
					Total :	2,282.54
628791	6/25/2019	000029 AGUA MANSA PROPERTIES, INC	50482	P-0000014972	CONCRETE	140.00
					Total :	140.00
628792	6/25/2019	005908 ALTEC INDUSTRIES INC	7392145	P-0000015244	BOOM/HIGH LIFT VEHICLE FOR PUBLIC	114,392.79

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628792	6/25/2019	005908 005908 ALTEC INDUSTRIES INC	(Continued)			Total : 114,392.79
628793	6/25/2019	002254 ANIXTER INC	TAX RETURN TAX RETURN -1ST QTR TAX RETURN-4TH QTR		3RD QTR 2018-ECONOMIC INCENTIVE 1ST QTR 2019-ECONOMIC INCENTIVE 4TH QTR 2018-ECONOMIC AGREEMEN	49,196.31 34,568.37 49,479.59 Total : 133,244.27
628794	6/25/2019	002254 ANIXTER INC	143867877	P-0000014976	DATA PRODUCTS, CONDUIT, ENCLOSL	1,067.96 Total : 1,067.96
628795	6/25/2019	000161 CA TOOL & WELDING SUPPLY	419776	P-0000014982	WELDING SUPPLIES	45.58 Total : 45.58
628796	6/25/2019	001744 CDW GOVERNMENT, INC.	SML7748 SMP8077 SPM6323	P-0000015701 P-0000015701 P-0000015718	LLCCP VARIOUS HARDWARE LLCCP VARIOUS HARDWARE ANTIVIRUS FIREWALL ANNUAL RENEV	1,289.77 1,937.35 3,572.58 Total : 6,799.70
628797	6/25/2019	005284 CITY EMPLOYEES ASSOCIATES	JUNE 2019-PAEA JUNE 2019-PW		DUES COLLECTED FOR JUNE 2019 DUES COLLECTED FOR JUNE 2019	209.00 525.00 Total : 734.00
628798	6/25/2019	000160 CLEANSTREET, INC	94161	P-0000015154	STREET SWEEPING SERVICES	3,767.77 Total : 3,767.77
628799	6/25/2019	005762 CORE & MAIN	K572091 K584688	P-0000015706 P-0000015521	4G METER REGISTERS METER LIDS	49,871.97 3,209.22 Total : 53,081.19
628800	6/25/2019	004228 D & W CONSULTING	2019-2002	P-0000015113	CONSULTING FEES FOR WEED ABATE	1,250.00 Total : 1,250.00
628801	6/25/2019	003035 DOUGLAS L. GOODMAN, GOODMAN & ASSOC 5274		P-0000015748	TOPOGRAPHIC SURVEY FOR STORM I	3,107.50 Total : 3,107.50
628802	6/25/2019	002661 DRAYSON CENTER	2029	P-0000015116	MEMBERSHIP FOR ON-DUTY SHIFT PE	2,700.00 Total : 2,700.00

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Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628803	6/25/2019	001521 FACILITIES PROTECTION SYSTEMS, INTELLIK	60664	P-0000015771	ANNUAL FIRE EXTINGUISER MAINTEN.	579.16
					Total :	579.16
628804	6/25/2019	005256 FLYERS ENERGY, LLC	19-921835	P-0000015009	FUEL	1,873.10
					Total :	1,873.10
628805	6/25/2019	005502 FRONTIER COMMUNICATIONS	909-799-80640201035		PHONE SERVICE	40.67
					Total :	40.67
628806	6/25/2019	002275 GEMINI GROUP LLC	119-13699	P-0000015548	WATER QUALITY REPORTS	2,763.00
					Total :	2,763.00
628807	6/25/2019	005255 GOPHER PATROL	354407	P-0000015210	GOPHER PATROL SRVS AT CITY PARKS	140.50
			354408	P-0000015210	GOPHER PATROL SRVS AT CITY PARKS	295.00
			355514		GOPHER CONTROL SERVICE	180.00
					Total :	615.50
628808	6/25/2019	006013 HERCRENTALS	52247456	P-0000015772	FORKLIFT RENTAL TO REMOVE SOLAF	1,605.62
					Total :	1,605.62
628809	6/25/2019	002204 HINDERLITER, DE LLAMAS & ASSOC	0031458-IN	P-0000015289	QUARTERLY SALES TAX SREVICE CON	3,245.71
					Total :	3,245.71
628810	6/25/2019	000435 HOME DEPOT CREDIT SERVICES	061000479733	P-0000015019	BUILDING MAINTENANCE SUPPLIES AI	-5.45
			06100479733	P-0000015019	BUILDING MAINTENANCE SUPPLIES AI	204.25
			06100479824	P-0000015019	BUILDING MAINTENANCE SUPPLIES AI	29.60
					Total :	228.40
628811	6/25/2019	000440 HOSPITALITY CAR WASH	1905313	P-0000015021	CITY CAR WASH	53.00
					Total :	53.00
628812	6/25/2019	003400 INFOSEND, INC	154694	P-0000015222	Printing & Mailing of Utility Bills FY	1,655.46
					Total :	1,655.46
628813	6/25/2019	000480 INLAND WATER WORKS SUPPLY	S1024093.001	P-0000015025	WATER PARTS AND MATERIALS FOR R	190.08
					Total :	190.08
628814	6/25/2019	005144 JAMES D. HUSS JR., WEST SWPPP SERVICE	19034	P-0000015118	WEED ABATEMENT SERVICES FOR FY	835.00

Voucher List  
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Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628814	6/25/2019	005144 JAMES D. HUSS JR., WEST SWPPP SERVICE	(Continued) 19035	P-0000015030	WEED ABATEMENT	335.00
					Total :	1,170.00
628815	6/25/2019	006021 JAMES MATHEW FRATUS	05-2019	P-0000015750	FIRE ADVISORY SERVICES	2,525.00
					Total :	2,525.00
628816	6/25/2019	005548 JTS MOTORCARS INC., DBA SPREEN MAZDA	TAX RETURN		2019 1ST QTR SALES TAX INCENTIVE	17,643.85
					Total :	17,643.85
628817	6/25/2019	002571 K.D. ACOUSTICS	5485	P-0000015619	REPLACE CEILING TILES IN CITY HALL	953.00
					Total :	953.00
628818	6/25/2019	005967 KB HOME COASTAL, INC.	993764935		ACCOUNT CLOSED PREPAY REFUNDE	94.71
					Total :	94.71
628819	6/25/2019	005453 LARRY AGRE, MATCO TOOLS	380462	P-0000015037	TOOLS	199.01
					Total :	199.01
628820	6/25/2019	000557 LIFE ASSIST, INC.	913240 923212 925130	P-0000015040 P-0000015040 P-0000015040	EMERGENCY MEDICAL SUPPLIES AND EMERGENCY MEDICAL SUPPLIES AND EMERGENCY MEDICAL SUPPLIES AND	429.92 -271.26 271.26
					Total :	429.92
628821	6/25/2019	001933 LILBURN CORPORATION	19-0571	P-0000015633	INTERIM PLANNING SERVICES	11,702.50
					Total :	11,702.50
628822	6/25/2019	000575 LOMA LINDA PLUMBING, INC	2181	P-0000015730 P-0000015730	DRINKING FOUNTAIN AT CORP YARD	3,788.58
					Total :	3,788.58
628823	6/25/2019	001733 LOWE'S COMPANIES, INC.	27504 27598	P-0000015044 P-0000015044	SMALL TOOLS WHITE ROCK	25.84 17.44
					Total :	43.28
628824	6/25/2019	002875 LYNN MERRILL & ASSOCIATES, INC	FY 18-19-4	P-0000015234	NPDES INSPECTION & PROGRAM SUP	1,912.35
					Total :	1,912.35

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Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628825	6/25/2019	005254 MANSFIELD OIL COMPANY, OF GAINESVILLE,	TAX RETURN		2019 1ST QTR SALES TAX INCENTIVE ;	381,306.75
					Total :	381,306.75
628826	6/25/2019	005563 MIKE ROQUET, INC.	19-0059	P-0000015378	STREET REHAB KHAN, VOLLMER, PRIK	17,560.00
					Total :	17,560.00
628827	6/25/2019	005305 MILLER ARCHITECTURAL CORP	1900003.RA-2	P-0000015680	DESIGN OF THE FIRE STATION NO. 1 R	9,120.00
					Total :	9,120.00
628828	6/25/2019	001938 MOST DEPENDABLE FOUNTAINS	INV55675	P-0000015692	WATER FOUNTAINS FOR PARKS	9,520.60
					Total :	9,520.60
628829	6/25/2019	000662 MULTI W SYSTEMS INC	31930726	P-0000015731	FIELD SERVICE TO LIFT STATION	1,200.00
					Total :	1,200.00
628830	6/25/2019	004703 MUNICIPAL EMERGENCY SVCS, INC	IN1348872	P-0000015589	5 SETS OF TURNOUTS	14,558.32
					Total :	14,558.32
628831	6/25/2019	001935 NARCISCO VALDOVINOS, GOLDEN WEST LAI	000766	P-0000015752	LANDSCAPE CLEAN UP AT WELL SITE\$	485.00
			000767	P-0000015752	LANDSCAPE CLEAN UP AT WELL SITE\$	795.00
			000768	P-0000015544	LANDSCAPE MAINT AT SO BARTON RD	487.00
			000769	P-0000015204	2018-19 ANNUAL LMD MAINT CONTRAC	10,622.81
			000770	P-0000015205	2018-19 MAINTENANCE CONTRACT FC	3,139.66
			000771	P-0000015206	2018-19 - MISC REPAIRS & MAINT IN LM	3,946.82
			000772	P-0000015207	MISC REPAIRS ON BARTON RD MEDIA	505.06
					Total :	19,981.35
628832	6/25/2019	001613 OFFICE DEPOT, INC	319725033001	P-0000015052	OFFICE SUPPLIES	70.03
			319726070001	P-0000015052	OFFICE SUPPLIES	6.80
			320002005001	P-0000015052	OFFICE SUPPLIES	61.93
			325402298001	P-0000015052	OFFICE SUPPLIES	64.63
					Total :	203.39
628833	6/25/2019	005037 PE FACILITY SOLUTIONS, LLC	135614	P-0000015166	JANITORIAL SRVS FOR CITY BUILDING	6,667.00
			136336	P-0000015157	BANQUET ROOM CLEANING OF COMM	2,250.00
					Total :	8,917.00
628834	6/25/2019	004562 ROGER E. FOX. M.D., FOX OCCUPATIONAL MI	106905		DOT EXAM-	80.00

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628834	6/25/2019	004562	004562 ROGER E. FOX. M.D., FOX OCCUPATION (Continued)			Total : 80.00
628835	6/25/2019	000409	RUSSELL HANDY	1	REIMBURSEMENT FOR STATE WATER	90.00
						Total : 90.00
628836	6/25/2019	000876	SAN BERNARDINO MUNICIPAL WATER	29608	ANNUAL PERMIT FEE~	150.00
						Total : 150.00
628837	6/25/2019	000451	SITEONE LANDSCAPE SUPPLY, LLC	91954992-001	P-0000015073 LANDSCAPE MATERIALS	104.47
						Total : 104.47
628838	6/25/2019	001356	STAPLES BUSINESS ADVANTAGE	3415732202	P-0000015075 FOOTREST	49.77
				3415732203	P-0000015075 REFUND ITEM CREDIT	-4.89
				3415732205	P-0000015075 RETURNED ITEM CREDIT	-4.89
				3415732206	SUPPLY ORGANIZER	9.78
				P-0000015075		Total : 49.77
628839	6/25/2019	001451	STATE OF CALIFORNIA, DEPT OF JUSTICE	377019	FINGERPRINTS	32.00
						Total : 32.00
628840	6/25/2019	005561	STATEWIDE TRAFFIC SAFETY, & SIGNS	13004380	P-0000015077 TRAFFIC SIGNS	68.58
						Total : 68.58
628841	6/25/2019	001799	STRADLING, YOCCA, CARLSON, & RAUTH	354725-0006	PROFESSIONAL/LEGAL SERVICES	87.84
						Total : 87.84
628842	6/25/2019	006003	SUEZ WTS SERVICES USA, INC	99840141	MATERIAL	35.56
						Total : 35.56
628843	6/25/2019	006027	SUNNY LIANG	REQUEST	CUSTOMER CANCELLED WATER SIGN	140.00
						Total : 140.00
628844	6/25/2019	001261	THE GAS COMPANY	19406867366	GAS SERVICE	39.64
						Total : 39.64
628845	6/25/2019	001829	THOMPSON BUILDING MATERIALS	IV-F32870	P-0000015699 INSTALL ROCK VENEER ON CITY PROF	3,317.67

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628845	6/25/2019	001829	001829 THOMPSON BUILDING MATERIALS	(Continued)		Total : 3,317.67
628846	6/25/2019	001841	TRANSWORLD SYSTEMS INC	2053843	COLLECTIONS	45.24 Total : 45.24
628847	6/25/2019	004674	TRYCO GENERAL ENGINEERING	375	P-0000015774	REMOVAL OF CROSSWALK AND RAMP 8,550.61 Total : 8,550.61
628848	6/25/2019	001854	UNDERGROUND SERVICE ALERT OF	18DSBFEE2544 520190145	P-0000015086 P-0000015086	DIG ALERT NOTIFICATION 62.63 DIG ALERT NOTIFICATION 104.05 Total : 166.68
628849	6/25/2019	005688	UNITED SITE SERVICES OF	114-8582088 114-8594787	P-0000015764	TEMP PORTABLE RESTROOM AT UNIV 367.07 PORTABLE RESTROOMS FOR CREW R 367.07 Total : 734.14
628850	6/25/2019	004030	US TRONICS	M-12267MY19	P-0000015180	EMERGENCY SATELLITE PHONE SERV 167.85 Total : 167.85
628851	6/25/2019	001977	VULCAN MATERIALS	72217856	P-0000015088	ASPHALT MATERIAL 156.10 Total : 156.10
628852	6/25/2019	001917	WILBUR E & JUNE PURVIS, WILBUR'S	37110 37127 37162 40829	P-0000015091 P-0000015091 P-0000015091 P-0000015091	LAWNMOWER REPAIR AND MAINTENA 538.74 LAWNMOWER REPAIR AND MAINTENA 60.00 LAWNMOWER REPAIR AND MAINTENA 101.96 LAWNMOWER REPAIR AND MAINTENA 90.00 Total : 790.70
628853	6/25/2019	003968	WINZER FRANCHISE CORPORATION	6371605	P-0000015094	UTILITY MARKER 144.39 Total : 144.39
628854	6/25/2019	004353	WITTMAN ENTERPRISES, LLC	1905069	P-0000015123	EMS BILLING 1,132.80 Total : 1,132.80
1001338356	6/12/2019	000773	P.E.R.S.	1001338356		HEALTH INSURANCE PREMIUM-JUNE 2 64,872.61 Total : 64,872.61
1001338357	6/12/2019	000773	P.E.R.S.	1001338357		HEALTH INSURANCE PREMIUM-JUNE 1,238.83

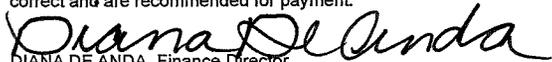
Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1001338357	6/12/2019	000773	000773 P.E.R.S.		(Continued)	Total : 1,238.83
100 Vouchers for bank code : bofa						Bank total : 1,026,634.47
100 Vouchers in this report						Total vouchers : 1,026,634.47

PAYROLL: \$331,653.24 06/13/2019

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
286286; 628758 through 628854, 1001338356 & 1001338357 for a total  
disbursement of \$ 1,026,634.47 and to the best of  
my knowledge, based on the information provided, they are  
correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thajpejr, City Manager

Approved by the City Council at their meeting held on  
07-09-2019 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

Voucher List  
CITY OF LOMA LINDA  
06-30-2019

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
412960	6/24/2019	000772 CALPERS	2019062400412960		CERBT 3955868421 PREFUNDING PLAI	54,000.00
					<b>Total :</b>	<b>54,000.00</b>
628855	6/20/2019	000854 SAN BERNARDINO CO	FC 012/9	P-0000015167	NPDES FEES 2018-19	36,367.00
					<b>Total :</b>	<b>36,367.00</b>
628856	6/25/2019	001851 UNUM INSURANCE	0091889-001 4		LIFE & DISABILITY INSUR PREMIUM-JU	4,714.87
					<b>Total :</b>	<b>4,714.87</b>
628857	6/25/2019	001851 UNUM INSURANCE	0091890-001 0		LIFE INSURANCE PREMIUM-JUL 2019	834.57
					<b>Total :</b>	<b>834.57</b>
628858	6/25/2019	001730 AFLAC	089726		AFLAC INSURANCE PREMIUM-JUNE 20	2,401.16
					<b>Total :</b>	<b>2,401.16</b>
628859	6/25/2019	002653 ALLIANT INSURANCE SVCS, INC	ACIP107	P-0000015882	ANNUAL CRIME INS PREMIUM FY 2019	1,121.00
					<b>Total :</b>	<b>1,121.00</b>
628860	6/25/2019	005206 SWRCB-DWOCP	REQUEST		WATER TREATMENT CERTIFICATE, GR	70.00
					<b>Total :</b>	<b>70.00</b>
628861	6/25/2019	004579 LCA BANK CORPORATION	4251849	P-0000015135	PW ENG PRINTER - LANIER LW426 ANI	617.41
					<b>Total :</b>	<b>617.41</b>
628862	6/25/2019	005706 ASCE, SB/RIVERSIDE BRANCH	REQUEST		ASCE ANNUAL AWARDS BANQUET, JUI	80.00
					<b>Total :</b>	<b>80.00</b>
628863	6/25/2019	000213 TIME WARNER	0212906061419	P-0000015179	TV CABLE SERVICE VARIOUYS LOCATI	50.44
					<b>Total :</b>	<b>50.44</b>
628864	6/25/2019	001356 STAPLES BUSINESS ADVANTAGE	3416804849	P-0000015075	OFFICE SUPPLIES	168.67
					<b>Total :</b>	<b>168.67</b>
628865	6/25/2019	001356 STAPLES BUSINESS ADVANTAGE	3416804850	P-0000015075	HOT CUPS & PLATES	35.86
					<b>Total :</b>	<b>35.86</b>
628866	6/25/2019	000917 ZAHADA K SINGH	REQUEST		FLEX MEDICAL REIMBURSEMENT-2019	119.45

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628866	6/25/2019	000917 000917 ZAHADA K SINGH	(Continued)			Total : 119.45
628867	6/25/2019	001592 PHOENIX GROUP INFORMATION SYST	0520191143	P-0000015059	PARKING CITATIONS DELINQUENT NO	54.95 Total : 54.95
628868	6/25/2019	005758 ALETHEA INC	LL0619	P-0000015243	FULLTIME ONSITE NETWORK SUPPOR	13,300.00 Total : 13,300.00
628869	6/25/2019	001245 SO CALIF EDISON	STMTS-7		ELECTRICITY SERVICE	68,981.65 Total : 68,981.65
628870	6/25/2019	001245 SO CALIF EDISON	STMTS-5		ELECTRICITY SERVICE	2,725.89 Total : 2,725.89
628871	6/25/2019	001245 SO CALIF EDISON	2-05-372-3029		ELECTRICITY SERVICE	1,020.86 Total : 1,020.86
628872	6/25/2019	001245 SO CALIF EDISON	2-01-553-0058		ELECTRICITY SERVICE	4,415.54 Total : 4,415.54
628873	6/25/2019	001245 SO CALIF EDISON	STMT		ELECTRICITY SERVICE	11.20 Total : 11.20
628874	6/25/2019	001862 U.S. POSTAL SERVICE	REQUEST		PRESORT POSTAGE PERMIT 1277	2,000.00 Total : 2,000.00
628875	6/25/2019	000213 TIME WARNER	0020150061919	P-0000015179	TV CABLE SERVICE VARIOUYS LOCATI	86.78 Total : 86.78
628876	6/25/2019	005673 CR&R	STMT		REFUSE SERVICE FOR FEB & MAR 20	73,318.57 Total : 73,318.57
628877	6/27/2019	005270 SUPERIOR AUTOMOTIVE WAREHOUSE	032037 & 030717	P-0000015490	SAND BLASTER	2,294.01 Total : 2,294.01
628878	6/27/2019	003890 TOTAL COMPENSATION SYSTEM, INC	7476	P-0000015888	GASB 74/75 OPEB Actuarial Valuation	2,070.00 Total : 2,070.00

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628879	6/27/2019	001245 SO CALIF EDISON	STMT		ELECTRICITY SERVICE	10.59
					Total :	10.59
628880	6/27/2019	005917 JOSE E. MINCHEZ	REQUEST		DEPENDENT CARE REIMBURSEMENT-	380.00
					Total :	380.00
628881	6/27/2019	003881 SB CO PROFESSIONAL FIREFIGHTER	JUNE 2019		DUES COLLECTED FOR JUNE 2019	3,775.20
					Total :	3,775.20
628882	6/27/2019	000570 LOMA LINDA FIREFIGHTERS ASSN	JUNE 2019		DUES COLLECTED FOR JUNE2019	1,268.00
					Total :	1,268.00
628883	6/27/2019	000690 NEW YORK LIFE INSURANCE CO	006924297		LIFE INSURANCE PREMIUM	56.34
					Total :	56.34
628884	6/27/2019	000739 PETTY CASH	REQUEST		REPLENISH PETTY CASH FUND	434.73
					Total :	434.73
628885	6/27/2019	000876 SAN BERNARDINO MUNICIPAL WATER	STMT		SEWER SVC COLLECTIONS FRO FEB {	241,915.45
					Total :	241,915.45
628886	6/27/2019	005502 FRONTIER COMMUNICATIONS	STMT		PHONE SERVICE	40.67
					Total :	40.67
628887	6/27/2019	000840 CITY OF SAN BERNARDINO	133-132	P-0000015889	WATER BILL - LOMA LINDA INTERTIE	1,394.47
					Total :	1,394.47
1001338527	6/13/2019	000771 P.E.R.S.	1001338527/28/29/30		RETIREMENT CONTRIBUTIONS-05/12-(	53,275.97
					Total :	53,275.97
1001341301	6/18/2019	000771 P.E.R.S.	1001341301		RETIREMENT CONTRIBUTIONS-MAY 2(	875.20
					Total :	875.20
1001343777	6/21/2019	000773 P.E.R.S.	1001343777		ASSESSED INTEREST ON UNPAID BAL	65.51
					Total :	65.51
1001343778	6/21/2019	000773 P.E.R.S.	1001343778		ASSESSED INTEREST ON UNPAID BAL	1.30

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1001343778	6/21/2019	000773	000773 P.E.R.S.		(Continued)	Total : 1.30
1001347611	6/27/2019	000771	P.E.R.S.	1001347611	1959 SURVIVIOR BENEFIT CLASSIC 201	1,090.40
						Total : 1,090.40
1001347612	6/27/2019	000771	P.E.R.S.	1001347612	1959 SURVIVIOR BENEFIT PEPRA 201	408.90
						Total : 408.90
1001348341	6/27/2019	000771	P.E.R.S.	1001348341/42/43/44	RETIREMENT CONTRIBUTIONS-05/26-C	53,300.28
						Total : 53,300.28
41 Vouchers for bank code : bofa						Bank total : 629,152.89
41 Vouchers in this report						Total vouchers : 629,152.89

Bank code : bofa

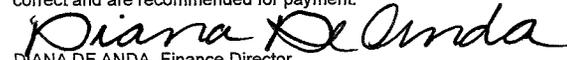
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.

412960; 628855 through 62887; 1001338527, 1001341301, 1001343777, 1001343778, 1001347611  
1001347612 & 1001348341 for a total

disbursement of \$ 629,152.89, and to the best of  
my knowledge, based on the information provided, they are  
correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on  
07/09/19 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

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07/02/2019 1:26:17PM

Voucher List  
CITY OF LOMA LINDA  
07-09-2019

FY: 2018/2019

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
331075	7/2/2019	000454 ICMA RETIREMENT CORP	2019070200331075		ICMA CONTRIBUTIONS-06/09-06/22/201	18,698.10
					Total :	18,698.10
628892	7/2/2019	006035 GENTRY GENERAL ENGINEERING INC	REQUEST		REFUND DUPLICATE PURCHASE OF P	40.00
					Total :	40.00
628893	7/9/2019	006025 ALPHACARD	INV6283624	P-0000015757	Alpha Card ID Badge Printer; Pro 100	1,280.07
					Total :	1,280.07
628894	7/9/2019	001400 BOOT BARN 4 SAN BERNARDINO	IVC0185265	P-0000015896	UNIFORM ORDER FROM BOOT BARN F	1,244.97
			IVC0185270	P-0000015895	UNIFORM PURCHASE AT BOOT BARN	990.32
			IVC0185279	P-0000014978	UNIFORM BOOTS & UNIFORM PANTS	265.06
				P-0000014978		
					Total :	2,500.35
628895	7/9/2019	005174 BRENT BILLINGSLEY, AUTOMATED WATER TF 703		P-0000014979	CHLORINE TABLETS FOR WELLS	3,425.74
					Total :	3,425.74
628896	7/9/2019	002843 CITY OF REDLANDS, OFFICE OF CITY TREAS	AR158236	P-0000015729	ANIMAL SHELTER SERVICES	13,700.00
					Total :	13,700.00
628897	7/9/2019	000203 CLINICAL LABORATORY OF	969008	P-0000014990	TEST WATER AT WELL SITE	9,171.00
					Total :	9,171.00
628898	7/9/2019	002309 CONSOLIDATED ELECTRIC DIST-SB	6903-420473	P-0000014992	ELECTRICAL SUPPLIES	286.74
					Total :	286.74
628899	7/9/2019	005762 CORE & MAIN	K670326		BROOKS BARREL LOCK AND DUST CA	128.88
					Total :	128.88
628900	7/9/2019	001763 CORRPRO WATERWORKS	530186	P-0000015890	INSPECTION SRVS AT 4 RESERVOIR S	2,500.00
					Total :	2,500.00
628901	7/9/2019	001173 COUNTY OF SAN BERNARDINO, DEPT OF INF	23558	P-0000014994	PAGER MONITORING SERVICES	13.71
					Total :	13.71
628902	7/9/2019	001279 DAILY JOURNAL CORPORATION	B3261270	P-0000014997	LEGAL ADVERTISING; NOTICE INVITIN	103.40

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628902	7/9/2019	001279 DAILY JOURNAL CORPORATION	(Continued)			
			B3261272	P-0000014997	LEGAL ADVERTISING; NOTICE INVITING	103.40
			B3262136	P-0000014997	LEGAL ADVERTISING; NOTICE INVITING	376.20
			B3262139	P-0000014997	LEGAL ADVERTISING; NOTICE INVITING	321.20
			B3262141	P-0000014997	LEGAL ADVERTISING; NOTICE INVITING	374.00
			B3262158	P-0000014997	LEGAL ADVERTISING; NOTICE INVITING	323.40
					<b>Total :</b>	<b>1,601.60</b>
628903	7/9/2019	002238 DAVID CARTER, DIB'S SAFE & LOCK SERVICE	0000181733	P-0000014999	SAFE AND LOCK SERVICES	131.16
					<b>Total :</b>	<b>131.16</b>
628904	7/9/2019	006032 DENNIS ELMS	18-356823		REFUND RUN #18-356823	100.00
					<b>Total :</b>	<b>100.00</b>
628905	7/9/2019	005593 DINOSAUR TIRE & ROAD SRVS INC	63297	P-0000015000	TIRES	202.73
			63494	P-0000015000	TIRES	942.27
					<b>Total :</b>	<b>1,145.00</b>
628906	7/9/2019	006030 ENOCH YOON	993755669		ACCOUNT CLOSED REFUND OVERPAY	435.68
					<b>Total :</b>	<b>435.68</b>
628907	7/9/2019	000325 EWING IRRIGATION PRODUCTS	7699381	P-0000015005	PVC PIPE	32.21
					<b>Total :</b>	<b>32.21</b>
628908	7/9/2019	000331 FAIRVIEW FORD SALES, INC	603561	P-0000015006	VEHICLE PARTS AND REPAIRS	118.84
					<b>Total :</b>	<b>118.84</b>
628909	7/9/2019	000336 FEDEX	6-590-13023	P-0000015007	COURIER SERVICE	89.09
					<b>Total :</b>	<b>89.09</b>
628910	7/9/2019	005256 FLYERS ENERGY, LLC	19-930231	P-0000015009	FUEL	1,768.35
					<b>Total :</b>	<b>1,768.35</b>
628911	7/9/2019	005255 GOPHER PATROL	354307	P-0000015210	GOPHER PATROL SRVS AT CITY PARKS	290.00
			354506	P-0000015210	GOPHER PATROL SRVS AT CITY PARKS	245.00
			354510	P-0000015210	GOPHER PATROL SRVS AT CITY PARKS	275.00
					<b>Total :</b>	<b>810.00</b>

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628912	7/9/2019	006033 HELEN GRENIER	18-325926		REFUND RUN #18-325926 DUE TO FMS	400.00
					Total :	400.00
628913	7/9/2019	000440 HOSPITALITY CAR WASH	1905314	P-0000015021	CITY CAR WASH	152.99
					Total :	152.99
628914	7/9/2019	002769 HOUSTON AND HARRIS PCS, INC	19-21894	P-0000015897	HYDRO WASH SEWER LIFT STATION	1,675.00
					Total :	1,675.00
628915	7/9/2019	005144 JAMES D. HUSS JR., WEST SWPPP SERVICE	19037	P-0000015030	WEED ABATEMENT	770.00
					Total :	770.00
628916	7/9/2019	006034 JONATHAN LEE	1		REFUND HOTEL CANCELLATION FEE F	140.63
					Total :	140.63
628917	7/9/2019	006019 JORGE PEREZ	1		REIMBURSEMENT FOR STATE & COUN	270.00
					Total :	270.00
628918	7/9/2019	005938 KAISER FOUNDATION HEALTH PLAN	5362858		REFUND OVERPAYMENT TEDDY ENDE	100.00
					Total :	100.00
628919	7/9/2019	006031 KAREN UYEMURA	355508100		ACCOUNT CLOSED REFUND OVERPAY	294.36
					Total :	294.36
628920	7/9/2019	001933 LILBURN CORPORATION	19-0637	P-0000015633	INTERIM PLANNING SERVICES	30,229.00
					Total :	30,229.00
628921	7/9/2019	000575 LOMA LINDA PLUMBING, INC	2325	P-0000015043	PLUMBING	129.00
					Total :	129.00
628922	7/9/2019	001733 LOWE'S COMPANIES, INC.	25337	P-0000015044	CLOROX AND TRASH BAGS	22.99
			27276	P-0000015044	CONCRETE, PALLET, WATER	188.37
			27354	P-0000015044	SMALL TOOLS	15.34
			27457	P-0000015044	MASKING TAPE	10.82
			27731	P-0000015044	ELECTRICAL CONDUIT	27.68
					Total :	265.20
628923	7/9/2019	005674 NATIONAL CONSTRUCTION RENTALS,	5398954	P-0000015352	TEMPORARY FENCING AT 1864 S RICH	38.88

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
628923	7/9/2019	005674	005674 NATIONAL CONSTRUCTION RENTALS, (Continued)			<b>Total : 38.88</b>	
628924	7/9/2019	001613	OFFICE DEPOT, INC	330962140001 331259433001 331267071001 331573159001	P-0000015052 P-0000015052 P-0000015052 P-0000015052	DUSTER AND CLOROX WIPES BINDERS BINDER CREDIT FOR BINDERS	28.76 7.65 39.18 -39.18
						<b>Total : 36.41</b>	
628925	7/9/2019	004401	ORKIN PEST CONTROL	184647127	P-0000015208	PEST CONTROL SRVS AT CITY PROPE	124.27
						<b>Total : 124.27</b>	
628926	7/9/2019	005511	PARTS AUTHORITY	062-005683 062-809927 062-829160 093-052864 093-227890 095-164824	P-0000015057 P-0000015057 P-0000015057 P-0000015057 P-0000015057 P-0000015057	FUEL PUMP CREDIT FOR BATTERY CORE AUTO PARTS AND SUPPLIES AUTO PARTS AND SUPPLIES STRAIGHT KEY AUTO PARTS AND SUPPLIES	132.87 -185.73 -31.19 -1.77 1.77 253.44
						<b>Total : 169.39</b>	
628927	7/9/2019	001592	PHOENIX GROUP INFORMATION SYST	052019143	P-0000015059	PARKING CITATION DELIQUENT NOTIC	753.05
						<b>Total : 753.05</b>	
628928	7/9/2019	000766	PRUDENTIAL OVERALL SUPPLY	22806109	P-0000015062	SHOPS RAGS	46.68
						<b>Total : 46.68</b>	
628929	7/9/2019	001701	ROBERT L. SMITH, BYRD INDUSTRIAL ELECT	512/519-19 607-19 608-19	P-0000015067 P-0000015067 P-0000015067	WELL & BOOSTER SERVICE REPAIR & WELL & BOOSTER SERVICE REPAIR & WELL & BOOSTER SERVICE REPAIR &	1,025.88 665.88 240.00
						<b>Total : 1,931.76</b>	
628930	7/9/2019	004999	ROGERS, ANDERSON, MALODY &, SCOTT, LL	61195	P-0000015891	AUDIT SERVICES - INTERIM AUDIT	3,900.00
						<b>Total : 3,900.00</b>	
628931	7/9/2019	005894	RYAN MUNSON	1		REIMBURSEMENT FOR STATE & COUN	320.00
						<b>Total : 320.00</b>	
628932	7/9/2019	000857	S.B. CO OFC AUDITOR/CONTR	05/31/2019		PARKING CITATIONS COLLECTED FOR	1,275.00

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
628932	7/9/2019	000857 000857 S.B. CO OFC AUDITOR/CONTR	(Continued)			Total : 1,275.00
628933	7/9/2019	003163 SBCTA	6	P-0000014879	REDLANDS PASSENGER RAIL PROJEC	69,021.76 Total : 69,021.76
628934	7/9/2019	003698 SCOTT ZEHM	JUNE 2019	P-0000015138	CITY FOUNTAIN ANNUAL MAINT	135.00 Total : 135.00
628935	7/9/2019	000451 SITEONE LANDSCAPE SUPPLY, LLC	92306270-001	P-0000015073	LANDSCAPE MATERIALS	28.14 Total : 28.14
628936	7/9/2019	000865 SN BERNARDINO CO SHERIFF DEPT	18590		OT CHARGES-QUAID BIKE NIGHT	377.55 Total : 377.55
628937	7/9/2019	004333 SOS SURVIVAL PRODUCTS	831801	P-0000015715	EMERGENCY FOOD & WATER	5,255.49 Total : 5,255.49
628938	7/9/2019	005849 ST FRANCIS ELECTRIC, LLC	18108733 18108734	P-0000015168 P-0000015169	ANNUAL TRAFFIC SIGNAL MAINT 2018- MISC TRAFFIC SIGNAL REPAIRS 2018-	1,724.00 1,323.00 Total : 3,047.00
628939	7/9/2019	001356 STAPLES BUSINESS ADVANTAGE	3416804845 3416804846 3416804847 3417339829	P-0000015075 P-0000015075 P-0000015075 P-0000015075	TAPE FOR LABEL MAKER OFFICE SUPPLIES OFFICE SUPPLIES COPY PAPER HANGING FOLDERS AND MANILA 100P	64.15 8.80 44.75 117.30 Total : 235.00
628940	7/9/2019	006000 STREET DECOR INC	28470		FREIGHT	52.00 Total : 52.00
628941	7/9/2019	005270 SUPERIOR AUTOMOTIVE WAREHOUSE	034215 036567 037014 037082 037278 037474	P-0000015079 P-0000015079 P-0000015079 P-0000015079 P-0000015079 P-0000015079	CREDIT DOOR SHOCK CREDIT FOR BATTERY CORE BATTERY OIL AND FILTER OIL FILTER HOSE	-46.86 -19.40 111.47 22.72 9.98 10.33 Total : 88.24

Voucher List  
CITY OF LOMA LINDA

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
628942	7/9/2019	005436 TAFOYA & ASSOCIATES	2547	P-0000015684	PAINT CORP YARD FUEL TANKS	5,507.00	
					Total :	5,507.00	
628943	7/9/2019	000237 THE COUNSELING TEAM, INC.	72622	P-0000015080	CRITICAL INCIDENT DEBRIEFING	275.00	
					Total :	275.00	
628944	7/9/2019	002594 THOMAS INGALLS	1		FIRE SPRINKLER SPACING COURSE	100.00	
					Total :	100.00	
628945	7/9/2019	005193 TIMOTHY BRUNER	1		EMT RE-CERTIFICATION	107.00	
					Total :	107.00	
628946	7/9/2019	006028 UNITED COM	3343		PREPAYMENT	524.02	
					Total :	524.02	
628947	7/9/2019	006007 VIGILANT SOLUTIONS, LLC	23470 RI 24841	P-0000015653 P-0000015653	ADVANCED SOLAR RADAR TRAILERS ADVANCED SOLAR RADAR TRAILERS	31,683.00 79,692.50	
					Total :	111,375.50	
628948	7/9/2019	001885 VISTA PAINT CORPORATION	2019-885540-00 2019-909181-00	P-0000015087 P-0000015087	PAINT SUPPLIES PAINT SUPPLIES	19.60 168.47	
					Total :	188.07	
628949	7/9/2019	001977 VULCAN MATERIALS	72236095	P-0000015088	ASPHALT MATERIAL	81.12	
					Total :	81.12	
628950	7/9/2019	005500 WEST COAST ARBORISTS INC	148845	P-0000015898	TREE TRIMMING ON MEAD ST & COTT,	2,468.00	
					Total :	2,468.00	
628951	7/9/2019	001901 WEST PAYMENT CENTER, THOMSON REUTEI 840449975		P-0000015090	CALIFORNIA CODE BOOK UPDATE	758.56	
					Total :	758.56	
628952	7/9/2019	001919 WILLDAN	002-21110	P-0000015092	BUILDING INSPECTION/PLAN CHECK	5,781.93	
					Total :	5,781.93	
62 Vouchers for bank code : bofa						Bank total :	306,404.52
62 Vouchers in this report						Total vouchers :	306,404.52

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Voucher List  
CITY OF LOMA LINDA

Page: 7

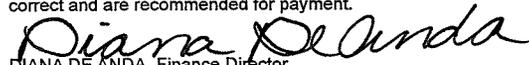
Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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PAYROLL: \$351,403.73 06/27/2019

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 331075; 628892 through 628952 for a total disbursement of \$ 306,404.52, and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on 07-09-19 and the City Treasurer is hereby directed to pay except as noted.

Rhodes Rigsby, Mayor

Page: 7

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Voucher List  
CITY OF LOMA LINDA  
07-09-2019

Page: 1

FY: 2019-2020

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
62459	7/1/2019	001044 U.S. BANK	2019062800062459		WTR REVENUE REFUNDING BONDS, S	291,061.80
					Total :	291,061.80
63099	7/1/2019	000832 CALIFORNIA JPIA	2019062800063099	P-0000015887	JPIA INSURANCE ANNUAL CONT FY 20	839,707.00
					Total :	839,707.00
628888	7/2/2019	000832 CALIFORNIA JPIA	PROP01850	P-0000015877	ALL RISK PROP INS FY 2019-2020	61,589.00
					Total :	61,589.00
628889	7/2/2019	004872 MAIL FINANCE INC, A NEOPOST USA COMPAN	N7772565	P-0000015878	Lease N17043418 Folder/Inserter	1,020.84
					Total :	1,020.84
628890	7/2/2019	004197 C.A.P.F.	JULY BILLING		LONG TERM DISABILITY-JULY 2019	661.50
					Total :	661.50
628891	7/2/2019	001154 VISION SERVICE PLAN - CA	807052237		VISION INSURANCE PREMIUM-JUL 201	1,232.55
					Total :	1,232.55
628953	7/9/2019	005502 FRONTIER COMMUNICATIONS	STMTS-2		PHONE SERVICE	316.97
					Total :	316.97
628954	7/9/2019	005255 GOPHER PATROL	354508		GOPHER CONTROL SERVICE	120.00
					Total :	120.00
628955	7/9/2019	006026 MCA DIRECT	2019059	P-0000015768	3/3/2020 ELECTION CONSULTING AND	1,380.43
					Total :	1,380.43
628956	7/9/2019	002289 PROGRESSIVE SOLUTIONS, INC.	19-3461	P-0000015899	ANNUAL SOFTWARE SUPPORT 2019-21	27,509.33
					Total :	27,509.33
628957	7/9/2019	001131 SOUTH COAST A.Q.M.D.	3468847 3472144		EM ELEC GEN-DIESEL ANNUAL RENEV EMISSIONS FEE	421.02 136.40
					Total :	557.42
11 Vouchers for bank code : bofa						Bank total : 1,225,156.84
11 Vouchers in this report						Total vouchers : 1,225,156.84

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Voucher List  
CITY OF LOMA LINDA

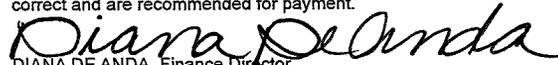
Page: 2

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
62459; 63099; 628888 through 628891; 628953 through 928957 for a total  
disbursement of \$ 1,225,156.84, and to the best of  
my knowledge, based on the information provided, they are  
correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on  
07-09-19 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

Page: 2



# City of Loma Linda Official Report

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

CITY COUNCIL AGENDA: July 9, 2019  
TO: City Council  
SUBJECT: Minutes of May 28 and June 11, 2019

Approved/Continued/Denied By City Council Date _____
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## **RECOMMENDATION**

It is recommended that the City Council approve the minutes of May 28 and June 11, 2019.

City of Loma Linda  
City Council Minutes  
Regular Meeting of May 28, 2019

A regular meeting of the City Council was called to order by Mayor Rigsby at 7:10 p.m., Tuesday, May 28, 2019, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present:	Mayor Rhodes Rigsby Ovidiu Popescu Phill Dupper Ron Dailey (arrived at 7:19 p.m.)
Councilmen Absent:	Mayor pro tempore John Lenart
Others Present:	City Manager T. Jarb Thaipejr City Attorney Richard E. Holdaway

The Pledge of Allegiance and invocation were led by Councilman Dupper.

No items were added or deleted.

**Public Comment**

Upon invitation of the Mayor, the following spoke:

Dick Wiley noted the history fair was postponed due to rain and was rescheduled for Jun 2 from 11- 2 at Heritage Park.

**CC-2019-37– Consent Calendar**

**Motion by Dupper, seconded by Popescu and unanimously carried to approve the following:**

The demands register dated May 28, 2019 with commercial demands totaling \$911,144.40 and payroll demands dated May 16, 2019, totaling \$306,335.32.

The minutes of May 2 and 14, 2019 as presented.

Appropriated \$1,545,200 from Special Projects Fund and authorized contract with Spartan Motors USA, Inc. for purchase of Tractor Drawn Aerial Quint Ladder Truck.

Accepted as complete and authorized recordation for the Storm Drain Improvements at Anderson Way, TK Construction, contractor.

Adopted Council Bill #R-2019-23 Maintaining Local Control of Energy Solutions - supporting balanced energy solutions that provide decision-making authority and resources needed to achieve the state's climate goals and opposing proposed state legislation and policy that eliminate local control by mandating technologies that can be used to power buildings and fuel vehicles, and also meet or exceed emissions reductions regulations

**RESOLUTION NO. 2017**

A Resolution of the City Council of the City of Loma Linda, County of San Bernardino,  
California supporting maintaining local control of energy solutions

The Mayor called to order the Housing Authority Board at 7:11 p.m.

**New Business**

CC-2019-038

**HA-2019-11 – Joint meeting of the City Council and Housing Authority regarding Fiscal Year 2019-2020 budget**

- a. Presentation of proposed FY 2019-2020 Budget [**Finance**]
- b. Budget Committee Recommendations
- c. Five-Year Capital Improvement Program (CIP) [**Public Works**]
- d. Council Bill #R-2019-20 – Approving the 2019-2020 adjusted appropriations limit [**Finance**]
- e. Investment Policy [**Finance**]
- f. COPS Grant Expenditure Plan [**Finance**]
- g. Schedule "A" pertaining to contract with Sheriff's Department [**City Manager**]
- h. Extension of Annual Service Contracts for Fiscal Year 2019-2020 [**Public Works**]:
  1. Clean Street – Street Sweeping Services
  2. Gopher Patrol – Gopher Control Services
  3. Golden West Landscape – Landscape Services
  4. Loma Linda Heat & Air – HVAC Maintenance Services
  5. St. Francis Electric - Traffic Signal Maintenance Services
  6. Pristine Environments – Janitorial Services
  7. West Coast Arborists, Inc. – Tree Maintenance Service
  8. Adopt-a-Highway – Maintenance of On-Off ramps @ I-10 Freeway and Mt View Avenue
- i. Council Bill #R-2019-21 – Approving the Wildland Fire Protection Contract #3CA043297 between the California Department of Forestry and Fire Protection (CAL FIRE) and the City for Fiscal Year 2019-2020 in the amount of \$58,449.20 and authorize the Mayor or Mayor pro tempore to sign the contract pursuant to Government Code 40601 [**Fire**]
- j. Council Bill #R-2019-22 - Adopting the 2019-2020 fiscal year budget
- k. LLHA Bill #R-2019-02 – Adopting the 2019-2020 fiscal year budget

Finance Director DeAnda presented the 2019-2020 Budget, which included the General Fund, the City as a whole (all funds) and the Housing Authority Budget. She noted one change to the general fund of \$12,900 and changes to beginning fund balances due to approved appropriations since the May 2 budget workshop. She highlighted the fund balances and stated that the unassigned and assigned general fund change in fund balance was a net positive \$24,000. She reviewed the revenue and expenditures, noting the large change in General Government due to the CalPERS unfunded liability payments in Fiscal Year 2019-2019 and presented the revenues and expenditures projected for all funds. The City was conservative in revenue projections and expenditures. She responded to questions.

Jay Gallant, Chairman of the Budget Committee presented the Committee's observations and comments. He thanked the City Manager, staff and employees for working together to present a balanced budget again this year. He noted the benefit of the unfunded liability payment to CalPERS made this current fiscal year. The Committee continued to express concern on increasing recurring and increasing nonrecurring expenses;

reminded the City Council that the budget process should be viewed as a multi-year process. The Committee recommended that as much of the surplus as possible be placed in Committed Reserves after the decrease due to the unfunded liability payment to CalPERS; caution that adding personnel created recurring and increasing expenses; cautioned against use of “unrestricted” cash reserves for recurring operational expenses; recommended a multi-year budget; and the use of the Vehicle Replacement fund to account for and track vehicle replacement schedule.

City Manager Thaipejr then presented the Five-Year Capital Improvement Program, a planning document for both short-term and long-term capital improvements. The CIP was divided into seven major categories – Fleet, General Buildings, Parks and Recreation, Sewer, Storm Drains, Streets and Street Lights, and water. He reviewed the various funding sources and the limitations of each; the proposed projects over the five-year period, noting that funding for some projects sometimes spanned several years, depending upon the size and complexity of the project. He then reviewed projects for the next five years, focusing on those for this next fiscal year.

Finance Director DeAnda reviewed the resolution approving the Adjusted Appropriations Limit; the Investment Policy, COPS Grant Expenditure Plan, and Schedule “A” to the contract with the Sheriff’s Department.

City Manager reviewed the extension of several Annual Service contracts with:

- Clean Street for street sweeping services
- Gopher Patrol for gopher control services
- Golden West Landscape for landscape services
- Loma Linda Heat and Air for HVAC maintenance services
- St. Francis Electric for traffic signal maintenance services
- Pristine Environments for janitorial services
- West Coast Armorists, Inc. for tree maintenance services
- Adopt-a-Highway for maintenance of I-10 Freeway on and off raps at Mt. View Avenue, noting a slight increase in cost for additional weed control services

**Motion by Dupper, seconded by Popescu and carried to approve the Five-Year Capital Improvement Program; adopt Council Bill #R-2019-20 pertaining to the 2019-2020 Adjusted Appropriations Limit; approve the Investment Policy; COPS Grant Expenditure Plan; Extension of the Annual Service Contracts Clean Street for street sweeping services, Gopher Patrol for gopher control services, Golden West Landscape for landscape services, Loma Linda Heat and Air for HVAC maintenance services, St. Francis Electric for traffic signal maintenance services, Pristine Environments for janitorial services, West Coast Armorists, Inc. for tree maintenance services, Adopt-a-Highway for maintenance of I-10 Freeway on and off raps at Mt. View Avenue with a slight increase in cost for additional weed control services; adopt Council Bill R-2019-21 approving the Wildland Fire Protection Contract; adopt Council Bill #R-2019-22 and LLHA Bill #R-2018-02 adopting the 2019-2020 City and Housing Authority Budgets.**

#### **Resolution No. 3018**

A Resolution of the City Council of the City Loma Linda, California, adopting an amended City Appropriation Limit for Fiscal Year 2019-2020 in accordance with the provisions of Division 9 of Title 1 of the California Government Code

#### **Resolution No. 3019**

A Resolution of the City Council of the City of Loma Linda, California, approving the Department of Forestry and Fire for services from July 1, 2019 to June 30, 2020

### **Resolution No. 3020**

A Resolution of the City Council of the City of Loma Linda, California, adopting the final budget for the City of Loma Linda for the Fiscal Year commencing July 1, 2019 and ending June 30, 2020

### **Resolution No. 43**

A Resolution of the Loma Linda Housing Authority establishing a final budget for Fiscal Year 2019-2020

The City Council recessed for completion of the Housing Authority and Successor Agency agendas and reconvened at 7:51 p.m. with Mayor Rigsby, Councilman Dupper and Councilman Dailey present.

### **Scheduled Items**

**CC-2019-039 – Public Hearing - Arrival Sequence and Districting Sign Program- Comprehensive Sign Program P17-061 – Loma Linda University Health (Invoked Rule of Necessity – Rigsby, Dupper and Dailey sit to constitute a quorum) (continued from May 14, 2019)**

- a. Minor Modification 19-061
- b. Development Agreement

The Rule of Necessity had been previously invoked with Mayor Rigsby sitting with Councilmen Dupper and Dailey to constitute a quorum and vote, and Councilmen Popescu and Mayor pro tempore Lenart abstaining.

Assistant City Manager Bolowich presented the item, indicating the item was a Minor Modification to an Approved Plan, Application No. P19-061 and a Development Agreement for Loma Linda University Health's Arrival Sequence and Districting Sign Program. The original Arrival Sequence and Districting Sign Program was approved by the City Council on December 12, 2017. He indicated minor modifications were needed to complete the terms of the development agreement, the use of public art fund, and to work in the public right-of-way. Other minor modifications were made now that sign program is moving from conceptual design to the first project submittal. This was a collaborative effort among LLUH, the City and the VA; there were 5 sign types – Threshold, Over-road Directional, Gateway Element, Vehicular Directional, and Banners. Arrival signs create a sense of arrival within a community and provide efficiency in intuitively moving people safely to primary end point destinations. The Development Agreement details the sign permit requirements; construction and maintenance, to include a replacement schedule and responsibility; and the use of public art credit for the Campus Transformation project's public art fees and outlines the terms of that credit/use.

He continued, outlining the artwork concepts for the Threshold, Over-road Directional, Gateway Element, Vehicular Directional, and Banners. Findings for the Comprehensive Sign Program approved in 2017 were included in the updated staff report; impacts associated with the project were considered in the original approval; the project was eligible for Class 1 categorical exemption from CEQA through CEQA Guidelines, Section 15311(a), which applies to placement of signs that are accessory to existing institutional facilities; the proposed modification to clarify the test in the sign program and development agreement did not require further environmental review.

Mr. Bolowich concluded, indicating staff recommended approval of the Minor Modification Application No. P19-061 and the Development Agreement for the Loma Linda University Comprehensive Sign Program.

City Council inquired about existing policies regarding use of the existing banner poles; city Staff and LLUH to look for existing policy. Kurtis Sharp, LLUH representative indicated that existing banner

poles accommodated two banners, while the poles would be retained, due to visibility concerns with the new over-road direction signs, moving forward the poles would accommodate one banner.

Discussion ensued regarding the shared use of the LED panels of the over-road direction signs and existing banner poles over the public right-of-way with the City for community event messaging and emergency notifications. City Staff and LLUH representative Kurtis Sharp agreed to review previously approved Comprehensive Sign Program P17-061 and accompanying Development Agreement to incorporate wording regarding shared such shared use to bring back to the City Council at a future date for approval.

**Motion by Dailey, seconded by Dupper and carried unanimously to approve Minor Modification 19-061 and Development Agreement subject to the findings and conditions as provided in the Staff Report, with the added condition that the development agreement be further amended to include language to address the future use of the existing banners over the public right-of-way and future messaging to be placed on the LED panels of the over-road directional signs, and to require that the applicant shall cooperate and coordinate with the City as to the future use of the banners and panels for community event messaging and directional information on a reasonable basis; with the item to be continued to the July 9, 2019 City Council agenda for final Council approval of the amendment prior to any future use of the LED panels. Lenart absent and Popescu did not participate.**

#### Reports of Councilmen

#### Reports of Officers

The meeting adjourned at 8:56 p.m.

Approved at the meeting of

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City Clerk

City of Loma Linda  
City Council Minutes  
Regular Meeting of June 11, 2019

A regular meeting of the City Council was called to order by Mayor pro tempore Lenart at 7:04 p.m., Tuesday, May 28, 2019, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present: Mayor pro tempore John Lenart  
Ovidiu Popescu  
Phill Dupper  
Ron Dailey

Councilmen Absent: Mayor Rhodes Rigsby

Others Present: City Manager T. Jarb Thaipejr  
City Attorney Richard E. Holdaway

The Pledge of Allegiance and invocation were led by Mayor pro tempore Lenart.

No items were added or deleted.

**Public Comment**

Dick Wiley commented on the positive feedback he received regarding the History Fair held at Heritage Park.

**Scheduled Items**

**CC-2019-39– Public Hearing - Council Bill #R-2019-24** – Establishing the Maximum Refuse Collection and Disposal Rates Effective July 1, 2019 and Repealing Resolution No. 2983

City Manager Thaipejr presented the report indicated that the City's current franchise with CR&R, Inc. allowed for an annual rate adjustment based on the Consumer Price Index and was to be effective each July. In addition, the new rates incorporated separate collection of organic waste required pursuant to State Assembly Bill 1836. A notice of public hearing was sent to the property owner of record on June 5 to meet the 45-day noticing requirement required by Proposition 218. A total of 5,100 notices were sent and five protest letters were received.

Mayor pro tempore Lenart opened the public hearing. No comments were offered and the public hearing was closed.

Councilman Dupper commented that he was pleased with the service provided by CR&R, Inc. Councilman Popescu noted the proposed increase amounted to approximately \$1 per month for the average household.

**Motion by Popescu, seconded by Dupper and unanimously carried to adopt Council Bill #R-2019-24 establishing the maximum refuse collection and disposal rates effective July 1, 2109 and repealing Resolution No. 2983. (Rigsby absent)**

**RESOLUTION NO. 3021**

A Resolution of the City Council of the City of Loma Linda establishing maximum refuse collection and disposal rates effective July 1, 2019 and repealing resolution No. 2983

CC-2019-40– Public Hearing - Council Bill #R-2019-25 - Approving the Annual Report and assessments for Landscape Maintenance District No. 1 for fiscal year 2019-2020

City Manager Thaipejr presented the annual report prepared by Muni-Financial. The total assessment for fiscal year 2019-2020 was \$402,166; expenditures were estimated to be \$467,900 with funds to be transferred from the General Fund to cover the shortfall. The City will continue to make water conservation changes to the LMD areas as funding permitted in order to reduce maintenance and operational costs.

Mayor pro tempore Lenart opened the public hearing. No comments were offered and the public hearing was closed.

**Motion by Dailey, seconded by Dupper and unanimously carried to adopt Council Bill #R-2019-25 approving the Annual Report and assessments for Landscape Maintenance District No. 1 for fiscal year 2019-2020. (Rigsby absent)**

**RESOLUTION NO. 3022**

A Resolution of the City Council Of The City Of Loma Linda ordering the continued maintenance of Landscape Maintenance District Number 1, and confirming Engineer's Report and levying assessment for Fiscal Year 2019/2020

Councilman Dailey commented on the weeds; City Manager Thaipejr indicated that the contract with Adopt-a-Highway was amended to include pulling weeds at the I-10/Mt. View Avenue on and off ramps; additional funding was allocated for the next fiscal year for the contractor to assist in other areas not maintained by City Public Works crews.

CC-2019-41– Public Hearing – Council Bill #R-2019-26 - Approving the Annual Report and Assessments for Street Light Benefit Assessment District for fiscal year 2019-2020

City Manager Thaipejr presented the annual report prepared by Muni-Financial. The total assessment for fiscal year 2019-2020 was \$349,068; expenditures were estimated to be \$354,200 with funds to be transferred from the General Fund to cover the shortfall. The City will continue to make conservation changes a priority with LED streetlight installations as funding permitted in order to reduce maintenance and operational costs.

Mayor pro tempore Lenart opened the public hearing. No comments were offered and the public hearing was closed.

**Motion by Dailey, seconded by Popescu and unanimously carried to adopt Council Bill #R-2019-24 approving the Annual Report and Assessments for Street Light Benefit Assessment District for fiscal year 2019-2020. (Rigsby absent)**

**RESOLUTION NO. 3023**

A Resolution Of The City Council Of The City Of Loma Linda ordering the continued maintenance of Street Light Benefit Assessment District No. 1, and confirming the Engineer's Report and levying assessment for Fiscal Year 2019/2020

CC-2019-42– Consent Calendar

**Motion by Popescu, seconded by Dailey and unanimously carried to approve the following: (Rigsby absent)**

The demands register dated:

- April 30, 2019 with commercial demands totaling \$2,235,879.67;
- May 30, 2019 with commercial demands totaling \$236,068.33;
- June 11, 2019 with commercial demands totaling \$1,722,876.29 and payroll demands dated May 30, 2019 totaling \$287,945.97.
- 

Received the May 2019 Treasurer’s Report for filing.

Adopted Council Bill #R-2019-27 acknowledging receipt of a report made by the Fire Chief of the Loma Linda Fire Department regarding the annual inspection completed during Fiscal Year 2018-2019 of certain occupancies required pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code

**RESOLUTION NO. 3024**

A Resolution of the City Council of the City of Loma Linda, California acknowledging receipt of a report made by the Fire Chief of the Loma Linda Fire Department regarding the annual inspection of certain occupancies required pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code

Awarded contract for Annual Tree Maintenance Services Citywide to West Coast Arborist, Inc. of Anaheim in an amount not to exceed \$20,000 and authorized a contingency allocation of \$2,000 and City Staff to provide project management, subject to review of contract by the City Attorney.

Accepted as complete and authorized recordation of Notice of Completion for the Replacement of Water Meters at Various Locations, Tryco General Engineering, contractor.

Approved Settlement Agreement and Release with California Public Employees’ Retirement System (CalPERS) regarding Pamela Byrnes-O’Camb.

**Reports of Councilmen**

Councilman Popescu noted upcoming events at the San Bernardino International Airport:

- Evel Live 2 event - the longest motorcycle jump in history as FMX stars try to break three world records - July 7, open to the public – [boxoffice-tickets.com](http://boxoffice-tickets.com);
- SBD Fest Annual Air Show - November 2 &3, 2019 — [sbdfest.com](http://sbdfest.com)

**Reports of Officers**

The meeting adjourned at 7:33 p.m.

Approved at the meeting of

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City Clerk



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019  
TO: City Council  
VIA: T. Jarb Thaipejr, City Manager  
FROM: Dan Harker, Fire Chief *DA*  
SUBJECT: May 2019 Fire Department Activity Report

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

## Operations Division:

The Fire Department's Operations Division responded to 357 incidents in May 2019. Of the 357 incidents, 29 calls were given in Mutual/Automatic Aid. The alarm types are broken down as follows:

Fire & Rescue	Month		YTD	
Medical Aid (MA)	208	58.3%	1064	55.4%
Traffic Collision (TC)	9	2.5%	70	3.6%
<b>MA + TC</b>	<b>217</b>	<b>60.8%</b>	<b>1134</b>	<b>59.1%</b>
Hazardous Conditions	1	0.3%	20	1.0%
Hazardous Material	0	0.0%	0	0.0%
Public Assistance	24	6.7%	110	5.7%
Rescue	3	0.8%	29	1.5%
Structure Fire	6	1.7%	16	0.8%
Cooking	1	0.3%	3	0.2%
Vegetation Fire	2	0.6%	10	0.5%
Vehicle Fire	0	0.0%	6	0.3%
Refuse Fire	3	0.8%	16	0.8%
<b>All Fires</b>	<b>12</b>	<b>3.4%</b>	<b>51</b>	<b>2.7%</b>
Good Intent/Dispatched & Cancelled Enroute	66	18.5%	425	22.1%
Fire Alarm Activation*	34	9.5%	151	7.9%

\*Note: Includes accidental activation, burnt food, system malfunction, malicious, etc.

## Training Division Highlights:

- Pre-planning & situational awareness, Janzen Mobile Home Park tour, all crews
- Progressive hose lay and fire shelter deployment skills refresher training, all crews
- Arduous hike/Mobile pumping evolutions, all crews
- EMS lecture presented by LLUMC
- Tablet Command training
- Rope rescue drills

## Public Relations/Education:

- CPR course offered to City staff

**SUBJECT: May 2019 Fire Department Activity Report Continued**

**Fire Prevention Division:**

The Fire Departments Prevention Division monthly activity report is as follows:

Certificate Of Occupancy Inspection	
Commercial UL-300 Hood Inspections	
Clean Agent FM 200 System Inspection	
Construction Site Inspection	3
Fire Alarm System Test & Inspection (# of trips)	
Fire Building Final Inspection	
Fire Flow Test (Hydrant Testing)	2
Fire Sprinkler Final – Commercial	
Fire Sprinkler Final – Residential	2
Fire Sprinkler Rough – Commercial	4
Fire Sprinkler Rough – Residential	2
Fire Underground – Inspection, test, flush	
Five Year FS System Certification – Observe Flush	
Knox Box Placement/Inspection	1
New Tenant Inspection	
Over-Head Hydro – Commercial	
Over-Head Hydro – Residential	
Plan Check Review / Project Review (hours)	5
Smoke Alarm Check	
Solar PV Inspection	5
EOC Training or Activation (hours)	
Evacuation / Fire Drills, LLUMC, Schools	
Fire Code Research (hours)	6
Fire Extinguisher Training	
Meetings	
Public Education (hours)	
Public Hearings / Council Meetings	
Training Classes (hours)	
Annual Fire Inspections	6
Engine Co. Computer / RMS (Hours)	
Engine Company Follow-up Inspection (hours)	8
Field Investigation / Inquiries	
Fire / Arson / Illegal Burn Investigation	
State Fire Marshal Permits Issued	
State Fire Marshal Title 19 Inspections: RCF's	6
Weed Abatement Administrative Time (hours)	10
Weed Abatement, Parcels Inspected	6



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019  
TO: City Council  
VIA: T. Jarb Thaipejr, City Manager  
FROM: Dan Harker, Fire Chief *FDH*  
SUBJECT: June 2019 Fire Department Activity Report

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

## Operations Division:

The Fire Department's Operations Division responded to 341 incidents in June 2019. Of the 341 incidents, 41 calls were given in Mutual/Automatic Aid. The alarm types are broken down as follows:

Fire & Rescue	Month		YTD	
Medical Aid (MA)	202	59.2%	1266	56.0%
Traffic Collision (TC)	15	4.4%	85	3.8%
<b>MA + TC</b>	<b>217</b>	<b>63.6%</b>	<b>1351</b>	<b>59.8%</b>
Hazardous Conditions	7	2.1%	27	1.2%
Hazardous Material	0	0.0%	0	0.0%
Public Assistance	22	6.5%	132	5.8%
Rescue	1	0.3%	30	1.3%
Structure Fire	0	0.0%	16	0.7%
Cooking	0	0.0%	3	0.1%
Vegetation Fire	2	0.6%	12	0.5%
Vehicle Fire	2	0.6%	8	0.4%
Refuse Fire	2	0.6%	18	0.8%
<b>All Fires</b>	<b>6</b>	<b>1.8%</b>	<b>57</b>	<b>2.5%</b>
Good Intent/Dispatched & Cancelled Enroute	60	17.6%	485	21.5%
Fire Alarm Activation*	28	8.2%	179	7.9%

\*Note: Includes accidental activation, burnt food, system malfunction, malicious, etc.

## Training Division Highlights:

- Rope Rescue night drill Huron/Richardson
- Camp Pendleton training burn, one crew
- EMS Continuing Education, mandatory drug updates per ICEMA

## Public Relations/Education:

- Station 251 used as hydration/rest point for SBSO during Special Olympics torch relay run
- Tip-A-Firefighter Fundraising Event at Old Spaghetti Factory to benefit the Children's Hospital

**SUBJECT: June 2019 Fire Department Activity Report Continued**

**Fire Prevention Division:**

The Fire Departments Prevention Division monthly activity report is as follows:

Certificate Of Occupancy Inspection	
Commercial UL-300 Hood Inspections	
Clean Agent FM 200 System Inspection	
Construction Site Inspection	4
Fire Alarm System Test & Inspection (# of trips)	3
Fire Building Final Inspection	
Fire Flow Test (Hydrant Testing)	2
Fire Sprinkler Final – Commercial	
Fire Sprinkler Final – Residential	3
Fire Sprinkler Rough – Commercial	2
Fire Sprinkler Rough – Residential	2
Fire Underground – Inspection, test, flush	
Five Year FS System Certification – Observe Flush	
Knox Box Placement/Inspection	5
New Tenant Inspection	
Over-Head Hydro – Commercial	
Over-Head Hydro – Residential	
Plan Check Review / Project Review (hours)	8
Smoke Alarm Check	
Solar PV Inspection	5
EOC Training or Activation (hours)	
Evacuation / Fire Drills, LLUMC, Schools	
Fire Code Research (hours)	8
Fire Extinguisher Training	
Meetings	
Public Education (hours)	
Public Hearings / Council Meetings	
Training Classes (hours)	
Annual Fire Inspections	9
Engine Co. Computer / RMS (Hours)	
Engine Company Follow-up Inspection (hours)	10
Field Investigation / Inquiries	3
Fire / Arson / Illegal Burn Investigation	
State Fire Marshal Permits Issued	
State Fire Marshal Title 19 Inspections: RCF's	9
Weed Abatement Administrative Time (hours)	5
Weed Abatement, Parcels Inspected	2



# City of Loma Linda Official Report

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

CITY COUNCIL AGENDA: July 9, 2019  
TO: City Council  
FROM: Dan Harker, Fire Chief *DH*  
VIA: T. Jarb Thaipejr, City Manager  
SUBJECT: Authorizing second Amendment to the Joint Powers Agreement of the Consolidated Fire Agencies (CONFIRE) to include the Chino Valley Independent Fire District and Apple Valley Fire Protection District as a member to the CONFIRE Joint Powers Authority

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

### RECOMMENDATION

It is recommended that the City Council approve Council Bill #R-2019-29 amending the Joint Powers Agreement of the Consolidated Fire Agencies (CONFIRE) to include the Chino Valley Independent Fire District and Apple Valley Fire Protection District as a member to the CONFIRE Joint Powers Authority.

### BACKGROUND

The City of Loma Linda is currently one of six local jurisdictions that have collectively formed a Joint Powers Authority (JPA) to provide regional emergency and non-emergency communication services for their fire departments. The six-member agencies of the JPA include the cities of Loma Linda, Colton, Rancho Cucamonga, Redlands, Rialto, and the County of San Bernardino. These member agencies comprise the policy making authority for the JPA and retain joint ownership of all JPA assets. In addition to the six-member agencies, there are nine contract agencies that pay a fee for the services of the JPA commensurate with the volume of calls for service that their agency generates. Although these contract agencies enjoy the same level and type of services as the member agencies, they are not directly represented in the policy making process, nor do they have any ownership of the JPA's assets.

The Chino Valley Independent Fire Protection District (Chino Valley) and the Apple Valley Fire Protection District (Apple Valley) are currently two of the contract agencies. However, in accordance with the bylaws of the JPA, they have requested to become a formal member agency. Approval for membership requires all current member agencies' local governing bodies individually approve a resolution amending the current JPA agreement to accept the Chino Valley and Apple Valley as a member agency. Additionally, the Chino Valley must agree to pay a membership fee of \$412,423 and Apple Valley must agree to pay a membership fee of \$406,336.

### ANALYSIS

On May 15, 1990, the cities of Loma Linda, Colton, Redlands, Rialto, and the County of San Bernardino (formally known as the San Bernardino Consolidated Fire Agency) entered into an agreement establishing a Joint Powers Authority to create a regionalized emergency communication center for the fire departments of each respective jurisdiction. The formal name adopted for the JPA is "Consolidated Fire Agencies of the East Valley," and is commonly referred to as CONFIRE. The primary objective of the JPA is to provide the community members of each respective agency with a regionalized approach to the deployment of fire and

Emergency Medical Service (EMS) resources. This regionalized approach improves efficiency and reduces each agency's costs associated with delivering these services. The joint services include providing a secondary 9-1-1 Public Safety Answering Point (PSAP), the purchase and maintenance of a Computer Aided Dispatching (CAD) system, delivery of specialized Emergency Medical Dispatching (EMD), information technology services, and the employment and oversight of all human resources needed to maintain operations.

The City of Loma Linda makes full use of these resources and pays an average annual amount of approximately \$295,000. Loma Linda's portion of the financial obligation is based on a formula that allocates the total annual operating cost of the JPA to each member and contract agency based on the number of emergency calls for service processed through the CONFIRE communication center. Loma Linda's fee also includes the fire department's Information Technology (IT) and cell phone services. These portions of the fees are based on actual services provided and the cost of hardware, software, and IT infrastructure.

Article III of the JPA's bylaws provides for non-member agencies to become a formal voting member after a minimum of one year as a contracting agency, and providing that all existing member agencies agree and sign an amended Joint Exercise of Powers Agreement. Membership is also contingent upon payment of a "buy in" fee to the joint ownership of the JPA's assets. The fee amount must be determined and agreed upon by a majority of the JPA's board of directors.

On February 13, 2019, the Chino Valley Independent Fire District made a formal request for full membership in the CONFIRE JPA. The proposal was presented to the JPA's board of directors and approved on April 2, 2019, along with a proposed buy in fee of \$412,423. The fee amount was based on Chino Valley's average percentage of calls for service in relation to the total number of calls for service processed by the JPA over the three previous calendar years. The fee amount was then calculated using this percentage (5.42%) of the JPA's total assets and reserve accounts.

On March 26, 2019, the Apple Valley Fire Protection District made a formal request for full membership in the CONFIRE JPA. The proposal was presented to the JPA's board of directors and approved on May 29, 2019, along with a proposed buy in fee of \$406,336. The fee amount was based on Apple Valley's average percentage of calls for service in relation to the total number of calls for service processed by the JPA over the three previous calendar years. The fee amount was then calculated using this percentage (5.34%) of the JPA's total assets and reserve accounts.

The final step in the formal acceptance of Chino Valley and Apple Valley as member agencies is to have the elected bodies of each current JPA member agency individually adopt a resolution approving Chino Valley's and Apple Valley's request for membership. Although each jurisdiction need only have a simple majority vote to ratify their individual resolution, all jurisdictions must pass a resolution approving the action. Should one or more of the member jurisdictions fail to pass the resolution, the action would not move forward.

### **FINANCIAL IMPACT**

There are no increased costs to the City associated with this item. Because Chino Valley and Apple Valley are currently contract agencies with the JPA, the contract fees that they have paid and the offsets those fees represent to the City's contribution to the JPA are already factored into the 2018/19 budget. The membership fee from Chino Valley and Apple Valley will be deposited into the JPA's reserves and allocated to capital expenditures as approved by its Board of Directors.

RESOLUTION NO. \_\_\_\_\_

BEFORE THE CITY COUNCIL OF THE  
CITY OF LOMA LINDA

**Authorizing Second Amendment to Joint Powers Agreement of the Consolidated Fire Agencies (“CONFIRE”) to Admit Chino Valley Independent Fire District as a Party and Apple Valley Fire Protection District as a Party**

**RECITALS**

1. **WHEREAS**, Chino Valley Independent Fire District (“Chino Valley”) is a California fire protection district duly organized and existing under Section 13800 et seq. of the Health & Safety Code.
2. **WHEREAS**, Apple Valley Fire Protection District (“Apple Valley”) is a California fire protection district duly organized and existing under Section 13800 et seq. of the Health & Safety Code.
3. **WHEREAS**, Consolidated Fire Agencies (“CONFIRE”) is a joint powers authority duly organized and existing under Section 6500 et seq. of the Government Code and its Joint Powers Agreement effective August 13, 1990 and amended September 17, 2013 (collectively, the “JPA”), which is set forth in Appendix 1 (“Original Agreement”) and Appendix 2 (“First Amendment”) to **Exhibit A**.
4. **WHEREAS**, as set forth in **Exhibit B** hereto (“Board of Directors Chino Valley Resolution”) and **Exhibit C** hereto (“Board of Directors Apple Valley Resolution”), the Board of Directors of CONFIRE has recommended that each current party to the JPA agree to amend the JPA to:
  - a. admit Chino Valley as a party and a member of CONFIRE on the condition that Chino Valley pay the Required-Buy-In in the amount of Four Hundred Twelve Thousand Four Hundred Twenty-Three Dollars (\$412,423.00) on or before December 31, 2019; and
  - b. admit Apple Valley as a party and a member of CONFIRE on the condition that Apple Valley pay an initial installment of a Required Buy-In to CONFIRE in the amount of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00) on or before December 31, 2019, and agrees to pay four (4) equal subsequent annual installments of a Required Buy-In to CONFIRE concluding on or before December 31, 2024 of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00), for a total Required Buy-In of Four Hundred Six Thousand Three Hundred Thirty-Six Dollars (\$406,336.00).

**RESOLUTION**

NOW, THEREFORE, BE IT RESOLVED:

1. The foregoing Recitals are true and correct.
2. The City Council of the City of Loma Linda hereby directs Mayor Rhodes Rigsby or his or her designee to execute the Second Amendment to Joint Powers Agreement of the Consolidated Fire Agencies attached hereto as **Exhibit A**, and consents to amend the JPA to admit Chino Valley as a party and a member of CONFIRE, and Apple Valley as a party and a member of CONFIRE, on the following conditions:
  - a. The current parties to the JPA unanimously consent to amend the JPA; and
  - b. Chino Valley pay the Required-Buy-In in the amount of Four Hundred Twelve Thousand Four Hundred Twenty-Three Dollars (\$412,423.00) on or before December 31, 2019; and
  - c. Apple Valley pay an initial installment of a Required Buy-In to CONFIRE in the amount of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00) on or before December 31, 2019 and agrees to pay four (4) equal subsequent annual installments of a Required Buy-In to CONFIRE concluding on or before December 31, 2024 of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00), for a total Required Buy-In of Four Hundred Six Thousand Three Hundred Thirty-Six Dollars (\$406,336.00).

THIS RESOLUTION was passed and adopted by the City Council of the City of Loma Linda at a regular meeting held on the \_\_\_\_ of \_\_\_\_\_, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

Signed and Approved by me after its passage.

---

Chairperson of the City Council  
of the City of Loma Linda

ATTEST:

---

Secretary to the City Council of the City of  
Loma Linda

**EXHIBIT A  
TO RESOLUTION**

**SECOND AMENDMENT TO  
THE JOINT POWERS AGREEMENT  
OF THE  
CONSOLIDATED FIRE AGENCIES**

**This Second Amendment (“Amendment”)** to the Joint Powers Agreement of the Consolidated Fire Agencies, a joint powers authority of the State of California (“CONFIRE”), dated this 9th day of July, 2019, is made by and between City of Redlands, City of Loma Linda, City of Colton, City of Rialto, Rancho Cucamonga Fire Protection District, San Bernardino County Fire Protection District (collectively, the “Existing Member Agencies”), the Chino Valley Independent Fire District, a fire protection district duly authorized and existing under Health & Safety Code § 13800 et seq. (“Chino Valley”) and Apple Valley Fire Protection District, a fire protection district duly authorized and existing under Health & Safety Code § 13800 et seq. (“Apple Valley”) (the Existing Member Agencies, Chino Valley, and Apple Valley may be collectively referred to herein as the “Parties”).

**WHEREAS**, the Existing Member Agencies are parties to a joint powers agreement establishing CONFIRE pursuant to Section 6500 et seq. of the Government Code, as set forth in Appendix 1 (“Original JPA”) and Appendix 2 (“First Amendment to JPA”) (collectively, the “Existing JPA”).

**WHEREAS**, the Existing Member Agencies, Chino Valley, and Apple Valley desire to amend the Existing JPA to:

- (1) admit Chino Valley as a party to and a member of CONFIRE on the condition that Chino Valley pay the Required Buy-In in the amount of Four Hundred Twelve Thousand Four Hundred Twenty-Three Dollars (\$412,423.00) to CONFIRE on or before December 31, 2019; and
- (2) admit Apple Valley as a party and a member of CONFIRE on the condition that Apple Valley pay an initial installment of a Required Buy-In to CONFIRE in the amount of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00) on or before December 31, 2019 and agrees to pay four (4) equal subsequent annual installments of a Required Buy-In to CONFIRE concluding on or before December 31, 2024 of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00), for a total Required Buy-In of Four Hundred Six Thousand Three Hundred Thirty-Six Dollars (\$406,336.00).

**NOW, THEREFORE**, in consideration of the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. The Parties hereby amend the Existing JPA to add Chino Valley as a Party and Apple Valley as a Party.
2. This Amendment is effective upon
  - a. full execution by the Parties;

- b. Chino Valley's payment of the Required Buy-In in the amount of Four Hundred Twelve Thousand Four Hundred Twenty-Three Dollars (\$412,423.00) to CONFIRE on or before December 31, 2019; and
  - c. Apple Valley's payment of an initial installment of a Required Buy-In to CONFIRE in the amount of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00) on or before December 31, 2019, and agreement to pay four (4) equal subsequent annual installments of a Required Buy-In to CONFIRE concluding on or before December 31, 2024 of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00), for a total Required Buy-In of Four Hundred Six Thousand Three Hundred Thirty-Six Dollars (\$406,336.00).
- 3. This Amendment may be executed in counterparts.
  - 4. All other provisions of the Existing JPA are to remain unchanged.

**IN WITNESS WHEREOF**, the Parties have caused this Amendment to be executed and attested by their duly authorized officers as of the date written above.

**[SIGNATURES ON PAGES 3 AND 4]**

**SIGNATURES TO  
SECOND AMENDMENT TO  
THE JOINT POWERS AGREEMENT  
OF THE  
CONSOLIDATED FIRE AGENCIES**

**ATTEST:**

**CITY OF REDLANDS**

By: \_\_\_\_\_  
[Name]  
[Title]

By: \_\_\_\_\_  
[Name]  
[Title]

Dated: \_\_\_\_\_

**ATTEST:**

**CITY OF LOMA LINDA**

By: \_\_\_\_\_  
Barbara Nicholson  
City Clerk

By: \_\_\_\_\_  
Rhodes Rigsby  
Mayor

Dated: \_\_\_\_\_

**ATTEST:**

**CITY OF COLTON**

By: \_\_\_\_\_  
[Name]  
[Title]

By: \_\_\_\_\_  
[Name]  
[Title]

Dated: \_\_\_\_\_

**ATTEST:**

**CITY OF RIALTO**

By: \_\_\_\_\_  
[Name]  
[Title]

By: \_\_\_\_\_  
[Name]  
[Title]

Dated: \_\_\_\_\_

**ATTEST:**

**RANCHO CUCAMONGA FIRE  
PROTECTION DISTRICT**

By: \_\_\_\_\_  
[Name]  
[Title]

By: \_\_\_\_\_  
[Name]  
[Title]

Dated: \_\_\_\_\_

**SIGNATURES TO  
SECOND AMENDMENT TO  
THE JOINT POWERS AGREEMENT  
OF THE  
CONSOLIDATED FIRE AGENCIES**

(continued)

**ATTEST:**

**SAN BERNARDINO COUNTY FIRE  
PROTECTION DISTRICT**

By: \_\_\_\_\_  
[Name]  
[Title]

By: \_\_\_\_\_  
[Name]  
[Title]

Dated: \_\_\_\_\_

**ATTEST:**

**APPLE VALLEY FIRE PROTECTION  
DISTRICT**

By: \_\_\_\_\_  
[Name]  
[Title]

By: \_\_\_\_\_  
[Name]  
[Title]

Dated: \_\_\_\_\_

**ATTEST:**

**CHINO VALLEY INDEPENDENT FIRE  
DISTRICT**

By: \_\_\_\_\_  
[Name]  
[Title]

By: \_\_\_\_\_  
[Name]  
[Title]

Dated: \_\_\_\_\_

**Appendix 1**  
**to Second Amendment to Joint Powers Agreement**  
**[Original Joint Powers Agreement]**

JOINT POWERS AGREEMENT

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THIS AGREEMENT is entered into by and between the public agencies signatory hereto, hereinafter called "public agencies."

WITNESSETH:

WHEREAS, the signatories herein have determined that there is a need by public agencies within the East End cities of San Bernardino County, California, to establish a regional fire agency to best serve the needs of all the citizens of said public agencies; and,

WHEREAS, said public agencies have heretofore determined that the interests of the citizens of each of said public agencies can best be served by the coordinated use of public safety radio channels and centralized regional computer aided communications system; and,

WHEREAS, said public agencies recognize the mutual benefit of a centralized joint effort for the development, implementation, and subsequent operation and maintenance of such a centralized system; and,

WHEREAS, said public agencies desire to centralize and provide safety communication operations; and,

WHEREAS, said public agencies have heretofore determined that it is desirable and necessary to collectively direct the management policies and operational practices of said regional fire agency; and,

WHEREAS, the cost of developing, operating and

1 maintaining said centralized systems is more cost effective  
2 to such public agencies; and,

3 WHEREAS, said public agencies operate a cooperative  
4 program of fire protection and related functions that are  
5 mutually agreed upon; and,

6 WHEREAS, Title 1, Division 7, Chapter 5 of the Government  
7 Code of the State of California authorizes public agencies to  
8 enter into an agreement for the joint exercise of any power  
9 common to them; and,

10 WHEREAS, these public agencies possess the power to  
11 consolidate public safety communications and operational  
12 programs by the execution and implementation of this  
13 Agreement.

14 NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL  
15 ADVANTAGES TO BE DERIVED THEREFROM, AND IN CONSIDERATION OF  
16 THE MUTUAL COVENANTS HEREIN CONTAINED, IT IS AGREED BY AND  
17 BETWEEN THE PARTIES HERETO AS FOLLOWS:

18 1. Agency Established. Pursuant to the joint powers  
19 authorization of the California Government Code, the  
20 undersigned do hereby federate together in a cooperative  
21 agency for the joint and mutual operation of a centralized  
22 public safety communication agency and a cooperative program  
23 of fire protection and related functions, to be known as the  
24 Consolidated Fire Agencies of the East Valley, hereinafter  
25 designated as "CONFIRE," which shall be a public entity  
26 separate from the parties to the Agreement.

1           2.   By-Laws. The Agency shall be subject to, and shall  
2 be governed by, those certain By-Laws, a copy of which is  
3 attached hereto, marked Exhibit "A" and by this reference made  
4 a part of this Agreement.

5           3.   Purpose. The purpose of this Agreement shall be as  
6 set forth in Section 1, above, and Article I of the By-Laws.  
7 The purpose shall be accomplished and carried out in the  
8 manner set forth in the By-Laws.

9           4.   Administration. CONFIRE, as established by this  
10 Agreement and as governed by its By-Laws, shall be the  
11 "Agency" to administer this Agreement, pursuant to joint  
12 powers provisions of the Government Code of California.

13           5.   Membership. Each public agency signatory to this  
14 Agreement, and each additional public agency which may  
15 hereafter sign the Agreement, is a member of the Agency and  
16 is entitled to all the rights and privileges and subject to  
17 the obligations of membership, as provided in the By-Laws.

18           6.   Withdrawal of Membership. This Agreement shall  
19 remain in full force and effect as to all member agencies for  
20 a minimum of two (2) years from and after the effective date  
21 hereof. Thereafter, any party to this Agreement may cease to  
22 be a party hereto and may withdraw from membership in the  
23 Agency upon the adoption by its legislative body of a  
24 resolution of intention to withdraw and the giving of written  
25 notice thereof to the Chairman of the Board of Directors of  
26 the Agency and to each of the other public agencies signatory

1 to this Agreement at least one hundred eighty (180) days prior  
2 to the end of the then current fiscal year.

3       7. Powers and Debts of Authority. Agency shall have  
4 the power in its own name, to make and enter into contracts,  
5 to employ agents and employees, to acquire, hold and dispose  
6 of property, real and personal, to sue and be sued in its own  
7 name, and to incur debts, liabilities or obligations necessary  
8 for the accomplishment of the purpose of this Agreement.  
9 However, the debts, liabilities, and obligations of the Agency  
10 shall not constitute any debt, liability or obligation to any  
11 of the individual public agencies which are signatory to this  
12 Agreement. The Agency shall not have the power of eminent  
13 domain nor the power to levy taxes, and its power generally  
14 shall be subject to the restrictions applicable to the Central  
15 Valley Fire Protection District.

16       8. Amendment. This Agreement may not be amended,  
17 except written agreement of all the parties, provided,  
18 however, that the By-Laws may be amended from time to time by  
19 the method and means provided therein.

20       9. Duration of Agreement. This Agreement shall  
21 continue in effect until terminated by unanimous consent of  
22 the parties or until dissolution of the Agency in the manner  
23 provided in said By-Laws. Upon such termination, or  
24 dissolution, the non-grant assets remaining, including any  
25 surplus money, shall be disposed of in proportion to  
26 contributions made. Grant funded assets shall be disposed of

1 in accordance with Federal and State regulations and  
2 instructions.

3 10. Enforcement. Agency is hereby given the power to  
4 enforce this Agreement. If suit is necessary to enforce any  
5 of the provisions hereof, including any provision of the By-  
6 Laws, the defaulting member shall pay reasonable attorney fees  
7 to the Agency as adjudicated and determined by the Court.

8 11. Authorization. Upon execution of this Agreement,  
9 each member shall deliver to the Agency a certified copy of  
10 a governing board action, resolution or minute order  
11 authorizing and directing the execution of this Agreement.

12 12. Board of Directors.

13 A. There is established a Board of Directors for the  
14 Agency which shall consist of a representative of the  
15 governing body of each member agency. The governing body of  
16 each member agency shall designate in writing to CONFIRE, the  
17 primary and alternate members to serve on the Board of  
18 Directors. At its annual meeting, the Board of Directors shall  
19 select one of its members to serve as Chairperson of the Board  
20 until the next annual meeting. The Chairpersonship of the  
21 Board of Directors shall rotate annually in a fixed sequence  
22 among the members.

23 B. The Board of Directors shall have the responsibility  
24 for the appointment of auditors, approval of new members, and  
25 approval of the annual budget and assessment schedule of the  
26 Agency, and the exercise of those powers granted to it by the

1 By-Laws.

2 C. Each public agency which is a member of the Agency  
3 shall be entitled to one (1) Director on the Board and shall  
4 be entitled to one (1) vote thereon. Such one vote may be  
5 cast only by the member agency's designated primary or  
6 alternate representative in attendance.

7 13. Source of Funds. Any contributions of funds by  
8 member agencies shall be apportioned based on the number of  
9 fires in each agency's jurisdiction over the immediate  
10 preceding two year period.

11 14. Accountability and Audits. The Agency shall be ✓  
12 strictly accountable for all funds and shall report all  
13 receipts and disbursements, as required by Government Code  
14 Section 6505. The Treasurer of San Bernardino County shall  
15 act as treasurer and depository for the Agency pursuant to  
16 Government Code Section 6505.5, and shall handle and have  
17 access to Agency property, under an official bond in an amount  
18 fixed by the member agencies. The Agency shall contract for ✓  
19 a certified public accountant to perform an annual audit of  
20 the accounts and records of the Agency, and a report thereof  
21 shall be filed as public record with each of the contracting  
22 parties and with the Auditor of the County of San Bernardino  
23 within 60 days subsequent to the end of the fiscal year under  
24 examination.

25 15. Indemnification. Each party hereby agrees to  
26 defend, indemnify, and hold each other party, its elected

1 officials, officers, agents, and employees free and harmless  
2 from any and all liability or claims for personal injury,  
3 death, and property damage which may arise from the  
4 indemnifying party's negligent acts or omissions under this  
5 Agreement. None of the parties shall be held responsible or  
6 liable to any other party for any loss, damage or delay caused  
7 by accidents, strikes, lockouts, fire, flood, act of civil or  
8 military authority or by insurrection or riot or by any other  
9 cause which is beyond its control.

10       16. Effective Date of Agreement. This Agreement shall  
11 become effective upon its execution by the Cities of Colton,  
12 Loma Linda, Redlands, and Rialto, the Central Valley Fire  
13 Protection District and the San Bernardino County Consolidated  
14 Fire Agency. Within 30 days of said date, the Agency shall  
15 cause notice of this Agreement to be filed with the Secretary  
16 of State of California, pursuant to Government Code Section  
17 6503.5.

1 IN WITNESS WHEREOF, the undersigned public agencies have  
2 set their signature on the respective dates set forth below.  
3 This document may be signed in duplicate originals.  
4

5 ATTEST:

CITY OF REDLANDS  
A Municipal Corporation

6  
7  
8 *Devin Payne*  
City Clerk

BY: *Paul McHugh*  
Mayor

9  
10 ATTEST:

CITY OF LOMA LINDA  
A Municipal Corporation

11  
12 *Pamela Byrnes-D'Comb*  
13 City Clerk

BY: *John S. ...*  
Mayor

14  
15 ATTEST:

CITY OF COLTON  
A Municipal Corporation

16  
17 *Helena A. ...*  
18 City Clerk

BY: *Frank ...*  
Mayor

19  
20 ATTEST:

CITY OF RIALTO  
A Municipal Corporation

21  
22 *Joseph ...*  
23 City Clerk

BY: *John Longwell*  
Mayor

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ATTEST:

Clerk of the Board of Supervisors

APPROVED AS TO FORM  
DATE MAY 15 1990  
Alan K. Marks. COUNTY COUNSEL  
SAN BERNARDINO COUNTY CALIFORNIA  
BY \_\_\_\_\_ DEPUTY

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN BERNARDINO



SAN BERNARDINO COUNTY  
CONSOLIDATED FIRE AGENCY

By: *Barbara Anne Lyman*  
Chairman, Board of Supervisors of San Bernardino County, as Governing Body of San Bernardino County Consolidated Fire Agency

CENTRAL VALLEY FIRE PROTECTION DISTRICT

By: *Barbara Anne Lyman*  
Chairman, Board of Supervisors of San Bernardino County, as Governing Body of Central Valley Fire Protection District

EXHIBIT A

BY-LAWS  
CONFIRE

ARTICLE I  
PURPOSE

The CONSOLIDATED FIRE AGENCIES OF THE EAST VALLEY (CONFIRE) is a co-operative association voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California for the purpose of providing hardware, software, services, and other items necessary and appropriate for the establishment, operation, and maintenance of a joint centralized public safety communications system and a cooperative program of fire related functions for the mutual benefit of the members of the Agency, to provide such services on a contract basis to other governmental units, and to provide a forum for discussion, study, development and implementation of recommendations of mutual interest regarding public safety communications and related matters within member agencies. CONFIRE is sometimes hereinafter referred to as the "Agency."

ARTICLE II  
POWERS

The powers of the Agency include, but are not limited to the following:

- a) to enter into contracts, including the performance of services for other governmental units;
- b) to employ agents and employees;
- c) to acquire, lease, hold, and dispose of property, real and personal;
- d) to incur debts, liabilities or obligations;
- e) the purchase or lease of the equipment and machinery necessary;
- f) the employment of the necessary personnel and the operation and maintenance of a communications system;
- g) all powers necessary and incidental to carrying out the purpose set forth in ARTICLE I of these By-Laws; and
- h) the power to sue and be sued in its own name.

ARTICLE III  
PARTICIPATION

A. All governmental agencies which provide public safety services are eligible for membership of this Agency, provided the parties to the existing Agency agree and all parties sign an amended Joint Exercise of Powers Agreement.

B. Membership shall be contingent upon the execution of the Joint Powers Agreement creating and establishing this Agency and the payment by each such governmental agency of a fee to be determined and agreed upon by the majority vote of Board of Directors. The Board of Directors may, by a similar vote, impose to the terms, costs, and assessment charges as specified in the Agreement or By-Laws. All fees, costs, and assessment charges shall become the revenue of the Agency.

C. Upon becoming a member, all new members shall become subject to the same financial obligations of CONFIRE as all other members, unless otherwise specifically agreed to in the amended Joint Exercise of Powers Agreement.

ARTICLE IV  
BOARD OF DIRECTORS

A. The Board of Directors shall function as set forth in Section 12 of the Joint Powers Agreement and as further set forth herein.

B. The member agency's principal or alternative representative shall serve until a successor is appointed by the appointing powers. A vacancy shall immediately occur in the office of any officer upon the resignation or death of such person holding such office, or upon his ceasing to be an officer or employee of any member government. Upon a vacancy occurring in any office, the Board of Directors may appoint a successor to fill the vacancy until the member agency represented by the officer assigns a new member to represent the governmental agency. The rotation of officers may be advanced one year before the vacancy has been filled if the Board of Directors finds this advisable.

C. The Board of Directors may establish rules governing its own conduct and procedure and have such express or implied powers which are not inconsistent with or contrary to the laws of the State of California, these By-Laws, or Agreement.

D. A quorum for the transaction of all business by such Board of Directors shall consist of a majority of the representative membership.

E. No one serving on the Board of Directors shall receive any salary or compensation from the Agency.

F. The Board, on behalf of the Agency, may accept contributions or donations and may apply for and use grants or loans of money or other property from the state, or any other governmental units, or individuals, foundations or organizations and may enter into agreements required in connection therewith and may hold, use and dispose of such monies or property in accordance with the terms of the grant, donation, loan or agreement relating thereto. However, nothing in this section should be construed to require the participation or financial obligation of any member agency without the express written authorization in the form of a resolution by its legislative body and only to the extent so authorized.

ARTICLE V  
BOARD OF DIRECTOR'S MEETINGS

A. Regular public meetings, also termed General Meetings, of the Board of Directors shall be held at least twice a year at a regular date, time and place established by resolution of the Board pursuant to the provisions of Section 54954 of the Government Code. A regular meeting of the Board shall be held in the month of February at which time the Board shall consider and adopt the annual budget for the Agency for the following fiscal year. The annual meeting shall be held in September at which meeting the Board shall elect officers.

B. Special meetings of the Board of Directors may be called by its Chairperson or by the Administrative Committee by its own motion, or shall be called by the Administrative Committee upon written request by any one (1) of its members. Ten (10) days written notice of special meetings shall be given to the official representatives of each member Agency and an agenda specifying the subject of such special meeting shall accompany such notice. Business conducted at said meetings shall be limited to those items specified in the agenda. However, if deemed necessary, due to the urgent nature of the issue, the Chairperson or the administrative Committee, by its own motion, may call for an emergency meeting on a twenty-four (24) hour notice for the purpose of discussion a specific issue.

c. The date, time and location of special, and emergency, meetings of the Board of Directors shall be determined by the Chairperson of the Board of Directors. Regular, special and emergency meetings shall be held within the County of San Bernardino.

D. Notice of the regular meeting of the Board of Directors shall be given to the respective Board Member, Supervisor, Mayor, and Manager of each member Agency at least thirty (30) days prior to such meeting and an agenda for such meeting shall accompany the notice.

E. To the extent not contrary to these By-Laws, Robert's Rules of Order shall govern all meetings of the Board of Directors.

ARTICLE VI  
DUTIES OF AGENCY OFFICERS

A. The officers of CONFIRE shall consist of a Chairperson, a Vice-Chairperson, a Secretary and a Treasurer. The Chairperson shall be a member of the Board of Directors.

B. In the absence of a Chairperson, or in the event of his inability or refusal to act, the Vice-Chairperson shall perform the duties of the Chairperson, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson.

C. The Coordinator of Communications shall be the Secretary to the Board of Directors, but shall be a non-voting member.

D. The Treasurer shall be the Financial Officer from the Consolidated Fire Agency. He shall be a non-voting member.

E. The Treasurer shall have the powers and duties as set forth in Section 6505 and 6505.5 of the Government Code, any other applicable provisions of State law, the Agreement, these By-Laws, or as may be established by the Board of Directors. The Treasurer shall serve the Agency without charge to the Agency, except for the administrative services charges to the Consolidated Fire Agency.

There shall be strict accountability of all funds of the Agency and a report of all receipts and disbursements as required by Section 6505 of the Government Code.

F. The Treasurer shall give a bond in the amount of \$25,000 for the faithful discharge of his duties, with such surety or sureties as the Board of Directors shall determine. The Treasurer shall: (a) Have charge and custody of and be responsible for all funds, securities and assets of the Agency; receive and give receipts for monies due and payable to the Agency from any source whatsoever, and deposit all such monies in a separate fund in the name of the Agency with the County Auditor/Controller; (b) in general, perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him by the Board of Directors.

G. The Secretary shall; (a) keep the minutes of the Agency meetings in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with provisions of these By-Laws or as required by law; (c) be custodian of the records of the Agency; (d) in general, perform all duties as, from time to time, may be assigned to him/her by the Board of Directors.

ARTICLE VII  
ADMINISTRATIVE COMMITTEE

A. There is hereby established an Administrative Committee of the Agency, which shall be organized and be responsible for functions hereinafter set forth.

B. Each public agency that is a signatory member to the Joint Powers Agreement, or an amended Joint Powers Agreement, shall be entitled to one (1) seat on the Administrative Committee for each Chief Officer or Executive of the public agency's departments which share in the CONFIRE System, and shall be entitled to one (1) vote per Chief Officer or executive thereon. Such vote may be cast only by the official representative to the Committee in physical attendance, or by the designated alternate, if such official representative is absent. No proxy votes or absentee voting will be permitted.

C. Only the Chief Officer or Executive or designated alternate may represent a participating agency on the Administrative Committee. The Chief Officer or Executive of each member government agency will designate, in writing, to CONFIRE an alternate who may serve on the Administrative Committee in the absence of such Chief Officer or Executive.

D. The Coordinator of Communications shall be the Secretary to the Administrative Committee, as a non-voting member.

E. The operations of the Agency shall be conducted under the direction and supervision of the Administrative Committee. Except as specifically excepted herein, no contract or other obligation of this Agency shall be binding unless approved or ratified by the Administrative Committee.

F. The Committee may establish rules for its own procedures and have such express or implied authority as is not inconsistent with or contrary to the laws of California, these By-Laws, or the Joint Exercise of Powers Act of the Government Code of the State of California. A quorum for the transaction of all business by the administrative Committee shall consist of a majority of the official representatives or designated alternates of the member governmental agencies.

G. Regular meetings of the Administrative Committee shall be held as required but not less than quarterly each year. Special meetings of the Administrative Committee may be called by its Chairperson, or by a member of the Administrative Committee. The time, date and location of regular meetings of the Administrative Committee shall be determined by the Administrative Committee. The Secretary shall cause to be delivered to each member agency at least five (5) calendar days prior to the meeting, an agenda and written notice calling a meeting of the Administrative Committee. Meetings of the Administrative Committee must comply with the Brown Act.

H. The Administrative Committee Chairperson shall be the principal executive officer of the Agency and shall be authorized to execute documents and instruments on behalf of the Agency and in general shall perform all duties incident to the office of Chairperson and such other duties as may be prescribed by the Board of Directors. They shall serve a one (1) year term as Chairperson and shall be elected to that position annually by the members of the Administrative Committee.

I. The Administrative Committee shall have the authority to contract with other governmental bodies for use of CONFIRE facilities, equipment, and programs and to establish appropriate charges therefore.

J. The Administrative Committee shall have the following duties:

- 1) Within the limits fixed by an approved budget, the Administrative Committee shall conduct the operation of the Agency.
- 2) Direct the preparation of the proposed annual budget. Following approval thereof by the administrative Committee, the proposed budget shall be submitted to the Board of Directors. After adoption of the annual budget by the Board of Directors, the Administrative Committee shall control all expenditures in accordance with such budget.
- 3) The Administrative Committee shall have the power to expend funds in accordance with the adopted budget.
- 4) At each regular meeting of the Board of Directors, the Administrative Committee shall report budget and financial transactions since the previous regular meeting.

K. The Administrative Committee shall present a full report of its activities at each regular meeting of the Board of Directors.

L. The Administrative Committee shall, as provided by the approved budget, have the authority to hire, fix the salary of, and remove the Coordinator of Communications.

ARTICLE VIII  
TECHNICAL COMMITTEE

A. There is hereby established a Technical Committee which shall be organized and be responsible for functions as hereinafter set forth.

B. Each public agency that is a member of this Agency shall be entitled to one (1) seat on the Technical Committee for each public-safety department which shares in the use of the CONFIRE System, and shall be entitled to one (1) vote per member thereon. Such vote may be cast only by the official representative to the Technical Committee in physical attendance, or by the designated alternate if such official representative is absent.

C. The Chief Officer or Executive of each member agency shall appoint a representative and alternate representative to the Technical Committee.

D. The Coordinator of Communications shall chair the Technical Committee and report all significant decisions to the Administrative Committee for concurrence.

E. The Technical Committee may establish rules for its own procedures. There shall be regularly scheduled meetings held to consider all matters dealing with liaison between the Agency and department personnel, operation of the Agency, and future planning.

F. The daily operation of the Agency shall be conducted under the direction and supervision of the Coordinator of Communications; however, they shall call emergency meetings of the Technical Committee should the need arise to meet operational requirements.

G. The Technical Committee shall provide to the Administrative Committee recommended solutions to operational problems.

H. Members of the Technical Committee, except for the Coordinator of Communications, shall serve without compensation for their services to the Agency.

ARTICLE IX  
COORDINATOR OF COMMUNICATIONS

A. The Coordinator of Communications shall perform such duties as shall be delegated by the Administrative Committee.

B. The Coordinator of Communications shall attend all Administrative Committee meetings and give advice on technical matters.

C. The Coordinator of Communications shall be the Chairperson of the Technical Committee. He shall provide to the Administrative Committee recommendations from the Technical Committee on operations and problems associated with the daily operation and maintenance of the Agency.

D. The Coordinator of Communications shall review jointly with the Administrative Committee all bid specifications for the purchase of all communications equipment prior to issuance and equipment modifications by member agencies.

ARTICLE X  
FINANCES

- A. The fiscal year of the Agency shall end on June 30.
- B. The Agency budget for the following fiscal year shall be submitted by the Coordinator of Communications to the Administrative Committee on or before January 15 of each year. The Administrative Committee shall adopt a tentative budget on or before February 1 of each year and forwarded the same to the Board of Directors for review. The Board of Directors shall adopt the annual budget for the Agency not later than March 1 of each year; copies shall be mailed immediately to the Chief Administrative Officer of each participating governmental agency.
- C. The annual budget shall include the necessary funds with which the Agency shall obtain and maintain worker's compensation and liability insurance to fully protect the Agency and each of the member agencies. Said insurance shall be obtained and maintained in force at all times during the effective term of this Agreement.
- D. The Consolidated Fire Agency shall provide administrative and support services functions to the Agency consisting of personnel administration, facility site usage, purchasing, payroll and related functions.
- E. Reimbursement to the Consolidated Fire Agency for services in Paragraph D of this Article shall be based upon a cost percentage rate to be determined for the following fiscal year budget. The cost percentage rate shall be given to the Coordinator of Communications in writing from the Consolidated Fire Agency no later than the first day of December preceding the forthcoming fiscal year budget. It is stipulated that the percentage rate charged by the Consolidated Fire Agency shall not be applied to the following expense items of any approved fiscal year budget appropriation:
- 1) The expense of the applied percentage rate.
  - 2) Capital Outlay or improvement items.
  - 3) Contract Maintenance items to include telephone expense items.
- F. The Administrative Committee shall recommend to the Board of Directors cost-sharing charges for all participants in the Agency in an amount sufficient to provide the funds required by the budgets. The Board of Directors shall fix membership assessments and shall advise the Chief Administrative Officer of each participating agency thereof on or before April 1 of each year. Any participating agency whose charges have not been paid within sixty (60) days after billing shall pay interest on unpaid balance, not to exceed one percent (1%) per month. The Agency shall have the power to commence an action in its own name against any member agency in default to recover the amount of the obligation due to the Agency hereunder.

G. The amount of each participant's charges shall be determined in accordance with Paragraph H below.

H. The activities of the Agency shall be financed by a cost-sharing formula which shall require a proration among the participating agencies based on the demand percentage on the system by the agencies to be determined by the Administrative Committee and approved by the Board of Directors. Expenditures made and indebtedness incurred by the Agency relating to special equipment and services shall be paid entirely by such member agency. Facility and rental and/or space utilization shall be a separate item approved in the Agency's annual budget.

I. The CONFIRE System, as a computer-aided system, encompasses the computer-aided dispatch system (CAD), management information system (MIS), and the records management system (RMS). The RMS of the CONFIRE System will be located at the County Office of Management Services. RMS functional management shall be under the Coordinator of Communications, or his designated representative. The overall administration of the RMS shall be under the Coordinator of Communications' duties consistent with these By-Laws. Reimbursable costs to the Consolidated Fire Agency shall be determined by the Board of Directors in accordance with the Joint Powers Agreement and By-Laws.

**ARTICLE XI**  
**AGENCY EMPLOYEES**

A. Agency employees are under the authority of the Agency. As such the Agency retains the authority to approve all benefits and privileges that may accrue to Agency employees. However, Agency employees shall be entitled to all benefits and privileges secured by Special Districts employees as provided by the Personnel Rules and Regulations of the Office of Special Districts, but subject to the approval of, and the organizational lines of authority contained within the Agency as structured by the Joint Powers Agreement and By-Laws.

B. The duties of, and the organizational authority over the Coordinator of Communications are stipulated in previous articles within these By-Laws. The Coordinator of Communications is also authorized to establish a non-management line of supervision to assist him in the day-to-day communications center operations which include delegation of certain personnel management procedures and supervision. Therefore, non-management personnel shall follow the organizational lines of authority as defined by the Coordinator of Communications and set forth within these By-Laws.

C. Benefits and privileges of Agency employees shall be associated with the following representation units for the employees of the Office of Special Districts:

- 1) Coordinator of Communications. A Consolidated Fire Agency recognized Management employee. No representation.
- 2) Administrative Technician and all Communications employees. The same as the Special Districts recognized non-safety group.

D. Paragraph C above does not obligate the agency to recognize the representation units associated with the Office of Special Districts for any separate meet and confer matters. However, should employees exercise their rights to secure separate representation units under Employer/Employee Organizations guidelines as set forth in the Government Code of the State of California, Section 3500 et seq, and such representation units are officially recognized by the Agency, then Paragraph C et al., of this Article shall defer to that agreement between the employees and the Agency.

E. The Office of Special Districts Personnel Office shall immediately provide the Coordinator of Communications with all ratified Memoranda of Understanding (MOU) as affects employees' benefits and privileges. Upon receipt of such MOU(s) the Coordinator of Communications will request a special joint meeting of the Administrative Committee and Board of Directors for determination.

#### ARTICLE XII AUDIT

The Board of Directors shall request that the Treasurer initiate an annual audit of the financial affairs of the Agency, to be made by an independent Certified public Accountant at the end of each fiscal year in accordance with generally accepted auditing principles and as provided in the Agreement. The annual report shall be delivered to each member agency not later than 60 days subsequent to the end of each fiscal year.

#### ARTICLE XIII LIABILITY AND PROPERTY

A. Except as otherwise provided by individual contracts, the debts, liabilities, and obligations of the Agency shall not be the debts, liabilities, and obligations of the parties to the Agreement.

B. All property, with the exception of assets funded by grant funds, acquired by the Agency shall be owned in common by the parties to the Joint Powers Agreement, in equal shares, unless otherwise determined in writing by all of the parties hereto. The

Treasurer shall cause an inventory and asset account to be kept current at all times, showing the assets of the Agency. Grant funded equipment or services shall remain the property of the Grantee applicant.

C. Any contributions of equipment by any of the member governmental agencies will be assigned a value by the Administrative Committee and such value will be credited to the account of that member and be a part of and included within any distribution formula in the event of withdrawal, termination or dissolution as provided herein.

D. Each member shall have a vested interest in all capital acquisitions by the Agency in the same ratio as they are obligated to share in the cost-sharing proration. Capital acquisitions from grant funds are excluded.

ARTICLE XIV  
WITHDRAWAL, TERMINATION AND DISSOLUTION

A. A member may withdraw from this Agency in the manner prescribed by the Agreement; provided, however, that Agency assets directly attributable to the accumulated capital contribution of the withdrawing party shall remain with the system for use by CONFIRE without compensation to the withdrawing party, until the termination of this Agreement and the distribution of assets to all parties in winding up.

B. If this Agreement is terminated, assigned or transferred in whole or in part, all property and equipment owned by CONFIRE shall be distributed to the parties; distribution to each party shall be made in the same proportion as that reflected in the members' accumulated capital contribution account as shown in the Treasurer's books of account. Cash may be accepted in lieu of property or equipment. Grant assets remain the property of the Grantee.

C. If the parties to the Agreement herein cannot agree as to the valuation and distribution of the property, the valuation and distribution shall be determined by a panel of arbitrators, one being appointed by each agency and one additional arbitrator shall be appointed by a majority of the agencies. All matters relating to valuation and distribution of assets as determined by this panel of arbitrators shall be final and conclusive as to this Agency.

D. This Agreement shall not terminate until all property has been distributed in accordance with these provisions; and the winding up and property distribution hereunder shall be affected in the manner calculated to cause the least disruption of existing public safety communications systems.

E. On withdrawal of members so as to reduce the number of continuing participants to less than the original number of participating numbers, or upon the action of a majority of participating members to dissolve, then this Agreement and such Agency shall be terminated and dissolved. Upon such termination and dissolution (and after payment of all debts), all individual files and documents and documentation shall be distributed to their owners without charge or offset. The remaining assets or liabilities, excluding grant funded assets, of the Agency shall be distributed among the members who had participated in this Agency as set forth above.

F. If the withdrawal of a member causes the remaining members to terminate the Joint Powers Agreement, then the withdrawing member shall participate in the termination of this Agreement as set forth above.

ARTICLE XV  
CONTRACTS, LOANS, CHECKS AND DEPOSITS

A. The Board of Directors may authorize any officer or officers, agency or agents, to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the Agency, and such authority may be general or confined to specific instances.

B. No loans shall be contracted on behalf of the Agency and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to specific instances.

C. All checks, drafts or other orders for the payment of monies, notes or other evidences of indebtedness issued in the name of the Agency shall be signed by such officer or officers, agent or agents, of the Agency and in such manner as shall from time to time be determined by the Board of Directors.

D. All funds of the Agency not otherwise encumbered shall be deposited from time to time to the credit of the Agency in such banks, trust companies or other depositories by the Treasurer with the consent of the Board of Directors.

ARTICLE XVI  
AMENDMENT

A. Amendment to these By-Laws may be proposed by any member of the Board of Directors or by the Administrative Committee. The amendment shall be submitted to the Board of Directors.

B. Unanimous approval by the Board of Directors shall be required to adopt any amendment to these By-Laws.

**ARTICLE XVII**  
**EFFECTIVE DATE**

These By-Laws shall go into effect immediately upon the execution of the Agreement by all of the original participants in the Agency.

**Appendix 2**  
**To Second Amended Joint Powers Agreement**

**[First Amendment to Joint Powers Agreement]**

**AMENDMENT TO THE JOINT POWERS AGREEMENT OF THE  
CONFIRE JPA APPROVING A NAME CHANGE TO THE  
CONSOLIDATED FIRE AGENCIES AND THE ADDITION OF THE  
RANCHO CUCAMONGA FIRE PROTECTION DISTRICT AS A  
MEMBER AGENCY**

This **AMENDMENT** to the Joint Powers Agreement of the CONFIRE JPA dated this 3rd day of September 2013, is made by and between the member agencies that comprise the Consolidated Fire Agencies ("CONFIRE"), a joint powers authority of the State of California, and the Rancho Cucamonga Fire Protection District.

**WHEREAS**, the cities of Redlands, Loma Linda, Colton, Rialto and the San Bernardino County Fire Protection District (formerly known as the San Bernardino County Consolidated Fire Agency) entered into a Joint Powers Agreement on May 15, 1990, and through subsequent programs to form the Consolidated Fire Agencies, also known as CONFIRE; and

**WHEREAS**, the Rancho Cucamonga Fire Protection District has approached CONFIRE to express its interest in becoming a voting member; and

**WHEREAS**, Section 5 of the Joint Powers Agreement of CONFIRE ("Agreement") provides that each additional public agency which may hereinafter sign the Agreement is a member of the Agency and is entitled to all the rights and privileges and subject to the obligations of membership, as provided in the Bylaws; and

**WHEREAS**, Article 3 of the Bylaws states that all governmental agencies which provide public safety services are eligible for membership in CONFIRE, provided in part that all members of CONFIRE sign an amendment to the Joint Exercise of Powers Agreement;

**WHEREAS**, Article 3 further states that membership shall be contingent upon execution of the Amendment, and the payment of such new member contribution or buy-in; and

**WHEREAS**, pursuant to Government Code section 6500 et seq., the parties to the Agreement desire to amend the JPA to add the Rancho Cucamonga Fire Protect District as a full voting member of the CONFIRE; and

**WHEREAS**, to that end, each of the member agencies adopted the Amendment to add the Rancho Cucamonga Fire Protection District to the Agreement; and

**WHEREAS**, the membership fee for Rancho Cucamonga Fire Protection District has been determined to be FOUR HUNDRED TWENTY THOUSAND DOLLARS SIX HUNDRED THIRTEEN DOLLARS (\$420,613.00);

**WHEREAS**, these changes and terms are hereby accepted as demonstrated by the execution of the written Amendment to the Agreement agreeing to the new terms as set forth therein.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants herein contained, the parties hereto agree as follows:

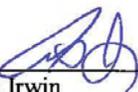
1. The Rancho Cucamonga Fire Protection District has agreed to the terms and conditions of this Amendment. The Rancho Cucamonga Fire Protection District, as a member of CONFIRE, further agrees to abide by any applicable CONFIRE bylaws. The Rancho Cucamonga Fire Protection District will sign an addendum becoming a signatory to the CONFIRE Joint Powers Agreement.
2. Upon execution of this Amendment and Addendum, the Rancho Cucamonga Fire Protection District will become a member of the CONFIRE JPA.
3. Approve the Amendment of the CONFIRE Joint Powers Agreement attached hereto and by this reference incorporated herein as Exhibit "A," adding the Rancho Cucamonga Fire Protection District as a member agency of CONFIRE upon its execution of an addendum becoming a signatory to the Agreement.
4. Approve the name change from Consolidated Fire Agencies of the East Valley to simply the Consolidated Fire Agencies.
5. Approve the membership fee for the Rancho Cucamonga Fire Protection District in the amount of FOUR HUNDRED TWENTY THOUSAND DOLLARS SIX HUNDRED THIRTEEN DOLLARS (\$420,613.00).
6. That the Chairperson of the Board of Directors of CONFIRE is hereby authorized to execute the proposed addendum to the JPA on behalf of CONFIRE.
7. This Amendment may be executed in counterparts.
8. All other provisions of the Agreement are to remain unchanged.
9. This Amendment is to be effective upon execution by all parties that are currently signatories to the Agreement.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Amendment to the CONFIRE Joint Powers Agreement to be executed and attested by their officers thereto duly authorized as of the date first above written.

**[SIGNATURES ON THE FOLLOWING PAGES]**

**SIGNATURE PAGE TO THE  
AMENDMENT TO THE CONFIRE JOINT POWERS AGREEMENT**

**ATTEST:**

By:   
Sam Irwin  
City Clerk

Dated: 9/3/13

**CITY OF REDLANDS**

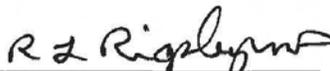
By:   
Pete Aguilar  
Mayor

**ATTEST:**

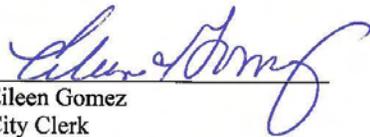
By:   
Pamela Byrnes-D'Camb  
City Clerk

Dated: 9-17-2013

**CITY OF LOMA LINDA**

By:   
Rhodes Rigsby  
Mayor

**ATTEST:**

By:   
Eileen Gomez  
City Clerk

Dated: 10/1/13

**CITY OF COLTON**

By:   
Sarah Zamora  
Mayor

**ATTEST:**

By:   
Barbara McGee  
City Clerk

Dated: 10/21/13

**CITY OF RIALTO**

By:   
Deborah Robertson  
Mayor

**SIGNATURE PAGE TO THE  
AMENDMENT TO THE JOINT POWERS AGREEMENT**

**ATTEST:**

By: \_\_\_\_\_  
Laura H. Welch  
Secretary of the Board of Directors

**SAN BERNARDINO COUNTY FIRE  
PROTECTION DISTRICT**

By: Janice Rutherford  
Janice Rutherford  
Chairperson of the Board of Directors

Dated: JUL 09 2013

SIGNED AND CERTIFIED THAT A COPY OF  
THIS DOCUMENT HAS BEEN DELIVERED  
TO THE CHAIRMAN OF THE BOARD  
LAURA H. WELCH  
Secretary

By: \_\_\_\_\_  
Deputy



**[Addendum to the Joint Powers Agreement]**

**ADDENDUM TO THE JOINT POWERS AGREEMENT OF CONFIRE ADDING  
THE RANCHO CUCAMONGA FIRE PROTECTION DISTRICT AS A MEMBER  
AGENCY**

This ADDENDUM to the JOINT POWERS AGREEMENT dated this 17<sup>th</sup> day of Sept, 2013, is made by and between the Consolidated Fire Agencies ("CONFIRE"), a joint powers authority of the State of California, and the Rancho Cucamonga Fire Protection District.

**WHEREAS**, Section 5 of the Joint Powers Agreement of CONFIRE ("Agreement"), provides that each additional public agency that becomes a signatory to the Agreement shall become a member who is entitled to all the rights and privileges and subject to the obligations of membership, as provided in the joint powers agreement and the bylaws; and

**WHEREAS**, Section 8 of the Agreement provides that this Agreement may only be amended by written agreement of all the parties; and

**WHEREAS**, the Rancho Cucamonga Fire Protection District desires to become a member of CONFIRE; and

**WHEREAS**, all the member cities and districts of the CONFIRE JPA have unanimously approved by resolution adding the Rancho Cucamonga Fire Protection District as its newest member; and

**WHEREAS**, TO THAT END, the Board of Directors of the Rancho Cucamonga Fire Protection District has agreed to the District becoming a signatory to the Agreement.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. The Rancho Cucamonga Fire Protection District agrees to the terms and conditions of the Agreement incorporated herein by reference as Exhibit "A" and any amendments thereto.
2. The Rancho Cucamonga Fire Protection District further agrees to abide by the CONFIRE bylaws incorporated herein by reference as Exhibit "B" and any amendments thereto.
3. Upon execution of this Addendum to the Agreement, the Rancho Cucamonga Fire Protection District will become a member of the CONFIRE, and will add itself as a signatory to the Agreement by executing Exhibit "C".
4. This Addendum shall become effective upon the execution of the signatory page.

[SIGNATURES ON FOLLOWING PAGE]

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**ADDENDUM TO THE JOINT POWERS AGREEMENT OF CONFIRE ADDING  
THE RANCHO CUCAMONGA FIRE PROTECTION DISTRICT AS A MEMBER  
AGENCY**

**CONFIRE**, a California joint powers  
authority

**RANCHO CUCAMONGA FIRE  
PROTECTION DISTRICT**

BY: R. Z. Rigsby  
Dr. Rhodes Rigsby  
Chairperson

BY: [Signature]  
President, Board of Directors

ATTEST

ATTEST:

BY: [Signature]  
Rick Britt  
Secretary of CONFIRE

BY: [Signature]  
Secretary

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**Exhibit "A"**  
**Joint Powers Agreement**  
**[Attached Behind This Page]**

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JOINT POWERS AGREEMENT

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THIS AGREEMENT is entered into by and between the public agencies signatory hereto, hereinafter called "public agencies."

WITNESSETH:

WHEREAS, the signatories herein have determined that there is a need by public agencies within the East End cities of San Bernardino County, California, to establish a regional fire agency to best serve the needs of all the citizens of said public agencies; and,

WHEREAS, said public agencies have heretofore determined that the interests of the citizens of each of said public agencies can best be served by the coordinated use of public safety radio channels and centralized regional computer aided communications system; and,

WHEREAS, said public agencies recognize the mutual benefit of a centralized joint effort for the development, implementation, and subsequent operation and maintenance of such a centralized system; and,

WHEREAS, said public agencies desire to centralize and provide safety communication operations; and,

WHEREAS, said public agencies have heretofore determined that it is desirable and necessary to collectively direct the management policies and operational practices of said regional fire agency; and,

WHEREAS, the cost of developing, operating and

1 maintaining said centralized systems is more cost effective  
2 to such public agencies; and,

3 WHEREAS, said public agencies operate a cooperative  
4 program of fire protection and related functions that are  
5 mutually agreed upon; and,

6 WHEREAS, Title 1, Division 7, Chapter 5 of the Government  
7 Code of the State of California authorizes public agencies to  
8 enter into an agreement for the joint exercise of any power  
9 common to them; and,

10 WHEREAS, these public agencies possess the power to  
11 consolidate public safety communications and operational  
12 programs by the execution and implementation of this  
13 Agreement.

14 NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL  
15 ADVANTAGES TO BE DERIVED THEREFROM, AND IN CONSIDERATION OF  
16 THE MUTUAL COVENANTS HEREIN CONTAINED, IT IS AGREED BY AND  
17 BETWEEN THE PARTIES HERETO AS FOLLOWS:

18 1. Agency Established. Pursuant to the joint powers  
19 authorization of the California Government Code, the  
20 undersigned do hereby federate together in a cooperative  
21 agency for the joint and mutual operation of a centralized  
22 public safety communication agency and a cooperative program  
23 of fire protection and related functions, to be known as the  
24 Consolidated Fire Agencies of the East Valley, hereinafter  
25 designated as "CONFIRE," which shall be a public entity  
26 separate from the parties to the Agreement.

1           2.   By-Laws. The Agency shall be subject to, and shall  
2 be governed by, those certain By-Laws, a copy of which is  
3 attached hereto, marked Exhibit "A" and by this reference made  
4 a part of this Agreement.

5           3.   Purpose. The purpose of this Agreement shall be as  
6 set forth in Section 1, above, and Article I of the By-Laws.  
7 The purpose shall be accomplished and carried out in the  
8 manner set forth in the By-Laws.

9           4.   Administration. CONFIRE, as established by this  
10 Agreement and as governed by its By-Laws, shall be the  
11 "Agency" to administer this Agreement, pursuant to joint  
12 powers provisions of the Government Code of California.

13           5.   Membership. Each public agency signatory to this  
14 Agreement, and each additional public agency which may  
15 hereafter sign the Agreement, is a member of the Agency and  
16 is entitled to all the rights and privileges and subject to  
17 the obligations of membership, as provided in the By-Laws.

18           6.   Withdrawal of Membership. This Agreement shall  
19 remain in full force and effect as to all member agencies for  
20 a minimum of two (2) years from and after the effective date  
21 hereof. Thereafter, any party to this Agreement may cease to  
22 be a party hereto and may withdraw from membership in the  
23 Agency upon the adoption by its legislative body of a  
24 resolution of intention to withdraw and the giving of written  
25 notice thereof to the Chairman of the Board of Directors of  
26 the Agency and to each of the other public agencies signatory

1 to this Agreement at least one hundred eighty (180) days prior  
2 to the end of the then current fiscal year.

3 7. Powers and Debts of Authority. Agency shall have  
4 the power in its own name, to make and enter into contracts,  
5 to employ agents and employees, to acquire, hold and dispose  
6 of property, real and personal, to sue and be sued in its own  
7 name, and to incur debts, liabilities or obligations necessary  
8 for the accomplishment of the purpose of this Agreement.  
9 However, the debts, liabilities, and obligations of the Agency  
10 shall not constitute any debt, liability or obligation to any  
11 of the individual public agencies which are signatory to this  
12 Agreement. The Agency shall not have the power of eminent  
13 domain nor the power to levy taxes, and its power generally  
14 shall be subject to the restrictions applicable to the Central  
15 Valley Fire Protection District.

16 8. Amendment. This Agreement may not be amended,  
17 except written agreement of all the parties, provided,  
18 however, that the By-Laws may be amended from time to time by  
19 the method and means provided therein.

20 9. Duration of Agreement. This Agreement shall  
21 continue in effect until terminated by unanimous consent of  
22 the parties or until dissolution of the Agency in the manner  
23 provided in said By-Laws. Upon such termination, or  
24 dissolution, the non-grant assets remaining, including any  
25 surplus money, shall be disposed of in proportion to  
26 contributions made. Grant funded assets shall be disposed of

1 in accordance with Federal and State regulations and  
2 instructions.

3 10. Enforcement. Agency is hereby given the power to  
4 enforce this Agreement. If suit is necessary to enforce any  
5 of the provisions hereof, including any provision of the By-  
6 Laws, the defaulting member shall pay reasonable attorney fees  
7 to the Agency as adjudicated and determined by the Court.

8 11. Authorization. Upon execution of this Agreement,  
9 each member shall deliver to the Agency a certified copy of  
10 a governing board action, resolution or minute order  
11 authorizing and directing the execution of this Agreement.

12 12. Board of Directors.

13 A. There is established a Board of Directors for the  
14 Agency which shall consist of a representative of the  
15 governing body of each member agency. The governing body of  
16 each member agency shall designate in writing to CONFIRE, the  
17 primary and alternate members to serve on the Board of  
18 Directors. At its annual meeting, the Board of Directors shall  
19 select one of its members to serve as Chairperson of the Board  
20 until the next annual meeting. The Chairpersonship of the  
21 Board of Directors shall rotate annually in a fixed sequence  
22 among the members.

23 B. The Board of Directors shall have the responsibility  
24 for the appointment of auditors, approval of new members, and  
25 approval of the annual budget and assessment schedule of the  
26 Agency, and the exercise of those powers granted to it by the

1 By-Laws.

2 C. Each public agency which is a member of the Agency  
3 shall be entitled to one (1) Director on the Board and shall  
4 be entitled to one (1) vote thereon. Such one vote may be  
5 cast only by the member agency's designated primary or  
6 alternate representative in attendance.

7 13. Source of Funds. Any contributions of funds by  
8 member agencies shall be apportioned based on the number of  
9 fires in each agency's jurisdiction over the immediate  
10 preceding two year period.

11 14. Accountability and Audits. The Agency shall be ✓  
12 strictly accountable for all funds and shall report all  
13 receipts and disbursements, as required by Government Code  
14 Section 6505. The Treasurer of San Bernardino County shall  
15 act as treasurer and depository for the Agency pursuant to  
16 Government Code Section 6505.5, and shall handle and have  
17 access to Agency property, under an official bond in an amount  
18 fixed by the member agencies. The Agency shall contract for ✓  
19 a certified public accountant to perform an annual audit of  
20 the accounts and records of the Agency, and a report thereof  
21 shall be filed as public record with each of the contracting  
22 parties and with the Auditor of the County of San Bernardino  
23 within 60 days subsequent to the end of the fiscal year under  
24 examination.

25 15. Indemnification. Each party hereby agrees to  
26 defend, indemnify, and hold each other party, its elected

1 officials, officers, agents, and employees free and harmless  
2 from any and all liability or claims for personal injury,  
3 death, and property damage which may arise from the  
4 indemnifying party's negligent acts or omissions under this  
5 Agreement. None of the parties shall be held responsible or  
6 liable to any other party for any loss, damage or delay caused  
7 by accidents, strikes, lockouts, fire, flood, act of civil or  
8 military authority or by insurrection or riot or by any other  
9 cause which is beyond its control.

10       16. Effective Date of Agreement. This Agreement shall  
11 become effective upon its execution by the Cities of Colton,  
12 Loma Linda, Redlands, and Rialto, the Central Valley Fire  
13 Protection District and the San Bernardino County Consolidated  
14 Fire Agency. Within 30 days of said date, the Agency shall  
15 cause notice of this Agreement to be filed with the Secretary  
16 of State of California, pursuant to Government Code Section  
17 6503.5.

1 IN WITNESS WHEREOF, the undersigned public agencies have  
2 set their signature on the respective dates set forth below.  
3 This document may be signed in duplicate originals.

4  
5 ATTEST: CITY OF REDLANDS  
A Municipal Corporation  
6  
7 *Doris Payne* BY: *Paul McHugh*  
8 City Clerk Mayor

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10 ATTEST: CITY OF LOMA LINDA  
A Municipal Corporation  
11  
12 *Pamela Byrnes-D'Comb* BY: *John S. ...*  
13 City Clerk Mayor

14  
15 ATTEST: CITY OF COLTON  
A Municipal Corporation  
16  
17 *Helena A. ...* BY: *Frank ...*  
18 City Clerk Mayor

19  
20 ATTEST: CITY OF RIALTO  
A Municipal Corporation  
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22 *Joseph ...* BY: *John Longwell*  
23 City Clerk Mayor

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ATTEST:

Clerk of the Board of Supervisors

APPROVED AS TO FORM  
DATE MAY 15 1990  
Alan K. Marks. COUNTY COUNSEL  
SAN BERNARDINO COUNTY CALIFORNIA  
BY \_\_\_\_\_ DEPUTY

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN BERNARDINO



SAN BERNARDINO COUNTY  
CONSOLIDATED FIRE AGENCY

By: *Barbara Anne Lyman*  
Chairman, Board of Supervisors of San Bernardino County, as Governing Body of San Bernardino County Consolidated Fire Agency

CENTRAL VALLEY FIRE PROTECTION DISTRICT

By: *Barbara Anne Lyman*  
Chairman, Board of Supervisors of San Bernardino County, as Governing Body of Central Valley Fire Protection District

EXHIBIT A

BY-LAWS  
CONFIRE

ARTICLE I  
PURPOSE

The CONSOLIDATED FIRE AGENCIES OF THE EAST VALLEY (CONFIRE) is a co-operative association voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California for the purpose of providing hardware, software, services, and other items necessary and appropriate for the establishment, operation, and maintenance of a joint centralized public safety communications system and a cooperative program of fire related functions for the mutual benefit of the members of the Agency, to provide such services on a contract basis to other governmental units, and to provide a forum for discussion, study, development and implementation of recommendations of mutual interest regarding public safety communications and related matters within member agencies. CONFIRE is sometimes hereinafter referred to as the "Agency."

ARTICLE II  
POWERS

The powers of the Agency include, but are not limited to the following:

- a) to enter into contracts, including the performance of services for other governmental units;
- b) to employ agents and employees;
- c) to acquire, lease, hold, and dispose of property, real and personal;
- d) to incur debts, liabilities or obligations;
- e) the purchase or lease of the equipment and machinery necessary;
- f) the employment of the necessary personnel and the operation and maintenance of a communications system;
- g) all powers necessary and incidental to carrying out the purpose set forth in ARTICLE I of these By-Laws; and
- h) the power to sue and be sued in its own name.

ARTICLE III  
PARTICIPATION

A. All governmental agencies which provide public safety services are eligible for membership of this Agency, provided the parties to the existing Agency agree and all parties sign an amended Joint Exercise of Powers Agreement.

B. Membership shall be contingent upon the execution of the Joint Powers Agreement creating and establishing this Agency and the payment by each such governmental agency of a fee to be determined and agreed upon by the majority vote of Board of Directors. The Board of Directors may, by a similar vote, impose to the terms, costs, and assessment charges as specified in the Agreement or By-Laws. All fees, costs, and assessment charges shall become the revenue of the Agency.

C. Upon becoming a member, all new members shall become subject to the same financial obligations of CONFIRE as all other members, unless otherwise specifically agreed to in the amended Joint Exercise of Powers Agreement.

ARTICLE IV  
BOARD OF DIRECTORS

A. The Board of Directors shall function as set forth in Section 12 of the Joint Powers Agreement and as further set forth herein.

B. The member agency's principal or alternative representative shall serve until a successor is appointed by the appointing powers. A vacancy shall immediately occur in the office of any officer upon the resignation or death of such person holding such office, or upon his ceasing to be an officer or employee of any member government. Upon a vacancy occurring in any office, the Board of Directors may appoint a successor to fill the vacancy until the member agency represented by the officer assigns a new member to represent the governmental agency. The rotation of officers may be advanced one year before the vacancy has been filled if the Board of Directors finds this advisable.

C. The Board of Directors may establish rules governing its own conduct and procedure and have such express or implied powers which are not inconsistent with or contrary to the laws of the State of California, these By-Laws, or Agreement.

D. A quorum for the transaction of all business by such Board of Directors shall consist of a majority of the representative membership.

E. No one serving on the Board of Directors shall receive any salary or compensation from the Agency.

F. The Board, on behalf of the Agency, may accept contributions or donations and may apply for and use grants or loans of money or other property from the state, or any other governmental units, or individuals, foundations or organizations and may enter into agreements required in connection therewith and may hold, use and dispose of such monies or property in accordance with the terms of the grant, donation, loan or agreement relating thereto. However, nothing in this section should be construed to require the participation or financial obligation of any member agency without the express written authorization in the form of a resolution by its legislative body and only to the extent so authorized.

ARTICLE V  
BOARD OF DIRECTOR'S MEETINGS

A. Regular public meetings, also termed General Meetings, of the Board of Directors shall be held at least twice a year at a regular date, time and place established by resolution of the Board pursuant to the provisions of Section 54954 of the Government Code. A regular meeting of the Board shall be held in the month of February at which time the Board shall consider and adopt the annual budget for the Agency for the following fiscal year. The annual meeting shall be held in September at which meeting the Board shall elect officers.

B. Special meetings of the Board of Directors may be called by its Chairperson or by the Administrative Committee by its own motion, or shall be called by the Administrative Committee upon written request by any one (1) of its members. Ten (10) days written notice of special meetings shall be given to the official representatives of each member Agency and an agenda specifying the subject of such special meeting shall accompany such notice. Business conducted at said meetings shall be limited to those items specified in the agenda. However, if deemed necessary, due to the urgent nature of the issue, the Chairperson or the administrative Committee, by its own motion, may call for an emergency meeting on a twenty-four (24) hour notice for the purpose of discussion a specific issue.

c. The date, time and location of special, and emergency, meetings of the Board of Directors shall be determined by the Chairperson of the Board of Directors. Regular, special and emergency meetings shall be held within the County of San Bernardino.

D. Notice of the regular meeting of the Board of Directors shall be given to the respective Board Member, Supervisor, Mayor, and Manager of each member Agency at least thirty (30) days prior to such meeting and an agenda for such meeting shall accompany the notice.

E. To the extent not contrary to these By-Laws, Robert's Rules of Order shall govern all meetings of the Board of Directors.

ARTICLE VI  
DUTIES OF AGENCY OFFICERS

A. The officers of CONFIRE shall consist of a Chairperson, a Vice-Chairperson, a Secretary and a Treasurer. The Chairperson shall be a member of the Board of Directors.

B. In the absence of a Chairperson, or in the event of his inability or refusal to act, the Vice-Chairperson shall perform the duties of the Chairperson, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson.

C. The Coordinator of Communications shall be the Secretary to the Board of Directors, but shall be a non-voting member.

D. The Treasurer shall be the Financial Officer from the Consolidated Fire Agency. He shall be a non-voting member.

E. The Treasurer shall have the powers and duties as set forth in Section 6505 and 6505.5 of the Government Code, any other applicable provisions of State law, the Agreement, these By-Laws, or as may be established by the Board of Directors. The Treasurer shall serve the Agency without charge to the Agency, except for the administrative services charges to the Consolidated Fire Agency.

There shall be strict accountability of all funds of the Agency and a report of all receipts and disbursements as required by Section 6505 of the Government Code.

F. The Treasurer shall give a bond in the amount of \$25,000 for the faithful discharge of his duties, with such surety or sureties as the Board of Directors shall determine. The Treasurer shall: (a) Have charge and custody of and be responsible for all funds, securities and assets of the Agency; receive and give receipts for monies due and payable to the Agency from any source whatsoever, and deposit all such monies in a separate fund in the name of the Agency with the County Auditor/Controller; (b) in general, perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him by the Board of Directors.

G. The Secretary shall: (a) keep the minutes of the Agency meetings in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with provisions of these By-Laws or as required by law; (c) be custodian of the records of the Agency; (d) in general, perform all duties as, from time to time, may be assigned to him/her by the Board of Directors.

ARTICLE VII  
ADMINISTRATIVE COMMITTEE

A. There is hereby established an Administrative Committee of the Agency, which shall be organized and be responsible for functions hereinafter set forth.

B. Each public agency that is a signatory member to the Joint Powers Agreement, or an amended Joint Powers Agreement, shall be entitled to one (1) seat on the Administrative Committee for each Chief Officer or Executive of the public agency's departments which share in the CONFIRE System, and shall be entitled to one (1) vote per Chief Officer or executive thereon. Such vote may be cast only by the official representative to the Committee in physical attendance, or by the designated alternate, if such official representative is absent. No proxy votes or absentee voting will be permitted.

C. Only the Chief Officer or Executive or designated alternate may represent a participating agency on the Administrative Committee. The Chief Officer or Executive of each member government agency will designate, in writing, to CONFIRE an alternate who may serve on the Administrative Committee in the absence of such Chief Officer or Executive.

D. The Coordinator of Communications shall be the Secretary to the Administrative Committee, as a non-voting member.

E. The operations of the Agency shall be conducted under the direction and supervision of the Administrative Committee. Except as specifically excepted herein, no contract or other obligation of this Agency shall be binding unless approved or ratified by the Administrative Committee.

F. The Committee may establish rules for its own procedures and have such express or implied authority as is not inconsistent with or contrary to the laws of California, these By-Laws, or the Joint Exercise of Powers Act of the Government Code of the State of California. A quorum for the transaction of all business by the administrative Committee shall consist of a majority of the official representatives or designated alternates of the member governmental agencies.

G. Regular meetings of the Administrative Committee shall be held as required but not less than quarterly each year. Special meetings of the Administrative Committee may be called by its Chairperson, or by a member of the Administrative Committee. The time, date and location of regular meetings of the Administrative Committee shall be determined by the Administrative Committee. The Secretary shall cause to be delivered to each member agency at least five (5) calendar days prior to the meeting, an agenda and written notice calling a meeting of the Administrative Committee. Meetings of the Administrative Committee must comply with the Brown Act.

H. The Administrative Committee Chairperson shall be the principal executive officer of the Agency and shall be authorized to execute documents and instruments on behalf of the Agency and in general shall perform all duties incident to the office of Chairperson and such other duties as may be prescribed by the Board of Directors. They shall serve a one (1) year term as Chairperson and shall be elected to that position annually by the members of the Administrative Committee.

I. The Administrative Committee shall have the authority to contract with other governmental bodies for use of CONFIRE facilities, equipment, and programs and to establish appropriate charges therefore.

J. The Administrative Committee shall have the following duties:

- 1) Within the limits fixed by an approved budget, the Administrative Committee shall conduct the operation of the Agency.
- 2) Direct the preparation of the proposed annual budget. Following approval thereof by the administrative Committee, the proposed budget shall be submitted to the Board of Directors. After adoption of the annual budget by the Board of Directors, the Administrative Committee shall control all expenditures in accordance with such budget.
- 3) The Administrative Committee shall have the power to expend funds in accordance with the adopted budget.
- 4) At each regular meeting of the Board of Directors, the Administrative Committee shall report budget and financial transactions since the previous regular meeting.

K. The Administrative Committee shall present a full report of its activities at each regular meeting of the Board of Directors.

L. The Administrative Committee shall, as provided by the approved budget, have the authority to hire, fix the salary of, and remove the Coordinator of Communications.

ARTICLE VIII  
TECHNICAL COMMITTEE

A. There is hereby established a Technical Committee which shall be organized and be responsible for functions as hereinafter set forth.

B. Each public agency that is a member of this Agency shall be entitled to one (1) seat on the Technical Committee for each public-safety department which shares in the use of the CONFIRE System, and shall be entitled to one (1) vote per member thereon. Such vote may be cast only by the official representative to the Technical Committee in physical attendance, or by the designated alternate if such official representative is absent.

C. The Chief Officer or Executive of each member agency shall appoint a representative and alternate representative to the Technical Committee.

D. The Coordinator of Communications shall chair the Technical Committee and report all significant decisions to the Administrative Committee for concurrence.

E. The Technical Committee may establish rules for its own procedures. There shall be regularly scheduled meetings held to consider all matters dealing with liaison between the Agency and department personnel, operation of the Agency, and future planning.

F. The daily operation of the Agency shall be conducted under the direction and supervision of the Coordinator of Communications; however, they shall call emergency meetings of the Technical Committee should the need arise to meet operational requirements.

G. The Technical Committee shall provide to the Administrative Committee recommended solutions to operational problems.

H. Members of the Technical Committee, except for the Coordinator of Communications, shall serve without compensation for their services to the Agency.

ARTICLE IX  
COORDINATOR OF COMMUNICATIONS

A. The Coordinator of Communications shall perform such duties as shall be delegated by the Administrative Committee.

B. The Coordinator of Communications shall attend all Administrative Committee meetings and give advice on technical matters.

C. The Coordinator of Communications shall be the Chairperson of the Technical Committee. He shall provide to the Administrative Committee recommendations from the Technical Committee on operations and problems associated with the daily operation and maintenance of the Agency.

D. The Coordinator of Communications shall review jointly with the Administrative Committee all bid specifications for the purchase of all communications equipment prior to issuance and equipment modifications by member agencies.

ARTICLE X  
FINANCES

A. The fiscal year of the Agency shall end on June 30.

B. The Agency budget for the following fiscal year shall be submitted by the Coordinator of Communications to the Administrative Committee on or before January 15 of each year. The Administrative Committee shall adopt a tentative budget on or before February 1 of each year and forwarded the same to the Board of Directors for review. The Board of Directors shall adopt the annual budget for the Agency not later than March 1 of each year; copies shall be mailed immediately to the Chief Administrative Officer of each participating governmental agency.

C. The annual budget shall include the necessary funds with which the Agency shall obtain and maintain worker's compensation and liability insurance to fully protect the Agency and each of the member agencies. Said insurance shall be obtained and maintained in force at all times during the effective term of this Agreement.

D. The Consolidated Fire Agency shall provide administrative and support services functions to the Agency consisting of personnel administration, facility site usage, purchasing, payroll and related functions.

E. Reimbursement to the Consolidated Fire Agency for services in Paragraph D of this Article shall be based upon a cost percentage rate to be determined for the following fiscal year budget. The cost percentage rate shall be given to the Coordinator of Communications in writing from the Consolidated Fire Agency no later than the first day of December preceding the forthcoming fiscal year budget. It is stipulated that the percentage rate charged by the Consolidated Fire Agency shall not be applied to the following expense items of any approved fiscal year budget appropriation:

- 1) The expense of the applied percentage rate.
- 2) Capital Outlay or improvement items.
- 3) Contract Maintenance items to include telephone expense items.

F. The Administrative Committee shall recommend to the Board of Directors cost-sharing charges for all participants in the Agency in an amount sufficient to provide the funds required by the budgets. The Board of Directors shall fix membership assessments and shall advise the Chief Administrative Officer of each participating agency thereof on or before April 1 of each year. Any participating agency whose charges have not been paid within sixty (60) days after billing shall pay interest on unpaid balance, not to exceed one percent (1%) per month. The Agency shall have the power to commence an action in its own name against any member agency in default to recover the amount of the obligation due to the Agency hereunder.

G. The amount of each participant's charges shall be determined in accordance with Paragraph H below.

H. The activities of the Agency shall be financed by a cost-sharing formula which shall require a proration among the participating agencies based on the demand percentage on the system by the agencies to be determined by the Administrative Committee and approved by the Board of Directors. Expenditures made and indebtedness incurred by the Agency relating to special equipment and services shall be paid entirely by such member agency. Facility and rental and/or space utilization shall be a separate item approved in the Agency's annual budget.

I. The CONFIRE System, as a computer-aided system, encompasses the computer-aided dispatch system (CAD), management information system (MIS), and the records management system (RMS). The RMS of the CONFIRE System will be located at the County Office of Management Services. RMS functional management shall be under the Coordinator of Communications, or his designated representative. The overall administration of the RMS shall be under the Coordinator of Communications' duties consistent with these By-Laws. Reimbursable costs to the Consolidated Fire Agency shall be determined by the Board of Directors in accordance with the Joint Powers Agreement and By-Laws.

**ARTICLE XI**  
**AGENCY EMPLOYEES**

A. Agency employees are under the authority of the Agency. As such the Agency retains the authority to approve all benefits and privileges that may accrue to Agency employees. However, Agency employees shall be entitled to all benefits and privileges secured by Special Districts employees as provided by the Personnel Rules and Regulations of the Office of Special Districts, but subject to the approval of, and the organizational lines of authority contained within the Agency as structured by the Joint Powers Agreement and By-Laws.

B. The duties of, and the organizational authority over the Coordinator of Communications are stipulated in previous articles within these By-Laws. The Coordinator of Communications is also authorized to establish a non-management line of supervision to assist him in the day-to-day communications center operations which include delegation of certain personnel management procedures and supervision. Therefore, non-management personnel shall follow the organizational lines of authority as defined by the Coordinator of Communications and set forth within these By-Laws.

C. Benefits and privileges of Agency employees shall be associated with the following representation units for the employees of the Office of Special Districts:

- 1) Coordinator of Communications. A Consolidated Fire Agency recognized Management employee. No representation.
- 2) Administrative Technician and all Communications employees. The same as the Special Districts recognized non-safety group.

D. Paragraph C above does not obligate the agency to recognize the representation units associated with the Office of Special Districts for any separate meet and confer matters. However, should employees exercise their rights to secure separate representation units under Employer/Employee Organizations guidelines as set forth in the Government Code of the State of California, Section 3500 et seq, and such representation units are officially recognized by the Agency, then Paragraph C et al., of this Article shall defer to that agreement between the employees and the Agency.

E. The Office of Special Districts Personnel Office shall immediately provide the Coordinator of Communications with all ratified Memoranda of Understanding (MOU) as affects employees' benefits and privileges. Upon receipt of such MOU(s) the Coordinator of Communications will request a special joint meeting of the Administrative Committee and Board of Directors for determination.

#### ARTICLE XII

##### AUDIT

The Board of Directors shall request that the Treasurer initiate an annual audit of the financial affairs of the Agency, to be made by an independent Certified public Accountant at the end of each fiscal year in accordance with generally accepted auditing principles and as provided in the Agreement. The annual report shall be delivered to each member agency not later than 60 days subsequent to the end of each fiscal year.

#### ARTICLE XIII

##### LIABILITY AND PROPERTY

A. Except as otherwise provided by individual contracts, the debts, liabilities, and obligations of the Agency shall not be the debts, liabilities, and obligations of the parties to the Agreement.

B. All property, with the exception of assets funded by grant funds, acquired by the Agency shall be owned in common by the parties to the Joint Powers Agreement, in equal shares, unless otherwise determined in writing by all of the parties hereto. The

Treasurer shall cause an inventory and asset account to be kept current at all times, showing the assets of the Agency. Grant funded equipment or services shall remain the property of the Grantee applicant.

C. Any contributions of equipment by any of the member governmental agencies will be assigned a value by the Administrative Committee and such value will be credited to the account of that member and be a part of and included within any distribution formula in the event of withdrawal, termination or dissolution as provided herein.

D. Each member shall have a vested interest in all capital acquisitions by the Agency in the same ratio as they are obligated to share in the cost-sharing proration. Capital acquisitions from grant funds are excluded.

ARTICLE XIV  
WITHDRAWAL, TERMINATION AND DISSOLUTION

A. A member may withdraw from this Agency in the manner prescribed by the Agreement; provided, however, that Agency assets directly attributable to the accumulated capital contribution of the withdrawing party shall remain with the system for use by CONFIRE without compensation to the withdrawing party, until the termination of this Agreement and the distribution of assets to all parties in winding up.

B. If this Agreement is terminated, assigned or transferred in whole or in part, all property and equipment owned by CONFIRE shall be distributed to the parties; distribution to each party shall be made in the same proportion as that reflected in the members' accumulated capital contribution account as shown in the Treasurer's books of account. Cash may be accepted in lieu of property or equipment. Grant assets remain the property of the Grantee.

C. If the parties to the Agreement herein cannot agree as to the valuation and distribution of the property, the valuation and distribution shall be determined by a panel of arbitrators, one being appointed by each agency and one additional arbitrator shall be appointed by a majority of the agencies. All matters relating to valuation and distribution of assets as determined by this panel of arbitrators shall be final and conclusive as to this Agency.

D. This Agreement shall not terminate until all property has been distributed in accordance with these provisions; and the winding up and property distribution hereunder shall be affected in the manner calculated to cause the least disruption of existing public safety communications systems.

E. On withdrawal of members so as to reduce the number of continuing participants to less than the original number of participating numbers, or upon the action of a majority of participating members to dissolve, then this Agreement and such Agency shall be terminated and dissolved. Upon such termination and dissolution (and after payment of all debts), all individual files and documents and documentation shall be distributed to their owners without charge or offset. The remaining assets or liabilities, excluding grant funded assets, of the Agency shall be distributed among the members who had participated in this Agency as set forth above.

F. If the withdrawal of a member causes the remaining members to terminate the Joint Powers Agreement, then the withdrawing member shall participate in the termination of this Agreement as set forth above.

ARTICLE XV  
CONTRACTS, LOANS, CHECKS AND DEPOSITS

A. The Board of Directors may authorize any officer or officers, agency or agents, to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the Agency, and such authority may be general or confined to specific instances.

B. No loans shall be contracted on behalf of the Agency and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to specific instances.

C. All checks, drafts or other orders for the payment of monies, notes or other evidences of indebtedness issued in the name of the Agency shall be signed by such officer or officers, agent or agents, of the Agency and in such manner as shall from time to time be determined by the Board of Directors.

D. All funds of the Agency not otherwise encumbered shall be deposited from time to time to the credit of the Agency in such banks, trust companies or other depositories by the Treasurer with the consent of the Board of Directors.

ARTICLE XVI  
AMENDMENT

A. Amendment to these By-Laws may be proposed by any member of the Board of Directors or by the Administrative Committee. The amendment shall be submitted to the Board of Directors.

B. Unanimous approval by the Board of Directors shall be required to adopt any amendment to these By-Laws.

**ARTICLE XVII**  
**EFFECTIVE DATE**

These By-Laws shall go into effect immediately upon the execution of the Agreement by all of the original participants in the Agency.

Exhibit "B"

Bylaws

[Attached Behind This Page]

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BY-LAWS  
CONFIRE

ARTICLE I  
PURPOSE

The CONSOLIDATED FIRE AGENCIES OF THE EAST VALLEY (CONFIRE) is a co-operative association voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California for the purpose of providing hardware, software, services, and other items necessary and appropriate for the establishment, operation, and maintenance of a joint centralized public safety communications system and a cooperative program of fire related functions for the mutual benefit of the members of the Agency, to provide such services on a contract basis to other governmental units, and to provide a forum for discussion, study, development and implementation of recommendations of mutual interest regarding public safety communications and related matters within member agencies. CONFIRE is sometimes hereinafter referred to as the "Agency."

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POWERS

The powers of the Agency include, but are not limited to the following:

- a) to enter into contracts, including the performance of services for other governmental units;
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- f) the employment of the necessary personnel and the operation and maintenance of a communications system;
- g) all powers necessary and incidental to carrying out the purpose set forth in ARTICLE I of these By-Laws; and
- h) the power to sue and be sued in its own name.

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A. All governmental agencies which provide public safety services are eligible for membership of this Agency, provided the parties to the existing Agency agree and all parties sign an amended Joint Exercise of Powers Agreement.

B. Membership shall be contingent upon the execution of the Joint Powers Agreement creating and establishing this Agency and the payment by each such governmental agency of a fee to be determined and agreed upon by the majority vote of Board of Directors. The Board of Directors may, by a similar vote, impose to the terms, costs, and assessment charges as specified in the Agreement or By-Laws. All fees, costs, and assessment charges shall become the revenue of the Agency.

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C. The Board of Directors may establish rules governing its own conduct and procedure and have such express or implied powers which are not inconsistent with or contrary to the laws of the State of California, these By-Laws, or Agreement.

D. A quorum for the transaction of all business by such Board of Directors shall consist of a majority of the representative membership.

E. No one serving on the Board of Directors shall receive any salary or compensation from the Agency.

F. The Board, on behalf of the Agency, may accept contributions or donations and may apply for and use grants or loans of money or other property from the state, or any other governmental units, or individuals, foundations or organizations and may enter into agreements required in connection therewith and may hold, use and dispose of such monies or property in accordance with the terms of the grant, donation, loan or agreement relating thereto. However, nothing in this section should be construed to require the participation or financial obligation of any member agency without the express written authorization in the form of a resolution by its legislative body and only to the extent so authorized.

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A. Regular public meetings, also termed General Meetings, of the Board of Directors shall be held at least twice a year at a regular date, time and place established by resolution of the Board pursuant to the provisions of Section 54954 of the Government Code. A regular meeting of the Board shall be held in the month of February at which time the Board shall consider and adopt the annual budget for the Agency for the following fiscal year. The annual meeting shall be held in September at which meeting the Board shall elect officers.

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c. The date, time and location of special, and emergency, meetings of the Board of Directors shall be determined by the Chairperson of the Board of Directors. Regular, special and emergency meetings shall be held within the County of San Bernardino.

D. Notice of the regular meeting of the Board of Directors shall be given to the respective Board Member, Supervisor, Mayor, and Manager of each member Agency at least thirty (30) days prior to such meeting and an agenda for such meeting shall accompany the notice.

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DUTIES OF AGENCY OFFICERS

A. The officers of CONFIRE shall consist of a Chairperson, a Vice-Chairperson, a Secretary and a Treasurer. The Chairperson shall be a member of the Board of Directors.

B. In the absence of a Chairperson, or in the event of his inability or refusal to act, the Vice-Chairperson shall perform the duties of the Chairperson, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson.

C. The Coordinator of Communications shall be the Secretary to the Board of Directors, but shall be a non-voting member.

D. The Treasurer shall be the Financial Officer from the Consolidated Fire Agency. He shall be a non-voting member.

E. The Treasurer shall have the powers and duties as set forth in Section 6505 and 6505.5 of the Government Code, any other applicable provisions of State law, the Agreement, these By-Laws, or as may be established by the Board of Directors. The Treasurer shall serve the Agency without charge to the Agency, except for the administrative services charges to the Consolidated Fire Agency.

There shall be strict accountability of all funds of the Agency and a report of all receipts and disbursements as required by Section 6505 of the Government Code.

F. The Treasurer shall give a bond in the amount of \$25,000 for the faithful discharge of his duties, with such surety or sureties as the Board of Directors shall determine. The Treasurer shall: (a) Have charge and custody of and be responsible for all funds, securities and assets of the Agency; receive and give receipts for monies due and payable to the Agency from any source whatsoever, and deposit all such monies in a separate fund in the name of the Agency with the County Auditor/Controller; (b) in general, perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him by the Board of Directors.

G. The Secretary shall: (a) keep the minutes of the Agency meetings in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with provisions of these By-Laws or as required by law; (c) be custodian of the records of the Agency; (d) in general, perform all duties as, from time to time, may be assigned to him/her by the Board of Directors.

ARTICLE VII  
ADMINISTRATIVE COMMITTEE

A. There is hereby established an Administrative Committee of the Agency, which shall be organized and be responsible for functions hereinafter set forth.

B. Each public agency that is a signatory member to the Joint Powers Agreement, or an amended Joint Powers Agreement, shall be entitled to one (1) seat on the Administrative Committee for each Chief Officer or Executive of the public agency's departments which share in the CONFIRE System, and shall be entitled to one (1) vote per Chief Officer or executive thereon. Such vote may be cast only by the official representative to the Committee in physical attendance, or by the designated alternate, if such official representative is absent. No proxy votes or absentee voting will be permitted.

C. Only the Chief Officer or Executive or designated alternate may represent a participating agency on the Administrative Committee. The Chief Officer or Executive of each member government agency will designate, in writing, to CONFIRE an alternate who may serve on the Administrative Committee in the absence of such Chief Officer or Executive.

D. The Coordinator of Communications shall be the Secretary to the Administrative Committee, as a non-voting member.

E. The operations of the Agency shall be conducted under the direction and supervision of the Administrative Committee. Except as specifically excepted herein, no contract or other obligation of this Agency shall be binding unless approved or ratified by the Administrative Committee.

F. The Committee may establish rules for its own procedures and have such express or implied authority as is not inconsistent with or contrary to the laws of California, these By-Laws, or the Joint Exercise of Powers Act of the Government Code of the State of California. A quorum for the transaction of all business by the administrative Committee shall consist of a majority of the official representatives or designated alternates of the member governmental agencies.

G. Regular meetings of the Administrative Committee shall be held as required but not less than quarterly each year. Special meetings of the Administrative Committee may be called by its Chairperson, or by a member of the Administrative Committee. The time, date and location of regular meetings of the Administrative Committee shall be determined by the Administrative Committee. The Secretary shall cause to be delivered to each member agency at least five (5) calendar days prior to the meeting, an agenda and written notice calling a meeting of the Administrative Committee. Meetings of the Administrative Committee must comply with the Brown Act.

H. The Administrative Committee Chairperson shall be the principal executive officer of the Agency and shall be authorized to execute documents and instruments on behalf of the Agency and in general shall perform all duties incident to the office of Chairperson and such other duties as may be prescribed by the Board of Directors. They shall serve a one (1) year term as Chairperson and shall be elected to that position annually by the members of the Administrative Committee.

I. The Administrative Committee shall have the authority to contract with other governmental bodies for use of CONFIRE facilities, equipment, and programs and to establish appropriate charges therefore.

J. The Administrative Committee shall have the following duties:

- 1) Within the limits fixed by an approved budget, the Administrative Committee shall conduct the operation of the Agency.
- 2) Direct the preparation of the proposed annual budget. Following approval thereof by the administrative Committee, the proposed budget shall be submitted to the Board of Directors. After adoption of the annual budget by the Board of Directors, the Administrative Committee shall control all expenditures in accordance with such budget.
- 3) The Administrative Committee shall have the power to expend funds in accordance with the adopted budget.
- 4) At each regular meeting of the Board of Directors, the Administrative Committee shall report budget and financial transactions since the previous regular meeting.

K. The Administrative Committee shall present a full report of its activities at each regular meeting of the Board of Directors.

L. The Administrative Committee shall, as provided by the approved budget, have the authority to hire, fix the salary of, and remove the Coordinator of Communications.

ARTICLE VIII  
TECHNICAL COMMITTEE

A. There is hereby established a Technical Committee which shall be organized and be responsible for functions as hereinafter set forth.

B. Each public agency that is a member of this Agency shall be entitled to one (1) seat on the Technical Committee for each public-safety department which shares in the use of the CONFIRE System, and shall be entitled to one (1) vote per member thereon. Such vote may be cast only by the official representative to the Technical Committee in physical attendance, or by the designated alternate if such official representative is absent.

C. The Chief Officer or Executive of each member agency shall appoint a representative and alternate representative to the Technical Committee.

D. The Coordinator of Communications shall chair the Technical Committee and report all significant decisions to the Administrative Committee for concurrence.

E. The Technical Committee may establish rules for its own procedures. There shall be regularly scheduled meetings held to consider all matters dealing with liaison between the Agency and department personnel, operation of the Agency, and future planning.

F. The daily operation of the Agency shall be conducted under the direction and supervision of the Coordinator of Communications; however, they shall call emergency meetings of the Technical Committee should the need arise to meet operational requirements.

G. The Technical Committee shall provide to the Administrative Committee recommended solutions to operational problems.

H. Members of the Technical Committee, except for the Coordinator of Communications, shall serve without compensation for their services to the Agency.

ARTICLE IX  
COORDINATOR OF COMMUNICATIONS

A. The Coordinator of Communications shall perform such duties as shall be delegated by the Administrative Committee.

B. The Coordinator of Communications shall attend all Administrative Committee meetings and give advice on technical matters.

C. The Coordinator of Communications shall be the Chairperson of the Technical Committee. He shall provide to the Administrative Committee recommendations from the Technical Committee on operations and problems associated with the daily operation and maintenance of the Agency.

D. The Coordinator of Communications shall review jointly with the Administrative Committee all bid specifications for the purchase of all communications equipment prior to issuance and equipment modifications by member agencies.

ARTICLE X  
FINANCES

A. The fiscal year of the Agency shall end on June 30.

B. The Agency budget for the following fiscal year shall be submitted by the Coordinator of Communications to the Administrative Committee on or before January 15 of each year. The Administrative Committee shall adopt a tentative budget on or before February 1 of each year and forwarded the same to the Board of Directors for review. The Board of Directors shall adopt the annual budget for the Agency not later than March 1 of each year; copies shall be mailed immediately to the Chief Administrative Officer of each participating governmental agency.

C. The annual budget shall include the necessary funds with which the Agency shall obtain and maintain worker's compensation and liability insurance to fully protect the Agency and each of the member agencies. Said insurance shall be obtained and maintained in force at all times during the effective term of this Agreement.

D. The Consolidated Fire Agency shall provide administrative and support services functions to the Agency consisting of personnel administration, facility site usage, purchasing, payroll and related functions.

E. Reimbursement to the Consolidated Fire Agency for services in Paragraph D of this Article shall be based upon a cost percentage rate to be determined for the following fiscal year budget. The cost percentage rate shall be given to the Coordinator of Communications in writing from the Consolidated Fire Agency no later than the first day of December preceding the forthcoming fiscal year budget. It is stipulated that the percentage rate charged by the Consolidated Fire Agency shall not be applied to the following expense items of any approved fiscal year budget appropriation:

- 1) The expense of the applied percentage rate.
- 2) Capital Outlay or improvement items.
- 3) Contract Maintenance items to include telephone expense items.

F. The Administrative Committee shall recommend to the Board of Directors cost-sharing charges for all participants in the Agency in an amount sufficient to provide the funds required by the budgets. The Board of Directors shall fix membership assessments and shall advise the Chief Administrative Officer of each participating agency thereof on or before April 1 of each year. Any participating agency whose charges have not been paid within sixty (60) days after billing shall pay interest on unpaid balance, not to exceed one percent (1%) per month. The Agency shall have the power to commence an action in its own name against any member agency in default to recover the amount of the obligation due to the Agency hereunder.

G. The amount of each participant's charges shall be determined in accordance with Paragraph H below.

H. The activities of the Agency shall be financed by a cost-sharing formula which shall require a proration among the participating agencies based on the demand percentage on the system by the agencies to be determined by the Administrative Committee and approved by the Board of Directors. Expenditures made and indebtedness incurred by the Agency relating to special equipment and services shall be paid entirely by such member agency. Facility and rental and/or space utilization shall be a separate item approved in the Agency's annual budget.

I. The CONFIRE System, as a computer-aided system, encompasses the computer-aided dispatch system (CAD), management information system (MIS), and the records management system (RMS). The RMS of the CONFIRE System will be located at the County Office of Management Services. RMS functional management shall be under the Coordinator of Communications, or his designated representative. The overall administration of the RMS shall be under the Coordinator of Communications' duties consistent with these By-Laws. Reimbursable costs to the Consolidated Fire Agency shall be determined by the Board of Directors in accordance with the Joint Powers Agreement and By-Laws.

**ARTICLE XI**  
**AGENCY EMPLOYEES**

A. Agency employees are under the authority of the Agency. As such the Agency retains the authority to approve all benefits and privileges that may accrue to Agency employees. However, Agency employees shall be entitled to all benefits and privileges secured by Special Districts employees as provided by the Personnel Rules and Regulations of the Office of Special Districts, but subject to the approval of, and the organizational lines of authority contained within the Agency as structured by the Joint Powers Agreement and By-Laws.

B. The duties of, and the organizational authority over the Coordinator of Communications are stipulated in previous articles within these By-Laws. The Coordinator of Communications is also authorized to establish a non-management line of supervision to assist him in the day-to-day communications center operations which include delegation of certain personnel management procedures and supervision. Therefore, non-management personnel shall follow the organizational lines of authority as defined by the Coordinator of Communications and set forth within these By-Laws.

C. Benefits and privileges of Agency employees shall be associated with the following representation units for the employees of the Office of Special Districts:

- 1) Coordinator of Communications. A Consolidated Fire Agency recognized Management employee. No representation.
- 2) Administrative Technician and all Communications employees. The same as the Special Districts recognized non-safety group.

D. Paragraph C above does not obligate the agency to recognize the representation units associated with the Office of Special Districts for any separate meet and confer matters. However, should employees exercise their rights to secure separate representation units under Employer/Employee Organizations guidelines as set forth in the Government Code of the State of California, Section 3500 et seq, and such representation units are officially recognized by the Agency, then Paragraph C et al., of this Article shall defer to that agreement between the employees and the Agency.

E. The Office of Special Districts Personnel Office shall immediately provide the Coordinator of Communications with all ratified Memoranda of Understanding (MOU) as affects employees' benefits and privileges. Upon receipt of such MOU(s) the Coordinator of Communications will request a special joint meeting of the Administrative Committee and Board of Directors for determination.

#### ARTICLE XII

##### AUDIT

The Board of Directors shall request that the Treasurer initiate an annual audit of the financial affairs of the Agency, to be made by an independent Certified public Accountant at the end of each fiscal year in accordance with generally accepted auditing principles and as provided in the Agreement. The annual report shall be delivered to each member agency not later than 60 days subsequent to the end of each fiscal year.

#### ARTICLE XIII

##### LIABILITY AND PROPERTY

A. Except as otherwise provided by individual contracts, the debts, liabilities, and obligations of the Agency shall not be the debts, liabilities, and obligations of the parties to the Agreement.

B. All property, with the exception of assets funded by grant funds, acquired by the Agency shall be owned in common by the parties to the Joint Powers Agreement, in equal shares, unless otherwise determined in writing by all of the parties hereto. The

Treasurer shall cause an inventory and asset account to be kept current at all times, showing the assets of the Agency. Grant funded equipment or services shall remain the property of the Grantee applicant.

C. Any contributions of equipment by any of the member governmental agencies will be assigned a value by the Administrative Committee and such value will be credited to the account of that member and be a part of and included within any distribution formula in the event of withdrawal, termination or dissolution as provided herein.

D. Each member shall have a vested interest in all capital acquisitions by the Agency in the same ratio as they are obligated to share in the cost-sharing proration. Capital acquisitions from grant funds are excluded.

ARTICLE XIV  
WITHDRAWAL, TERMINATION AND DISSOLUTION

A. A member may withdraw from this Agency in the manner prescribed by the Agreement; provided, however, that Agency assets directly attributable to the accumulated capital contribution of the withdrawing party shall remain with the system for use by CONFIRE without compensation to the withdrawing party, until the termination of this Agreement and the distribution of assets to all parties in winding up.

B. If this Agreement is terminated, assigned or transferred in whole or in part, all property and equipment owned by CONFIRE shall be distributed to the parties; distribution to each party shall be made in the same proportion as that reflected in the members' accumulated capital contribution account as shown in the Treasurer's books of account. Cash may be accepted in lieu of property or equipment. Grant assets remain the property of the Grantee.

C. If the parties to the Agreement herein cannot agree as to the valuation and distribution of the property, the valuation and distribution shall be determined by a panel of arbitrators, one being appointed by each agency and one additional arbitrator shall be appointed by a majority of the agencies. All matters relating to valuation and distribution of assets as determined by this panel of arbitrators shall be final and conclusive as to this Agency.

D. This Agreement shall not terminate until all property has been distributed in accordance with these provisions; and the winding up and property distribution hereunder shall be affected in the manner calculated to cause the least disruption of existing public safety communications systems.

E. On withdrawal of members so as to reduce the number of continuing participants to less than the original number of participating numbers, or upon the action of a majority of participating members to dissolve, then this Agreement and such Agency shall be terminated and dissolved. Upon such termination and dissolution (and after payment of all debts), all individual files and documents and documentation shall be distributed to their owners without charge or offset. The remaining assets or liabilities, excluding grant funded assets, of the Agency shall be distributed among the members who had participated in this Agency as set forth above.

F. If the withdrawal of a member causes the remaining members to terminate the Joint Powers Agreement, then the withdrawing member shall participate in the termination of this Agreement as set forth above.

ARTICLE XV  
CONTRACTS, LOANS, CHECKS AND DEPOSITS

A. The Board of Directors may authorize any officer or officers, agency or agents, to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the Agency, and such authority may be general or confined to specific instances.

B. No loans shall be contracted on behalf of the Agency and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to specific instances.

C. All checks, drafts or other orders for the payment of monies, notes or other evidences of indebtedness issued in the name of the Agency shall be signed by such officer or officers, agent or agents, of the Agency and in such manner as shall from time to time be determined by the Board of Directors.

D. All funds of the Agency not otherwise encumbered shall be deposited from time to time to the credit of the Agency in such banks, trust companies or other depositories by the Treasurer with the consent of the Board of Directors.

ARTICLE XVI  
AMENDMENT

A. Amendment to these By-Laws may be proposed by any member of the Board of Directors or by the Administrative Committee. The amendment shall be submitted to the Board of Directors.

B. Unanimous approval by the Board of Directors shall be required to adopt any amendment to these By-Laws.

**ARTICLE XVII**  
**EFFECTIVE DATE**

These By-Laws shall go into effect immediately upon the execution of the Agreement by all of the original participants in the Agency.

**Exhibit "C"**

**Signatory Page to the CONFIRE Joint Powers Agreement**

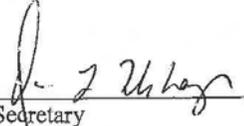
**[Attached Behind This Page]**

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ADDENDUM TO JOINT POWERS AGREEMENT  
(CONFIRE)

ATTEST:

Rancho Cucamonga Fire Protection District

  
Secretary

  
President, Board of Directors  
9-17-13  
Date

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**EXHIBIT B  
TO RESOLUTION**

**RESOLUTION NO. 2019 -1**

**BEFORE THE BOARD OF DIRECTORS OF THE  
CONSOLIDATED FIRE AGENCIES**

**Recommendation to Admit Chino Valley Independent Fire District as a Party to  
Consolidated Fire Agencies ("CONFIRE") Joint Powers Agreement**

**RECITALS**

1. **WHEREAS**, Chino Valley Independent Fire District ("District") is a California fire protection district duly organized and existing under Section 13800 et seq. of the Health & Safety Code.
2. **WHEREAS**, Consolidated Fire Agencies ("CONFIRE") is a joint powers authority duly organized and existing under Section 6500 et seq. of the Government Code and its Joint Powers Agreement effective August 13, 1990, amended September 3, 2013, and amended again on September 17, 2013 (collectively, the "JPA").
3. **WHEREAS**, as set forth in **Exhibit A** hereto ("Administrative Committee Staff Report and Action Item"), the Administrative Committee of CONFIRE has recommended that this Board of Directors urge the current JPA members to amend the JPA to admit the District as a member of CONFIRE on the condition that the District pay the Required-Buy-In on or before December 31, 2019.

**RESOLUTION**

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Directors recommends that each current party to the JPA take action to amend the JPA to admit the District as a member of CONFIRE on the condition that the District pay the Required-Buy-In on or before December 31, 2019.

THIS RESOLUTION was passed and adopted by the Board of Directors of the Consolidated Fire Agencies at a regular meeting held on the 2nd of April, 2019, by the following roll call vote:

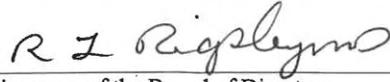
AYES: 6

NOES: 0

ABSENT: 0

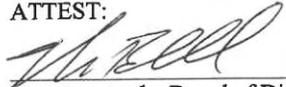
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Signed and Approved by me after its passage.



Chairperson of the Board of Directors  
Consolidated Fire Agencies

ATTEST:



Secretary to the Board of Directors  
Consolidated Fire Agencies

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**Exhibit A**  
**to Resolution No. 2019-01**

**[Administrative Committee Meeting Minutes]**



**ADMINISTRATIVE COMMITTEE MEETING  
MINUTES**

Tuesday, February 26, 2019

1:30 P.M.

SAN BERNARDINO COUNTY EOC  
1743 MIRO WAY, RIALTO CA 92376

**ROLL CALL**

**ADMINISTRATIVE COMMITTEE MEMBERS:**

Chief Tim McHargue/Chairperson, Colton Fire  
Chief Ivan Rojer/Vice-Chairperson, Rancho Cucamonga Fire  
Chief Dan Harker, Loma Linda Fire  
Chief Nathan Cooke, Redlands Fire  
Chief Brian Park, Rialto Fire  
Chief Don Trapp, San Bernardino County Fire

**SUPPORT STAFF**

Mike Bell, Director  
Tim Franke, Dispatch Manager  
Kristen Anderson, Assistant Dispatch Manager  
John Tucker, Assistant Dispatch Manager  
Blessing Ugbo, Special Projects Lead  
Liz Berry, Admin. Secretary I  
Rana Gilani, Staff Analyst II

**GUESTS**

Chief Lorenzo Gigliotti, Apple Valley Fire  
Chief John Chamberlin, San Bernardino County Fire  
Chief Greg Benson, Victorville Fire Department  
Chief Eric Noreen, Rancho Cucamonga Fire  
Chief Tyler Johnson, Chino Valley Fire Department  
Yvonne Robbins, BDC MIS Supervisor  
Vanessa Meyer, Confire  
Battalion Chief Buddy Peratt, Apple Valley Fire

- I. CALL TO ORDER**  
a. Flag Salute

*Admin Committee Minutes February 26, 2019 -- Page 1 of 7*

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b. Roll Call/Introductions

II. PUBLIC COMMENT

An opportunity provided for persons in the audience to make brief statements to the Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

III. CONSENT ITEMS

The following items are considered routine and non-controversial and will be voted upon at one time by the Administrative Committee. An item may be removed by a Committee member or member of the public for discussion and appropriate action.

1. Approve Administrative Committee Minutes of January 15, 2019 (**Attachment A**)
2. Financial Statements thru January 31, 2019 (**Attachments B1-B2**)
3. Dispatch Performance reports (**Attachments C1-C6**)
4. Hesperia Lease Agreement (**Attachments D1-D2**)-

*Approve the lease agreement between CONFIRE and the County of San Bernardino Real Estate Services for space at the HDGC. The agreement is for 10 years commencing on May 1, 2019. It begins at \$6,251.00 per month for rent and maintenance and increases 3.5% each year thereafter. The total encumbrance for the lease is \$878,160 for ten years.*

*Chief Don Trapp requested this item be sidelined until the County's dispatch study is complete.*

*Motion to table the HDGC lease until San Bernardino County's dispatch study is completed.*

*Motion by: Chief Tim McHargue  
Second by: Chief Dan Harker  
Approved Unanimously*

5. Action on Consent

*Motion to accept items 1 thru 3 under Consent Items*

*Motion by: Chief Trapp  
Second by: Chief Cooke  
Approved Unanimously*

IV. DIRECTOR REPORT

6. Director Report – Mike Bell

a. EMD Ad Hoc update

*RFP out for a consultant to help facilitate the group. Group is currently working on standardizing call types across the board.*

*Admin Committee Minutes February 26, 2019-- Page 2 of 7*

- b. CAD to CAD project update
  - i. Approval for S.A.M. registration (**Attachment E**)  
*Approve Rana Gilani, Staff Analyst II, as the designated SAM Entity Administrator.*

*Motion by: Chief Don Trapp  
Second by: Chief Ivan Rojer  
Approved Unanimously*

**V. OPS COMMITTEE REPORT**

- i. OPS/Admin discussion
  - i. Leader's intent  
*Define policy making and empowerment of the representative to make decisions. Representatives are to discuss agenda topics and know how their agency stands on topics being discussed and be empowered to make decisions that accurately represent their agency.*

*Admin. Chiefs will schedule a separate meeting to further discuss leader's intent with reference to the OPS group.*

- ii. Change Management  
*Tabled*

- iii. CAD Access request (**Attachment F**)  
*Establish protocol for qualified agency liaisons to securely access the live CAD environment for making agency only changes in certain modules under certain conditions. Qualified agency liaisons must be signed off by the CONFIRE CAD Administrator as having the proper training and experience required. Access to the CAD environment only from approved locations and services as specified by CONFIRE MIS. Make changes that will be limited to agency only matters. Any change that could have an impact on other agencies must be vetted through the CONFIRE Operations Committee. A CAD help ticket will be submitted documenting all changes made at each session.*

*Motion to approve CAD Access Agreement.*

*Motion by: Chief Ivan Rojer  
Second by: Chief Brian Park  
Approved Unanimously*

**VI. DISCUSSION ITEMS**

- 7. Standing Topics
  - a. IT Projects

*Telestaff Upgrade, in progress, 3/31/19 estimated completion.  
ATIA (SIMS Interface), in progress, 2/15/19 estimated completion.*

*Admin Committee Minutes February 26, 2019-- Page 3 of 7*

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*Deccan LiveMUM, in progress, 3/26/19 estimated completion.  
SD-WAN, in progress, 5/31/19 estimated completion.  
BDC Transition, in progress, 12/31/19 estimated completion.  
Tablet Command (Phase 2), in progress, 3/6/19 estimated completion.  
Active Directory Upgrade, in progress, 4/28/19 estimated completion.  
Verizon VPN Tunnel, in progress, 3/15/19 estimated completion.*

i. Temp Hire

- i. Approve hire of a temporary (contract) position to back fill long-term vacancy in MIS (two six-month terms not to exceed \$50,000 per term). Use of salary savings to fund this role.

*Motion to approve the hiring of a temporary (contract) position to back fill a long-term vacancy in MIS (two six-month terms not to exceed \$50,000 per term)*

*Motion by: Chief Nathan Cooke  
Second by: Chief Dan Harker  
Approved Unanimously*

ii. Office 365 project/Active Directory Migration (**Attachment G**)

- i. Approve contract with DynTek not to exceed \$82,000 to perform the migration of the legacy CONFIRE Active Directory into the new Office 365 platform.

*The cost of this project will be allocated based on agency benefit as derived by the number of email accounts per agency based on the Office 365 contract with Microsoft. The cost for migration is \$59.75 per account. Chiefs of affected agencies need to provide direction if funds should be drawn from agency Equipment Reserve funds (5009) or added to agency quarterly billing. All agencies have sufficient funds in 5009 to cover these costs. The CONFIRE amount will be drawn from CONFIRE Equipment Reserve fund.*

*Chiefs tabled the topic for 3 bids or a venue/source that can take care of the vetting process.*

b. BDC MIS Transition

*Transition moving along smoothly.*

c. CPE Refresh

*Several demos have been attended. We continue to look at all available options.*

*Admin Committee Minutes February 26, 2019-- Page 4 of 7*

8. Old Business

a. West Net Station Alerting Radio Purchase (**Attachments H1-H2**)

*The convergence of the installation of the Westnet Station alerting system and the near completion of the County ISD 800 digital radio upgrade project necessitates agencies that have installed the Westnet system to upgrade their existing analog alerting radios to fully digital radios to receive back-up radio alerting from the Westnet system in the event of a failure in the delivery of the primary IP alerting packet.*

i. Approve sole source purchase of 36 Motorola APX 4500 Mobile Digital radios not to exceed \$150,000.00.

*Approve sole source purchase of 24 Motorola APX 4500 and 12 APX 6500 (BDC Only) Mobile Digital radios not to exceed \$150,000. The sole source justification is based on the sole use of and support of the Motorola digital radio by County ISD. The agency will only support the APX 4500 or APX 6500 for this purpose. The cost provided by the vendor is consistent with their pricing elsewhere.*

***Motion to Approve the sole source purchase of 24 Motorola APX 4500 and 12 APX 6500 (BDC only) Mobile Digital radios not to exceed \$150,000.***

***Motion by: Chief Nathan Cooke***

***Second by: Chief Brian Park***

***Approved Unanimously***

ii. Chino membership Update (**Attachments I1-I2**)

*Chino Valley Fire will be starting service with CONFIRE in March of 2019. From the beginning the organization has clearly stated its desire to become a member agency of CONFIRE at the earliest possible time. The recently approved new member process affords Chino Valley that opportunity due to its previous engagement at CONFIRE from 2000-2004.*

*Attached is a letter dated December 12, 2018, from Chino Valley Fire Chief Tim Shackelford requesting his organization be considered for membership by the Administrative Committee and the CONFIRE Board of Directors.*

*Board policy sets a minimum of \$300,000 buy-in fee for new member agencies. Each agency is then assessed for any fees above that amount based on a call volume/ CONFIRE asset formula. Based on that methodology the buy-in figure for Chino Valley Fire would be: \$412,423.00.*

2/26/2019

*Motion to approve the Chino Valley membership and proposed "buy-in" amount. Move to Board of Directors for final consideration.*

*Motion by: Chief Tim McHargue  
Second by: Chief Don Trapp  
Approved Unanimously*

9. New Business

a. First Watch Foam Module Demo (**Attachment J**)

- i. Approve CONFIRE purchase of Firstwatch F.O.A.M. module for \$8540.00 (one-time) cost and \$1500 annually thereafter for maintenance and support. This would make CONFIRE the primary agency. All CONFIRE agencies could then purchase the "add-on" module for \$1830 (one-time) cost and \$330 annually thereafter for maintenance and support. CONFIRE purchase would be funded through credit held at Firstwatch, remaining credit could fund all member agencies. Contract agencies would need to pay the additional cost.

*Motion to approve the purchase of Firstwatch F.O.A.M. module for \$8540.00 (one-time) and \$1500 annually thereafter for maintenance and support.*

*Motion by: Chief Nathan Cooke  
Second by: Chief Ivan Rojer  
Approved Unanimously*

b. Apple Valley Fire membership inquiry (**Attachment K**)

*CONFIRE received a letter dated February 20, 2019, from Apple Valley Fire Protection District inquiring on membership with CONFIRE. Apple Valley is requesting specific information on membership costs, benefits, assigned obligation and contract language as well as any details about becoming and functioning as a JPA member.*

*Motion to direct Mike Bell to respond to Apple Valley's request for membership.*

*Motion by: Chief Tim McHargue  
Second by: Chief Don Trapp  
Approved Unanimously*

c. Preliminary Budget discussion

*The budget process is moving along, no significant changes are foreseen. By the end of March, a true preliminary budget will be presented. Chief Chamberlin requested that the Admin Chiefs address the budget for Confire administrative staff salary being divided equally among the agencies. Current*

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2/26/2019

*JPA by-laws state that the cost is determined by agency call volume. The Chiefs asked director Bell to look deeper into the request.*

- d. Dispatcher appreciation week April 14-20th  
*Agencies were invited to visit Comm Center and their dispatchers.*

**Closed session:**



**CONFIRE**

**STAFF REPORT**

**DATE: 1/15/2019**

**FROM: Mike Bell  
Director**

**TO: Administrative Committee**

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**SUBJECT: Chino Valley Fire Membership Request**

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**Recommendation**

**Approve Chino Valley membership request and proposed "buy-in" amount. Move to Board of Directors for final consideration**

**Background Information**

Chino Valley Fire will be starting service with CONFIRE in March of 2019. From the beginning of their interaction with CONFIRE the organization has clearly stated its desire to become a member agency of CONFIRE at the earliest possible time. The recently approved new member process affords Chino Valley that opportunity due to its previous engagement at CONFIRE from 2000-2004.

The current contract with Chino Valley Fire stipulates they request membership before the end of 2019. Attached is a letter dated, December 13, 2018 from Chino Valley Fire Chief Tim Shackelford requesting his organization be considered for membership by the Administrative Committee and the CONFIRE Board of Directors.

Board policy sets a minimum of a \$300,000 buy-in fee for new member agencies. Each agency then is assessed for any fees above that amount based on a call volume/ CONFIRE asset formula. Based on that methodology the buy-in figure for Chino Valley Fire would be:

\$412,423

The current JPA Agreement and By-Laws provide the additional information Chino Valley needs to consider its ultimate decision for membership. CONFIRE staff stands ready to work with Chino Valley Fire to address additional questions from their staff and Board of Directors. If approved by the Administrative Committee, the next step would be for the matter to be brought to the CONFIRE Board of Directors for approval. A resolution and JPA

agreement amendment would be drafted by CONFIRE legal counsel and circulated to each member agency governing board for final approval.

**EXHIBIT C  
TO RESOLUTION**

**RESOLUTION NO. 2019 -05**

**BEFORE THE BOARD OF DIRECTORS OF THE  
CONSOLIDATED FIRE AGENCIES**

**Recommendation to Admit Apple Valley Fire Protection District as a Party to  
Consolidated Fire Agencies (“CONFIRE”) Joint Powers Agreement**

**RECITALS**

1. **WHEREAS**, Apple Valley Fire Protection District (“District”) is a California fire protection district duly organized and existing under Section 13800 et seq. of the Health & Safety Code.
2. **WHEREAS**, Consolidated Fire Agencies (“CONFIRE”) is a joint powers authority duly organized and existing under Section 6500 et seq. of the Government Code and its Joint Powers Agreement effective August 13, 1990 and amended September 17, 2013 and thereafter (collectively, the “JPA”).
3. **WHEREAS**, as set forth in Exhibit A hereto (“Administrative Committee Resolution”), the Administrative Committee of CONFIRE has recommended that this Board of Directors urge the current JPA members to amend the JPA to admit the District as a member of CONFIRE on the condition that District pay the an initial installment of a Required Buy-In to CONFIRE in the amount of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00) on or before December 31, 2019 and agrees to pay four (4) equal subsequent annual installments of a Required Buy-In to CONFIRE concluding on or before December 31, 2024 of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00), for a total Required Buy-In of Four Hundred Six Thousand Three Hundred Thirty-Six Dollars (\$406,336.00).

**RESOLUTION**

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Directors recommends that each party to the JPA take action to amend the JPA to admit the District as a member of CONFIRE on the condition that District pay the an initial installment of a Required Buy-In to CONFIRE in the amount of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00) on or before December 31, 2019 and agrees to pay four (4) equal subsequent annual installments of a Required Buy-In to CONFIRE concluding on or before December 31, 2024 of Eighty-One Thousand Two Hundred Sixty-Seven Dollars (\$81,267.00), for a total Required Buy-In of Four Hundred Six Thousand Three Hundred Thirty-Six Dollars (\$406,336.00).

#2

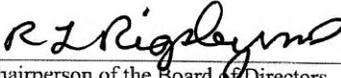
THIS RESOLUTION was passed and adopted by the Board of Directors of the Consolidated Fire Agencies at a regular meeting held on the 29<sup>th</sup> of May, 2019, by the following roll call vote:

AYES: 6

NOES: 0

ABSENT: 0

Signed and Approved by me after its passage.

  
\_\_\_\_\_  
Chairperson of the Board of Directors  
Consolidated Fire Agencies

ATTEST:

  
\_\_\_\_\_  
Secretary to the Board of Directors  
Consolidated Fire Agencies

**Exhibit A**  
**To Resolution 2019-05**

**Administrative Committee Resolution**

**RESOLUTION NO. 2019-04**

**BEFORE THE ADMINISTRATIVE COMMITTEE OF THE  
CONSOLIDATED FIRE AGENCIES**

**Recommendation to Admit Apple Valley Fire District as a Party to  
Consolidated Fire Agencies ("CONFIRE") Joint Powers Agreement**

**RECITALS**

1. **WHEREAS**, Apple Valley Fire Protection District ("District") is a California fire protection district duly organized and existing under Section 13800 et seq. of the Health & Safety Code.
2. **WHEREAS**, Consolidated Fire Agencies ("CONFIRE") is a joint powers authority duly organized and existing under Section 6500 et seq. of the Government Code and its Joint Powers Agreement effective August 13, amended September 3, 2013, and amended again on September 17, 2013 (collectively, the "JPA").
3. **WHEREAS**, pursuant to Section 5 and Section 8 of the body of the JPA, membership in CONFIRE may be acquired by a public agency that both becomes a signatory to the JPA and obtains the unanimous consent of all parties to the JPA.
4. **WHEREAS**, the District desires to become a member of CONFIRE.
5. **WHEREAS**, CONFIRE has studied the potential impacts of the District becoming a party to the JPA.
6. **WHEREAS**, CONFIRE has advised the District that it must pay, as a condition of the District becoming a party to the JPA and a member of CONFIRE, the sum of four hundred six thousand three hundred thirty-six dollars (\$406,336) to the general reserve fund (5010) of CONFIRE (the "Required-Buy-In").

**RESOLUTION**

NOW, THEREFORE, BE IT RESOLVED:

1. The Administrative Committee recommends to the CONFIRE Board of Directors that each current party to the JPA be urged to amend the JPA to admit the District as a member of CONFIRE on the condition that the District pay the Required-Buy-In on or before December 31, 2019.

#1

THIS RESOLUTION was passed and adopted by the Administrative Committee of the Consolidated Fire Agencies at a regular meeting held on the 28th of May, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

Signed and Approved by me after its passage.



Chairperson of the Administrative Committee  
Consolidated Fire Agencies

ATTEST:



Secretary to the Administrative Committee  
Consolidated Fire Agencies

00110625.2

2



# City of Loma Linda Official Report

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

CITY COUNCIL AGENDA: July 9, 2019  
TO: City Council  
FROM: Dan Harker, Fire Chief *DH*  
VIA: T. Jarb Thaipejr, City Manager  
SUBJECT: Award contract to Bauer Compressors for the purchase of MSA Self Contained Breathing Apparatus (SCBA's)

Approved/Continued/Denied By City Council Date _____
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## RECOMMENDATION

It is recommended that the City Council award contract to Bauer Compressors for the purchase of MSA Self Contained Breathing Apparatus (SCBAs).

## BACKGROUND

The Fire Department plans to transition the brand of Self-Contained Breathing Apparatus (SCBA) we have been using from Titan to MSA. This decision has been made for two reasons. The first being that over half of our SCBAs do not meet NFPA standards; which means that we would have to replace the non-compliant units, as well as, pay a costly fee to upgrade the frontline units. The second and most important reason is interoperability it will offer our staff. Our Department is the only one in the County to use Titan, all other agencies use MSA.

## ANALYSIS

As approved in the FY 2020 budget, we will be purchasing replacement SCBAs for our front line units and will purchase the remaining items to complete the transition the following fiscal year. Since the purchase will exceed \$25,000, our purchasing policy would require a formal bid process. However, section 3.32.260 of the Municipal Code does offer some exemptions from formal bidding. We are requesting that the Council support an exemption based on the fact that there are only two MSA authorized vendors in our region to both sell and service MSA SCBAs. We have obtained two identical quotes and Bauer Compressors came in as the lower quote with a savings of \$3,521.

## FINANCIAL IMPACT

An appropriation to replace our frontline SCBAs has already been adopted in the Fiscal Year 2020 budget.



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019  
TO: City Council  
FROM: T. Jarb Thaipejr, City Manager/Public Works Director T.J. 7  
SUBJECT: Award Contract to Construct Sidewalks at Various Locations. (CIP 19-191)

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

**RECOMMENDATION:**

It is recommended that the City Council award a contract in an amount of \$67,471.00 to Tryco General Engineering of Rimforest, CA for the subject construction and approve a contingency amount of \$7,000.00 (±10%).

**BACKGROUND:**

City staff is constantly monitoring infrastructure for safety concerns and signs of aging. Staff completed a survey of various concrete improvements and this project is a result. The citywide project is for removal of sidewalks that are potential liabilities as well as missing link sections. This project will be funded by Measure I funds. It has been identified and approved on the current Capital Improvement Program list and Measure I Project List.

**ANALYSIS:**

City Council approved the annual budget which included this capital improvement project. Staff advertised for competitive bids, seven (7) bids were received and opened on July 2, 2019. Bids ranged from a low of \$67,471.00 to a high of \$171,879.85 (see attached). The low bidder, Tryco General Engineering of Rimforest, has been checked for references and licenses. This contractor has performed similar acceptable work for the City. It is not unusual for a construction project to experience the need to add or reduce the quantities of work items or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Therefore, Staff recommends an allocation of \$7,000 for such circumstances.

**FINANCIAL IMPACT:**

Funding is available in Account Nos. 26-5340-8500.

**City of Loma Linda**

Sidewalk at Various Locations

Bid Opening July 2, 2019

ITEM	DESCRIPTION	UNIT	QUANTITY	Engineer's Estimate		Tryco Gen. Eng.		I.E. Gen. Eng.		CT & T Concrete Paving	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	R & R Driveway Approach	S.F.	5,916	\$9.00	\$53,244.00	\$6.75	\$39,933.00	\$9.00	\$53,244.00	\$14.00	\$82,824.00
2	R & R Gutter only	L.F.	42	\$35.00	\$1,470.00	\$34.00	\$1,428.00	\$35.00	\$1,470.00	\$30.00	\$1,260.00
3	R & R Sidewalk	S.F.	1,907	\$8.00	\$15,256.00	\$6.00	\$11,442.00	\$8.00	\$15,256.00	\$11.00	\$20,977.00
4	R & R Curb and Gutter	L.F.	386	\$40.00	\$15,440.00	\$38.00	\$14,668.00	\$50.00	\$19,300.00	\$40.00	\$15,440.00
<b>TOTAL</b>					<b>\$85,410.00</b>		<b>\$67,471.00</b>		<b>\$89,270.00</b>		<b>\$120,501.00</b>

Bid Opening July 2, 2019

ITEM	DESCRIPTION	UNIT	QUANTITY	Gentry Gen. Eng., Inc.		Vido Samarzich, Inc.		Onyx Paving Co., Inc.		EBS Gen. Eng., Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	R & R Driveway Approach	L.F.	5,916	\$11.80	\$69,808.80	\$14.00	\$82,824.00	\$15.00	\$88,740.00	\$18.20	\$107,671.20
2	R & R Gutter only	L.F.	42	\$78.00	\$3,276.00	\$60.00	\$2,520.00	\$60.00	\$2,520.00	\$84.30	\$3,540.60
3	R & R Sidewalk	L.F.	1,907	\$11.00	\$20,977.00	\$13.00	\$24,791.00	\$10.00	\$19,070.00	\$14.75	\$28,128.25
4	R & R Curb and Gutter	L.F.	386	\$73.00	\$28,178.00	\$75.00	\$28,950.00	\$75.00	\$28,950.00	\$84.30	\$32,539.80
<b>TOTAL</b>					<b>\$122,239.80</b>		<b>\$139,085.00</b>		<b>\$139,280.00</b>		<b>\$171,879.85</b>



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

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

SUBJECT: Award Contract to Paint Wrought Iron Fencing at Various Park Locations. (CIP 19-737)

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

## **RECOMMENDATION:**

It is recommended that the City Council award a contract in an amount of \$30,780.00 to U.S. National Corp. of Pacoima, CA for the subject construction and approve a contingency amount of \$3,100.00 ( $\pm 10\%$ ).

## **BACKGROUND:**

City staff is constantly monitoring infrastructure for safety concerns and signs of aging. Staff completed a survey of various wrought iron fences and this project is a result. The citywide project is for painting park fences for continued upkeep and maintenance.

## **ANALYSIS:**

City Council approved the annual budget which included park maintenance on the capital improvement project list. Staff advertised for competitive bids, two (2) bids were received and opened on July 2, 2019. Bids were \$30,780.00 and \$88,740.00 (see attached). The low bidder, to U.S. National Corp. of Pacoima, CA, has been checked for references and licenses. It is not unusual for a construction project to experience the need to add or reduce the quantities of work items or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Therefore, Staff recommends an allocation of \$3,100 for such circumstances.

## **FINANCIAL IMPACT:**

Funding is available in Account Nos. 04-5320-8500.

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# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

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

SUBJECT: Award Contract for Construction of Water and Sewer Improvements, Heritage Park (CIP 19-738)

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

### **RECOMMENDATION:**

It is recommended that the City Council award the contract for water and sewer improvements Heritage Park to MCC Pipeline, Inc. of Yucaipa, CA in the amount of \$139,757.00; \$3387.50 to Hilltop Geotechnical for materials testing; \$4,000 to Goodman & Associates for engineering and construction survey and authorize a contingency allocation of \$14,000. City staff will provide inspection and project management.

### **BACKGROUND:**

This project is included in the approved Capital Improvement Program listed in the annual budget. Generally, this is the installation of approximately 600 feet of water line and 600 feet of sewer line at the subject location.

### **ANALYSIS:**

Sixteen (16) bids were received and publicly opened on July 2, 2019. Bids ranged from a low of \$139,757.00 to a high of \$406,645.00 (see attached bid summary). The low bidder, MCC Pipeline, Inc. of Yucaipa, CA, has been checked for references and found to be satisfactory. The contractor has performed satisfactorily for the City in the past. It is not unusual for a project to change the quantities of work or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Additionally, this is a very favorable bid, therefore, staff recommends an allocation of ±10% of the construction amount (\$14,000.00) for a contingency allocation.

### **FINANCIAL IMPACT:**

Funding is available in Account Nos. 04-5320-8500.

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City of Loma Linda

Sewer and waterline improvement at Heritage Park

Bid Opening July 2, 2019

CIP 19-738

ITEM	DESCRIPTION	UNIT	QUANTITY	Engineer's Estimate		MCC Pipeline		H7 Contracting & Eng., Inc.		TK Construction		Tryco Gen. Eng.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	L.S.	1	\$15,000.00	\$15,000.00	\$2,860.00	\$2,860.00	\$10,967.00	\$10,967.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00
2	Traffic Control	L.S.	1	\$5,000.00	\$5,000.00	\$495.00	\$495.00	\$11,870.00	\$11,870.00	\$1,500.00	\$1,500.00	\$800.00	\$800.00
3	8" Diameter PVC Pipe	L.F.	560	\$50.00	\$28,000.00	\$92.60	\$51,856.00	\$57.90	\$32,424.00	\$100.00	\$56,000.00	\$86.00	\$48,160.00
4	Sewer manhole	EA.	5	\$2,500.00	\$12,500.00	\$2,974.00	\$14,870.00	\$3,770.00	\$18,850.00	\$4,500.00	\$22,500.00	\$3,280.00	\$16,400.00
5	4" Dia. Sewer lateral	L.F.	200	\$40.00	\$8,000.00	\$37.00	\$7,400.00	\$34.00	\$6,800.00	\$39.00	\$7,800.00	\$49.00	\$9,800.00
6	Sewer clean out	EA.	2	\$1,000.00	\$2,000.00	\$958.00	\$1,916.00	\$695.00	\$1,390.00	\$400.00	\$800.00	\$600.00	\$1,200.00
7	8" Ductile Iron Pipe	L.F.	670	\$100.00	\$67,000.00	\$45.00	\$30,150.00	\$58.70	\$39,329.00	\$49.00	\$32,830.00	\$106.00	\$71,020.00
8	8" Flanged Gate Valve	EA.	2	\$2,500.00	\$5,000.00	\$1,775.00	\$3,550.00	\$1,610.00	\$3,220.00	\$1,500.00	\$3,000.00	\$2,000.00	\$4,000.00
9	Install new Fire Hydrant	EA.	2	\$6,500.00	\$13,000.00	\$5,500.00	\$11,000.00	\$6,125.00	\$12,250.00	\$6,200.00	\$12,400.00	\$6,800.00	\$13,600.00
10	Install 4" water service	EA.	4	\$3,000.00	\$12,000.00	\$1,865.00	\$7,460.00	\$1,543.75	\$6,175.00	\$1,500.00	\$6,000.00	\$1,015.00	\$4,060.00
11	Hot tap into existing 12" waterline	EA.	1	\$5,000.00	\$5,000.00	\$4,800.00	\$4,800.00	\$5,205.00	\$5,205.00	\$8,900.00	\$8,900.00	\$1,200.00	\$1,200.00
12	Field Test	L.S.	1	\$2,000.00	\$2,000.00	\$1,700.00	\$1,700.00	\$4,225.00	\$4,225.00	\$1,400.00	\$1,400.00	\$1,800.00	\$1,800.00
13	Disinfect Pipeline	L.S.	1	\$2,000.00	\$2,000.00	\$1,700.00	\$1,700.00	\$2,415.00	\$2,415.00	\$1,500.00	\$1,500.00	\$1,200.00	\$1,200.00
<b>TOTAL</b>					<b>\$176,500.00</b>		<b>\$139,757.00</b>		<b>\$155,120.00</b>		<b>\$158,130.00</b>		<b>\$177,240.00</b>

City of Loma Linda

CIP 19-738

ITEM	DESCRIPTION	UNIT	QUANTITY	TE Roberts Inc.		I. E. Gen. Eng.		Christensen Bros. Gen. Eng		Norstar Plumbing & Eng., Inc		Big Ben, Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	L.S.	1	\$3,300.00	\$3,300.00	\$10,000.00	\$10,000.00	\$13,800.00	\$13,800.00	\$13,000.00	\$13,000.00	\$12,000.00	\$12,000.00
2	Traffic Control	L.S.	1	\$2,000.00	\$2,000.00	\$8,000.00	\$8,000.00	\$5,700.00	\$5,700.00	\$6,000.00	\$6,000.00	\$8,500.00	\$8,500.00
3	8" Diameter PVC Pipe	L.F.	560	\$81.00	\$45,360.00	\$70.00	\$39,200.00	\$95.00	\$53,200.00	\$130.00	\$72,800.00	\$170.00	\$95,200.00
4	Sewer manhole	EA.	5	\$4,450.00	\$22,250.00	\$6,000.00	\$30,000.00	\$5,400.00	\$27,000.00	\$2,800.00	\$14,000.00	\$9,500.00	\$47,500.00
5	4" Dia. Sewer lateral	L.F.	200	\$64.00	\$12,800.00	\$65.00	\$13,000.00	\$30.00	\$6,000.00	\$90.00	\$18,000.00	\$40.00	\$8,000.00
6	Sewer clean out	EA.	2	\$2,100.00	\$4,200.00	\$1,500.00	\$3,000.00	\$850.00	\$1,700.00	\$1,200.00	\$2,400.00	\$1,500.00	\$3,000.00
7	8" Ductile Iron Pipe	L.F.	670	\$76.00	\$50,920.00	\$92.00	\$61,640.00	\$81.00	\$54,270.00	\$130.00	\$87,100.00	\$135.00	\$90,450.00
8	8" Flanged Gate Valve	EA.	2	\$3,100.00	\$6,200.00	\$1,800.00	\$3,600.00	\$2,630.00	\$5,260.00	\$1,850.00	\$3,700.00	\$2,000.00	\$4,000.00
9	Install new Fire Hydrant	EA.	2	\$8,900.00	\$17,800.00	\$7,500.00	\$15,000.00	\$9,400.00	\$18,800.00	\$11,900.00	\$23,800.00	\$9,500.00	\$19,000.00
10	Install 4" water service	EA.	4	\$4,700.00	\$18,800.00	\$2,000.00	\$8,000.00	\$2,030.00	\$8,120.00	\$1,900.00	\$7,600.00	\$2,500.00	\$10,000.00
11	Hot tap into existing 12" waterline	EA.	1	\$3,200.00	\$3,200.00	\$1,500.00	\$1,500.00	\$6,400.00	\$6,400.00	\$4,300.00	\$4,300.00	\$5,000.00	\$5,000.00
12	Field Test	L.S.	1	\$725.00	\$725.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00
13	Disinfect Pipeline	L.S.	1	\$725.00	\$725.00	\$2,500.00	\$2,500.00	\$3,700.00	\$3,700.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00
<b>TOTAL</b>					<b>\$188,280.00</b>		<b>\$197,440.00</b>		<b>\$206,450.00</b>		<b>\$260,700.00</b>		<b>\$304,650.00</b>

City of Loma Linda

CIP 19-738				Borden Excavating, Inc.		O'Duffy Bros., Inc.		JPI Development Group		Gentry Gen. Eng., Inc.	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	L.S.	1	\$7,250.00	\$7,250.00	\$10,000.00	\$10,000.00	\$40,000.00	\$40,000.00	\$17,550.00	\$17,550.00
2	Traffic Control	L.S.	1	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$20,000.00	\$20,000.00	\$10,450.00	\$10,450.00
3	8" Diameter PVC Pipe	L.F.	560	\$200.00	\$112,000.00	\$175.00	\$98,000.00	\$218.50	\$122,360.00	\$189.00	\$105,840.00
4	Sewer manhole	EA.	5	\$3,500.00	\$17,500.00	\$5,000.00	\$25,000.00	\$6,100.00	\$30,500.00	\$10,000.00	\$50,000.00
5	4" Dia. Sewer lateral	L.F.	200	\$150.00	\$30,000.00	\$150.00	\$30,000.00	\$55.00	\$11,000.00	\$143.00	\$28,600.00
6	Sewer clean out	EA.	2	\$2,500.00	\$5,000.00	\$1,000.00	\$2,000.00	\$1,200.00	\$2,400.00	\$1,350.00	\$2,700.00
7	8" Ductile Iron Pipe	L.F.	670	\$125.00	\$83,750.00	\$170.00	\$113,900.00	\$142.50	\$95,475.00	\$207.50	\$139,025.00
8	8" Flanged Gate Valve	EA.	2	\$4,000.00	\$8,000.00	\$2,000.00	\$4,000.00	\$2,300.00	\$4,600.00	\$2,050.00	\$4,100.00
9	Install new Fire Hydrant	EA.	2	\$10,000.00	\$20,000.00	\$10,000.00	\$20,000.00	\$15,000.00	\$30,000.00	\$7,600.00	\$15,200.00
10	Install 4" water service	EA.	4	\$2,500.00	\$10,000.00	\$3,000.00	\$12,000.00	\$3,900.00	\$15,600.00	\$5,100.00	\$20,400.00
11	Hot tap into existing 12" waterline	EA.	1	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$20,000.00	\$20,000.00	\$7,580.00	\$7,580.00
12	Field Test	L.S.	1	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$1,750.00	\$1,750.00	\$1,200.00	\$1,200.00
13	Disinfect Pipeline	L.S.	1	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00
<b>TOTAL</b>					<b>\$310,000.00</b>		<b>\$334,900.00</b>		<b>\$395,685.00</b>		<b>\$406,645.00</b>



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

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

SUBJECT: Award Contract for Construction of Water Line Improvements, Bellaire Street, Exeter Street and Mountain View Avenue (CIP 18-652)

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

**RECOMMENDATION:**

It is recommended that the City Council award the contract for water line improvements on Bellaire Street, Exeter Street and Mountain View Avenue to MCC Pipeline, Inc. of Yucaipa, CA in the amount of \$379,689.00; \$3720.00 to Hilltop Geotechnical for materials testing; and authorize a contingency allocation of \$38,000. City staff will provide inspection and project management.

**BACKGROUND:**

This project is included in the approved Capital Improvement Program listed in the annual budget. Generally, this is a replacement of approximately 2000 feet of water line at the subject locations.

**ANALYSIS:**

Sixteen (16) bids were received and publicly opened on July 2, 2019. Bids ranged from a low of \$379,689.00 to a high of \$739,680.00 (see attached bid summary). The low bidder, MCC Pipeline, Inc. of Yucaipa, CA, has been checked for references and found to be satisfactory. The contractor has performed satisfactorily for the City in the past. It is not unusual for a project to change the quantities of work or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Additionally, this is a very favorable bid, therefore, staff recommends an allocation of ±10% of the construction amount (\$38,000.00) for a contingency allocation.

**FINANCIAL IMPACT:**

Funding is available in Account Nos. 65-7030-13600 and 38-7200-1300.

*\\CLL-SV-FILE\Public Works\Public Works Admin\Staff Reports\Award of Contract\Water Line Bellaire Exeter Mt View 2019.doc*

City of Loma Linda

Waterline improvement at Bellaire St. , Exeter St. and Mt. View Ave.

Bid Opening July 2 , 2019

CIP 19-652

ITEM	DESCRIPTION	UNIT	QUANTITY	Engineer's Estimate		MCC Pipeline		TK Construction		Borden Excavating, Inc.		Big Ben, Inc.		Christensen Bros. Gen. Eng	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization & Traffic Control	L.S.	1	\$30,000.00	\$30,000.00	\$6,900.00	\$6,900.00	\$3,000.00	\$3,000.00	\$7,637.00	\$7,637.00	\$23,000.00	\$23,000.00	\$23,700.00	\$23,700.00
2	Pothole Utilities	L.S.	1	\$5,000.00	\$5,000.00	\$5,048.00	\$5,048.00	\$18,000.00	\$18,000.00	\$12,000.00	\$12,000.00	\$5,000.00	\$5,000.00	\$12,700.00	\$12,700.00
3	8" Ductile Iron Pipe	L.F.	1,970	\$100.00	\$197,000.00	\$103.60	\$204,092.00	\$108.00	\$212,760.00	\$110.00	\$216,700.00	\$112.00	\$220,640.00	\$130.00	\$256,100.00
4	Remove and replace 8" DIP, high line	L.F.	547	\$130.00	\$71,110.00	\$62.00	\$33,914.00	\$150.00	\$82,050.00	\$120.00	\$65,640.00	\$177.00	\$96,819.00	\$170.00	\$92,990.00
5	8" Flanged Gate Valve	EA.	18	\$2,000.00	\$36,000.00	\$1,950.00	\$35,100.00	\$1,550.00	\$27,900.00	\$3,500.00	\$63,000.00	\$1,500.00	\$27,000.00	\$1,900.00	\$34,200.00
6	12" Flanged Gate Valve	EA.	2	\$3,500.00	\$7,000.00	\$3,730.00	\$7,460.00	\$2,700.00	\$5,400.00	\$4,000.00	\$8,000.00	\$3,500.00	\$7,000.00	\$2,900.00	\$5,800.00
7	8"x6" Reducer	EA.	3	\$500.00	\$1,500.00	\$335.00	\$1,005.00	\$340.00	\$1,020.00	\$1,000.00	\$3,000.00	\$1,000.00	\$3,000.00	\$440.00	\$1,320.00
8	Install 1" water service	EA.	35	\$2,000.00	\$70,000.00	\$1,535.00	\$53,725.00	\$1,700.00	\$59,500.00	\$2,200.00	\$77,000.00	\$2,000.00	\$70,000.00	\$1,700.00	\$59,500.00
9	Install new Fire Hydrant	EA.	3	\$7,000.00	\$21,000.00	\$6,900.00	\$20,700.00	\$6,800.00	\$20,400.00	\$7,700.00	\$23,100.00	\$11,000.00	\$33,000.00	\$8,000.00	\$24,000.00
10	Install traffic signal loops	EA.	2	\$1,000.00	\$2,000.00	\$1,580.00	\$3,160.00	\$1,800.00	\$3,600.00	\$1,500.00	\$0.00	\$750.00	\$1,500.00	\$1,350.00	\$2,700.00
11	Field Test	L.S.	1	\$4,000.00	\$4,000.00	\$3,535.00	\$3,535.00	\$4,000.00	\$4,000.00	\$6,000.00	\$6,000.00	\$1,000.00	\$1,000.00	\$1,700.00	\$1,700.00
12	Disinfect Pipeline	L.S.	1	\$6,000.00	\$6,000.00	\$3,550.00	\$3,550.00	\$3,500.00	\$3,500.00	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00	\$2,900.00	\$2,900.00
13	Abandon existing pipe, valve, FH	L.S.	1	\$4,000.00	\$4,000.00	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	\$2,900.00	\$2,900.00
<b>TOTAL</b>					<b>\$454,610.00</b>		<b>\$379,689.00</b>		<b>\$446,130.00</b>		<b>\$484,577.00</b>		<b>\$492,959.00</b>		<b>\$520,510.00</b>

City of Loma Linda

CIP 19-652				Tryco Gen. Eng.		TE Roberts Inc.		Norstar Plumbing & Eng., Inc		Vido Samarazich, Inc.		O'Duffy Bros., Inc.	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization & Traffic Control	L.S.	1	\$18,000.00	\$18,000.00	\$10,100.00	\$10,100.00	\$18,000.00	\$18,000.00	\$30,000.00	\$30,000.00	\$20,000.00	\$20,000.00
2	Pothole Utilities	L.S.	1	\$6,800.00	\$6,800.00	\$9,500.00	\$9,500.00	\$17,636.00	\$17,636.00	\$8,000.00	\$8,000.00	\$20,000.00	\$20,000.00
3	8" Ductile Iron Pipe	L.F.	1,970	\$141.00	\$277,770.00	\$106.00	\$208,820.00	\$135.00	\$265,950.00	\$150.00	\$295,500.00	\$170.00	\$334,900.00
4	Remove and replace 8" DIP, high line	L.F.	547	\$124.00	\$67,828.00	\$148.00	\$80,956.00	\$229.00	\$125,263.00	\$230.00	\$125,810.00	\$240.00	\$131,280.00
5	8" Flanged Gate Valve	EA.	18	\$2,200.00	\$39,600.00	\$2,400.00	\$43,200.00	\$1,850.00	\$33,300.00	\$2,800.00	\$50,400.00	\$2,500.00	\$45,000.00
6	12" Flanged Gate Valve	EA.	2	\$3,445.00	\$6,890.00	\$3,100.00	\$6,200.00	\$5,000.00	\$10,000.00	\$5,000.00	\$10,000.00	\$3,000.00	\$6,000.00
7	8"x6" Reducer	EA.	3	\$800.00	\$2,400.00	\$800.00	\$2,400.00	\$3,000.00	\$9,000.00	\$1,000.00	\$3,000.00	\$500.00	\$1,500.00
8	Install 1" water service	EA.	35	\$2,280.00	\$79,800.00	\$4,200.00	\$147,000.00	\$2,050.00	\$71,750.00	\$2,700.00	\$94,500.00	\$3,100.00	\$108,500.00
9	Install new Fire Hydrant	EA.	3	\$6,160.00	\$18,480.00	\$10,400.00	\$31,200.00	\$11,900.00	\$35,700.00	\$10,000.00	\$30,000.00	\$8,500.00	\$25,500.00
10	Install traffic signal loops	EA.	2	\$1,200.00	\$2,400.00	\$1,350.00	\$2,700.00	\$1,800.00	\$3,600.00	\$800.00	\$1,600.00	\$1,000.00	\$2,000.00
11	Field Test	L.S.	1	\$2,200.00	\$2,200.00	\$2,700.00	\$2,700.00	\$2,500.00	\$2,500.00	\$7,500.00	\$7,500.00	\$15,000.00	\$15,000.00
12	Disinfect Pipeline	L.S.	1	\$2,000.00	\$2,000.00	\$2,700.00	\$2,700.00	\$4,200.00	\$4,200.00	\$7,500.00	\$7,500.00	\$15,000.00	\$15,000.00
13	Abandon existing pipe, valve, FH	L.S.	1	\$6,000.00	\$6,000.00	\$1,800.00	\$1,800.00	\$3,100.00	\$3,100.00	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00
<b>TOTAL</b>					<b>\$530,168.00</b>		<b>\$549,276.00</b>		<b>\$599,999.00</b>		<b>\$668,810.00</b>		<b>\$739,680.00</b>



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

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

SUBJECT: Award Contract for Leonard Bailey Park Playground Equipment and Rubber Surface Improvement.

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

## RECOMMENDATION

It is recommended that the City Council award a contract in the amount of \$58,122.55 to Tot Lot Pros of Fontana, CA for the subject construction and approve a contingency amount of \$6,000.00 ( $\pm 10\%$ ).

## BACKGROUND

City staff is constantly monitoring infrastructure for safety concerns, signs of aging and amenity improvements. Staff completed a survey of various park improvements and this project is a result. The project is to install rubberized playground surfacing and add a shade structure over the existing equipment.

## ANALYSIS

Staff researched and analyzed the existing playground equipment and surfacing. It was recommended that we install new rubberized playground surfacing and add a shade structure over the existing equipment. This is similar to the work accomplished at Cottonwood Park in 2018. This is the same vendor that installed the original equipment. The shade structure involves extending the support pieces of the equipment in order to attach the sails. It is not unusual for a construction project to experience the need to add or reduce the quantities of work items or the scope of work as field conditions dictate. This is generally caused by unforeseen circumstances or work needed to maintain the integrity of the project. Therefore, Staff recommends an allocation of \$6,000 for such circumstances.

## FINANCIAL IMPACT

Funding is available in Account No. 04-5320-8500

\\CCL-SV-FILE\Public Works\Public Works Admin\Staff Reports\Leonard Bailey Playground improvement 2019.doc

# Leonard Bailey Park

Loma Linda California 92614 August 10, 2018 1129880-01-01-01



*landscape structures*



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# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019  
TO: City Council  
FROM: T. Jarb Thaipejr, City Manager/Public Works Director  
SUBJECT: Award Contract for Engineering Services, Street Improvements.

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

**RECOMMENDATION:**

It is recommended that the City Council award a contract in an amount not to exceed \$77,750 to Goodman & Associates of Colton, CA for engineering services on the Anderson Street, Stewart Street to Barton Road Pavement Rehabilitation with a Round-A-Bout at Mound Street Project.

**BACKGROUND:**

This project is on our approved Capital Improvement Program budget. The University Medical Center has requested investigation and consideration for this project. The concept has been presented to the City Council, Traffic Safety Committee and Loma Linda University/Medical Center gaining support from all.

**ANALYSIS:**

Goodman & Associates provided a proposal that covers the needs of the City for a favorable cost. This firm has satisfactorily performed similar work for the City in the past and continues to provide excellent service in a timely manner. Previously, the firm of Fehr and Peers was retained to prepare the conceptual and geometric design for the round-a-bout portion of the project.

**FINANCIAL IMPACT:**

Funding is available in Account No. 12-2340-8500.

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# Goodman & ASSOCIATES

---

June 19, 2019

T. Jarb Thaipejr  
25541 Barton Road  
Loma Linda, CA 92354

Subject: Proposal for Engineering (revised)

Project: Anderson Street/Mound Round-a-bout

Dear Jarb,

Per your request we offer the following scope of services for this project based on our discussions and consistent with the geometric layout provided by others:

## **Topographic Survey**

1. Aerial topography (to cover the project area)
2. Detailed field shots for accurate tie-in to existing points
  - a. Top of curb/flowline elevations
  - b. Cross gutters
  - c. Storm drain inlets and pipes
  - d. Utility features
  - e. Pavement shots

**Sub-total - \$ 9,750**

## **Civil Engineering Design**

3. Street Improvement Plans – Round-a-bout area
  - a. Plan and Profile depicting new curbs, curb and gutter, sidewalks, ADA ramps, and median islands
  - b. Retaining wall design along the north side of Anderson Street
  - c. Verify ADA paths of travel
  - d. Plot street cross sections, check cross-fall slopes
  - e. Signing and Striping Plan
  - f. Demolition Plan
4. Street Improvement Plans – pavement rehabilitation
  - a. From round-a-bout design NW to Stewart Street
  - b. From round-a-bout design south to Barton Road
5. Storm Drain Plans
  - a. Redesign drainage features in the project area, plan and profile where necessary
  - b. Match existing storm drain facility sizes
  - c. Assume no hydrology/hydraulic calculations



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

FROM:

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

SUBJECT:

Adopt City Council Bill R 2019-30, Approve Submittal of an Application for Statewide Park Development and Community Revitalization Program Grant Funds for Leonard Bailey Park.

Approved/Continued/Denied By City Council Date _____
--

## RECOMMENDATION

It is recommended that City Council adopt Council Bill R 2019-30, approve submittal of an application for Statewide Park Development and Community Revitalization Program Grant Funds for Leonard Bailey Park.

## BACKGROUND

The City has been notified of a grant opportunity for funding park improvements through the Statewide Park Development and Community Revitalization Program. Voters in 2018 approved Proposition 68 which added over \$650M to the previously approved 2006 Proposition 64 awarded amount of \$368M.

## ANALYSIS

Staff has prepared the attached resolution of commitment indicating that the City Council is aware of application for the Grant and designating the authorized representative to submit all documents required for the Grant. Minimum grant amount is \$200K. Staff has researched the cost to install a jogging and walking loop and par course. The project type and cost meet the qualifications for this funding grant.

## FINANCIAL IMPACT

None at this time.

Attachment

\\CLL-SV-FILE\Public Works\Public Works Admin\Staff Reports\Hulda Crooks Grant 2019.doc

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, APPROVING THE APPLICATION STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS AT LEONARD BAILEY PARK

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Loma Linda hereby:

APPROVES THE FILING OF AN APPLICATION FOR THE JOGGING AND WALKING LOOP AND PAR COURSE AT LEONARD BAILEY PARK; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to the City Manager to conduct all negotiations, sign, and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules regulations and guidelines.
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

\_\_\_\_\_  
Rhodes Rigsby, Mayor

ATTEST:

\_\_\_\_\_  
Barbara Nicholson, City Clerk



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

FROM:

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

SUBJECT:

Adopt City Council Bill R 2019-31, Approve Submittal of an Application for Statewide Park Development and Community Revitalization Program Grant Funds for City Ball Park Lighting.

Approved/Continued/Denied By City Council Date _____
--

## RECOMMENDATION

It is recommended that City Council adopt Council Bill R 2019-31, approve submittal of an application for Statewide Park Development and Community Revitalization Program Grant Funds for City Ball Park lighting.

## BACKGROUND

The City has been notified of a grant opportunity for funding park improvements through the Statewide Park Development and Community Revitalization Program. Voters in 2018 approved Proposition 68 which added over \$650M to the previously approved 2006 Proposition 64 awarded amount of \$368M.

## ANALYSIS

Staff has prepared the attached resolution of commitment indicating that the City Council is aware of application for the Grant and designating the authorized representative to submit all documents required for the Grant. Minimum grant amount is \$200K. Staff has researched the cost to complete lighting the baseball and softball fields at the end of Entrada Del Parque just west of Mountain View Avenue overpass. The project type and cost meet the qualifications for this funding grant.

## FINANCIAL IMPACT

None at this time.

Attachment

\\CCLL-SV-FILE\Public Works\Public Works Admin\Staff Reports\Ball Park Grant 2019.doc

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, APPROVING THE APPLICATION STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS AT CITY BALL PARK

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Loma Linda hereby:

APPROVES THE FILING OF AN APPLICATION FOR THE FIELD LIGHTING AT THE CITY BALL PARK; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the project included in this application, the sufficient funds to complete the project; and
2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to the City Manager to conduct all negotiations, sign, and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules regulations and guidelines.
6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

\_\_\_\_\_  
Rhodes Rigsby, Mayor

ATTEST:

\_\_\_\_\_  
Barbara Nicholson, City Clerk



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

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

SUBJECT: Approve the Notice of Completion for Street Rehabilitation on Khan Drive, Vollmer Drive, Price Drive, Paulson Drive and Wareham Court (CIP 18-181)

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

TJT

## RECOMMENDATION

It is recommended that the City Council accept this project as substantially complete and authorize the City Clerk to file the Notice of Completion.

## BACKGROUND

On September 11, 2018, City Council awarded the contract to Mike Roquet Construction Inc. of Highland, CA in the amount of \$17,560 with an approved contingency amount of \$2,000.

The final project cost was \$17,560, which was the total contract.

Attached is the Notice of Completion for the subject project. Upon City Council authorization, the City Clerk will submit the Notice of Completion for recordation. The one (1) year warranty provided by the contractor will commence from the date of recordation.

## FINANCIAL IMPACT

Funding for this project was provided by 45-2400-8500.

*I:\Public Works Admin\Staff Reports\Notice of Completion\Street Rehab by Replay 07-09-19.doc*



Signature of Owner or Agent Owner \_\_\_\_\_ Date: \_\_\_\_\_

Verification of INDIVIDUAL owner \_\_\_\_\_: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the owner of the aforesaid interest or estate in the property described in the above notice; that I have read said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place

\_\_\_\_\_  
(Signature of owner named in paragraph 2)

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the \_\_\_\_\_ of the aforesaid interest or "PRESIDENT, PARTNER, MANAGER, AGENT, ETC."

in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

\_\_\_\_\_  
Date and Place

\_\_\_\_\_  
(Signature of person signing on behalf of owner)



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019  
TO: City Council  
FROM: T. Jarb Thaipejr, City Manager  
SUBJECT: Surplus Solar Panels and Other Miscellaneous Items

Approved/Continued/Denied By City Council Date _____
--

## RECOMMENDATION

It is recommended that the City Council declare the attached list of items surplus and authorize the items be auctioned off as surplus.

## BACKGROUND

In 2007, solar panels were installed on the roofs of City Hall, Library, Fire Station and Senior Center. The City made the necessary roof replacement and equipment upgrades as part of the installation of the solar panels. The City obtained all the financial benefits from the operations of the panels. However, over time, the aging of the equipment, maintenance and repair costs had become more costly. It was also causing damage to the roof. When the inverters to the panels went out a few years ago, it was decided, at that time, that it was not be feasible for the City to repair. The 384 solar panels were removed from the City Hall building.

There are also chairs that are no longer used in normal operations that are recommended for surplus.

## ANALYSIS

Staff has researched and will have the items auctioned through an auction company.

## FINANCIAL IMPACT

Income from auctioned items not determined at this time.

Attachment: Proposed Surplus List

I:\Public Works Admin\Staff Reports\2019 Surplus Equipment - 07-09-19.doc





# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2018  
TO: City Council  
FROM: T. Jarb Thaipejr, City Manager/Public Works Director  
SUBJECT: Award the Bid to Purchase of One (1) Ford F150 Supercab Vehicle.

Approved/Continued/Denied By City Council Date _____
--

## **RECOMMENDATION:**

It is recommended that City Council award the bid to Raceway Ford of Riverside to purchase one (1) Ford F150 vehicle for a total of \$25,211.68.

## **BACKGROUND:**

City staff constantly monitors, evaluates and analyzes the condition, depreciation and maintenance needs of the City fleet. Additional off-site duties have been identified for the Lead Mechanic/Fleet Services Coordinator that require a vehicle. This new vehicle will address that need.

## **ANALYSIS:**

Vehicle specifications were developed for the needs of the Public Works Department then bids from three (3) local vendors were solicited. Three (3) bids were received from local vendors and compared. The lowest bidder, Raceway Ford of Riverside, provided a bid of \$25,211.68 for the vehicle. The City has checked this vendor and is satisfied with their service commitment and references.

## **FINANCIAL IMPACT:**

Funding is available in Account No. 04-5320-8210, Automotive Equipment.

*I:\Public Works Admin\Staff Reports\Award of Contract\Purchase One F 150 Vehicle Parks Dept 07-09-19.docx*

# INFORMAL BID RESULTS

Date: July 2, 2019

Project Name/Description: Ford F150 SuperCab Truck for Parks Department

Account No: 04-5320-8210 Budgeted Amount: \$40,000

Project Account No: n/a

Vendor Name	Bid Amount
Raceway Ford	\$25,211.68
Fairview Ford	\$26,405.35
Redlands Ford	\$26,939.70

Comments: This vehicle will replace the Ford Ranger

Signature: R Shenton Date: 7/2/19

Requires City Council Approval: Yes  No  City Council Meeting 7/9/19



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019

TO: City Council

FROM: Konrad Bolowich, Assistant City Manager

SUBJECT: Lease of Property Located at 25964 Mission Road Suite B, Loma Linda, CA to Inland Temporary Homes

Approved/Continued/Denied By City Council Date _____
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## **RECOMMENDATION:**

It is recommended that the City Council authorize the City Manager to lease surplus office space to Inland Temporary Homes for the amount of \$2,400 per month.

## **BACKGROUND:**

Inland Temporary Homes has been supported by the City for many years. Their current location has been sold requiring them to relocate. Recently, the City has completed the restoration and rehabilitation of the "Curtis Fisk House" located at 25964 Mission Road, Suite A. The building, located in Heritage Park, is vacant and the surrounding park area is not improved for public use. Having an active use at the site will deter vandalism and crime in that location in addition to the financial considerations associated with the lease.

## **ANALYSIS:**

Staff has negotiated a one (1) year lease in the amount of \$2,400/month for the property. The City will provide water, sewer and trash services. The tenant will have use of the home for business office purposes.

## **FINANCIAL IMPACT:**

\$2,400 in monthly income for 12 months, \$16,800 for the lease period to the General Fund.

Attachment

## OFFICE LEASE

### Preamble

This lease is entered into on June 24, 2019, by and between the CITY OF LOMA LINDA, referred to in this lease as "Landlord," and Inland Temporary Homes, hereinafter referred to in this lease as "Tenant."

Subject to the terms and conditions set forth in this lease, Landlord hereby leases to Tenant that certain space located at 25964 Mission Road Unit B, Loma Linda, California ("Leased Space").

### Term

1. The term of this lease shall be a period of one (1) year commencing at 12:01 a.m. on July 24, 2019 and ending at 12:01 a.m. on July 24, 2020, unless terminated earlier as provided in this lease. If Tenant holds over and continues in possession of the Leased Space after termination of the term of the lease, Tenant's continued occupancy of the Leased Space shall be deemed merely a tenancy from month to month at a minimum rental of \$ 2400.00 per month subject to all the terms and conditions contained in this lease.

### Basic Rent

2. Tenant agrees to pay to Landlord as basic rent, for the use and occupancy of the Lease Space, the sum of \$2400.00 per month payable on the first day of each and every month commencing July 24, 2019, and continuing through the term of the lease.

### Security Deposit

3. Tenant has deposited with Landlord the sum of \$2400.00, receipt of which is hereby acknowledged by Landlord, as security for the full and faithful performance by Tenant of the terms, conditions, and covenants of this lease. If at any time during the term of this lease Tenant defaults in the payment of rent, or any portion of rent, under this lease, Landlord may appropriate and apply any portion of the security deposit reasonably necessary to remedy any such default in the payment rent. If, during the term of this lease, Landlord applies all or any portion of the security deposit for a purpose authorized by this article or otherwise authorized by law, Tenant agrees to restore the amount of the security so applied by Landlord with the next due payment of rent under this lease.

### **Use of Premises**

4. The Leased Space shall be used for general office purposes by Tenant and for no other use or uses without the prior express written consent of Landlord.

### **Prohibited Uses**

5. Tenant shall not commit or permit the commission of any acts on the Leased Space nor use or permit the use of the Leased Space in any way that

(a) Increases the existing rates for or causes cancellation of any fire, casualty, liability, or other insurance policy insuring the Building or its contents;

(b) Violates or conflicts with any law, statute, ordinance, or governmental rule or regulation, whether now in force or hereinafter enacted, governing the Leased Space or the Building;

(c) Obstructs or interferes with the rights of other tenants or occupants of the Building or injures or annoys them; or

(d) Constitutes the commission of waste on the Leased Space or the commission or maintenance of a nuisance as defined by the laws of California.

### **Alterations by Tenant**

6. No alternation, addition, or improvement to the Leased Space shall be made by Tenant without the written consent of Landlord. Concurrently with requesting Landlord's consent to the proposed alteration, addition, or improvement, Tenant shall submit to Landlord preliminary plans for the alteration, addition, or improvement. Landlord shall, in its sole discretion, approve or disapprove the proposed alteration, addition, or improvement, within thirty (30) days after its receipt of Tenant's written request for approval. If Landlord fails to affirmatively approve or disapprove the proposed alteration, addition, or improvement within the same thirty (30) day period, the proposed alteration, addition, or improvement shall be deemed disapproved. If Landlord gives such written consent to any alteration, addition, or improvement to the leased premises, Landlord and Tenant shall agree in writing at that time to the date when that undertaking shall be completed. Tenant shall obtain all necessary governmental permits required for any alteration, addition, or improvement approved by Landlord and shall comply with all governmental law, regulations, ordinances, and codes. Any alteration, addition, or improvement made by Tenant after consent has been given, and any fixtures installed as part of the construction, shall at Landlord's option become the property of Landlord on the expiration of other earlier termination of this lease; provided, however, that Landlord shall have the right to require Tenant to remove the fixtures at Tenant's cost on termination of this lease. If Tenant is required by Landlord to remove the fixtures on termination of this lease, Tenant shall repair and restore any damage to the leased premises caused by such removal.

### **Mechanics' Liens**

7. If Tenant causes any alterations, additions, or improvements to be made to the Leased Space, Tenant agrees to keep the Leased Space free of liens for both labor and materials. If a lien is placed on the Leased Space in connection with any construction, repair, or replacement work that Tenant may or must cause to be performed under this lease, which results in a final judgment, Landlord may pay the amount of that judgment. Tenant shall reimburse Landlord for the full amount paid within ten (10) days after that amount is paid by Landlord; otherwise Tenant shall be in default under this lease.

### **Maintenance and Repairs**

8. Tenant shall during the term of this lease maintain the Leased Space, in a good, clean, and safe condition, and shall on expiration or earlier termination of this lease surrender the Leased Space to Landlord in as good condition and repair as existed on the date of this lease, reasonable wear and tear and damage by the elements excepted. Tenant, at Tenant's own expense, shall repair all deteriorations or injuries to the Leased Space or to the Building occasioned by Tenant's lack of ordinary care.

### **Inspection by Landlord**

9. Tenant shall permit Landlord or Landlord's agents, representatives, or employees to enter the Leased Space at all reasonable times for the purpose of inspecting the Leased Space to determine whether Tenant is complying with the terms of this lease and for the purpose of doing other lawful acts that may be necessary to protect Landlord's interest in the Leased Space under this lease.

### **Common Areas of Building**

10. Landlord shall make available at all times during the term of this lease in any portion of the Building that Landlord from time to time designates or relocates, automobile parking and common areas as Landlord shall from time to time deem appropriate. Tenant shall have the nonexclusive right during the term of this lease to use common areas for itself, its employees, agents, customers, clients, invitees, and licensees.

### **Utilities Furnished by Landlord/Tenant**

11. Landlord shall, at Landlord's own cost and expense, provide water and trash service for the Leased Space and the Building. Tenant shall, at Tenant's own cost and expense, provide, electricity, heating and air conditioning for the Leased Space and Building.

### **Tenant's Liability Insurance**

12. For the mutual benefit of Landlord and Tenant, Tenant shall during the term of this lease cause to be issued and maintained public liability insurance in the sum of at least \$500,000.00 for injury to or death of one person, and \$500,000.00 for injury to or death of more than one person in any one accident, insuring the tenant against liability for injury and/or death

occurring in or on the Leased Space or the common areas. Landlord shall be named as an additional insured. Tenant shall maintain all such insurance in full force and effect during the entire term of this lease and shall pay all premiums for the insurance. Evidence of insurance and of the payment of premiums shall be delivered to Landlord.

### **Insurance for Tenant's Personal Property**

13. Tenant agrees at all times during the term of this lease to keep, at Tenant's sole expense, all of Tenant's personal property, including trade fixtures and equipment of Tenant that may be on or in the Leased Space from time to time, insured against loss damage by fire and by any peril included within fire and extended coverage insurance for an amount that will insure the ability of Tenant to fully replace the personal property, trade fixtures, and equipment.

### **Indemnification**

14. (a) Landlord shall not be liable to Tenant, and Tenant hereby waives all claims against Landlord, for any injury or damage to any person or property in or about the Leased Space or any part of the Leased Space by or from any cause whatsoever, except injury or damage to Tenant resulting from the acts or omissions of Landlord or Landlord's authorized agents.

(b) Tenant shall hold Landlord harmless from and defend Landlord against any and all claims or liability for any injury or damage to any person or property whatsoever occurring in, on, or about the Leased Space or any part of it, and occurring in, on, or about any common areas of the Building when that injury or damage was caused in part or in whole by the act, neglect, fault of, or omission of any duty by Tenants, its agents, servants, employees, or invitees.

### **Destruction of Leased Space or Building**

15. If the Leased Space or the Building of which it is a part is damaged or destroyed by any causes not the fault of Tenant, Landlord shall at Landlord's sole cost and expense promptly repair it, and the rent payable under this lease shall be abated for the time and to the extent Tenant is prevented from occupying the Leased Space in its entirety. Notwithstanding the foregoing, if the Leased Space or the Building is damaged or destroyed and repair of the damage or destruction cannot be completed within one hundred eighty (180) days:

(a) Landlord may, in lieu of making the repairs required by this paragraph, terminate this lease by giving Tenant thirty (30) days' written notice of termination; or

(b) Tenant may terminate this lease by giving Landlord thirty (30) days' written notice of termination.

### **Assignment and Subletting**

16. Tenant shall not encumber, assign, sublet, or otherwise transfer this lease, any right or interest in this lease, or any right or interest in the Leased Space without first obtaining the express written consent of Landlord. Furthermore, Tenant shall not sublet the Leased Space

or any part of it or allow any other persons, other than Tenant's employees and agents, to occupy or use the Leased Space or any part of it without the prior written consent of Landlord. A consent by Landlord to one assignment, subletting, or occupation and use by another person shall not be deemed to be a consent to any subsequent assignment, subletting, or occupation and use by another person. Any encumbrance, assignment, transfer, or subletting without the prior written consent of Landlord, whether voluntary or involuntary, by operation of law or otherwise, is void and shall, at the option of Landlord, terminate this lease.

### **Acts Constituting Breach by Tenant**

17. The following shall constitute a default under and a breach of this lease by Tenant:

(a) The nonpayment of rent when due, when the nonpayment continues for ten (10) days after written notice to pay rent or surrender possession of the Leased Space has been given by Landlord to Tenant;

(b) A failure to perform any provision, covenant, or condition of this lease other than one for the payment of rent, when that failure is not cured within thirty (30) days after written notice of the specific failure is given by Landlord to Tenant;

(c) The breach of this lease and abandonment of the Leased Space before expiration of the term of this lease;

(d) A receiver is appointed to take possession of all or substantially all of Tenant's property located at the Leased Space or of Tenant's interest in this lease, when possession is not restored to Tenant within thirty (30) days;

(e) Tenant makes a general assignment for the benefit creditors;

(f) The execution, attachment, or other judicial seizure of substantially all of Tenant's assets located at the Leased Space or of Tenant's interest in this lease, when the seizure is not discharged within fifteen (15) days; or

(g) The filing by or against Tenant of a petition to have Tenant adjudged a bankrupt or of a petition for reorganization or arrangement under the federal bankruptcy law (unless, in the case of a petition filed against Tenant, it is dismissed within sixty (60) days).

The notices provided for the subsections (a) and (b) of this Paragraph 18 are not intended to replace, but rather are in addition to any required statutory notices for unlawful detainer proceedings under Code of Civil Procedure Section 1161, et seq.

### **Landlord's Remedies**

18. If Tenant breaches or is in default under this lease, Landlord, in addition to any other remedies given Landlord by law or equity, may:

(a) Continue this lease in effect by not terminating Tenant's right to possession of the Leased Space and thereby be entitled to enforce all Landlord's right and remedies under this lease including the right to recover the rent specified in this lease as it becomes due under the lease; or

(b) Terminate this lease and all rights of Tenant under the lease and recover from Tenant

(1) The worth at the time of award of the unpaid rent that had been earned at the time of termination of the lease;

(2) The worth at the time of award of the amount by which the unpaid rent that would have been earned after termination of the lease until the time of award exceeds the amount of rental loss that Tenant proves could have been reasonably avoided;

(3) The worth at the time of award of the amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of rental loss that Tenant proves could be reasonable avoided; and

(4) Any other amount necessary to compensate Landlord for all detriment proximately caused by tenant's failure to perform Tenant's obligations under this lease; or

(c) In lieu of, or in addition to, bringing an action for any or all of the recoveries described in subparagraph (b) of this paragraph, bring an action to recover and retain possession of the Leased Space in the manner provided by the California law of unlawful detainer then in effect.

### **Termination Notice**

19. No act of Landlord, including by not limited to Landlord's entry on the Leased Space or efforts to relet the Leased Space, or the giving by Landlord to Tenant of a notice of default, shall be construed as an election to terminate this lease unless a written notice of the Landlord's election to terminate this lease is given to Tenant.

### **Waiver of Breach**

20. The waiver by Landlord of any breach by Tenant of any of the provisions of this lease shall not constitute a continuing waiver or a waiver of any subsequent default or breach by Tenant either of the same or a different provision of this lease.

### **Notices**

21. Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this lease or by law to be served on or given to either party to this lease by the other party shall be in writing, and shall be deemed duly served and given when personally delivered to the party to whom it is directed or any managing employee of

the party or, in lieu of personal service, when deposited in the United States mail, first class postage prepaid, addressed to Landlord at

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

Or to Tenant at

Jeff Little  
28964 Mission Road  
Loma Linda, CA 92354

Either party may change its address for purposes of this paragraph by giving written notice of the change to the other party in the manner provided in this paragraph.

### **Attorneys' Fees**

22. If any litigation is commenced between the parties to this lease concerning the Leased Space, this lease, or the rights and duties of either in relation to the Lease Space or the lease, the party prevailing in that litigation shall be entitled, in addition to any other relief granted, to a reasonable sum as and for its attorneys' fees in the litigation, which shall be determined by the court in that litigation or in a separate action brought for that purpose.

### **Binding on Heirs and Successors**

23. This lease shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors, and assigns of the parties but nothing in this paragraph shall be construed as a consent by Landlord to any assignment of this lease or any interest therein by Tenant except as provided in Paragraph 17 of this lease.

**Time of Essence**

24. Time is expressly declared to be of the essence in this lease.

**Sole and Only Agreement**

25. This instrument constitutes the sole and only full, final, and complete agreement between Landlord and Tenant respecting the Leased Space or the leasing of the Leased Space to Tenant, and correctly sets forth the obligations of Landlord and Tenant to each other as of its date. Any agreements or representations respecting the Leased Space or their leasing by Landlord to Tenant not expressly set forth in this instrument are null and void. All prior negotiations between the parties are subsumed into this lease to the extent they have been agreed to, and if not agreed to by the parties, such negotiations are not set forth in the terms and conditions of this lease. This lease may not be extended, amended, modified, altered, or changed, except in a writing signed by Landlord and Tenant.

EXECUTED on \_\_\_\_\_, 2019, at Loma Linda,  
San Bernardino County, California.

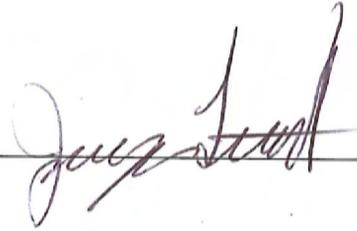
LANDLORD:

CITY OF LOMA LINDA

By: \_\_\_\_\_

By: \_\_\_\_\_

TENANT:

By:  \_\_\_\_\_

By: \_\_\_\_\_

EXHIBIT "A"

LEASED SPACE

**Leased Space**

1. Leased space is the building located at 25964 Mission Rd., Loma Linda, California.

**Utilities**

2. Landlord shall provide utilities to include Water, Sewer, and Trash Removal as part of the rent. Tenant shall be responsible for paying the cost of use of electricity.

**Telephone**

3. Landlord shall provide local telephone service and voicemail for up to five (5) devices. Long distance and toll charges shall be presented to Tenant on a monthly basis. Tenant will pay all such charges.

**Janitorial Services**

4. Tenant will be responsible for janitorial services.



# City of Loma Linda Official Report

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

COUNCIL AGENDA: July 9, 2019  
TO: City Council  
FROM: Konrad Bolowich, Assistant City Manager  
SUBJECT: Reappropriation of unspent funds in FY 19/20 for the completion of follow-up tasks for The Groves Specific Plan

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

**RECOMMENDATION**

It is recommended that City Council reappropriate unspent funds in the amount of \$34,000 to proceed with follow up tasks of “The Groves Specific Plan”.

**BACKGROUND**

Planning PLUS/P+ (Consultant) was hired in November 15, 2017 to review technical studies and to provide and prepare the related environmental documents for the future phase of Special Planning Area “D”. The original agreement authorized a budget not-to-exceed four hundred thousand dollars (\$400,000), of which three hundred sixty-six thousand dollars (\$366,000) was allocated to specific tasks (Attachment A, Proposed Scope of Work), the remainder thirty-four thousand dollars (\$34,000) was provided as a contingency set-aside for other additional needed services to be identified and authorized in advance, and in writing, by the City Manager. Following the City Council’s adoption of The Groves Specific Plan project on June 26, 2018, the Consultant and Community Development Director met to outline specific additional needed services related to: (1) the financing and implementation strategy for development carried out under the Specific Plan; (2) refinement of park and mixed-use site planning concepts to facilitate implementation as intended; and (3) creation of illustrative drawings and administrative tools to facilitate the City’s administration of The Groves Specific Plan. Pending litigation prevented the completion of these tasks.

**ANALYSIS**

The litigation is now resolved. The reappropriation of residual funds and authorization to utilize the contingency funds, up to the full not-to-exceed \$400,000 contract amount, will allow these additional services to be accomplished.

**FINANCIAL IMPACT:**

Reappropriate \$34,000 from general fund – fund balance into expenditure account 01-1600-1820.

**ATTACHMENT**

- A. Approved Planning PLUS/P+ Scope of Work
- B. Memorandum Authorization to Proceed with Follow-up Tasks



## EXHIBIT A

### PROPOSED SCOPE OF WORK

#### PHASE ONE

##### **TASK 1.0 Project Kick-Off and Orientation**

Task Description: The P+ Team will attend an initial kick-off meeting with City Staff to introduce team members and review expectations for schedule, deliverables and the City objectives. It is the P+ Team's desire to establish and maintain a close working relationship with the City Staff throughout the project. The kick-off meeting and project orientation are viewed as a valuable step to establish this relationship. We anticipate representation by the key design and technical team consultants and similarly anticipate that a range of City Department representatives, as well as the City's consulting Engineer, would attend (or be introduced at a minimum) at the kick-off meeting as well. The kick-off meeting and orientation (including site visit) is anticipated to require and a minimum one-half day.

In preparation for this meeting, the Team will conduct a preliminary review of the SPA-D policies and previous entitlement documents for Phase One and Two Concepts. P+ shall be responsible for collecting and disseminating the data, records, and documents used to the Team. The project team will take inventory on potential data needs and questions for the City. The purpose of the meeting is to confirm project goals for the City, the timeline, protocols for interfacing with property owners, and to discuss issues that may arise during the process. We will also review the Citrus Trails Master Plan and the Phase One development plan with the City. We will provide a list of data needs prior to the meeting. Following the meeting, we will tour the site with the team and city staff and take a photo inventory.

Budget Estimate:

22 hrs      \$ 6,430

Deliverable(s): One (1) half-day "kick-off" meeting with the Project Team and City, and a revised Project Objectives and Schedule

Timeframe and Schedule: It is imperative that this meeting occur as soon as practical following contract approval. If at all feasible, the Kick-off meeting should occur prior to the Thanksgiving Holiday break (or otherwise prior to the end of November 2017).

##### **TASK 2.0 Opportunities & Constraints**

Task Description: A key step required prior to formulating any formal plan concepts will be to document and analyze physical conditions and approved plans that will impact the planning for the Future Phase Area. The P+ Team will prepare the mapping in GIS, which will include a series of overlays pertaining to on-and off-site circulation and ROW conditions, drainage and infrastructure, topography, trails, oak woodlands and other environmental features, land use and buildings, parking areas, and other details required to begin the planning process. We will also evaluate the larger context of the community and consider destinations, parklands, housing stock, and other office and commercial centers. It will be important to not only ensure that the Future Phase Area is well integrated with all of Planning Area "D", but also brings other community benefits. Under this task, we also recommend interviews with the other property owners in the study area, including the Redlands Unified School District (RUSD) to talk through ideas and understand their vision for their property and the area. The P+ Team will document and analyze this information in a series of maps suitable for reproduction in reports and as wall graphics.

Prior to this point, it is understood that the City has initiated limited discussions with the various property owners to determine their likely level of participation; however, the total area and final boundary for detailed planning remains uncertain. For scoping purposes, it is assumed that a minimum of 100 acres (Successor Agency site, Heritage Park, Lewis, mobile home park) would be evaluated, but that potentially up to a maximum of 150 acres (with RUSD and single-family residential lots along Mission Road). Regardless, the overall plan/proposal should accommodate both situations, as well as coordination and interface with the Phase One and Phase Two Concept Areas, and guidance for this coordination will be considered through this important task.

Another important element of this task is the review and consideration of key technical information related to cultural/historic resources, biological resources and circulation/access that influence design considerations and will be assessed during the review of environmental impacts. Preliminary technical study for cultural resources (provided by McKenna et al) and biological resource (provided by Psomas) will be completed and utilized to inform the opportunities and constraints process. In particular, the biological assessment will be used to define appropriate boundaries for the Oak Woodland Preserve, as required by the City's General Plan.

**Assumptions:** This scope of work and fee estimate does not include focused surveys for special status plant and wildlife species; a jurisdictional delineation; or submittal of permit applications to resource agencies. Psomas can provide these services under a separate contract augment, if required.

Budget Estimate:

138 hrs      \$ 6,407

Deliverable(s):

- Working Maps and Exhibits for future design workshops and incorporation into project reports,
- Cultural Resources Study
- Biological Resources Study and Preliminary Vegetation Map
- Native Tree Survey

**Timeframe and Schedule:** In anticipation of design workshops in January, the information-gathering stage of Task 2, Opportunities, Constraints & Issues efforts will be primarily completed by the end of December 2017, with final compilation of maps and exhibits completed during the first half of January 2018.

**Contingency Items and Options:** The ability to complete this task in a timely and efficient manner will depend primarily on the readiness and availability of departmental contacts and background documents. Also, it is difficult to predict any critical issues or areas of controversy that may arise that in turn could require time for extensive research or resolution of issues that is beyond a typical scenario assumed under this scope.

### **TASK 3.0      Design Charette & Preliminary Land Use Concept**

Task Description:

*Design Charette Workshop* - Based on the project goals and information gathered in Task 2, PlaceWorks will lead a three to four-hour charette with Planning Commission, City Council, the public and interested property owners and agencies. A charette is an intense period of planning and design activity intended to result in one or more project concepts. For this effort, PlaceWorks will prepare the agenda for the day, which will involve a briefing on the opportunities and constraints, followed by group exercises involving land use, building types, circulation, park and recreation

ideas, and placemaking. Each group will have a facilitator. City officials will be spread out amongst the separate groups. The last part of the charrette will involve each group presenting their ideas. PlaceWorks will then lead a discussion and begin drawing the common ideas or elements of the plan that reach a level of consensus with the participants. All the ideas generated will be documented for the record. Our goal is to have direction on several alternative concepts and to distill a "working vision" for the area. Following the Charette, we will prepare Preliminary Land Use Concepts, with the "big ideas" for each of the planning sub-areas in terms of mix of uses, density/intensity, internal circulation, connectivity between areas, recreation facilities, and other amenities.

*Follow-Up Design Workshop* - To refine the Preliminary Land Use Concepts, PlaceWorks will lead a second workshop with city officials. This is anticipated to be a two to three-hour workshop that will culminate in a Preferred Plan, design concepts for each sub-area, key development standards, design principles, and public realm improvements. The Vision for the Specific Plan will also be refined during this workshop. This workshop will be a more-focused working session. While the final composition of attendees will be coordinate through City staff, we anticipate that the follow-up workshop audience may include members from the Planning Commission, City Departments and key representatives from other boards or commissions (such as the Historical Commission or the Parks Commission) or development advisory committee groups.

Given the history of community interest for previous development proposals in this area, and the City-initiation of planning design, outreach to the community during the project design phase and prior to public hearing(s) is encouraged.

Assumptions: It is assumed that the City will assist in arranging meeting location/facilities and noticing for a community workshop. P+ will work with the City to coordinate workshop logistics and noticing, and attend a community workshop as appropriate.

Budget Estimate: 221 hrs \$ 45,009

Deliverable(s): Preliminary Concept Plans, and a Preferred Plan Map

Timeframe and Schedule: In order to be responsive to the fast-track schedule for the Future Phase project, it will critical that the Joint Planning Commission/City Council Workshop Design Charette be scheduled in mid-January 2018, with the Follow-up Workshop set for one or two weeks later. These scheduling considerations are necessary to allow for the CEQA notification process to be initiated by mid-February.

## PHASE TWO

### TASK 4.0 Prepare Specific Plan

#### Task Description:

*Subtask 4.1. Refined Plan Concept(s) & Preferred Plan* - Following the design charette and workshops in Task 3, PlaceWorks will prepare the final plan map, land use designation descriptions, and statistical summary for review by the City. The Vision Statement and Guiding Principles will also be prepared. Two rounds of minor edits are included in this task. Once finalized, the environmental process can begin.

*Subtask 4.2. Specific Plan Concept Chapters* - PlaceWorks will prepare the text, maps, and statistics describing the Plan and purpose of the individual planning area. We anticipate a series of smaller planning areas that will be the basis for the development standards, design guidelines, and permitted/conditional uses. PW will test concepts for the Mixed Use areas to confirm that the

densities and intensities are achievable. This will also provide the basis for development standards regarding both vertical and horizontal mixed-use options. PW will provide photos and/or character sketches for each of the planning areas. For the Open Space/Recreation chapter, PlaceWorks will prepare the text, maps, and bubble-level illustrative concept for Heritage Park, as well as the parkland for the Future Phase Area. This will include planning for trail connectivity and between all the parks within Special Planning Area "D". More detailed planning of the park areas is recommended in Optional Task 7 below. For the Circulation/Access/ Trails Plan, PW will prepare the text, maps, street and trail cross-sections for the Specific Plan. Coordination of roadway and trail design with the City Public Works Department will be provided by other team members.

*Subtask 4.3. Specific Plan Development Standards* – Building from the model standards created for the Citrus Trails Master Plan project, P+ will develop standards and regulations to guide future planned development projects under the Specific Plan.

*Subtask 4.4. Specific Plan Design Guidelines* - For the Design Guidelines, PlaceWorks will develop the landscape concept for the public realm within the study area, drawing upon the approved concepts for the Citrus Trails Master Plan. Working with the City, we will prepare the plant palette and planting plan for the streets and trails. PlaceWorks will also prepare guidelines that address site planning and built form for the residential, mixed-use, and commercial components of the Plan, using the Citrus Trails Master Plan as a guide. We will coordinate with City staff on the elements to be covered, but they are expected to include: site design, building design, materials and color, windows, facades, frontage design, and corner treatment. The Design Guidelines will include photos to illustrate the guidelines.

*Subtask 4.5. Specific Plan Objectives, General Plan Consistency & Findings* - P+ will: 1) complete a General Plan consistency analysis to evaluate project conformance with the General Plan, with particular attention to Special Planning Area "D" Phase One requirements (including substantial conformance with site planning, open space and trail integration guidelines); 2) develop preliminary responses to findings required to support proposed entitlements (i.e., General Plan Amendment, Specific Plan Amendment, Planned Community/Development Permit, Parcel Map, etc.); and 3) research and document chronology and history of site issues as necessary to establish relevant project background and findings. P+ will: 1) ensure consistency with the City's General Plan and Measure V; 2) demonstrate compliance with state and local laws and regulations; 3) demonstrate qualities of thoughtful and quality design; and 4) facilitate future implementation of the entitled development.

*Subtask 4.6. Specific Plan Implementation, Administration & Context* – P+ will: 1) ensure consistency with the City's General Plan and Measure V; 2) demonstrate compliance with state and local laws and regulations; 3) demonstrate qualities of thoughtful and quality design; and 4) facilitate future implementation of the entitled development.

*Subtask 4.7. Specific Plan Document Compilation & Production* – P+ will refine project planning and design documents as necessary to generate a "public review draft" version that meets the format and content requirements set forth by the City's municipal code and/or required by state and local laws.

Assumptions: It is anticipated that the City and/or the City's project engineer will provide appropriate support for the engineering and infrastructure planning components of the Specific Plan.

Budget Estimate:

425 hrs

\$ 73,205

Deliverable(s): Preliminary Concept Plans, Administrative Draft Specific Plan, Public Review Specific Plan and Public Hearing Specific Plan. Timeframe and Schedule: Completion of the public draft version of the Specific Plan is targeted for mid March, 2018.

## **TASK 5.0 Prepare Environmental Impact Report (EIR)**

### Task Description:

*Subtask 5.1. Initial Study, Notice of Preparation (NOP) & Scoping* - Consistent with CEQA requirements, a Notice of Preparation (NOP) will be completed and filed to announce the City's intent to prepare an EIR and solicit public agency and community input on potential environmental concerns and scope of analysis.

*Subtask 5.2. Native American Outreach & Tribal Coordination* - P+ and McKenna et al will coordinate with Native American Heritage Commission and local Native American representatives (i.e., San Manuel Mission Band of Indians) per compliance with Senate Bill (SB) 18 requirements; During this task, necessary outreach to Tribal communities, consistent with AB 52, will be conducted.

*Subtask 5.3. Draft EIR* - P+ will complete a preliminary review and assessment of previously prepared environmental documents relevant to the project area (e.g., General Plan EIR, University Village/Orchard Park Specific Plans EIR, Special Planning Area D Phase One Concept MND, and the Veteran's Affairs Project EA and MND) to determine and identify technical studies and analysis needs to assess and document potential environmental consequences of the proposed Specific Plan. For the Future Phase Project, it is assumed that an EIR will be prepared and the scope and topical issues for evaluation will be similar in scope and detail to those for the Citrus Trails Master Plan EIR.

The task includes the completion of environmental analysis into a Focused EIR, with all the requisite mandated sections required under CEQA. The Focused EIR contemplates topical review of the following nine sections: 1) Agricultural Resources; 2) Air Quality; 3) Biological Resources; 4) Cultural and Tribal Cultural Resources; 5) Greenhouse Gases and Climate Change; 6) Land Use and Planning; 7) Noise; 8) Traffic and Transportation; and 9) Utilities-Water Supply (only). In addition, up to three project alternatives will be evaluated. Kunzman Associates will provide technical support related to traffic, air quality and noise analysis for the project alternatives.

*Subtask 5.4. Response to Comments/Final EIR* - Following circulation of the Draft EIR, responses to agency and public comments received will be prepared and compiled into a Response to Comments section for the Final EIR, for presentation to the City decision-makers. Because it is difficult to predict the level of comment that may be received, this scope of work includes an allowance of up to 40 professional hours to prepare responses. Should an excessive volume of comments be received, or comments that necessitate new analysis, additional project budget may be required.

*Subtask 5.5. CEQA Notices* - P+ will prepare the draft CEQA notices for filing by the City.

*Subtask 5.6. CEQA Findings and Statement of Overriding Considerations* - Related processing of the EIR through the decision-making process will require the preparation of the Findings of Fact and Statement of Overriding Considerations, which will be coordinated with the City Attorney.

*Subtask 5.7. Mitigation Monitoring and Reporting Program (MMRP)* – P+ will finalize the MMRP and set-up a form for administration and for communication of requirements and expectations to future Applicants/Developers.

**Assumptions:** Identification of the specific technical studies needed for CEQA review will be determined following the initial scope/CEQA mapping task. However, it is generally assumed that traffic, air quality, greenhouse gas/climate change and noise studies will be required, as well as biological resources and cultural resources studies prepared by qualified consultants. These studies are already included within the scope and budget of this Proposal. Further, it is assumed that the City and/or its Consultant Engineer will provide studies and/or data for geotechnical, soils, hydrology, water quality and hazardous materials (Phase One), prepared by qualified experts and to a sufficient level of detail as required for CEQA review. This task assumes that all filing, noticing and waiver fees to be paid by the City.

**Budget Estimate:** 449 hrs \$ 129,734

**Deliverable(s):** Administrative Draft EIR, Draft EIR (for Public Review), and Response to Comments/Final EIR.

**Timeframe and Schedule:** Release of the NOP is anticipated in early February, 2018, with release of the public Draft EIR targeted by no later than early April, 2018.

**Contingency Items and Options:** Additional technical needs (if any) will be determined through preliminary review of the preliminary project plans and CEQA scoping. It is generally assumed that solicitation of technical scope of works will be limited to pre-qualified consultants and that an extensive competitive bid/request for proposal process is not required, so that the time schedule can be met.

### **PHASE THREE**

#### **TASK 6.0 Planning Areas Refinement & Parcel Map Support**

**Task Description:** Once a preferred plan is in place, the P+ Team will work with City staff and Project Engineer to refine the Planning Areas and statistical details with a primary goal of testing the development-scale detail of each planning area and informing the parcel map preparation process. This step is necessary to ensure that the city-controlled property can be parcelized for future sale in logical areas. Also, it is anticipated that the parcel map will establish the framework and/or be consistent with the needs for implementation of the future improvement plans and residential subdivision components.

**Budget Estimate:** 70 hrs \$ 13,420

**Timeframe and Schedule:** This task will be completed concurrent with preparation of the Specific Plan, such that site planning details can be incorporated as part of the land use component.

#### **TASK 7.0 Park Design Concepts – *OPTIONAL TASK***

**Task Description:** Special Planning Area “D” will eventually contain over 60 acres of parkland. A small portion of the parks have been conceptually planned as part of the Citrus Trails Master Plan. The purpose of this task is to develop conceptual plans for the remaining park acreage so that the City provides the park program elements to inform future developers within the Future Phase Area.

This task will give the City an opportunity to develop programming for these parks that meets broader city-wide park needs, as well as serves the residential community within the Specific Plan area. This task will involve up to two workshops with appropriate city staff and/or park planning group(s) to develop the programming and big ideas for design. PlaceWorks will then prepare a conceptual park plan for each of the parks in the Future Phase Area. Two rounds of refinements are anticipated.

This is recommended as an optional task. While Task 4 provides for conceptual parks, open space and trails planning, the depth and focus of park design effort is limited to that needed to meet the minimum requirements for the Specific Plan. However, given the importance of parklands and recreational and trail connectivity elements within the context of SPA-D, we encourage the City to invest in this next layer of design so that the park planning needs can be clarified and locked in prior to partitioning the Future Phase properties for sale, at which point flexibility for final design needs may be forfeited.

Budget Estimate:

99 hrs

\$ 23,089

Timeframe and Schedule: This optional task can be completed concurrent with preparation of the Specific Plan, such that site planning details can be incorporated within the development standards and design guidelines of the Specific Plan, thus providing more focused development and cost guidance, or completed as an implementing action subsequent to approval of the Specific Plan.

#### **TASK 8.0 Mixed-Use Site Plan Concepts & Tract Map Support – *OPTIONAL TASK***

Task Description: This task will involve the development of site planning concepts for each of the mixed-use areas in the Future Phase Area. For each of these areas, there will be alternative ways to achieve the density/intensity identified in the Specific Plan, through vertical and/or horizontal mixing of uses. The purpose of the task is to explore and define concepts that can be integrated within the larger planning area to ensure that that everything is well connected and designed to create great places. The Mixed-Use Area will be the prime opportunity to create the “heart and soul” of SPA-D so that there is synergy between uses, walkability, outdoor people spaces, and a destination for residents, workers, and the broader community. PlaceWorks will prepare two alternative rough concepts for each area, which will be refined and drawn as colored illustratives. These can be used by the city to generate interest in the property, rally other property owners in the Specific Plan area, and as a basis for preparing more detailed mapping (i.e., a Parcel Map).

Alternatively, or as feasible within the available budget, the P+ Team can coordinate focused site planning of select single-family residential areas to direct sub-division lot design.

Budget Estimate:

176 hrs

\$ 35,046

Timeframe and Schedule: As with Task 7, this optional task can be completed concurrent with preparation of the Specific Plan, such that site planning details can be incorporated within the development standards and design guidelines of the Specific Plan, thus providing more focused development guidance, or completed as an implementing action subsequent to approval of the Specific Plan.

**PHASE FOUR**

**TASK 9.0 Prepare Staff Reports & Provide Process Assistance – *OPTIONAL TASK***

Task Description: P+ will: 1) prepare Planning Commission staff report and resolution(s); 2) prepare City Council staff report, resolution(s) and ordinance(s); 3) coordinate with City staff and City Attorney on draft and final reports, resolutions and ordinances; 4) prepare public hearing notices and coordinate required postings; 5) prepare project PowerPoint presentations for public hearings; 6) attend up to two Planning Commission meetings and one City Council meeting; 7) respond to community inquiries about the project; 8) prepare and coordinate City website notice and links to documents (as appropriate); and 9) provide ongoing coordination with Applicant and City staff. In addition, P+ will assist with the organization of project files (hardcopies and electronic) and ensure administrative record is complete and coordinate with GIS for zoning map and land use plan map changes to generate revised "official" maps.

Budget Estimate: 60 hrs \$ 7,257

**TASK 10.0 Attend Public Hearing & Meeting Support**

Task Description: Key team staff will: attend up to three public meetings to include: one Planning Commission public hearing, one City Council public hearing, and one City Council final approval meeting. As appropriate, the P+ team will prepare project PowerPoint presentations for each public hearing meeting.

Budget Estimate: 32 hrs \$ 8,954\*

**IV. SCHEDULE AND CONTRACT CONSIDERATIONS**

**Schedule Assumptions**

The project schedule is driven by the City's target of July 1, 2018 tied to the transition of the Successor Agency to the County per Senate Bill 107. The scope of work and budget assumptions in this proposal are based on an anticipated processing schedule of approximately seven to eight months consistent with the City's schedule objectives. The schedule will be refined during the Project Kick-off and Orientation (Task 1) Critical to the success of the schedule will be the ability to hold interviews, workshops and the design charette during key points of the design process, as well as timely input from the City's project engineer. Schedule assumptions are indicated under each task above. General milestones include;

✓ Kick-off and Orientation Meeting	Late November, 2017
✓ Complete Opportunities/Constraints Information Items	End of December, 2017
✓ Design Charrette Working Session	Mid January, 2018
✓ Follow-up Design Workshop	Late January, 2018
✓ Historical Commission Input	February, 2018
✓ Complete Public Draft Specific Plan	Mid March, 2018
✓ Release Draft EIR and Start 45-day Public Review	April, 2018
✓ End Public Review Period	Mid May, 2018
✓ Public Hearings	June, 2018

#### Contract Considerations

Insurance - If awarded the contract, P+ will seek to fulfill and provide the appropriate verifications to satisfy the City's risk management guidelines. P+ currently carries commercial general liability, professional liability (errors and omissions), and automobile liability. Under the firm's structure, worker's compensation insurance is not applicable.

Legal Actions -- The prime consultant has not been the subject of any legal investigation by any local, county, state and/or federal agency within the past 5 years, nor is the consultant the subject of any legal action or investigation by any private sector clients.

Validity of Proposal -- The scope of work and related cost estimates provided in this proposal are valid for a minimum of 90 days, or longer as specifically extended.

EEOE Compliance - The hiring practices at P+ are not discriminatory in any manner, including race, color, religion, sex, sexual orientation, national origin, age or disability. The firm makes its hiring decisions on the basis of a prospective employee's ability to contribute to the objectives of the company. Because the firm's objectives will not tolerate social discrimination of any kind, our hiring practices will not either. P+ is a women-owned business and a small business enterprise.

Incorporation of RFP and Proposal - If awarded the contract, P+ understands that the entirety of the RFP and this proposal may be incorporated as part of the Consultant quote and contract.

## V. FEE PROPOSAL

The following Fee Proposal (and related Scope of Work) is organized around a program that prioritizes completion of key planning components and environmental review as balanced against time restrictions with a target date of July 1, 2018. In addition, optional tasks are recommended for the City's consideration, which may be consistent with the City's overall planning objectives but not mandatory to complete the subject project.

The hourly rates provided in this Fee Proposal are inclusive of the labor base rate, overhead, standard mileage (or travel) and other routine direct or indirect costs related to the standard practices of conducting business. Except as otherwise indicated in this Proposal, it is assumed that the City of Loma Linda will coordinate and be responsible for direct costs related to the reproduction and distribution of internal reports and comments and the posting/publishing of any notices, as needed. A line item allocation for reimbursement of non-routine costs for completing the project tasks outlined in this proposal is included.

All costs and billable schedules provided in this proposal are valid for a minimum of 90 days, or longer as mutually agreed and extended.

Budget Summary

PHASE ONE

1. Project Initiation & Orientation	22 hrs	\$ 5,845
2. Opportunities & Constraints	138 hrs	\$54,915
3. Define Land Use Concept	221 hrs	\$40,840

PHASE TWO

4. Prepare Specific Plan	425 hrs	\$66,550
5. Prepare Environmental Impact Report (EIR)	449 hrs	\$117,940

PHASE THREE

6. Planning Areas Refinement & Parcel Map Support	70 hrs	\$12,220
7. Park Design Concepts (Optional)	99 hrs	\$20,990
8. Mixed-Use Site Plan Concepts & Tract Map Support (Optional)	176 hrs	\$31,860

PHASE FOUR

9. Prepare Staff Reports and Provide Process Assistance (Optional)	60 hrs	\$ 6,720
10. Public Hearings/Meetings	32 hrs	\$ 8,140

BASE COST SUBTOTAL	1,357 hrs	\$306,430
OPTIONAL TASKS SUBTOTAL	335 hrs	\$ 59,570

TOTAL COST	1,692 hrs	\$366,000
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+ Recommended Contingency @ 10%	140 hrs	\$ 30,728
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RECOMMENDED BUDGET (not to exceed)	1,832 hrs	\$396,728
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## MEMORANDUM



**TO:** Konrad Bolowich, Director of Community Development  
Lorena Matarrita, Associate Planner

**FROM:** Melanie Doran Traxler (Principal, Planning PLUS / P+)

**DATE:** July 25, 2018

**SUBJECT:** City of Loma Linda, The Groves Specific Plan Project – Authorization to Proceed with Follow-up Tasks

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On November 15, 2017, the City of Loma Linda formalized a contract agreement, between the City and Planning PLUS / P+, for professional consultant services to provide staff support and planning services related to environmental review and planning/ entitlements for the Future Phase of Special Planning Area "D" (aka, The Groves at Loma Linda Specific Plan project).

The original agreement authorized a budget not-to-exceed four hundred thousand dollars (\$400,000), of which three hundred sixty-six thousand dollars (\$366,000) was allocated to specific tasks (1 through 10, identified in Exhibit A, Proposed Scope of Work, of the contract), and the remainder thirty-four thousand dollars (\$34,000) was provided as a contingency set-aside for other additional needed services to be identified and authorized in advance, and in writing, by the City Manager.

Following the City Council's adoption of The Groves Specific Plan project on June 26, 2018, the Consultant (Planning PLUS) and Community Development Director met to outline specific additional needed services related to: (1) the financing and implementation strategy for development carried out under the Specific Plan; (2) refinement of park and mixed-use site planning concepts to facilitate implementation as intended; and (3) creation of illustrative drawings and administrative tools to facilitate the City's administration of The Groves Specific Plan.

With re-allocation of limited residual funds from Tasks 1 thru 10, and authorization to utilize the set-aside contingency funds, up to the full not-to-exceed \$400,000 contract amount, the following subsequent planning support efforts can be accomplished:

### **TASK A Revise/Finalize Specific Plan**

Task Description: The Specific Plan document will be refined and finalized to incorporate final direction and clarifications directed by the City Council at the time of adoption, and other refinements and administration/implementation guidance as determined by the Community Development Director's detailed review.

Budget Estimate: To be completed under original budget.

Deliverable(s): One (1) electronic file of the finalized Specific Plan document.

Timeframe and Schedule: Completion of this task will require on-going coordination and frequent input from the Community Development Director. Approximately six weeks are anticipated to complete revisions and finalization of the Specific Plan document, which is anticipated to occur following authorization and generally during August and September. The Community Development Director will determine whether confirmation of the final document is required from Council and set the calendar accordingly.

### **TASK B Revised Central/North Parks Concept Plan**

Task Description: Expanding on the previous two alternate park concepts for Central Park, and the Citrus Trails' North Park concept, the Consultant Team will develop a revised park concept plan and



preliminary core park improvement program that considers the combined relationship and shared components between both park parcels. The revised plan will incorporate refinements as requested by the Community Development Director, including placement of the future fire station within North Park, adjusted arrangement of the Community Overlay components for cohesive flow and efficiency of shared beneficial amenities, and refinement of the conceptual placement of the future linear water feature. The revised park concept will be developed at a sufficient level of detail to support determination of preliminary park-construction costs to provide guidance for the financing/implementation strategy (see Tasks D and potential Task E). Further, the level of park details will be as needed to support completion of the illustrative exhibits (see Task C).

Budget Estimate: Preliminary park re-design to be completed under original budget; further refinement to be provided as value-added service in conjunction with Tasks C, D and E.

Deliverable(s): One (1) electronic file of the colorized Park Concept Plan for combined Central/North Parks (includes 1 round of edits by City)

Timeframe and Schedule: The revised park concept(s) will be completed within four weeks from authorization. Completion and sign-off of the revised park concept plan is a pre-requisite for Tasks C and D.

#### **TASK C Illustrative and Perspective Exhibits**

Task Description: Based on discussion with the Community Development Director as to how such exhibits may be utilized by the City during the implementation and administration process, the Consultant Team recommends that The Groves perspective exhibits be created utilizing a computerized 3-D modeling program. This approach offers several advantages and may best meet the City's objectives for illustrating expectations for built features and as reference for preliminary cost estimating of improvements. This approach also offers maximum flexibility for incorporation of revisions and refinements to Planning Area components and refinement of view angles. As envisioned for this scope, the model input will focus predominately on the Phase Three (City) portion of The Groves, with heavy emphasis on the Main Street District and the Central/North Park core. Details and views will incorporate the streetscapes and planning area frontages surrounding the Central Park (i.e., Park Avenue, Bryn Mawr and Citrus Avenue). A street-level perspective is also recommended for the potential urban trail/corner treatment along California Street at Park Avenue.

Budget Estimate: \$21,370 to be funded from contingency set-aside budget.

Deliverable(s): Up to five (5) street-level electronic perspective views and up to two (2) long-view bird's-eye angle views. Electronic files of each view will be provided in a camera-ready format as determined by the City. Additional views may be provided as budget allows.

Timeframe and Schedule: The 3-D model and creation of view-point exhibits will be completed within four weeks from authorization, but is also contingent on completion (of near completion) and sign-off of Tasks A and B as a pre-requisite.

#### **TASK D Financing Strategy and Implementation Program**

Task Description: To further clarify how implementation of shared improvements, including backbone water, sewer and storm drainage systems, as well as parks, area-wide stormwater runoff detention and urban runoff water-quality treatment systems, and community-based amenities, will be implemented, the Consultant Team will initiate the first stage of defining a financing strategy and implementation program. This task is intended to outline the objectives and establish a step-by-step framework for the comprehensive financing strategy and life-of-the-project implementation program. The financing strategy and implementation program framework will be developed to demonstrate consistency with the City's Measure V improvement funding objectives, broad amenities-based provisions specific to Special Planning Area D, and the intended development outcomes as required by The Groves Specific Plan. In addition, the strategy will focus on implementation strategies and mechanisms that will: (1) minimize financial risk to the City; (2) protect the "value added" benefit to City/Successor Agency owned/managed properties that have been entitled by The Groves Specific Plan; and (3) simplify the implementation and tracking process. The strategy and implementation



program will also address financial considerations related to the long-term, life-of-project maintenance and management needs.

To assist with this crucial effort, the Consultant Team will be joined by Larry Kosmont, President and Founder of Kosmont Companies (<https://www.kosmont.com/>). Kosmont Companies will conduct initial due diligence including high-level review of key documents (e.g., SP, CEQA EIR Executive Summary/Project Description, related key staff reports and PowerPoint presentations), and other property and site description material including if available, summary of infrastructure and public amenity preferences and/or requirements. Kosmont will review a summary of developer discussions/initial concepts for certain properties as may be available (and/or as conveyed by key City staff or contact with relevant developers).

Kosmont will conduct a single in-person workshop meeting (approximately 3 hours) with key Loma Linda City representatives and consultants to gain a better understanding of city objectives and desired outcomes for project development, infrastructure and community amenities with a focus on development and infrastructure finance options and approaches. This will include a discussion of County Oversight Board/DOF procedure and expected requirements particularly as to its potential impact on residual land value of City/Successor Agency owned properties and other developer projects.

Based on the foregoing, Kosmont will deliver a written outline of initial findings and conclusions of next steps, time frames and recommended initial approaches to financing and development, so that the City may determine how to complete the Specific Plan process and move forward toward project implementation including but not limited to generating developer RFQ/Ps by end of 2018.

Budget Estimate: \$12,630 to be funded from contingency set-aside budget.

Deliverable(s): The financing strategy and implementation program will be presented as an informational and instructional memo.

Timeframe and Schedule: The financing strategy and implementation program will be completed within four weeks from completion (or near completion) and sign-off of Tasks A and B as a pre-requisite.

#### **TASK E Preparation of Handout and Guidance Tools, Monitoring and Reporting Guidelines and Plan Administration Training**

Task Description: To assist City staff with communication about and administration of The Groves Specific Plan, the Consultant Team will generate relatable, graphically-designed informational handouts (i.e., brochure or small booklet) that the staff can use as an over-the-counter informational tool and for internal reference for administration of the specific plan. It is suggested too that these materials may offer supplemental information to be included with the City's RFQ/P packets related to bids for the sale of the Successor Agency property within Special Planning Area D.

Budget Estimate: Provided as a value-added service in conjunction with Tasks A, C and D.

Deliverable(s): Electronic file of documents/forms/tools that the City may use for reproduction of desire copies.

Timeframe and Schedule: The guidance tools will be completed generally within four weeks from completion (or near completion) and sign-off of Tasks A and C as a pre-requisite. Supplemental tools tied to final fees and financing/implementation may follow after completion of Task D.

Within the available contracted budget, including the contingency set-aside, there appears to be sufficient funds to initiate preparation/implementation of the financial strategy and implementation program as described above (see Task D) It is anticipated that the framework document arising from Task D will identify a step-by-step flow of action items (i.e., the Action Plan) to be implemented when



triggered either by the sale of City/SA property or application of key development projects. For example, fair-share assessments would be coordinated based on the sequencing and final engineered plans of key development projects.

It may be appropriate and desirable to have subsequent key development projects fund the required follow-up study/financial analysis (as outlined in the Action Plan). However, some high-level analysis may be desired in anticipation of the City moving forward with the valuation and sale of the City/Successor Agency owned property in a timely manner that may precede other major development projects. Based on this possibility, Kosmont Companies recommends that the City consider potential Task E, which could include near-term preparation of an overall Pro Forma and other specific strategies to enhance the marketability of The Groves property, to encourage participation by quality developers desired by the City, and to streamline the vetting of the sale through the RDA/SA oversight board. The specific scope and cost for any such additional work would be determined through and following completion of Task D (above). Should the City desire to proceed with any subsequent Action Item task(s), a scope and cost estimate (i.e., Task E) will be provided for separate consideration.

I hope this explanation is helpful to you. The City's authorization is needed before the Consultant Team can move forward with the additional tasks outlined above. Please do not hesitate to contact me at 818.248.7158 (or e-mail at [mtraxlerplus@aol.com](mailto:mtraxlerplus@aol.com)) should you have questions.

Respectfully,

Melanie Doran Traxler, AICP  
Planning PLUS / P+



# City of Loma Linda Official Report

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

CITY COUNCIL AGENDA: July 9, 2019

TO: City Council

FROM: Konrad Bolowich, Assistant City Manager

SUBJECT: Modification to the Arrival Sequence and Districting Sign Program -  
Comprehensive Sign program P17-061 - Loma Linda University Health

Approved/Continued/Denied  
By City Council  
Date \_\_\_\_\_

## RECOMMENDATION

**APPROVE** Modification to Approved Arrival Sequence and Districting Sign Program that establishes mechanism for City sponsored messages to be displayed on the reader boards and over the road banner sign.

## SUMMARY

Loma Linda University Health (LLUH) submitted an application request to modify the previously approved Comprehensive Sign Program No. P17-086 that established sign criteria and regulatory guidelines for wayfinding/districting signs throughout the city, the public right of way, and Loma Linda University Health campuses. The Sign program and associated development agreement were approved by City Council with a request that a mechanism be established to allow City sponsored messages to be displayed on the electronic reader board and associated banner sign.

## ANALYSIS

LLUH and City Staff established a mechanism for City sponsored messages to be displayed as part of the regular message rotation on the electronic reader board. Additionally, a mechanism was created to allow City sponsored messages to be displayed on the associated banner.

## ATTACHMENTS

- A. Modified Comprehensive Sign Program
- B. Development Agreement for Loma Linda University Health Comprehensive Sign Program

# Comprehensive Sign Program Loma Linda University Health (LLUH) Arrival Sequence and Districting Sign Program Minor Modifications #P19-061 To Amend # P17-086

Revision  
7/09/19 v2

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Revisions to minor modifications to sign program requested from City Council on 5/28/19 for city's limited use of LED message board and existing banner tower.

## SIGN PROJECT LOCATION

Loma Linda University Health  
Multiple Lot Location (See Data Tables)  
Loma Linda, CA 92354

## OWNER REPRESENTATIVE

Kurtis Sharp  
Wayfinding Project Manager  
Construction & Architectural Services  
24951 Stewart Street  
Loma Linda, California 92354  
951 373-0188 Cell · email [ksharp@llu.edu](mailto:ksharp@llu.edu)

## SIGN DESIGN CONSULTANT (Conceptual)

fd2s Design Consultants  
Steven Stamper  
1634 E César Chávez Street  
Austin, TX 78702  
(512) 476-7733,1008

## Yesco Inc. (Completed Design)

Dave Jones  
10235 Bellgrave Av.  
Jurupa Valley CA 91752  
(909) 923-7668



LOMA LINDA  
UNIVERSITY  
HEALTH

# Introduction

## Arrival Sequence and Districting Sign Program (Arrival Signs) In Public Right of Way

- » **Arrival signs create a sense of arrival within a community and provide efficiency in intuitively moving people safely to primary end point destinations**
- » **Entities to own and/or have communications on arrival sequence signs through an encroachment permit are:**
  - ~ The City of Loma Linda/Civic Center
  - ~ Loma Linda University Health Organization (LLUH)
  - ~ US Department of Veterans Affairs (VA)
- » **Destination locations must benefit a large population of the community and may be determined by:**
  - ~ The number of motorists using the road for end destinations within the city limits
  - ~ Number of services provided that are beneficial to the community

A Concept to develop and implement a system of streetscape elements that reinforce a unique district



# Sign Definitions

## » **A Major Destination:**

- ~ Is defined as a large prominent building such as a hospital, city municipality, or a campus. Campuses are large groups of buildings with multiple services under one organization serving the same general purpose within a community

## » **Threshold Element Sign Type ST-100:**

- ~ This sign type is used to identify the thresholds of the large destination district and/or community. It introduces the visual vocabulary of signage through branding within the area for major end destinations. Sign is placed in the public right of way

## » **Gateway Element (Traffic Signal) Sign Type ST-102:**

- ~ These unique structures are placed at key intersections, and serve as an element to help delineate, define a district and the community it is within along a major destination pathway. The Gateway Element has a sign cabinet incorporated into the traffic signal pole structure. The branding displayed on the sign cabinet is based on the district it is in and public art that relates to the immediate area. Sign is placed in the public right of way

## » **Over-road Directional Sign Type ST-101:**

- ~ The Over-road Directional has the same structure and functionality as a Gateway Element, but also uses directional panels in place of the traffic lights to navigate traffic. They are used to quickly queue and orient large numbers of vehicles entering a district and/or community with major end destinations. Signs are to start along primary travel paths such as Barton Rd. and Anderson St., but can also be used to continue onto smaller streets such as Stewart St., leading to a major end destination such as a campus. Sign is placed in the public right of way

## » **Vehicular Directional Sign Type ST 103 & ST104:**

- ~ These sign types are used to direct vehicular traffic to a specific location. For a major destination such as a campus, it directs traffic towards a center of activity. These signs also support Over-road Directional Signs when there are additional turns to direct traffic onto the next major pathway in lieu of an extra Over-road Directional. The sign is only placed in the public right of way if private property is not available or the setbacks are too deep to make the sign of practical use

## » **Banner Sign Type ST-111:**

- ~ This sign type is used to add decorative features on light poles along a major arrival pathway such as one within a Health District and/or to promote a collaborative marketing campaign. Sign is placed in the public right of way

## » **Freeway Communications / Trailblazer Signs (Uses Caltrans Sign Type Specifications)**

- ~ Freestanding exit signage before freeway exits
  - \*Note\* All to be managed thru Caltrans

# Other Signage Terms

- » **DOT Direction Panel:** Main portion of Over-road Directional Sign that holds the stationary names to end destinations
- » **Sign Cabinet:** It is the metal portion of the sign which illuminates from the inside, displaying branding and public art
- » **Horizontal Arm:** It is the portion of the Over-road and Gateway Structures that cantilever out over the road and holds up the DOT panels and traffic signals. Public art is displayed on the upper backside of the horizontal arm on the perforated panels. The panels on the horizontal arm are perforated to help reduce wind loads and will display public art.
- » **Masonry Base:** Bottom of the sign below the metal cabinet
- » **LED Message Board Display:** It is a flat electronic display panel on an Over-road Destination Sign, which uses an array of light-emitting diodes as pixels for a video display of numerical and alphabetical information
- » **Health District:**
  - ~ Major Healthcare systems defining large areas within a city based on the number of motorists heading to end destinations for services that are beneficial to the community
- » **Branding:**
  - ~ The general definition of branding is the process involved in creating a unique name and image for a product in the consumers' mind through advertising campaigns with a consistent theme. Branding aims to establish a significant and differentiated presence in the market that attracts and retains loyal customers.
    - For the intent of this document, branding focuses more on the visual vocabulary used through the use of logos and the city seal. They are placed on the sign cabinets to create awareness along the arrival pathway by defining different health districts between LLUH and the VA within the city
- » **Physical Public Domain (Relating to Public Art)**
  - ~ For the purpose of this comprehensive sign program, physical public domain is any location that is accessible to the public, such as locations along road ways and at parking lots. It is not restrictive to private property as long as there is intended access to the public
- » **Public Art:**
  - ~ Art that has been planned and executed with the intention of being staged in the physical public domain. The art used for arrival signs will have a general theme, with images to support general esthetics, and more importantly a functional element, providing a sense of awareness in relation to end destinations within a health district

# Purpose of Arrival Signs

A Health District concept and the use of signs in the public right of way is a sound investment in infrastructure and management innovation to support the continual healthcare expansion in the city and neighboring areas. It provides a solution to traffic congestion and promotes public safety by creating a seamless experience to the motorist in finding major inbound destinations throughout the city

The Threshold Element Sign is to provide a major marker leading into a district and/or major inbound destinations. These signs will be placed at different points leading into the city. Threshold Elements will sit at the perimeter edge of inbound destinations. Along the way Gateway Element Signs are placed at various traffic intersections, serving as a feature along an arrival pathway to help delineate and define a district, community or major destination. The message is then reinforced with a collaborative marketing campaign of Banners on street lights. Over-road Directional Signs queue the motorist to different key destinations in the city most commonly sought, such as a campus and/or a large group of medical buildings, when using a major street, and/or leading directly to another major road. Location of these signs shall be placed prior to key intersections for inbound traffic as a way to segregate traffic in advance to major destinations and/or intersections. The Vehicular Directional Sign completes the sequence by directing traffic to a specific location.

Logo branding will be placed on the sign cabinets as part of the districting concept, in addition to public art on the back of the sign cabinets and on banners. The City Seal and organizational Logos are symbols which represent the identity of entities on major inbound destinations. Logos are a visual vocabulary defining the district, where public art provides a theme, with images to support general aesthetics, and more importantly a functional element of re-enforcing a sense of awareness in relation to end destinations

These signs are also a resourceful way to leverage the economic and employment footprint of hospitals in the area, which benefit in whole the surrounding neighborhoods and city. This will provide the city the ability to improve the commercial corridors with business diversity within a wellness district theme. It offers an opportunity for health oriented businesses like gyms, yoga studios, organic markets, and senior active housing to thrive along the pathway and to fall within a geographical reference based on a district they reside in and a public art theme that best represents the area

# General Requirements

## » All signs shall meet applicable standard for size, location, illumination etc., including:

- ~ Loma Linda University Health Sign Standards based on Comprehensive Sign Program Sign Designs
- ~ City of Loma Linda Sign Code
- ~ Comprehensive Sign Program for Arrival Signs approved by City Council on November 14, 2017 and adopted December 12, 2017.
- ~ Minor amendments to the sign program as agreed upon in the development agreement
- ~ A report by a transportation engineer on Over-road signs that follows MUTCD guidance for calculating various conditions to determine sign height, and mass arm lengths when applicable, and placement of signs in safe locations in the public right-of-way
  - A transportation engineering report can also be requested for other type of signs in the public right-of-way if public works deems necessary on a case by case bases. This does not apply for signs on private property
- ~ A civil engineering plan for all signs in the public right-of-way, taking into account any recommendations within a transportation engineering report
- ~ A soils report that reviews general soil conditions in close approximation of proposed signs when caissons are used
- ~ Plans providing location of electric meters for signs in the public right-of-way
- ~ Structural plans
- ~ Sign shop drawings
- ~ Electrical plan
- ~ City staff's conclusions that proposed locations meet public safety standards will lead to permits

## » Adhering to Districting Standard:

- ~ The city, LLUH, and VA will adhere to the general design standards within this document. The VA may only deviate from the standards for signs that are not in the public right-of-way
- ~ The districting map defines the use of branding by path of travel
- ~ Branding standards are set within this document
- ~ Public art may be used on arrival signs

## » Permits and Utilities:

- ~ Signs shall be permitted and installed by the funding institution.
- ~ Plans can be submitted in one package for multiple locations. However, an encroachment permit is required through Public Works and a separate building permit for each sign placed within the public right-of-way
  - An address will be assigned to each sign by metering each sign in the public right-of-way. At cut off switch will be provided at closest pull box for each sign
    - ~ LLUH may use open city conduits under streets to avoid pot holing and trenching on streets. Electrical lines will be clearly marked and identifiable
    - ~ For newly paved streets with moratoriums on trenching and pot holing, LLUH will work with the following options at the direction of the city:
      - Pot hole and/or trench within the sidewalk path. Grind and overlay entire crosswalk area, then restripe to minimize visual impact
      - Use an interim condition of providing power to signs from private property, and install meter after moratorium is lifted
- ~ If signs are on private property, plans can be submitted in one package for multiple locations, and be placed under one building permit
  - LLUH Shuttle Stops Comprehensive Sign Program number P16-153 set precedence.
  - Utilities to be resourced from locations on owner's property

## » Upgrades:

- ~ Under this section, it is permissible to allow LLUH to upgrade current signs to better communications as technologies advance and become more economically feasible to install. For example, the current static DOT directional sign panel on Over-road and Vehicular Signs could be replaced with a complete Digital LED content messaging system

# General Requirements Continued

## » **Costs:**

- ~ All costs related to any arrival sign shall be borne by the installing entity

## » **Maintenance of Signs:**

- ~ All signs installed under this Comprehensive Sign Program in the public right-of-way will be maintained by the installing/funding institution
- ~ Digital print has an average life span of 5 years, and should be replaced every 3 to 5 years.
- ~ Banners have a life span of up to 2 years using high quality material and should be replaced 1 to 1.5 years depending on condition to maintain good appearance. Banners otherwise can be replaced as often as needed.
  - If banners are starting to deteriorate, and there is no immediate funding for replacement, the cloth banner portion shall be removed until a time that new banners can be funded through the institution
- ~ Main sign structure should be painted approx. every 10 years
- ~ The Directional DOT panel communications should be replaced and/or reconditioned approx. every 10 years

## » **DEVELOPMENT AGREEMENT FOR LOMA LINDA UNIVERSITY HEALTH COMPREHENSIVE SIGN PROGRAMS**

- ~ This Comprehensive Sign Program will be tied to the DEVELOPMENT AGREEMENT FOR LOMA LINDA UNIVERSITY HEALTH COMPREHENSIVE SIGN PROGRAMS as it relates to signs in the public right-of-way and use of public art on signs. The Development Agreement is a separate contractual agreement between the City Manager, and/or Director of Community Development and two LLUH executives following the approval of this Comprehensive Sign Program. The mayor may sign in Lieu of the city staff. The development agreement will:
  - Establish the terms and conditions under which LLUH, its subsidiaries and related entities shall be permitted to erect and maintain signs in the public right-of-way under the Comprehensive Sign Program for Arrival Signs, and that parties reserve the right to incorporate additional master sign programs into this Development Agreement by reference
  - Allows for minor modifications to the sign program with the consent of both parties
  - Covers encroachment permits for signs in the public right-of-way
  - Covers construction and maintenance of signs
  - Covers sign ownership
  - Covers use of Art in Public Places Fund
  - Covers indemnity agreement to the city

# Development Agreement

This Development Agreement for Loma Linda University Health Comprehensive Sign Program ("Development Agreement") is entered into by and between Loma Linda University Health, a California non-profit corporation ("LLUH") and the City of Loma Linda ("City") as of May 14, 2019.

## RECITALS

A. LLUH has sought approval from the City for a comprehensive sign program for LLUH and its subsidiaries and related entities known as "Arrival Sequence and Districting Sign Program Number P17-086 & Modification Number P19-061" ("Comprehensive Sign Program").

B. The City Council approved the Comprehensive Sign Program which also outlined terms and conditions to the Development Agreement on November 14, 2017 and adopted December 12, 2017. Modifications to the sign program were made May 14, 2019 in conjunction with this agreement.

C. The parties desire to enter this Development Agreement to establish the terms and conditions under which LLUH, its subsidiaries and related entities shall be permitted to erect and maintain signs in the public right-of-way under the Comprehensive Sign Program.

NOW, THEREFORE, it is agreed by the parties hereto as follows:

1. Incorporation of the Comprehensive Sign Program. The Comprehensive Sign Program, as amended from time to time by the City, is expressly incorporated herein by reference. The City expressly reserves the right to make minor modifications to the Comprehensive Sign Program after obtaining LLUH's consent which shall not be unreasonably withheld. The parties reserve the right to incorporate additional comprehensive sign programs into this Development Agreement by reference. And also notwithstanding anything in the Comprehensive Sign Program and Development Agreement to the contrary, all rules and requirements listed in the Comprehensive Sign Program relating to public art shall end after a 12 year period starting from May 14, 2019.

2. Encroachment Permits. LLUH shall obtain an encroachment permit from the City for each sign erected by LLUH or its subsidiaries or related entities in the public right-of-way. Such permits shall contain only the usual terms and conditions for such permits.

3. Construction and Maintenance of Signs. LLUH or its subsidiaries or related entities shall construct and maintain the signs in the public right-of-way in compliance with the requirements of the Comprehensive Sign Program and the City Municipal Code at its sole cost and expense.

All signs will be maintained in good condition, and follow the maintenance schedule detailed under the general requirements section found on page 7 of the comprehensive sign program. If maintenance is not kept up, the City will provide written notice by certified mail of such failure. LLUH will then have thirty calendar days to respond to the receipt of written notice with a proposal for a corrective action plan. Once the corrective action plan is approved by the city in writing, LLUH will have sixty calendar days to remedy the condition. If LLUH fails to remediate, the city will take actions necessary for remediation at the sole cost of LLUH, including a fine of \$500 per location. Once LLUH receives three fines for noncompliance, a voluntary remediation process will begin to resolve ongoing issues. In cases where there is an immediate threat to public safety, and time is of the essence, the city will respond to emergency repairs at the sole cost of LLUH.

4. Sign Ownership. All signs erected by LLUH or its subsidiaries or related entities pursuant to this Development Agreement shall remain the property of LLUH and may be removed by LLUH at its sole discretion.

5. Public Art. LLUH shall be entitled to a credit against the City's \$3,776,899.83 Art in Public Places Development Fee imposed in Planning Case #PPD13-018 and PPD15-128 for the Campus Transformation Project ("Public Art Fees") for the full cost of installing public art pursuant to the Comprehensive Sign Program. To the extent that LLUH has previously paid any of the Public Art Fees to the City, the City shall reimburse such payment to LLUH for the full cost of installing such public art pursuant to the Comprehensive Sign Program. Such full cost shall include but not be limited to LLUH's total cost of designing, engineering, permitting, and constructing the art and its supporting physical structures, including utilities, and costs for paying out art commissions and other related expenses such as promotional costs and building and maintaining website for art entries.

Current estimated total costs for various elements of public art subject to this paragraph are listed in Exhibit A.

Any service or installation contract with a price in excess of \$50,000.00 shall require an invitation to bid offered to 3 or more bidders. The items of public art subject to the fee credit and the actual costs of installing such public art are subject to adjustment from time to time.

Exhibit A			
Sign Type	Comprehensive Sign Program	Total Estimated Value Per Sign	Comments
Threshold	17-086 & Modification 19-061	\$127,050	All credits against impact fees will occur after each project is complete. LLUH will provide a summary letter and invoices for the applied credit to the art in public places development fee.
Over-road	17-086 & Modification 19-061	\$399,300	
Gateway	17-086 & Modification 19-061	\$338,800	
Vehicular	17-086 & Modification 19-061	\$139,150	It is understood there will be cost variations per sign depending on location and the size of each project which reflects in the number of signs installed. There are also shared expenses that will fluctuate with site conditions such as trenching, shared conduits and pedestals, and certain engineered drawings.
Temporary Vehicular	17-086 & Modification 19-061	\$38,115	
Banner	17-086 & Modification 19-061	\$8,833	
Monument	17-137	\$62,920	
<b>Note: Each year the total applied credit per sign will be increase by the CPI to cover inflation and other price fluctuations in the market place.</b>			

6. Indemnity. To the full extent permitted by law, LLUH will indemnify, defend, and hold harmless the City, its employees, agents, and officials from any and all liability, claims, suits, losses, attorneys' fees, expenses, or costs, resulting from claims or litigation arising from any act or omission relating to the design, construction, maintenance, or use of any signs erected in the public right-of-way pursuant to this Development Agreement, except to the extent arising from the sole negligence or willful acts of the City or others.

IN WITNESS WHEREOF, the parties have executed this Development Agreement as of the date first written above.

Then City of Loma Linda and Loma Linda University Health Signatures

# Health District Rules and Vicinity Map

For signs in public right-of-way districting has been established based on the entities presence throughout the city as listed below

LLUH and the VA make up the two Health Districts within the City of Loma

The two entities bring in the most commerce and have the largest impact on traffic flow

A health district concept provides a solution to traffic congestion and promotes public safety by creating a seamless experience to the motorist in finding major inbound destinations throughout the city

The city, LLUH and the VA can build signs at any location identified in this Comprehensive Sign Program. The branding rights on the signs however, are based on the map below, and where signs are located within the two districts by path of travel.

## Map Legend

Red Represents LLUH District and Path of Travel

Blue Represents VA District and Path of Travel

**Black Line Represents**

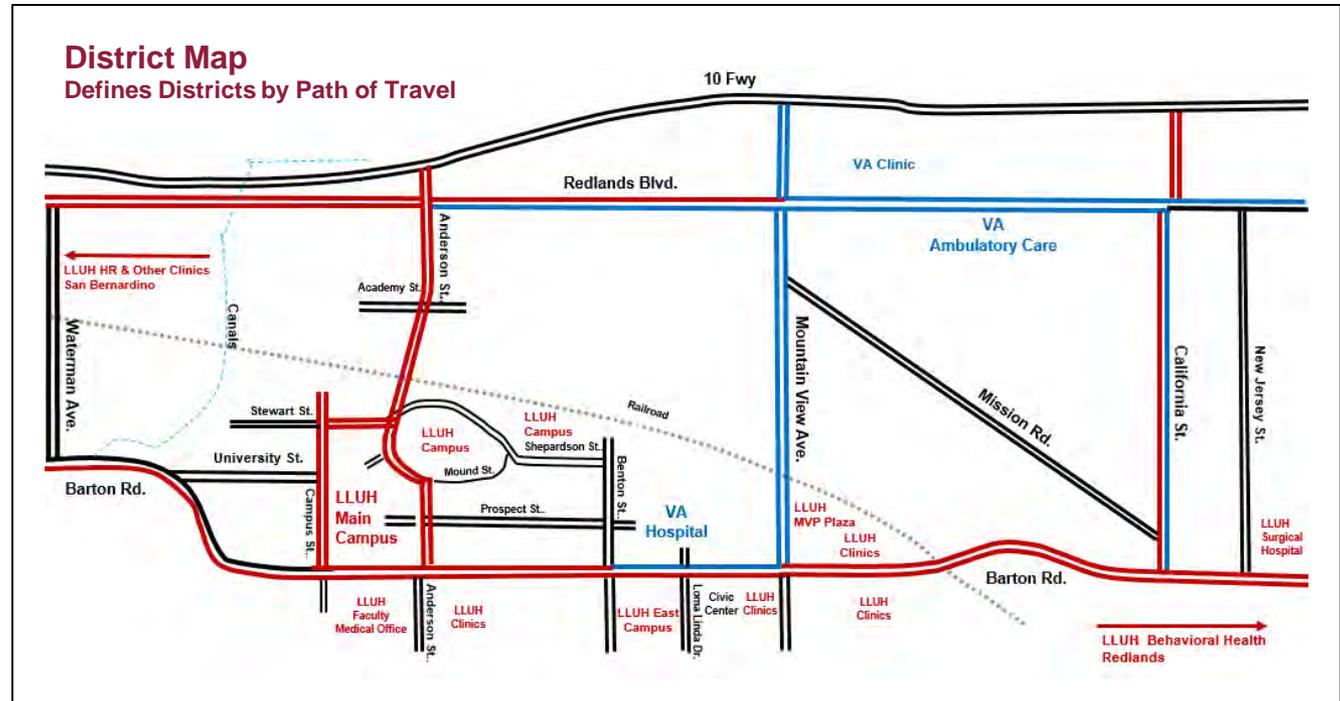
Other Streets to Complete Arrival Sequence by Path of Travel

» Major pathways that support Arrival Sequence Signs to major destination within the City of Loma Linda are:

- ~ Anderson Street
- ~ Barton Road
- ~ California Street
- ~ Campus Street
- ~ Mountain View Avenue
- ~ Redlands Boulevard
- ~ Stewart Street

» Other streets that Complete Arrival Sequence:

- ~ Circle Drive
- ~ Barton Frontage Road
- ~ Benton Street
- ~ Hill Street
- ~ Loma Linda Drive
- ~ Mission Road
- ~ Mound Street
- ~ New Jersey Street
- ~ Prospect Avenue
- ~ Shepardsen Street
- ~ University Avenue
- ~ University Court



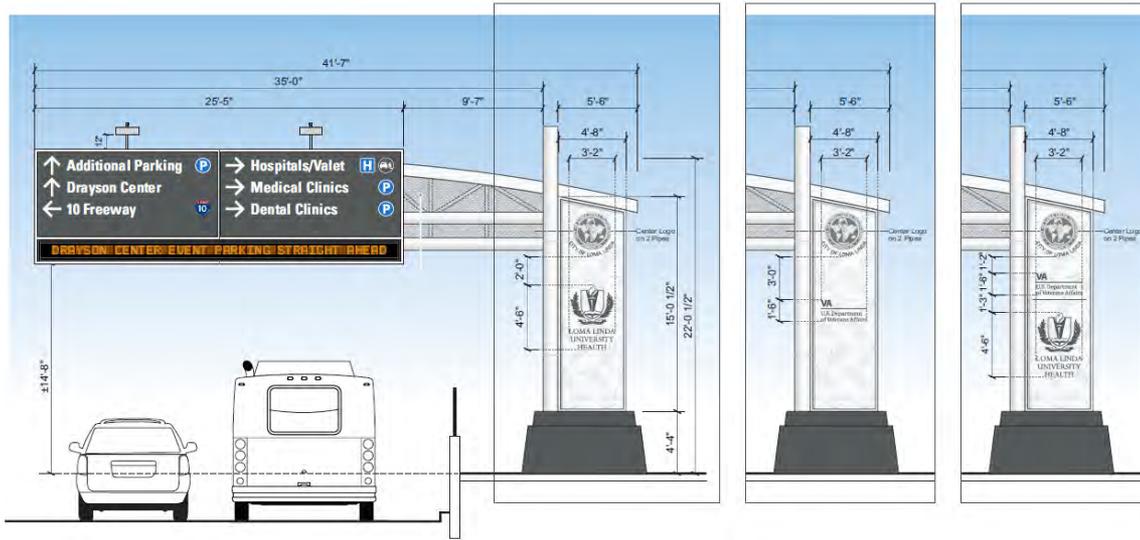
# Branding & Public Art Illustration Standards

Illustrations define branding positioning and size on signs and location for public art on Arrival Signs

Branding is based on Sign Location within districts by path of travel. Backside of sign cabinets displays public art

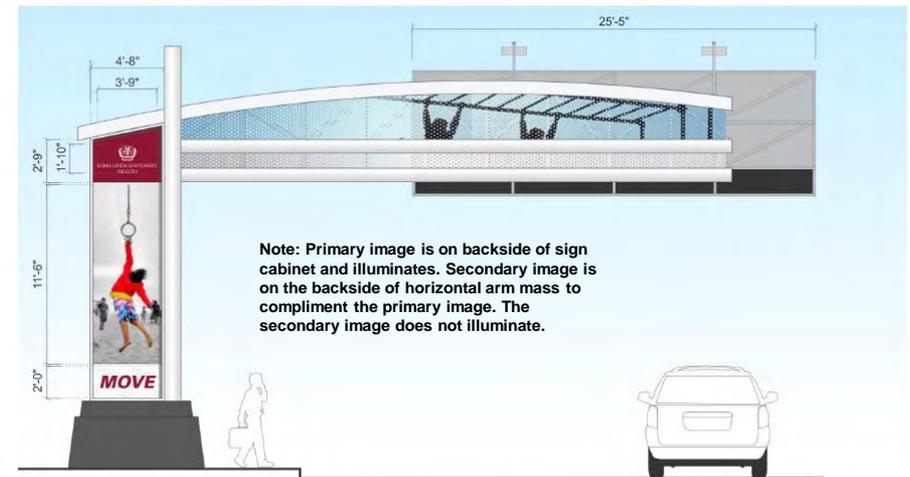
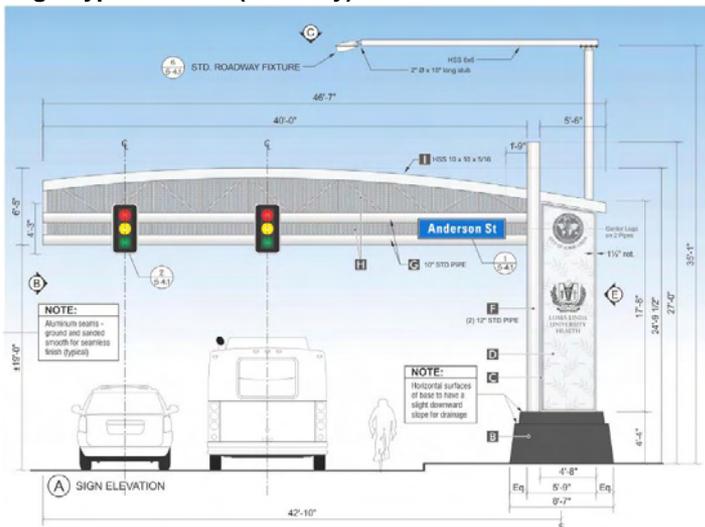
**Note:** Branding and Public Art Rules are the Same for ST-101 & 102 Sign Types which have the same basic design

**Sign Type ST-101 – (Over-Rd.)**  
Sign cabinet Illuminates both sides



**Note:** Shared Corridor is on Mountain View Ave.

**Sign Type ST-102 – (Gateway)**



**Note:** Primary image is on backside of sign cabinet and illuminates. Secondary image is on the backside of horizontal arm mass to complement the primary image. The secondary image does not illuminate.

**\*\*Artwork on Back to be Determined\*\***  
Listing them is optional

# Branding & Public Art Illustration Standards Continued

Illustrations define branding positioning and size on signs and location for public art on Arrival Signs

Branding is based on Sign Location within districts by path of travel. Backside of sign cabinets displays public art

## Sign Type ST-100 (Threshold)

Sign cabinet illuminates both sides

### LLUH District



\*\*Image/Artwork on Back to be Determined  
Listing theme is optional



FRONT ELEVATION

### VA District



FRONT ELEVATION

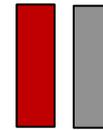
## Sign Type ST-111 (Banners)

Banner Size:  
City: 2.56" wide x 4.577" high  
LLUH: 2.56" wide x 5.374" high

### LLUH District

### VA District

#### Reserved Banner Colors By Districts



Regent Red/Burgundy



Grey



White Blue



\*\*Image/Artwork on Front & Back to be Determined

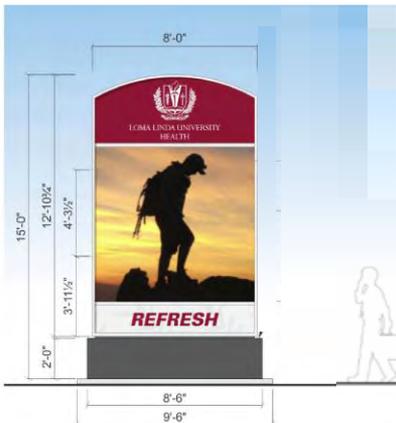
## Sign Type ST-104 (Vehicular)

Sign cabinet illuminates both sides

### LLUH District



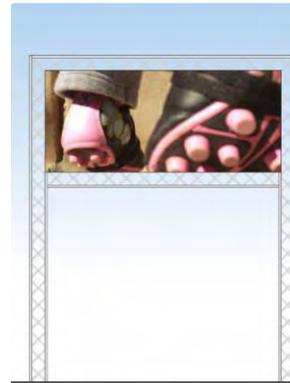
FRONT ELEVATION



\*\*Image/Artwork on Back to be Determined  
Listing theme is optional

## Temporary Signs (Vehicular)

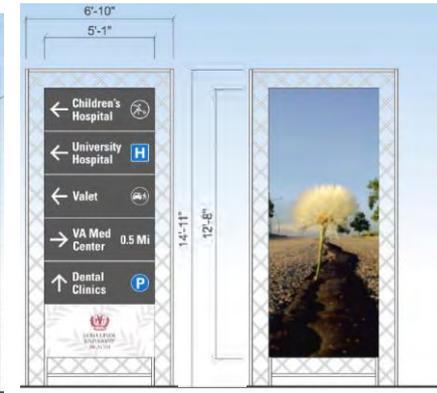
### LLUH District



\*\*Image/Artwork on Back to be Determined  
Listing theme is optional



FRONT ELEVATION



FRONT ELEVATION

\*\*Image/Artwork on Back to be Determined  
Listing theme is optional

\*Notes: Signs on Private Property Are Allowed Religious Symbols. Add City Seal at Base if in the Public Right of Way

# Branding Rules

Logos and City Seal are placed on the sign cabinets to create awareness along the arrival pathway by defining different health districts between LLUH and VA within the city.

## » Front of Sign Cabinet

- ~ City Seal and Districting Logos will be the same size in width in order to create uniformity on the front of the sign cabinet for Threshold Gateway and Over-road Signs.
  - **Threshold Element Signs Type ST-100**
    - ~ Logo branding and positioning on sign cabinet is based on districting along arrival pathways
    - ~ City will take top position on the sign cabinet. Under the city seal will be a communication option that says “City of Loma Linda”, or a friendly message such as a “Healthy City”, or words that defines the district the sign resides in, such as “LLUH Health District”, “Health & Education Sector” etc.
    - ~ The district the sign is located in along arrival pathways will determine prime center position
    - ~ The other entity will take the bottom portion of the sign cabinet
  - **Gateway Element and Over-Road Directional Sign Types ST-101&102**
    - ~ City will take top position on the sign cabinet. Under the city seal will be a communication option that says “City of Loma Linda”, or a friendly message such as a “Healthy City”, or words that defines the district the sign resides in, such as “LLUH Health District”, “Health & Education Sector” etc.
    - ~ The district the sign is located in along arrival pathways will determine prime center position
    - ~ Other entity will not share branding on the sign cabinet with exception to Mountain View Ave. southbound which is a shared corridor. LLUH logo will be placed below VA.
  - **Vehicular Directional 103 & 104:**
    - ~ Logo branding and positioning on sign cabinet is based on districting along arrival pathways when sign is in the public right of way.
    - ~ The district the sign is located in along arrival pathways will determine prime position for the logo at the top of the sign cabinet when in the public right of way. City seal will be added on the lower front base of the sign when in public right of way. No other entities will share branding on the sign cabinet.
    - ~ Logo branding and prime position at the top of the sign cabinet is based on who owns sign if placed on private property. The city seal will not be added on the lower front base of the sign when the sign is on private property. No other entities will share branding on the sign cabinet.

# Branding Rules Continued

Logos and City Seal are placed on the sign cabinets to create awareness along the arrival pathway by defining different health districts between LLUH and VA within the city.

## » Backside of all Sign Cabinet

- ~ The logo representing the district will have its logo placed at the top of the sign cabinet with public art below it when sign is in the public right of way.
- ~ If the sign is on private property, the logo used will be the owner of the sign with the option of using public art below the logo. (See Public Art for More Details)

## » Other Signs

### ~ Banner Sign Type ST-111

- On every other banner set the left facing banner will have text stating “City of Loma Linda”, the right banner will have the city seal, with the logo representing the district it is in right below it. For uniformity, the city seal and logo will be the same width. Copy is allowed on both sides of banner.
- Color of banners will be based on districting. LLUH will reserve exclusive rights for any solid shade of Grey and/or Regent Red (Burgundy) background on banners. Blue will be reserved for the VA. Otherwise, any other background color can be used by either party

## » Religious Symbols

- ~ No religious symbols will be placed on signs in the public right of way

# Public Art Rules/Introduction

It is art that has been planned and executed with the intention of being staged in the physical public domain on signs along the arrival sequence pathway



A REPRESENTATIVE EXAMPLES OF IMPACT IMAGES - ABSTRACT, LITERAL AND INTERPRETIVE.  
(SHOWN IMAGES ARE NOT BEING SUBMITTED FOR CONSIDERATION AS ACTUAL IMAGES)

## » Introduction

- ~ Public art will be used on all Arrival Signs and Banners in the public right of way and will include those signs on private property funded from the public art fund
  - Public art on signs must be easy to read but also must be interesting, thought provoking and have a relevant message to those reading the message. Images will be eye-catching and draw attention to a large audience
  - Pedestrians will have more time to appreciate the art, whereas the motorist will use the art as an added element along the arrival pathway to orientate within a district
  - Placing the art at the backside of the sign cabinet makes it less distracting to the motorist. Images are therefore typically viewed from an angle, or from the opposite side of the road. The images will be simple enough to quickly interpret but still deliver a meaningful message. The only exception to the above are banners which will have an image and/or message on both sides

# Public Art Rules/Requirements

It is art that has been planned and executed with the intention of being staged in the physical public domain on signs along the arrival sequence pathway

## » Public Art Requirements

- ~ The art will have a general theme, such as wellness, with images to support general aesthetics, and more importantly a functional element of providing a sense of awareness of location in relation to end destinations
- ~ Each image is unique and will vary in artistic style. Persons commissioned to provide art work in the public domain are those whose exclusive intellectual property rights have been forfeited, have been expressly waived, or are inapplicable
- ~ Art shall be commissioned through a competitive process and shall be approved as described in Title 17 Zoning, under Chapter 17.26 Art In Public Places, specific too 17.26.070 criteria for Art Selection. Creative and one of a kind digital images will be provided
  - Each entry is based on a theme and the art that is selected and shown will be representative of that particular theme. Within that competition's theme, of those artworks selected, we try to show the best of as many different genres and varied media as possible. We will attempt to display a broad representation of artistic form, style, and media in the hope that this will provide the viewer an enjoyable experience.
  - Based on the artwork submitted to our competitions, they will be judged based on the following elements of artistic expression:
    - ~ Interpretation and the clarity of the theme to the viewer
    - ~ Creativity and originality of the depicted theme
    - ~ Quality of artistic composition and overall design based on the theme
    - ~ Overall impression of the art. What is the effect of the artwork in general and as a whole? Overall, does the artwork stand on its own as a complete and outstanding work of art?
- ~ In addition to municipal code 17.26.070, the selection process will start with the owner of the sign selecting three public art options per sign to the city. The City will select its own appropriate committee, or use the Planning Commission to select the final art to display on each sign from the choices provided by LLUH
- ~ The public art will be displayed on the signs as follows:
  - The backside of the sign cabinet panel with digital print and will illuminate at night. Displaying text (The Theme) below the image is optional
  - A secondary image will be provided on the upper backside of the perforated panel on the horizontal section of Over-road and Gateway Structures. This secondary public art image will not illuminate, and is for day time viewing only. Digital print will be adhered directly to the perforated metal panel (as printed dots). The art work will tie to the primary image and theme on the sign cabinet and be viewed as a set. We should caution against the use of too much color which could end up looking garish, and provide subtle and/or muted colors with simple images/patterns to compliment the primary art image on the sign cabinet

# Public Art Rules/Requirements Continued

It is art that has been planned and executed with the intention of being staged in the physical public domain on signs along the arrival sequence pathway

## » Public Art Requirements Continued

- ~ For banners, every other set will have a full image on the left facing banner, with a supporting message on the right banner using a background color stated in the Branding on Arrival Signs Section of this document. Copy and image is allowed on both sides of banner
- ~ Since there can be multiple banners along an arrival sequence pathway, the same images may be used in several locations when deemed appropriate by the Director of Community Development. As a general rule of thumb, banners shall be placed on every other street light pole. LLUH also has the option of installing its own free standing pole in the public right of way in lieu of using street light poles, and shall be spaced at minimum the same distance as the average distance of two consecutive street lights
- ~ Replacement and Rearrangement of Images
  - Communication blindness describes a users' tendency to ignore ads because they have grown use to the same format. Ad fatigue refers to the decline in conversion about the image/message after it has been left to run for a certain amount of time. To prevent communications losing their relevancy:
    - ~ The city will accept resequencing of existing approved images on banners and other arrival signs at the discretion of LLUH, including changes in colors, shape of banner and message to avoid communication fatigue and blindness
    - ~ Therefore, public art images on arrival signs, with exception to banners will be relocated and/or replaced every two years to keep communications fresh. Banner images will be relocated and/or replaced within 1 to 1.5 years depending on condition, and/or taken down until LLUH is ready for new images. No specific image can be used more than a four year period.
      - When new images are required, the Art work will be commissioned through a competitive process as described in Title 17 Zoning, under Chapter 17.26 Art In Public Places, specific too 17.26.070 criteria for Art Selection and follow the remaining selection process as described in this document

## » Exceptions

- ~ Public art is optional for vehicular signs on private property that do not use the public art fund. In those cases single face and double sided communications are allowed
- ~ Temporary Banners for events and media campaign: If banners are used for a media campaign and/or event they will not follow the public art requirements and each are limited to 3 months use. If it is related specifically to an event the banners must be taken down the day after the event is over. Once temporary banners are removed, the public art banners that were on display will be reinstated

# Threshold Element Sign Type ST-100

## Programming Rules

### » Purpose

- ~ This sign type is used to identify the thresholds of the LLUH campus and introduce the visual vocabulary of signage used within the campus.

### » Programming Rules

- ~ Content
  - Loma Linda University Health and VA logos
  - Seal of the City of Loma Linda
- ~ Location
  - At the perimeter edges of a “Health District”

### » Illumination

- ~ These signs are internally illuminated.
- ~ Light output will be controlled via dimmers

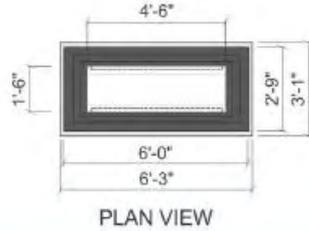
### » Templates

- ~ This sign type uses template T-100

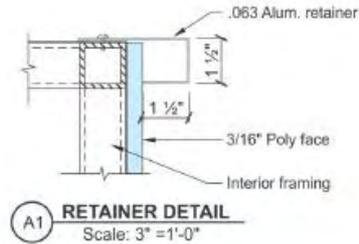


# Threshold Element Sign Design

Design Type ST-100

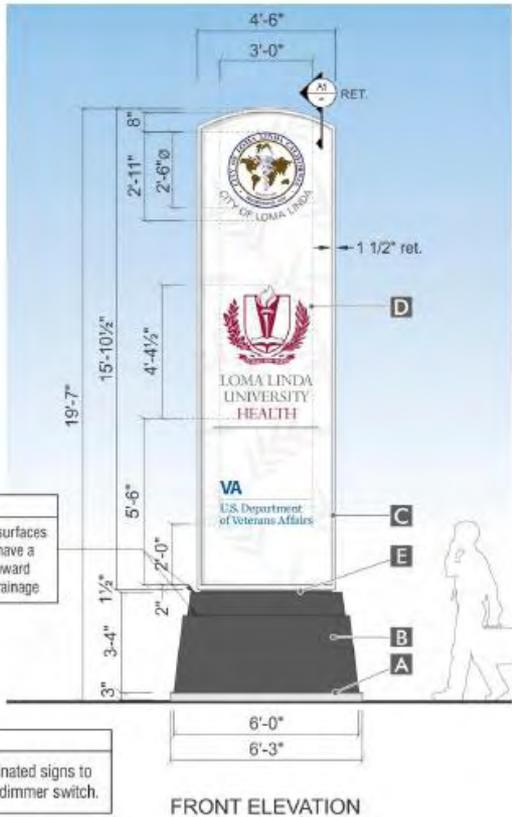


**\*NOTES\***  
 ALL Non-Load Bearing Frames will be Constructed of Aluminum  
 ALL Fasteners will be Stainless Steel



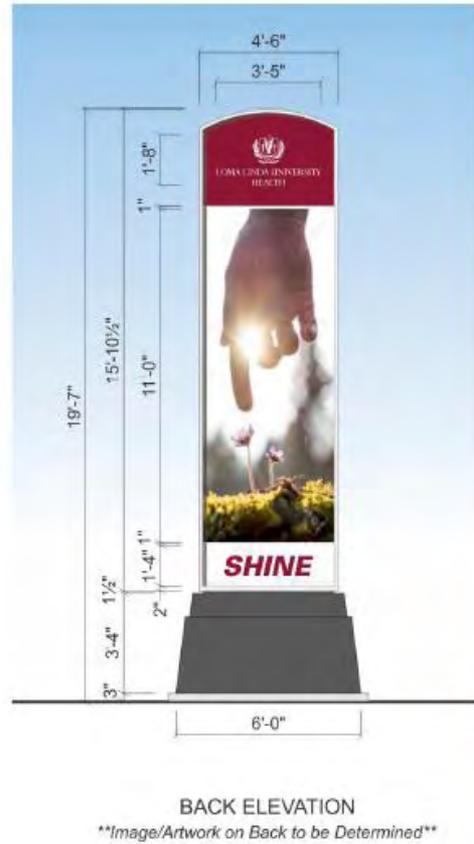
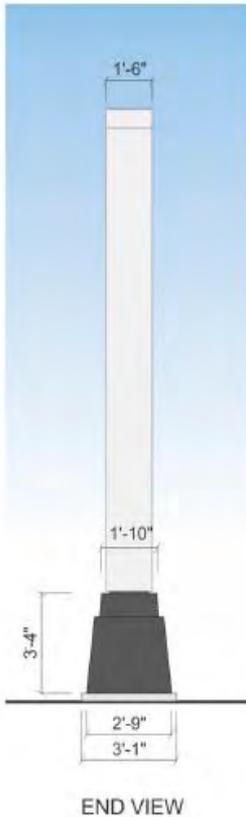
SIGN SPECS		
A	CONC. PAD	SPECS 3" ABOVE GRADE - SMOOTH
B	BASE	SPECS 1/8" FABRICATED ALUM. OVER ALUM FRAME, PAINTED WITH A LIGHT TEXCOTE FINISH SLIGHT DOWNWARD SLOPE ON HORIZ. SURFACES FOR DRAINAGE C3 (SEMI-GLOSS)
	ALUM FRAMING ON ALL BASES	PAINT
C	CABINET	MATERIAL 1/8" ALUM. OVER STEEL FRAME LIGHTING WHITE LED NEUTRAL DAYLIGHT TEMP = 5000k *INCLUDE DIMMER SWITCH* RETAINERS 1 1/2" (.063 ALUM.) PAINT C1 (GLOSS FINISH)
D	FACE	MATERIAL 3/16" THICK CLEAR POLY RECESSED 1 1/2" GRAPHICS (PATTERN, LOGO, & TEXT) 1st SURFACE DIRECT PRINT VINYL 2nd SURFACE 3M 3630-20 WHITE
E	REVEAL	MATERIAL .063 ALUMINUM PAINT C1 (GLOSS FINISH)

**\*\* ALL FASTENERS TO BE STAINLESS STEEL \*\***



**NOTE:**  
 Horizontal surfaces of base to have a slight downward slope for drainage

**NOTE:**  
 ALL illuminated signs to include a dimmer switch.



COLOR KEY		
C1	PAINT	CABINET: MATTHEWS MP 46351 "Subtle Silver Met" (GLOSS)
C2	PRINT	LOGO: MATCH PMS 1955 C
C3	PRINT	CITY SEAL - BASE: MATCH PMS 425 C Gray
C8	PRINT	BRANCH PATTERN: MATCH 10% PMS 423 C Gray
C12	PRINT	VA LOGO AND COPY: MATCH PMS 301 C Blue
*	PAINT	ALL SIGNS: ANTI-GRAFFITI CLEAR COAT

NOTE: UNLESS OTHERWISE NOTED, THE COLORS DEPICTED ON THIS RENDERING MAY NOT MATCH ACTUAL COLORS ON FINISHED DISPLAY. PLEASE REFER TO COLOR-SWATCHES AND THEIR APPROPRIATE VENDOR SPECIFIED SAMPLES FOR APPROVED COLOR SPECIFICATIONS.



THRESHOLD SIGN - Double Face Illuminated  
 QUANTITY: One (1), Manufacture and Install

Scale: 1/4" = 1'-0"

# GEO Coded Data Table for Threshold Element Signs

Phase 1 Items Highlighted in Red, Phase 2 In Green, Phase 3 In Yellow, Remaining Phases to be Determined

Location Number	GEO Code	Block Number	Direction	Nearest Cross St.	Sign Type	Center Branding Position
1	34.058332, -117.261668	10700 Anderson St.	Southbound	Academy St.	ST-100	LLUH
2	34.051957, -117.276541	24200 Barton Rd	Eastbound	Waterman Ave.	ST-100	LLUH
3	34.048362, -117.239357	25900 Barton Rd	Westbound	Mountain View Ave.	ST-100	LLUH
4	34.054893, -117.243807	10900 Mountain View Ave	Southbound	Van Leuven St.	ST-100	VA
5	34.065703, -117.243699	10300 Mountain View Ave	Southbound	Redlands Blvd.	ST-100	VA
6	34.062930, -117.245222	25600 Redlands Blvd	Eastbound	Mountain View Ave.	ST-100	VA
7	34.048261, -117.219452	26780- Barton Rd	Westbound	New Jersey St.	ST-100	LLUH
8	34.063094, -117.269161	24531-24547 Redlands Blvd	Eastbound	Redlands Blvd.	ST-100	LLUH

Note: Table above provides approximate locations. Final locations of signs in the public right of way can be influenced by a transportation engineering report when needed, and civil engineering provided through the owner of the sign. This will adjust for code and field conditions to better ensure public safety conditions are met. Proposed phasing approach is tentative, and may be reprioritized at the discretion of LLUH based on its current needs. An individual permit will be required for each sign in the public right of way. An address will be assigned to each sign by metering each sign in the public right of way

# Threshold Element Sign Vicinity Map

Sign Type ST-100 locations in public right of way  
 Branding based on district sign is located by path of travel



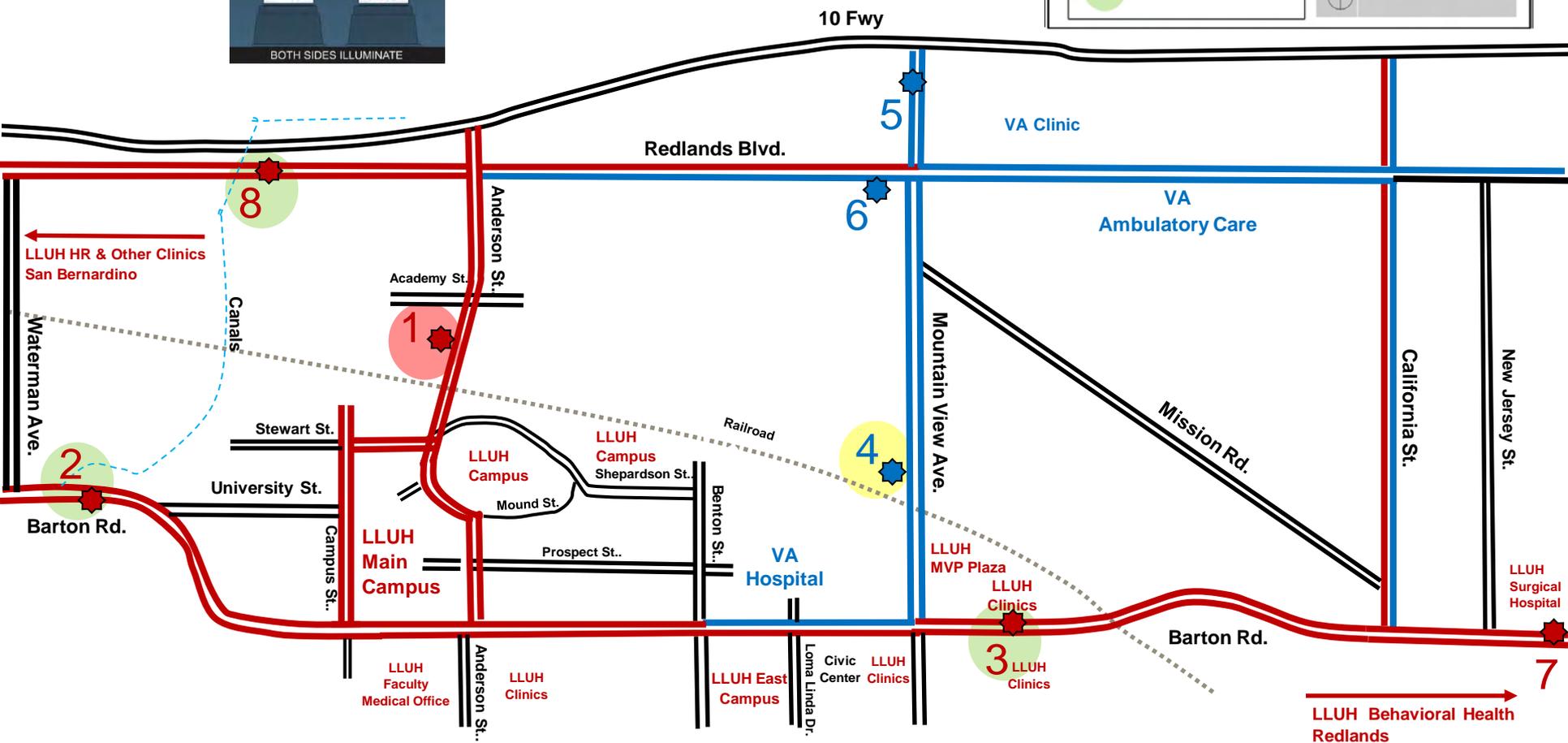
Map Legend	
<span style="color: red;">—</span>	Red Represents LLUH District and Path of Travel
<span style="color: blue;">—</span>	Blue Represents VA District and Path of Travel
<b>Black Line</b>	Represents Other Streets to Complete Arrival Sequence by Path of Travel

Sign Symbols	
	Threshold Element Sign (ST-100) (Introduction) On Public Right of Way
	Over-road Directional (ST-101) On Public Right of Way
	Gateway Element Sign (ST-102) (Traffic Signal) On Public Right of Way
	Traffic Intersection Also Used as a Priority Marker On Public Right of Way
	Street Banner Pathway ST-111 (Community Theme) On Public Right of Way
	Large Vehicular Directional (ST-103) Public Right of Way and Private Property
	Small Vehicular Directional (ST-104) Public Right of Way and Private Property

Tentative Phasing Plan	
<span style="color: red;">●</span>	Phase 1
<span style="color: yellow;">●</span>	Phase 3
<span style="color: green;">●</span>	Phase 2
Remaining phases to be determined	



# Over-road Directional Sign Type ST-101

## Programming Rules



Revisions to minor modifications to sign program requested from City Council on 5/28/19 for city's limited use of LED message board and existing banner tower.

### » Purpose

- ~ These sign types are used to quickly queue and orient large quantities of vehicles entering the district. These signs are only used along primary travel paths through districts

### » Content

#### ~ Logo and City Seal

- Loma Linda University Health or VA logo depending on what district the sign is located
- Seal of the City of Loma Linda

#### ~ Sign Panel Communication:

- Two direction set panels can have 3 destination lines per panel
- Three direction set panels can have 2 destination lines per panel
- Arrow symbols either at the top, bottom or left of sign panel as deemed appropriate, direction to be written on bottom (i.e. Next Left)

#### ~ Destinations Names:

- Must be straightforward and not confusing to the motorist
- Names should be generic when possible and only be reserved for major inbound destinations
- Only use commonly understood abbreviations
- Within each group destinations are listed with emergency first; all other destinations are listed either alphabetically, by distance or by the volume traffic destinations supports
- Owner of sign will work with Public Works who will approve final content of destination names on signs

#### ~ Symbols can be used in conjunction with destinations names on the sign panel as follows:

- The cross symbol for emergency
- The P symbol for all parking
- H symbol for hospitals and medical centers
- Directional symbol arrow
- No other symbols are used on these signs

#### ~ Digital LED content messaging:

- Unlimited updatable content messaging with use of graphics for LLUH
  - ~ However, content messages must be pertinent and timely so that old messages do not continue on after an advertised event has been completed
- Communication rights to the LED Message Board Display will be given to the owner of the sign, and will follow the city's standard for electronic messaging as it relates to content changing at minimum every 15 seconds
- **The city will have limited rights to the LED message board as follows:**
  - ~ The city has rights to display event messages at locations available off Anderson St, Barton Rd., Mountain View Ave. and Redlands Blvd.
  - ~ Communications allowed is text only, and will display every 90 seconds
  - ~ Events can be displays one week in advance to an event
  - ~ Exceptions: City will not use the message display during the LLU Homecoming week and/or on any days of graduation ceremonies

# Over-road Directional Sign Type ST-101 - Continued

Revisions to minor modifications to sign program requested from City Council on 5/28/19 for city's limited use of LED message board and existing banner tower.

## Programming Rules

### » Content Continued

- ~ Events are clearly limited to city sponsored occasions and EMERGENCY situations
- ~ The city will provide a list of events and approximate dates 1 - 3 times a year for LLUH to place on the LED message board
- ~ All communications relating to community events and emergency situations will be managed by the City Manager and/or Community Development Director. No one else can make requests.
- ~ For city communications, LLUH's marketing department will assist with scripting to ensure the message is most effective and meaningful
- ~ There are no fees involved in the use of the sign

### ~ Directional content is organized into groups:

- Straight ahead, to the right and to the left
- Direction sets to the right should occupy the right panel
- Direction sets to the left will occupy the left panel
- Direction sets straight ahead will occupy either the left or right panel depending on the other panel set
- It is preferred to use only one direction set per panel when possible (i.e. left and right arrows not on the same panel)

### ~ An arrow vs. a message to turn a specific direction

- Do not use both a directional content such as "Next Right" with an arrow symbol as it could be confusing to the driver
- If the sign panel is to warn the motorist in advance use i.e. "NEXT RIGHT"
- If the sign panel is to warn the motorist to turn right use the arrow symbol

### ~ Location

- Locate these signs prior to key intersections for inbound traffic as a way to segregate traffic in advance

### ~ Illumination

- The sign cabinet is internally illuminated
- The DOT panels are externally illuminated
- All light output will be controlled via dimmers

### ~ Templates

- This sign type uses the T-101 series templates

### » Special Note on Civic Center and VA Communications

#### ~ The city will only be added to directional signs at the following locations:

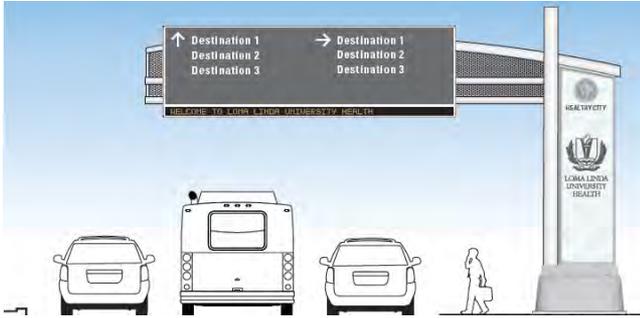
- Redlands Blvd. with directional turning motorists onto Mountain View Ave
- Any directional on Mountain View Ave. southbound
- Barton Rd. east and westbound to direct people to the Civic Center
- Loma Linda Dr.

#### ~ The VA will be excluded from signs at:

- Stewart St. westbound leading into the center of LLUH Campus
- Campus North and Southbound at interior of LLUH Campus

# Over-road Sign Generic Vs. More Specific Name Usage

Generic terms on directional panel and when to use more specific destination names. Long names will require abbreviations. The destination names illustrated below are a part of the phase 1 package submittal.



Sign A Southbound



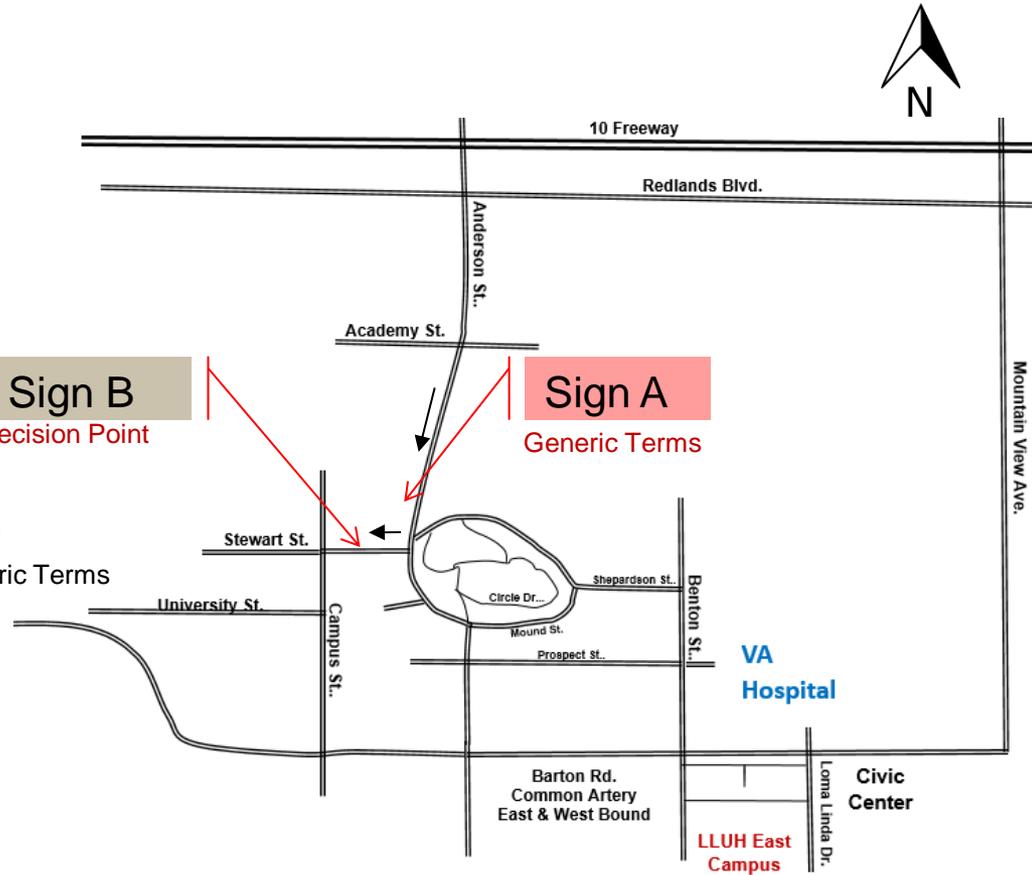
Sign B Southbound



Sign B  
Decision Point

Sign A  
Generic Terms

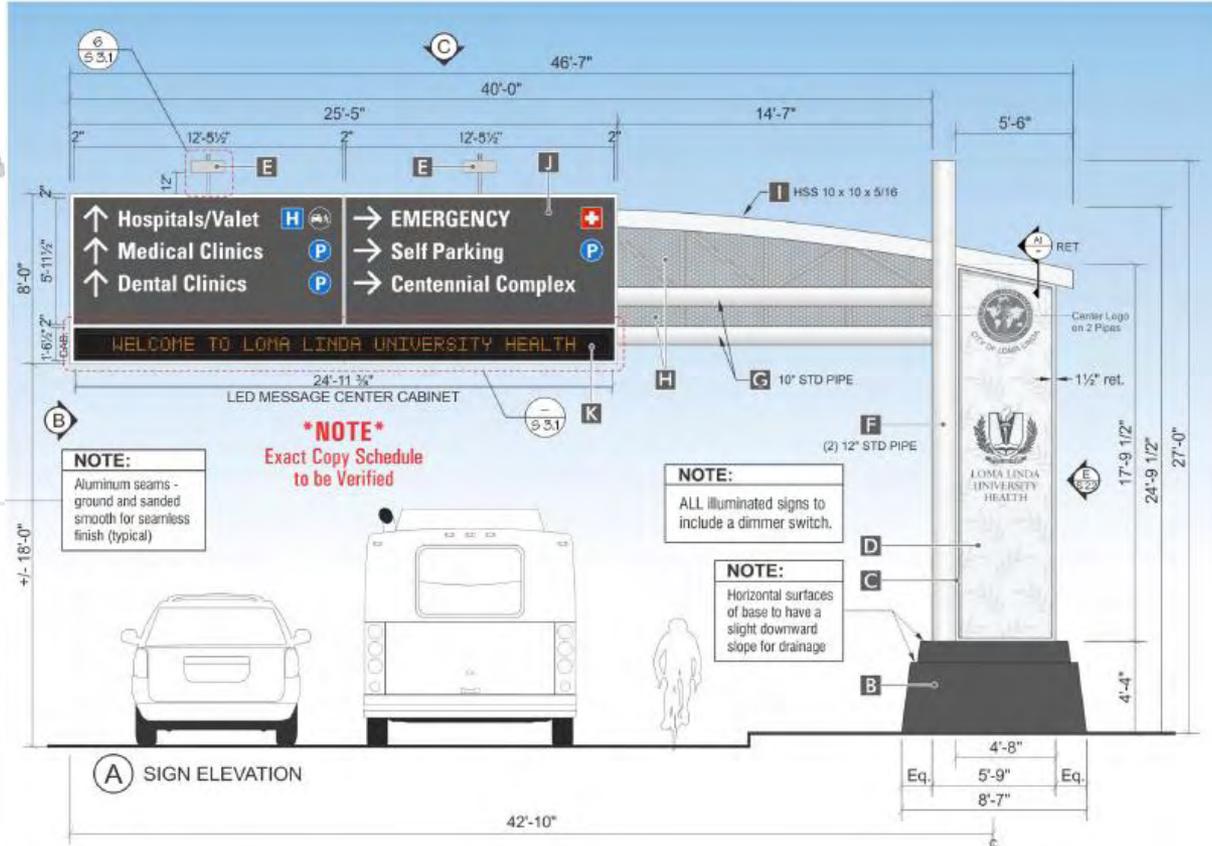
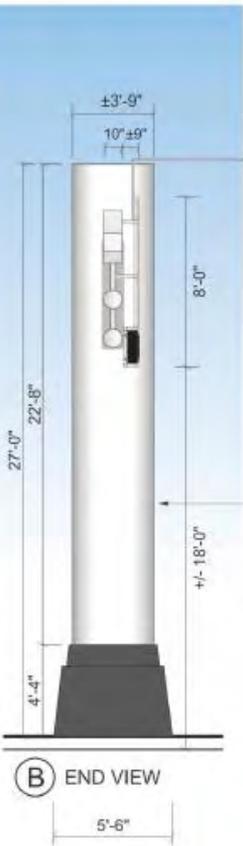
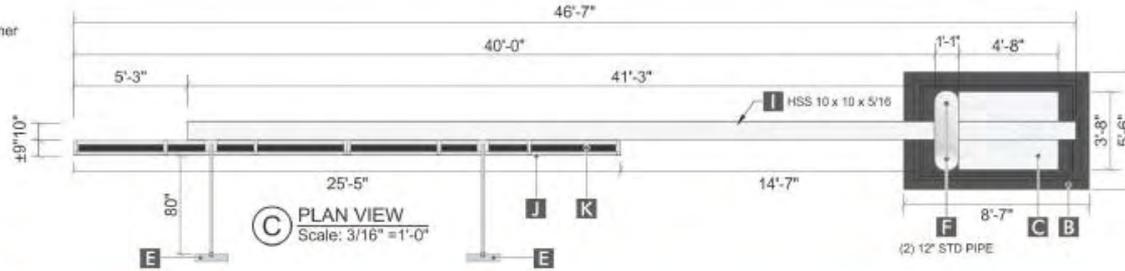
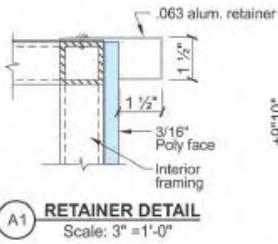
Generic Terms



Names get more specific at a decision point.  
Signs Function is to segregate traffic in advance

# Over-road Directional Sign Design

## Design Type ST-101



### OVER-ROAD DIRECTIONAL ELEVATION

Scale: 3/16" = 1'-0"

SIGN SPECS		
A (Not Used)		
B	BASE	1/8" FABRICATED ALUM. OVER ALUM FRAME, PAINTED WITH A LIGHT TEXTCOE FINISH
	ALUM FRAMING ON ALL BASES	SLIGHT DOWNWARD SLOPE ON HORIZ. SURFACES FOR DRAINAGE
	PAINT	C3 (SEM-GLOSS FINISH)
C	CABINET	1/8" ALUM. OVER STEEL FRAME
	LIGHTING	WHITE LED NEUTRAL DAYLIGHT TEMP. = 5000K
	RETAINERS	*INCLUDE DIMMER SWITCH* 1 1/2" 1093 ALUM. C1 (GLOSS FINISH)
D	FACE	3/16" THICK CLEAR POLY 1 1/2" RECESSED GRAPHICS (PATTERN, LOGO, & TEXT) 1st SURFACE DIRECT PRINT VINYL 2nd SURFACE 3M 3830 20 WHITE
E	LED LIGHT	TYPE MARQUEE LED FIXTURE (2) - 60 W, SINGLE BRICK
F	COLUMN	MATERIAL 1/8" ALUM OVER (2) 12" STD PIPES C1 (GLOSS FINISH) PAINT SMOOTH SEAMS; SEAMS GROUND/SANDED SMOOTH
G	SUPPORTS	MATERIAL (2) 10" STD PIPES C1 (GLOSS FINISH)
H	PERF. SCREEN	MATERIAL PERF. ALUM. OVER STEEL FRAME PERF. ON 1 SIDE OF FRAME ONLY 1/8" THICK 1" Ø HOLES ON 2" CENTERS 23% OPEN C1 (GLOSS FINISH)
I	ARCH SUPPORT	MATERIAL (1) HSS 10 X 10 X 5/16 ROLLED C1 (GLOSS FINISH)
J	SIGN PANEL	MATERIAL 1/8" FLAT ALUM. PANEL OVER ALUM. SQUARE TUBE FRAME (OPEN ON BACK AND SIDES) *NOTE* FRAME BUILT IN TWO HALVES, REMOVABLE FOR FUTURE COPY CHANGES PAINT C3 (GLOSS FINISH) ARROWS/COPY/ SYMBOLS/BORDERS REFLECTIVE C4, C5, C6 VINYL, APPLIED 1st SURFACE
K	EMC	MAKE DAKTRONICS MODEL GALAXY G66 SERIES PIXEL SPACING (SEE DETAIL SHEET) MATRIX SIZE (SEE DETAIL SHEET) COLOR AMBER MONOCHROME PRE-PAINTED BLACK (SEM-GLOSS FINISH)
		*NOTE* ALL Structural, Framing Member Sizes, and Attachment Methods to be Verified by Engineering

### COLOR KEY

C1	STRUCTURE, PERF. PIPES, COLUMN CABINET, MATI:HW5 MP 48391 "Subtle Silver Met" (GLOSS)
C2	LED BACKGROUNDS (Back Side): MATCH PMS 1865 C
C3	LARGE SIGN PANEL, BASE: MATCH PMS 425 C
C4	SYMBOLS: ORACAL 5700 030 - Reflective RED (PMS 485 C)
C5	BORDERS, ARROWS, COPY, SYMBOLS: ORACAL 5700 010 - Reflective WHITE
C6	SYMBOLS: ORACAL 5000 SERIES 084 - Reflective SKY BLUE
C8	BRANCH PATTERN: MATCH 10% PMS 423 C Gray

**\* PAINT**  
ANTI-GRAFFITI CLEAR COAT

NOTE: UNLESS OTHERWISE NOTED, THE COLORS REPLICATED ON THIS RENDERING MAY NOT MATCH ACTUAL COLORS ON FINISHED DISPLAY. PLEASE REFER TO COLOR CALLOUTS AND THEIR APPROPRIATE VENDOR SPECIFIED SAMPLES FOR APPROVED COLOR SPECIFICATIONS.

**\*NOTE\*** These call-outs, specifications, and colors are typical for all ST-101 Over-Road Directional Signs

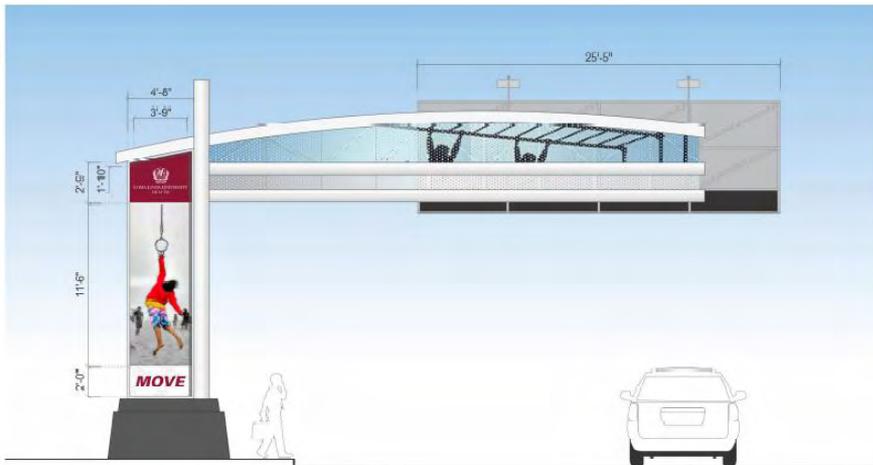
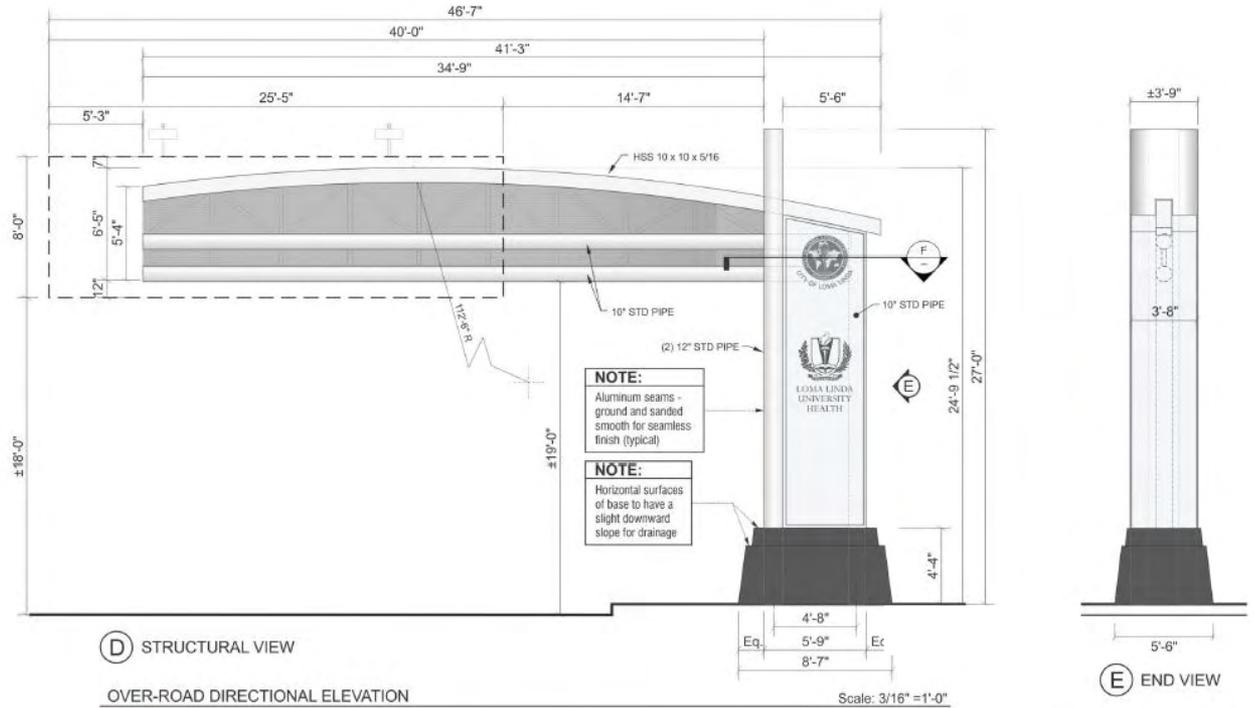
**\*NOTES\***  
ALL Non-Load Bearing Frames will be Constructed of Aluminum  
ALL Fasteners will be Stainless Steel

**\*NOTE\***  
ALL illuminated signs to include a dimmer switch

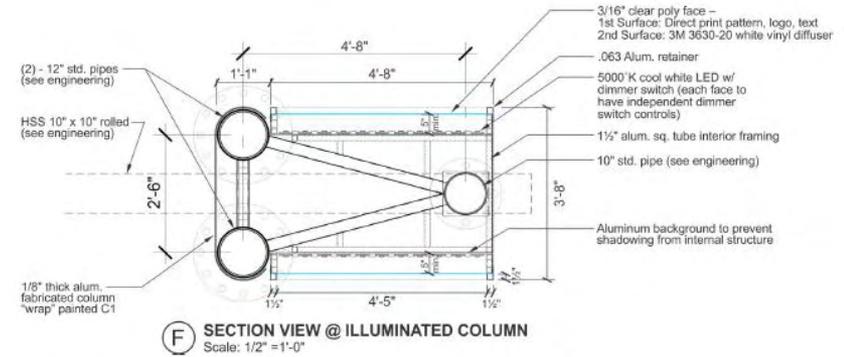
**Special Note:** Size of Structure is based on general design, but is also influenced by the distance the sign spans over the road, and also taking into account other surrounding conditions. Engineering will work out these variables at each package submittal

# Over-road Directional Sign Design Continue

Design Type ST-101



\*\*Artwork on Back to be Determined\*\*



# Over-road Directional Sign Design Continue

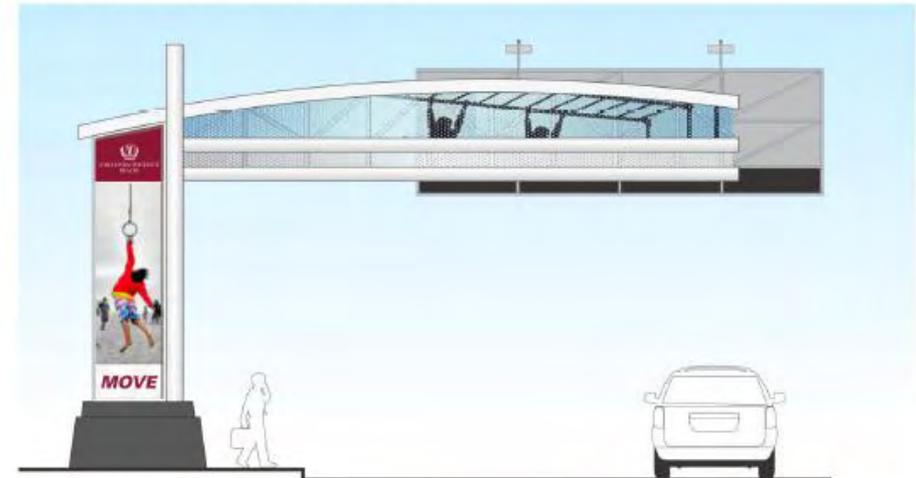
Design Type ST-101 (Please Note Gateway ST-102 Used Same Format on Logo and Public Art)

## TYPICAL DAY/NIGHT VIEWS

OVER-ROAD DIRECTIONAL - FRONT



OVER-ROAD DIRECTIONAL - BACK



*\*\*Artwork on Back to be Determined\*\**

OVER-ROAD DIRECTIONAL - FRONT



NIGHT VIEW

OVER-ROAD DIRECTIONAL - BACK

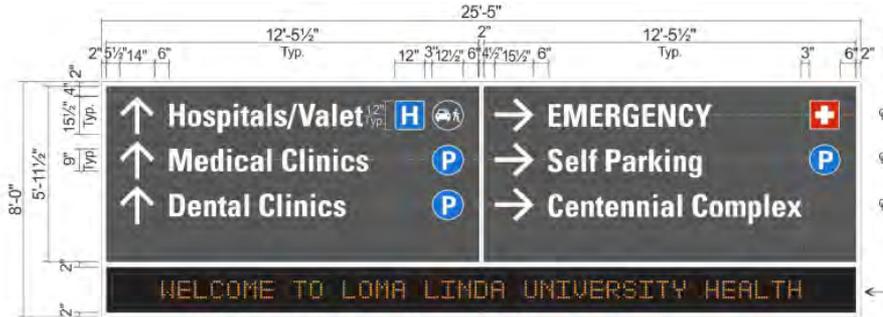


NIGHT VIEW

*\*\*Artwork on Back to be Determined\*\**

# Over-road Directional Sign Design Continue

Design Type ST-101



NOTE: Bottom Panel is LED Digital Message Board. Message is for illustration purposes only.

**\*NOTE\***  
Exact Copy Schedule  
to be Verified

**\*NOTE\***  
ALL illuminated signs to  
include a dimmer switch

NOTE: LED Digital Message Board to allow 4" - 12" tall letters across the display.

**MarQUEE LED**

**Product Review**

**Section 1:** Verify you have received the entire unit as it looks below along with an eight foot pigtail for making the electrical connection to the power source (Figure 1). A single or triple brick unit will have one more brick or one less than pictured here. Note: Light arm is not included with fixture, but can be ordered to ship with unit.

Thursday, November 01, 2018  
Irvin Outdoor Lighting Technologies Inc.

Single Brick Light Fixture

Mounting Bracket

Side View - Mounting Distance

**Single, Double and Triple Brick Specifications** (Subject to change without notice)

Type	Voltage	Power Type	Efficiency Type	Lamp Intensity	DLC Qualified
1 Brick	90-277 VAC	48 Watt	97 lm/Watt	4,850 lm	Yes
2 Brick	90-277 VAC	98 Watt	84 lm/Watt	8,200 lm	Yes
3 Brick	90-277 VAC	150 Watt	86 lm/Watt	13,000 lm	Yes

6 LED LIGHT FIXTURE FOR DOT PANELS

Not to Scale

2 Per Sign Location

**Visual - Wallwash Tool**

**Design Information**

Project Name: Irvin DOT sign  
Project Description: 2-1 Brick., top down, spaced 12" apart, 2.5 setback zero tilt

Thursday, November 01, 2018  
Irvin Outdoor Lighting Technologies Inc.

**Spacing Results**

Spacing: 12 ft  
Quantity: 2  
Tilt: -90°

**Calculation Results**

Minimum: 10.7 fc  
Average: 51.4 fc  
Maximum: 152.4 fc  
Ave / Min: 4.8  
Max / Min: 14.2  
Point Spacing: 1.6 x 1.2 ft

**Design Summary**

Surface Width: 25.5 ft  
Surface Height: 6 ft  
Surface Base: 0 ft  
Setback: 2.5 ft

**Lighting Technologies [A] - LTBB-7044-NRA-1-1-XXXX**

No	Light Loss Factor	0.5	Lamp Lumens	9599	Tilt	-90°	Wattage	96.5 Watts
Photo Available	Suspension Length	0 ft	Lamp Quantity	1	Orientation	180°		

7 LED LIGHT FIXTURE FOR DOT PANELS - Photometrics

Not to Scale

# Over-road Directional Sign Design Continue

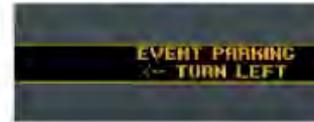
Design Type ST-101

PIXELS HIGH (AAA)	PIXELS WIDE (BBB)	PIXEL SPACING (CC)
20	475	15.85mm

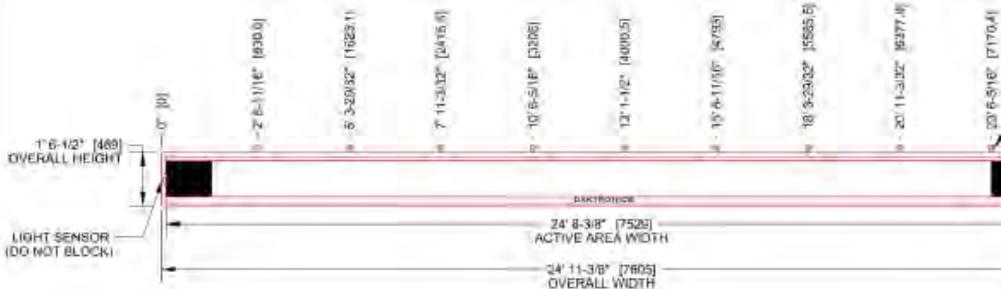
Single Line Copy



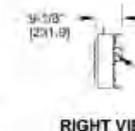
Double Line Copy



TOP VIEW



FRONT VIEW



RIGHT VIEW

SEE STRUCTURAL NOTE #3 AND INSTALL NOTE #4

SEE INSTALL NOTES #1, #2  
EXHAUST AREA  
DO NOT COVER  
SEE VENT NOTE #2

INTAKE AREA  
DO NOT COVER. SEE VENT NOTE #2.

#	DETAIL	DESCRIPTION
1	DISPLAY	OS6-4AA4BB6-CC (SEE CHART ON TOP LEFT)
2	LED COLOR	RED, AMBER, OR RGB
3	ACTIVE AREA	1'-12" (317) X 24'-8 3/8" (7526)
4	OVERALL SIZE	1'-6 1/2" (469) X 24'-11 3/8" (7605)
5	CABINET	ALUMINUM & STEEL
6	VENTILATION	FRONT
7	ACCESS	SERVICE FROM FRONT OF DISPLAY
8	WEIGHT	271 LBS (126 KG) (APPROX)
9	SHIPPING	SHIPPED AS A SINGLE UNIT
10	DIMENSIONS	FEET AND INCHES (MILLIMETERS)
11	PAINTED	SEMI-GLOSS BLACK

STRUCTURAL RATING	
1	DECK WIND PRESSURE (P) (CASE A): P=100 PSF (ASD)
2	STANDARD CODE: BC 2009ASCE7-05 IBC 2012ASCE7-08
3	ALL CLIP ANGLES MUST BE USED TO MOUNT DISPLAY

POWER RATING PER SINGLE FACE FOR SIGNAL ELEC. SERVICE MAX REQ'D SHOWN				
TECHNOLOGY	COLOR	MAX WATTS	120VAC 1PH 50/60HZ (2 WIRES + GND) DOMESTIC	208VAC 1PH 50/60HZ (2 WIRES + GND) INTERNATIONAL (SPECIAL ORDER)
			LINE 1 (AMPS)	LINE 1 (AMPS)
OS6	RED	856	7.47	3.73
	AMBER	856	7.47	3.73
	RGB	1200	10.69	5.29

VENTILATION REQUIREMENTS	
1	DISPLAY RELIES ON VENTILATION TO FUNCTION PROPERLY. INTAKES LOCATED AT THE FRONT OF THE DISPLAY MUST BE ABLE TO DRAW IN AIR AT A TEMPERATURE NO GREATER THAN 120° F.
2	IN ORDER TO ENSURE AMBIENT TEMPERATURE AIRFLOW IS MAINTAINED NO PORTION OF THE VENTILATION OPENINGS ALONG THE FRONT OF THE DISPLAY MAY BE COVERED OR OBSTRUCTED IN ANY WAY.

INSTALL NOTES	
1	IN ORDER TO PRESERVE THE STRUCTURAL INTEGRITY OF THE DISPLAY CABINET, THE 18" GULLY BETWEEN THE CABINET AND THE LIFTEYS MUST BE MAINTAINED - USING A SPREADER BEAM IS SUGGESTED. ALL EYEBOLTS MUST BE USED WHEN LIFTING.
2	1/2" LIFTEYS TO ASSIST WITH DISPLAY INSTALLATION. LIFTEYS MAY NOT BE USED FOR PERMANENT INSTALLATION. LIFTEYS MAY BE REMOVED.
3	MECHANICAL AND SIGNAL CONNECTIONS OCCUR EXTERNAL TO DISPLAY.
4	CLIP ANGLE FOR MOUNTING. CLIP ANGLES CAN BE ADJUSTED VERTICALLY 1-3/8" AS NEEDED DURING INSTALLATION. CLIP ANGLE CAN BE WELDED OR BOLTED TO STRINGER. ALL CLIP ANGLE LOCATIONS MUST BE USED.
5	DAKTRONICS IS NOT RESPONSIBLE FOR THE MOUNTING HARDWARE OR THE INTEGRITY OF THE MOUNTING STRUCTURE.
6	DAKTRONICS IS NOT RESPONSIBLE FOR THE MAIN ELECTRICAL DISCONNECT. SEE POWER RATINGS ABOVE.
7	SEE DWG-03097583 FOR SIGNAL & MTG DETAILS

NO.	DATE	BY	DESCRIPTION
01	10/10/2011		FOR DESIGN (DRAWING/ISSUE/REV)
02	10/14/11		ISSUE FOR APPROVAL
03	11/07/11		ISSUE FOR CONSTRUCTION

**DAKTRONICS**

PROJECT: GALAXY OS6 SERIES  
 TITLE: SHOP DWG OS6-R, 1' X 24' (1' X 19' MODS)  
 DATE: 11-AUG-11  
 SCALE: 1/40  
 DESIGN: TWHITE  
 CHECK: DOSTRAA

DO NOT SCALE DRAWING  
 1 OF 2  
 3112314

# GEO Coded Data Table for Over-road Directional

Phase 1 Items Highlighted in Red, Phase 2 In Green, Phase 3 In Yellow, Remaining Phases to be Determined

Location Number	GEO Code	Block Number	Direction	Nearest Cross St.	Sign Type	LLUH Branding	VA Branding
1	34.063189, -117.259274	24900 Redlands Blvd.	Westbound	Anderson St.	ST-101	LLUH	
2	34.063613, -117.261413	10400 Anderson St.	Southbound	Redlands Blvd.	ST-101	LLUH	
3	34.062935, -117.262342	28800 Redlands Blvd.	Eastbound	Anderson St.	ST-101	LLUH	
4	34.063065, -117.277436	300 E. Redlands Blvd.	Eastbound	Waterman Ave.	ST-101	LLUH	
5	34.054523, -117.262879	10800 Anderson St.	Southbound	Stewart Ave.	ST-101	LLUH	
6	34.054026, -117.264851	24700 Stewart St.	Westbound	Campus St.	ST-101	LLUH	
7	34.053833, -117.263370	24700 Stewart St.	Eastbound	Anderson St.	ST-101	LLUH	
8	34.051620, -117.261505	11100 Anderson St.	Southbound	Mound / Hill St.	ST-101	LLUH	
9	34.048157, -117.267822	24500 Barton Rd.	Eastbound	Campus St.	ST-101	LLUH	
10	34.048360, -117.259991	24900 Barton Rd.	Westbound	Anderson St.	ST-101	LLUH	
11	34.048363, -117.249981	25400 Barton Rd.	Eastbound	Loma Linda Dr.	ST-101	LLUH	
12	34.048374, -117.246155	25500 Barton Rd.	Westbound	Loma Linda Dr.	ST-101		VA
13	34.049107, -117.243801	25600 Mountain View Ave.	Southbound	Barton Rd.	ST-101		VA
14	34.048377, -117.241352	25800 Barton Rd.	Westbound	Mountain View Ave.	ST-101	LLUH	
15	34.048514, -117.228230	26400 Barton Rd.	Eastbound	California St.	ST-101	LLUH	
16	34.049471, -117.226267	11200 California St.	Southbound	Barton Rd.	ST-101	LLUH	
17	34.062508, -117.226161	10500 California St.	Northbound	Redlands Blvd.	ST-101		VA
18	34.063518, -117.226527	10400 California St.	Southbound	Redlands Blvd.	ST-101	LLUH	
19	34.063194, -117.226912	26400 Redlands Blvd.	Westbound	California St.	ST-101		VA
20	34.062934, -117.227992	26400 Redlands Blvd.	Eastbound	California St.	ST-101	LLUH	
21	34.062618, -117.243555	10500 Mountain View Ave.	Northbound	Redlands Blvd.	ST-101		VA
22	34.063174, -117.242025	25700 Redlands Blvd	Westbound	Mountain View Ave.	ST-101		VA
23	34.063888, -117.243831	10400 Mountain View Ave.	Southbound	Redlands Blvd.	ST-101		VA
24	34.062907, -117.245536	25600 Redlands Blvd.	Eastbound	Mountain View Ave.	ST-101		VA
25	34.049579, -117.261080	11245 Anderson St.	Northbound & Southbound	Prospect St.	ST-101	LLUH	
				Total:	25	17	8

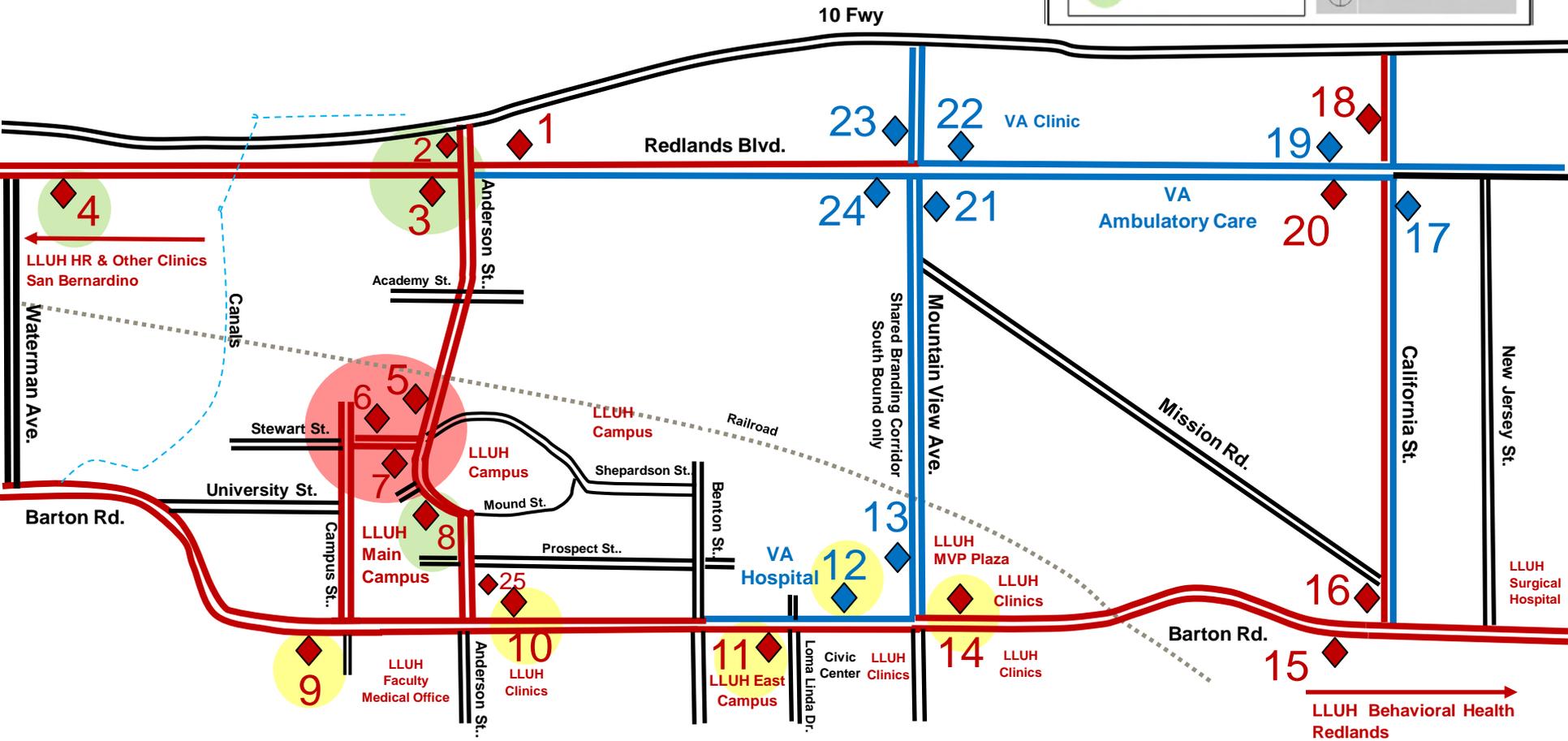
Note: Table above provides approximate locations. Final locations of signs in the public right of way can be influenced by a transportation engineering report when needed, and civil engineering provided through the owner of the sign. This will adjust for code and field conditions to better ensure public safety conditions are met. Proposed phasing approach is tentative, and may be reprioritized at the discretion of LLUH based on its current needs. An individual permit will be required for each sign in the public right of way. An address will be assigned to each sign by metering each sign in the public right of way

# Over-road Directional Vicinity Map

Sign Type ST-101 locations in public right of way  
 Branding based on district sign is located by path of travel



Map Legend		Sign Symbols	
<span style="color: red;">—</span>	Red Represents LLUH District and Path of Travel		Threshold Element Sign (ST-100) (Introduction) On Public Right of Way
<span style="color: blue;">—</span>	Blue Represents VA District and Path of Travel		Over-road Directional (ST-101) On Public Right of Way
<b>Black Line</b>	Represents Other Streets to Complete Arrival Sequence by Path of Travel		Gateway Element Sign (ST-102) (Traffic Signal) On Public Right of Way
	Phase 1		Traffic Intersection Also Used as a Priority Marker On Public Right of Way
	Phase 3		Street Banner Pathway ST-111 (Community Theme) On Public Right of Way
	Phase 2 Remaining phases to be determined		Large Vehicular Directional (ST-103) Public Right of Way and Private Property
			Small Vehicular Directional (ST-104) Public Right of Way and Private Property



\*Note\* Sign #25 extends over entire road for north and southbound traffic.

# Gateway Element Sign Type ST-102

## Programming Rules

### » Purpose

- ~ These signal arms serve as an element to help delineate and define a health district

### » Programming Rules

### » Content

- ~ Loma Linda University Health or VA logo depending on what district sign is located
- ~ Seal of the City of Loma Linda
- ~ Street Name
  - Only use commonly understood abbreviations when necessary

### » Location

- ~ Located at key intersections along the arrival pathway

### » Illumination

- ~ These signs are internally illuminated
- ~ All light output will be controlled via dimmers

### » Base Conditions

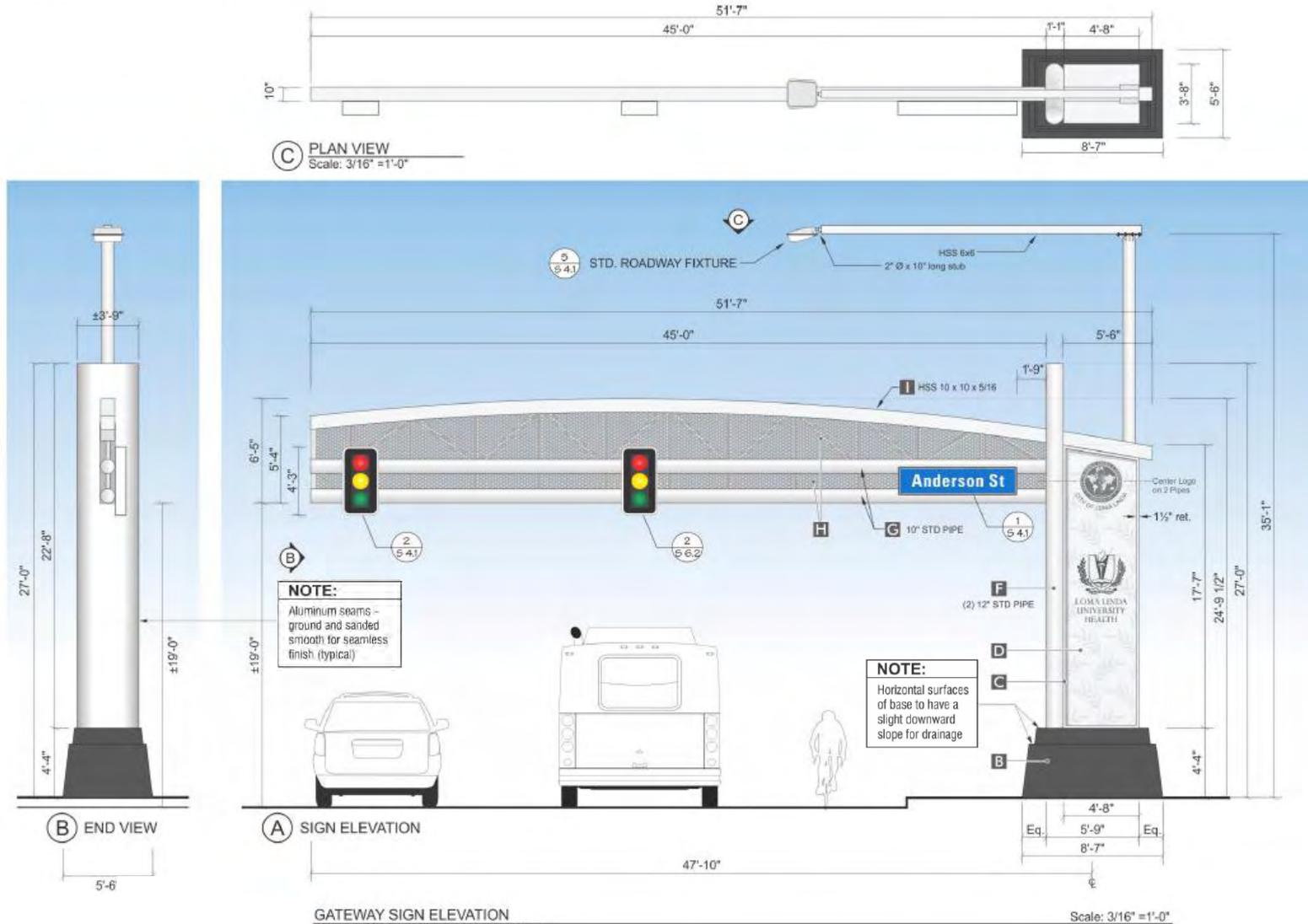
### » Templates

- ~ This sign type uses the T-101 Pylon template (Same as Over-Road Directional). Sign type is ST-102



# Gateway Element Sign Design

## Design Type ST-102



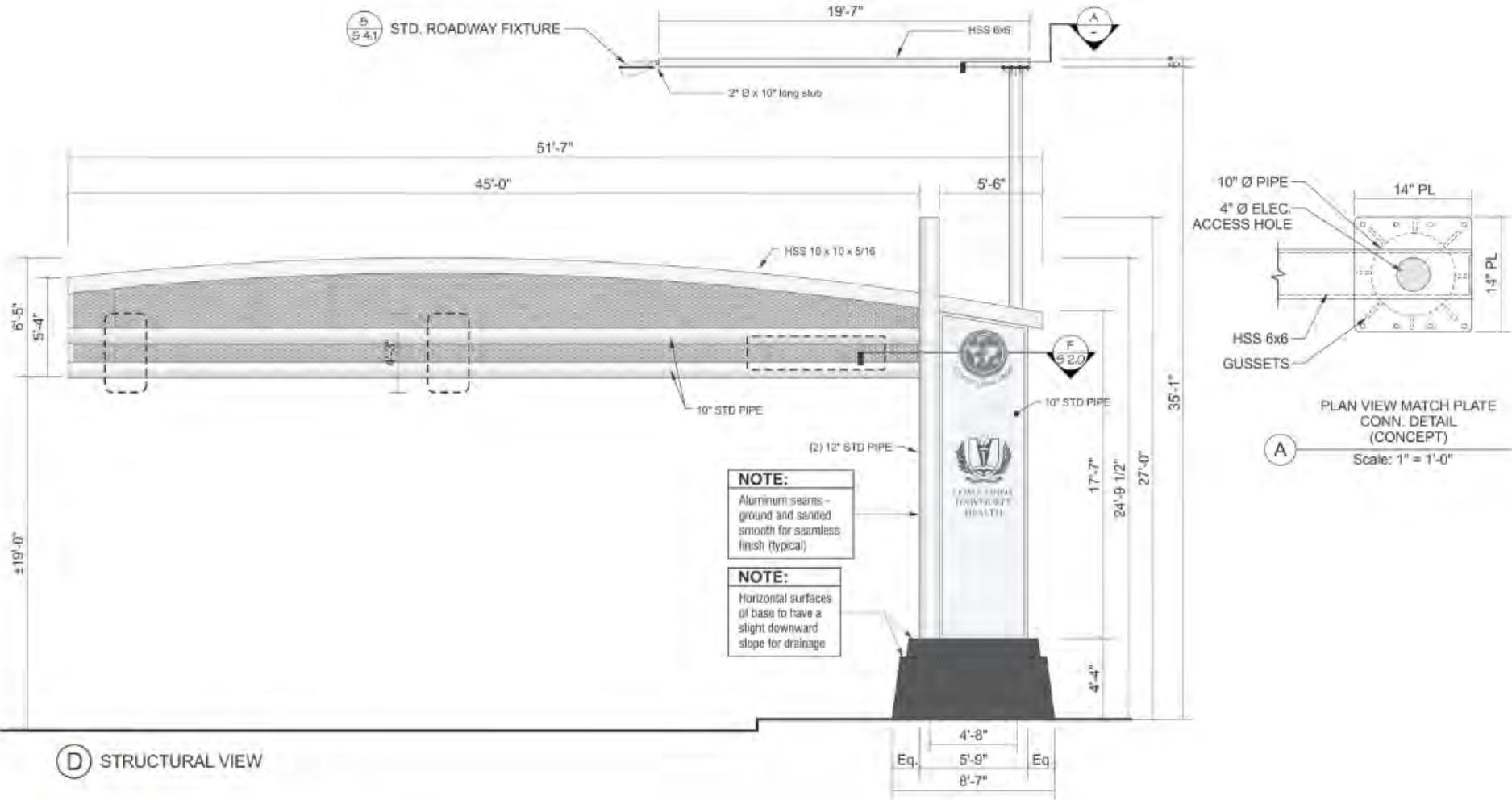
Special Note:  
Size of Structure is based on general design, but is also influenced by the distance the sign spans over the road, and also taking into account other surrounding conditions. Engineering will work out these variables at each package submittal

Over-road Direction Design as Gateway signs use the same structure type.

\*Public works will direct on traffic light requirements beyond spec. below

# Gateway Element Sign Design Continued

Design Type ST-102



GATEWAY SIGN ELEVATION

Scale: 3/16" = 1'-0"



# GEO Coded Data Table for Gateway Element Signs (Traffic Signal)

Phase 1 Items Highlighted in Red, Phase 2 In Green, Phase 3 In Yellow, Remaining Phases to be Determined

Location Number	GEO Code	Intersection	Intersection Cross Street	LLUH Gateway Structure Location	Sign Type	LLUH Quantity & Branding	VA Gateway Structure Location	VA Quantity with Branding
1	34.063062, -117.261173	Redlands Blvd. & Anderson St.	Redlands Blvd. & Anderson St.	South & Eastbound	ST-102	1	Westbound	1
2	34.063076, -117.278680	Redlands Blvd. & Waterman Ave.	Redlands Blvd. & Waterman Ave.	East Bound	ST-102	1	None	0
3	34.058763, -117.261381	Anderson St. & Academy St.	Anderson St. & Academy St.	Southbound	ST-102	1	None	0
4	34.053923, -117.262876	Anderson St. & Stewart St.	Anderson St. & Stewart St.	South & Westbound	ST-102	2	None	0
5	34.053909, -117.265704	Stewart St. & Campus St.	Stewart St. & Campus St.	West & Northbound	ST-102	2	None	0
6	34.048189, -117.265695	Barton Rd. & Campus St.	Barton Rd. & Campus St.	West, East & Northbound	ST-102	3	None	0
7	34.048347, -117.261117	Barton Rd. & Anderson St.	Barton Rd. & Anderson St.	West, East & Northbound	ST-102	3	None	0
8	34.048368, -117.252389	Barton Rd. & Benton St.	Barton Rd. & Benton St.	Eastbound	ST-102	1	Westbound	1
9	34.048381, -117.248036	Barton Rd. & Loma Linda Dr.	Barton Rd. & Loma Linda Dr.	Eastbound	ST-102	1	Westbound	1
10	34.048390, -117.243617	Barton Rd. & Mountain View Ave.	Barton Rd. & Mountain View Ave.	Eastbound	ST-102	1	West & Northbound	2
11	34.048220, -117.226287	Barton Rd. & California Ave.	Barton Rd. & California Ave.	West & Eastbound	ST-102	2	Northbound	1
12	34.048227, -117.221713	Barton & New Jersey Ave.	Barton & New Jersey Ave.	West & Eastbound	ST-102	2	None	0
13	34.063081, -117.226251	Redlands Blvd. & California Ave.	Redlands Blvd. & California Ave.	Southbound	ST-102	1	North & Westbound	2
14	34.063043, -117.243691	Redlands Blvd. & Mountain Ave.	Redlands Blvd. & Mountain Ave.	Westbound	ST-102	1	South, North & Eastbound	3
15	34.051632, -117.261172	Anderson St & Mound St.	Anderson St & Mound St.	North & Southbound	ST-102	1		
16	34.050237, -117.261068	Anderson St. & Prospect St.	Anderson St. & Prospect St.	North & Southbound	ST-102	1		
<b>Total:</b>						<b>24</b>	<b>Total:</b>	<b>11</b>

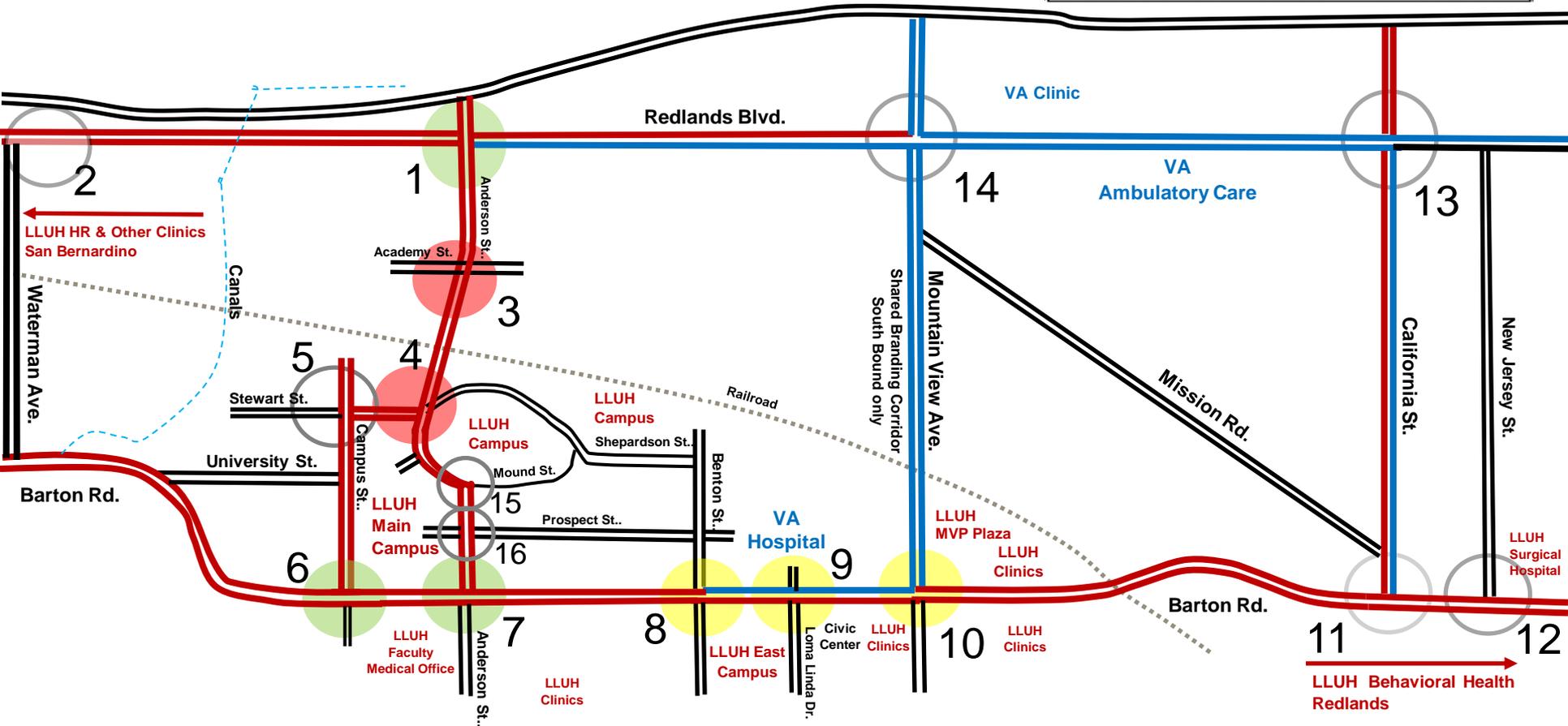
Note: Table above provides approximate locations and identifies primary paths of travel based on districting. However, Intersections can utilize up to four Gateway Traffic Signals. Final locations of signs in the public right of way can be influenced by a transportation engineering report when needed, and civil engineering provided through the owner of the sign. This will adjust for code and field conditions to better ensure public safety conditions are met. Proposed phasing approach is tentative, and may be reprioritized at the discretion of LLUH based on its current needs. An individual permit will be required for each sign in the public right of way. An address will be assigned to each sign by metering each sign in the public right of way

# Gateway Element Sign Vicinity Map (Traffic Signals)

Sign Type ST-102 locations in public right of way  
 Branding based on district sign is located in by path of travel  
 Each Circle Represents an Intersection and Up to 4 Gateway Traffic Signals



Map Legend		Sign Symbols	
<span style="color: red;">—</span>	Red Represents LLUH District and Path of Travel		Threshold Element Sign (ST-100) Introduction On Public Right of Way
<span style="color: blue;">—</span>	Blue Represents VA District and Path of Travel		Over-road Directional (ST-101) On Public Right of Way
<b>Black Line</b>	Represents Other Streets to Complete Arrival Sequence by Path of Travel		Gateway Element Sign (ST-102) (Traffic Signal) On Public Right of Way
	Phase 1		Traffic Intersection Also Used as a Priority Marker Public Right of Way
	Phase 3		Street Banner Pathway ST-111 (Community Theme) On Public Right of Way
	Phase 2		Large Vehicular Directional (ST-103) Public Right of Way and Private Property
	Remaining phases to be determined		Small Vehicular Directional (ST-104) Public Right of Way and Private Property



# Vehicular Directional Sign Type ST-103 thru 104.1

## Programming Rules

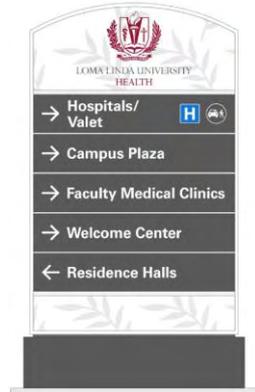
### » Purpose

- ~ These sign types are used to direct vehicular traffic in and through the campus and parking lots.

### » Programming Rules

### » Content

- ~ Loma Linda University Health logo
- ~ Seal of the City of Loma Linda (for signs in public right of way)
- ~ Destinations are listed with emergency first; all other destinations are listed either alphabetically, by distance or by the volume traffic destinations supports.
- ~ Group destinations by directional sets
- ~ Only use destinations from the approved destination naming list.
- ~ Symbols can be used in conjunction with destinations names as follows:
  - Cross symbol for emergency
  - H symbol for Medical Center
  - P symbol for all parking areas
  - Directional arrow
  - No other Symbols are used on these signs
- ~ **Only use commonly understood abbreviations**
- ~ **Number of destination lines per sign face:** Five
- ~ **Double Sided Cabinet:** Sign can have destination communications of both sides of the sign cabinet
- ~ **Location**
  - Typically locate these signs are prior to key intersections, parking lot entrances and decision points within a parking lot. However, there can be more than one Vehicular Sign on a street to continue leading the motorist along a long stretch of pathway to specific locations. This will ensure the motorist stays orientated along the arrival pathway
- ~ **Illumination**
  - These signs are internally illuminated.
  - Light output will be controlled via dimmers
- ~ **Templates**
  - This sign type uses the T-103&4 series templates.



# Protocol for Using Vehicular Signs for Destination Names

Destination names used are for illustration only

## » Keeping arrival pathways linked vs. supporting nearby locations

- ~ Vehicular signs on a major arrival sequence pathway will first support names from Over-road Signs when additional communications are needed to keep arrival pathways linked
  - Example: The Over-road Sign on Anderson St. southbound before Stewart St. uses the generic term “Hospitals” for motorists to continue straight. Along the arrival path there is a decision point to turn right to continue up Anderson St. to stay on the arrival pathway. The Over-road Sign before this turn will be built in a later phase. In the interim, the Vehicular Sign at this corner will direct traffic to the specific locations near-by such as The Welcome Center, but will also support destinations leading up to turn onto Prospect St. and Barton Rd eastbound for other Hospital locations to keep pathways linked. See Illustration to the right

## » Vehicular signs primary use

- ~ To otherwise direct vehicular traffic to a specific location nearby

## » Destination Names:

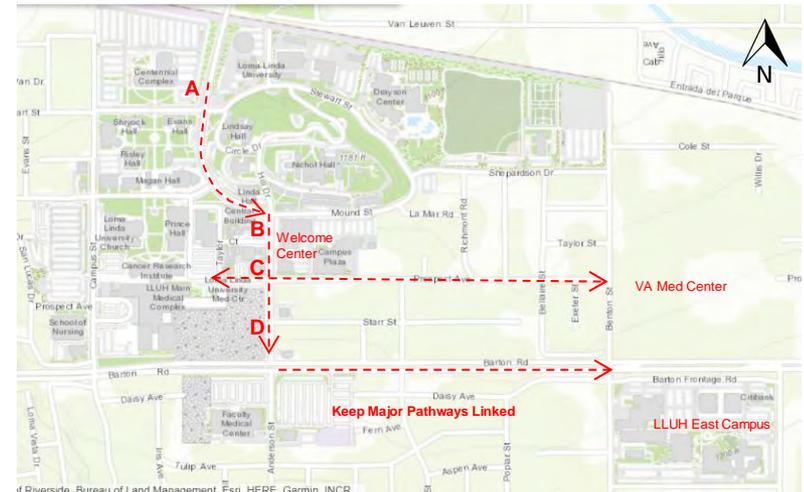
- ~ List with emergency first; all other destinations are listed either alphabetically, by distance or by the volume traffic destinations supports.
- ~ Group destinations by directional sets
- ~ Owner of sign will work with Public Works who will approve final content of destination names on signs in the public right of way during the construction of each phase. Public Works will only be determining content for signs on private property if destinations names are required to keep the arrival sequence linked if sign is located on a major inbound pathway

## » The city will only be added to directional signs at the following locations:

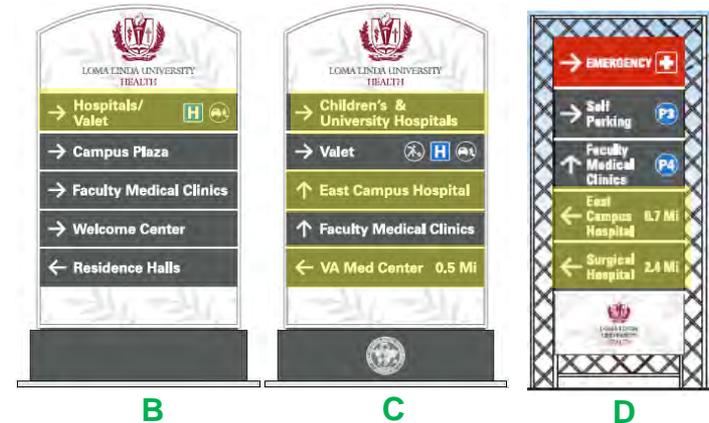
- ~ Redlands Blvd. with directional turning motorists onto Mountain View Ave.
- ~ Any directional on Mountain View Ave. southbound
- ~ Barton Rd. east and westbound to direct people to the Civic Center
- ~ Loma Linda Dr.

## » The VA will be excluded from signs at:

- ~ Stewart St. westbound leading into the center of LLUH Campus
- ~ Campus North and Southbound at interior of LLUH Campus
- ~ Other streets that are not on the major pathway

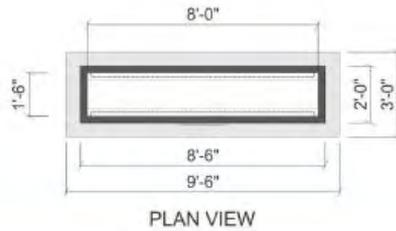


Yellow shading illustrates destination names required to keep arrival sequence linked



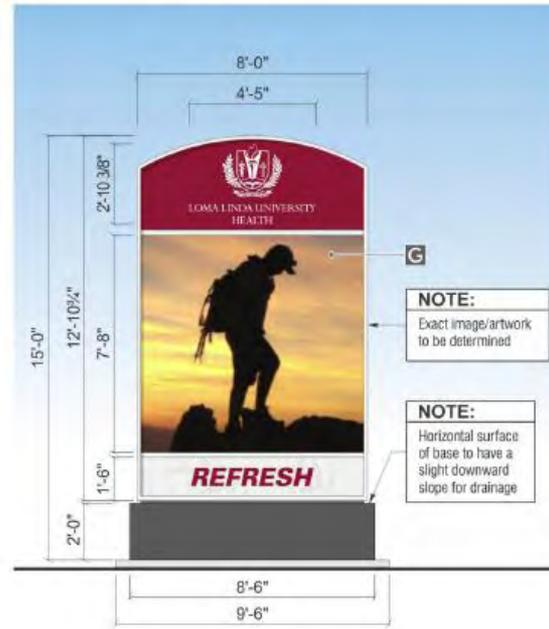
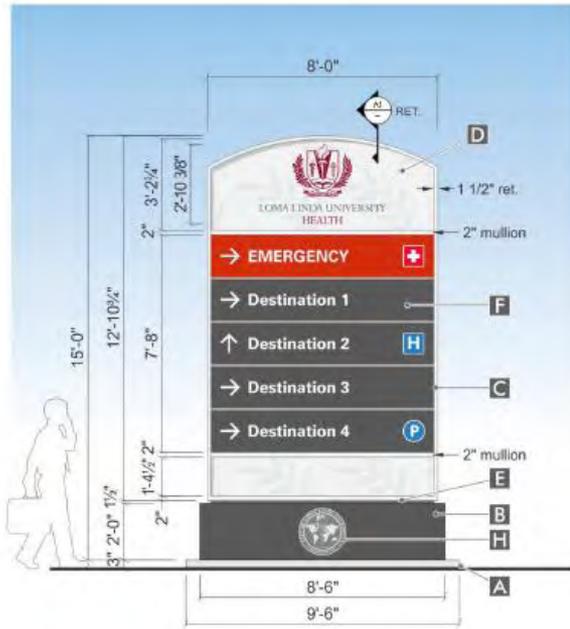
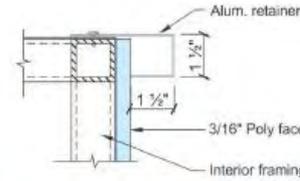
# Vehicular Sign Design

## Sign Type ST-103



**\*NOTE\***  
ALL illuminated signs to include a dimmer switch

**\*NOTE\***  
See Next Sheet for Exact Copy Schedule (to be Verified)



**NOTE:**  
Exact image/artwork to be determined

**NOTE:**  
Horizontal surface of base to have a slight downward slope for drainage

SIGN SPECS		
A	CONC. PAD	SPECS 3" ABOVE GRADE - SMOOTH
B	BASE	1/8" FABRICATED ALUM. OVER ALUM FRAME, PAINTED WITH A LIGHT TEXCOTE FINISH
ALUM FRAMING ON ALL BASES	***	SLIGHT DOWNWARD SLOPE ON HORIZ. SURFACES FOR DRAINAGE
	PAINT	C3 (SEMI-GLOSS)
C	CABINET	MATERIAL 1/8" ALUM. OVER STEEL FRAME
	LIGHTING	WHITE LED NEUTRAL DAYLIGHT
	TEMP	TEMP ± 5000k
	RETAINERS	*INCLUDE DIMMER SWITCH*
	PAINT	1 1/2" (.063 ALUM) C1 (GLOSS FINISH)
D	FACE	MATERIAL 3/16" THICK CLEAR POLY
	RECESSED	1 1/2"
	GRAPHICS	(PATTERN, LOGO, & TEXT)
	VINYL	1st SURFACE DIRECT PRINT
	VINYL	2nd SURFACE 3M 3630-20 WHITE
E	REVEAL	MATERIAL ALUMINIUM, PAINTED C1
F	DIRECT. FACE	MATERIAL 3/16" THICK CLEAR POLY
	RECESSED	1 1/2"
	VINYL GRAPHICS	(BACKGROUNDS, SYMBOLS, ARROWS, TEXT, & RULE LINES)
	VINYL	2nd SURFACE 3M 3630-20 WHITE
G	BACK	MATERIAL 3/16" THICK CLEAR POLY
	RECESSED	1 1/2"
	GRAPHICS	(PATTERN, LOGO, TEXT, & IMAGE)
	VINYL	1st SURFACE DIRECT PRINT
	VINYL	2nd SURFACE 3M 3630-20 WHITE
H	SEAL	MATERIAL 1" ROUTED HDU
	FINISH	COLD CAST ALUMINIUM
	*NOTE*	ONLY ON SIGNS LOCATED IN PUBLIC R.O.W.

COLOR KEY		
C1	PAINT	CABINET, RETAINERS, MILLIONS MATTHEWS MP 46351 "Subtle Silver Met" (GLOSS)
C2	PRINT	MATCH PMS 1955 C
	LOGO:	
C3	PRINT	MATCH PMS 425 C
C4	VINYL	ORACAL 8800 740 - Translucent SWEDISH GREY
	EMERGENCY PANEL:	
	VINYL	ORACAL 8800 330 - Translucent FOX RED
C5	VINYL	3M 3630 20 - Translucent White
	SYMBOLS:	
C6	VINYL	ORACAL 8800 062 - Translucent AZURE BLUE
C8	PRINT	MATCH 10% PMS 423 C. Gray
*	PAINT	ANTI-GRAFFITI CLEAR COAT

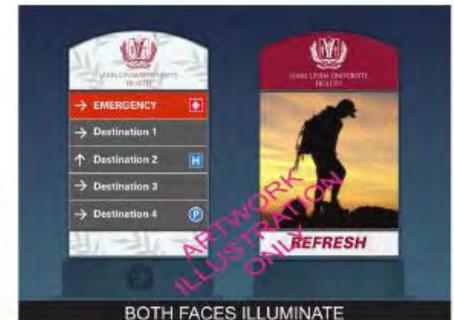
NOTE: UNLESS OTHERWISE NOTED, THE COLORS DEPICTED ON THIS RENDERING MAY NOT MATCH ACTUAL COLORS ON FINISHED DISPLAY. PLEASE REFER TO COLOR-COLLECTS AND THEIR APPROPRIATE VERSION. SPOCKED SAMPLES FOR APPROVED COLOR SPECIFICATIONS.

**\*Notes\***  
Signs on Private Property Are Allowed  
Religious Symbols  
Add City Seal at Base if in the Public Right of Way

VEHICULAR DIRECTIONAL SIGN - Double Face Illuminated

Scale: 1/4" = 1'-0"

**\*NOTES\***  
ALL Non-Load Bearing Frames will be Constructed of Aluminum  
ALL Fasteners will be Stainless Steel



# Vehicular Sign Design Continued

Sign Type ST-104, (ST-103.1, & 104.1 Single Faced or Double Sided Communications with no Public)

Various Double and Single Face Options

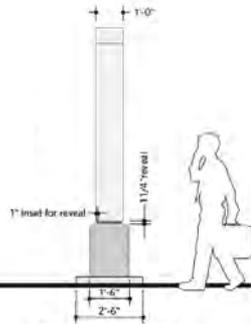
\*Note\*: Public art is not required for signs on private property that do not use the public art fund. In those cases single faces and double sided communications are allowed.



1 ST-103.1: Back Elevation (of single-faced signs)  
SCALE: 1/4"=1'-0"



1 ST-104: Front & Back Elevation / ST-104.1 Front Elevation  
SCALE: 1/4"=1'-0"



2 ST-104 & 104.1: Side Elevation  
SCALE: 1/4"=1'-0"



3 ST-104.1: Back Elevation (of single-faced signs)  
SCALE: 1/4"=1'-0"

## ST-103.1 & 104.1 (Single Faced)



## ST-103 & 104 (Double Faced Communication)



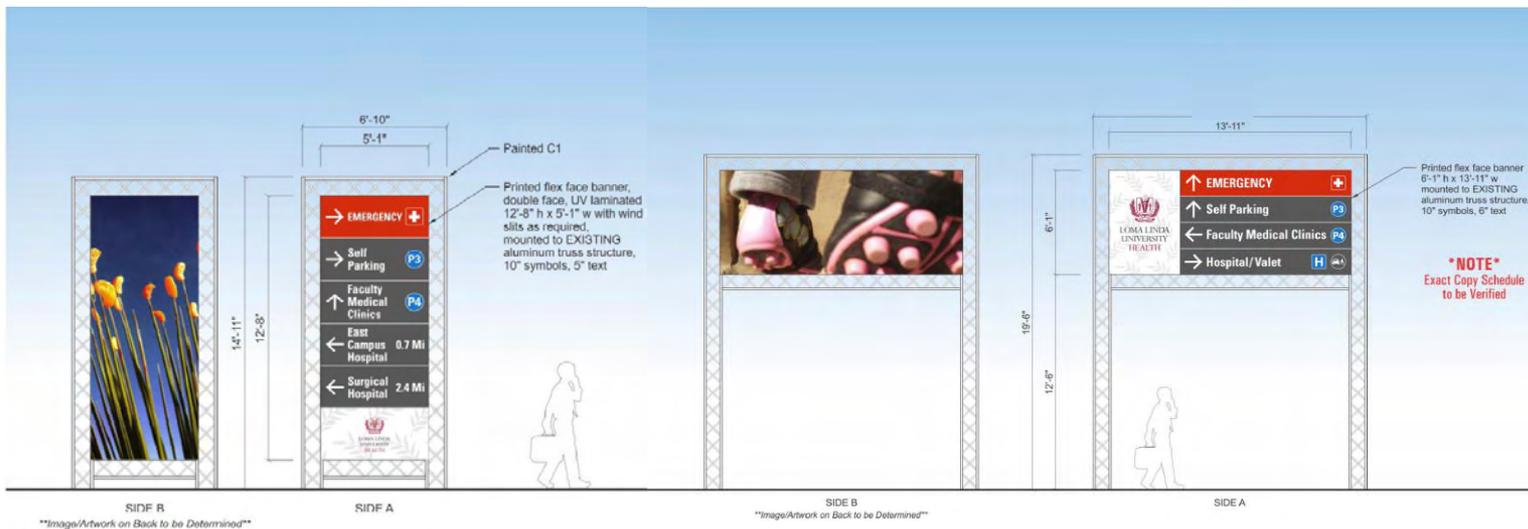
## ST-103 & 104 (Double Faced with Public Art) Art for illustration only



# Vehicular Sign Design Continued

## Sign Type Temporary Vehicular

\*Note\*: Public art is not required for signs on private property that do not use the public art fund. In those cases single face and double sided communications are allowed. Illustrations below show use of public art fund. Typically these signs will be replaced with more permanent structures after the medical center is built.



### COLOR KEY

C1	PAINT	STRUCTURE FRAME: MATTHEWS MP 46361 "Subtle Silver Met" (GLOSS)
C2	PRINT	LOGO: TO MATCH PMS 1955 C
C3	PRINT	BACKGROUND: TO MATCH PMS 425 C
C4	PRINT	SYMBOLS: TO MATCH PMS 485 C
C5	PRINT	BORDERS, ARROWS, COPY, SYMBOLS: TO MATCH WHITE
C6	PRINT	SYMBOLS: TO MATCH PMS 285 C
C8	PRINT	BRANCH PATTERN: MATCH 10% PMS 423 C Gray
*	PAINT	ALL SIGNS: ANTI-GRAFFITI CLEAR COAT

NOTE: UNLESS OTHERWISE NOTED, THE COLORS DEPICTED ON THIS RENDERING MAY NOT MATCH ACTUAL COLORS ON FINISHED DISPLAY. PLEASE REFER TO COLOR CALIBRATES AND THEIR APPROPRIATE VENDOR SPECIFIED SAMPLES FOR APPROVED COLOR SPECIFICATIONS

FONT: Univers LT Std 67 Bold Condensed

### 10" WIDE BOX TRUSS

10" Wide Aluminum Truss, 2" Chords with 1/2" Webs

©2013 EXHIBIT AND DISPLAY TRUSS.COM

**Truss Profile**  
10" Wide Box Truss  
2" Chords, 1/2" Webs

9 1/2" (250.8mm)  
7 1/2" (200mm)  
2" (50.8mm)  
1.6mm Wall thickness

70mm O.D. MID BOX HOLE

200mm WEB SPACING

Toll Free: 855-323-4866  
Email: info@exhibitanddisplaytruss.com

ExhibitAndDisplayTruss.com

### KIT: A51-104

10" Wide Aluminum Box Truss, 2" Chords with 1/2" Webs

©2013 EXHIBIT AND DISPLAY TRUSS.COM

4 Chord

EXPLODED VIEW

©2017 EXHIBIT AND DISPLAY TRUSS.COM

Base Plate Nuts:  
- 1 1/4" x 1/4"  
- Weld all around the nipple

ITEM NO.	PART NUMBER	DESCRIPTION	QTY.
1	EDT10-BP4-14x14	Box Base Plate 14"x14"	2
2	EDT10-B2.0	3.0m Box Truss	2
3	EDT10-B1.5S7	1.597m Box Truss	2
4	EDT10-B1.2B3	1.263m Box Truss	2
6	EDT10-B2HT	3 Way 90° "T" Junction	2
7	EDT10-B2W90	2 Way 90° Junction	2

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Email: info@exhibitanddisplaytruss.com

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### PART: EDT10-BP4

10" Wide Aluminum Truss, 2" Chords with 1/2" Webs

©2013 EXHIBIT AND DISPLAY TRUSS.COM

10" wide Box Base Plate

**Truss Profile**  
10" Wide Box Truss  
2" Chords, 1/2" Webs  
6005-T6 Aluminum

9 1/2" (250.8mm)  
7 1/2" (200mm)  
2" (50.8mm)

BUSH BOLTS AND DISPLAY TRUSS

MID HOOK nut and bolt

Aluminum plate

Weld (top)

Toll Free: 855-323-4866  
Email: info@exhibitanddisplaytruss.com

ExhibitAndDisplayTruss.com

# GEO Coded Data Table for Vehicular Directional

Phase 1 Items Highlighted in Red, Remaining Phases to be Determined

Location Number	GEO Code	Block Number	Direction	Nearest Cross St.	Size	Sign Standard Type	Replace Existing	New Location	In Public Right of Way	Define Location
1	34.053270, -117.265606	11000 Campus St.	Northbound	Stewart	Large	ST-103		Y	TBD	Adjacent to curb and Alumni Hall
2	34.051883, -117.265882	11100 Campus St.	Southbound	University St.	Large	ST-103	Y		TBD	Adjacent to Sidewalk and P1
3	34.050496, -117.265573	11175 Campus St.	Northbound	Molnar Rd.	Large	ST-103		Y	TBD	In front of Physicians Parking Lot across from P2 parking structure
4	34.049023, -117.265854	11200 Campus St.	Southbound	Barton Rd	Large	ST-103		Y	TBD	At corner of Campus and Molnar near West Hall.
5	34.048020, -117.265929	24600 Barton Rd.	Eastbound	Campus St.	Large	ST-103		Y	TBD	Parkway Island Between Barton & Baton Frontage
6	34.048383, -117.265347	24700 Barton Rd.	Westbound	Campus St.	Large	ST-103	Y	Y	TBD	Adjacent to sidewalk
7	34.050496, -117.265573	24685-24861 Barton Rd	Eastbound	Anderson St.	Large	ST-103		Y	TBD	In front of FMO before Anderson St.
8	34.048225, -117.250702	25300-25400 Barton Rd.	Eastbound	Loma Linda Dr. Barton Frontage Rd.	Large	ST-103		Y	TBD	East bound before Civic Center and FMO. This sign might not be needed if an Over-road sign is installed near this location
9	34.047950, -117.248156	11300 Loma Linda Dr. 25300 Barton Frontage Rd.	Southbound	Barton Frontage Rd.	Large	ST-103		Y	TBD	Adjacent to sidewalk next to Citibank
10	34.047870, -117.250911	25400 Barton Frontage Rd.	Southbound Facing	Benton St.	Small	ST-104		Y	TBD	E. Campus front parking Lot
11	34.047108, -117.248784	25400 Barton Frontage Rd.	Westbound	Loma Linda Dr. Mountain view Ave.	Small	ST-104		Y	TBD	E. Campus rear parking Lot
12	34.048225, -117.250702	25603-25661 Barton Rd	Eastbound	Mountain view Ave.	Large	ST-103		Y	TBD	In front of Cap Cods
13	34.049634, -117.243479	11255 S. Mountain Ave.	Northbound	Barton Rd.	Large	ST-103		Y	TBD	At entrance to Mountain View Plaza
14	34.049749, -117.242679	11255 S. Mountain Ave.	Eastbound	Barton Rd.	Small	ST-104		Y	TBD	At center of parking lot to send traffic left and right inside MVP parking lot. Next to shopping center before Barton Rd. This sign may be replaced with an Over-road Sign.
15	34.049035, -117.243801	11226 Mountain View Ave.	Southbound	Barton Rd.	Large	ST-103		Y	TBD	At parkway in front of shopping Center. This sign might be replaced with an Over-road Sign
16	34.048566, -117.245868	25566 Barton Rd.	Westbound	Loma Linda Dr.	Large	ST-103		Y	TBD	In island before Anderson St. Location not appropriate on right side of street with residential housing and parking along busy street.
17	34.048167, -117.259949	24954 Barton Rd	Westbound	Anderson St.	Large	ST-103		Y	TBD	At Anderson St. just north of Prospect.
18.1	34.049915, -117.260998	11100 Anderson St.	Northbound	Prospect Ave.	Large	Temporary		Y	TBD	Anderson St. just north of Prospect St. Will replace existing temp 18.1
18.2	34.049915, -117.260998	11100 Anderson St.	Northbound	Prospect Ave.	Large	ST-103	18.1	Y	TBD	In front of business center. This sign might not be needed as location #20 will likely have double sided communication.
19	34.049915, -117.261000	11100 Anderson St.	Northbound	Prospect Ave.	Large	ST-103		Y	TBD	likely have double sided communication.
20	34.051733, -117.260974	24900 Mound St.	Westbound	Hill Dr.	Small	ST-104		Y	TBD	Adjacent to sidewalk and Daniells Hall

# GEO Coded Data Table for Vehicular Directional (Continued)

Phase 1 Items Highlighted in Red, Remaining Phases to be Determined

Location Number	GEO Code	Block Number	Direction	Nearest Cross St.	Size	Sign Standard Type	Replace Existing	New Location	In Public Right of Way	Define Location
21	34.052764, -117.261371	24900 Circle Dr.	Northbound	Hill Dr.	Small	ST-104		Y	TBD	Adjacent to Private Road above retaining wall.
22	34.054223, -117.262102	24800 Stewart St.	Westbound	Anderson St.	Large	ST-103		Y	TBD	Adjacent to sidewalk near chiller tanks.
23	34.052553, -117.262953	11072 Anderson St.	Southbound	University Ct.	Large	ST-103	Y	Y	TBD	Adjacent to sidewalk in front of Del Web Library before University Ct.
24	34.052169, -117.263161	24700 University Ct.	Westbound	Anderson St.	Small	ST-104		Y	TBD	At Cul-de-sac University Ct.
25	34.052081, -117.262078	11119-11107 Anderson St	Northbound	University Ct.	Large	ST-103		Y	TBD	At start of bend in Street before University Ct.
26	34.051536, -117.261283	11100 Anderson St	West/Southbound	Hill Dr.	Large	ST-103	Y		TBD	Planter at Corner of Anderson & Anderson St. Replace sign that sits at 45 degree angle to street. Optional to have double sided communication.
27	34.050309, -117.262349	24600 Prospect St	Westbound	Anderson St.	Small	ST-104		Y	TBD	Corner of Prospect and Taylor St.
28.1	34.050369, -117.261316	11100 Anderson St.	Southbound	Prospect Ave.	Temp	Temp	Completed Temp Sign	N	TBD	Adjacent to Sidewalk and ICP Building. This sign to be replaced with #28.2
28.2	34.050545, -117.261262	11100 Anderson St.	Southbound	Prospect Ave.	Large	ST-103	28.1		TBD	Adjacent to Sidewalk at rear of ICP Building right before Prospect
29.1	34.048827, -117.261254	11200 Anderson St.	Southbound	Barton Rd.	Temp	Temp		Y	TBD	Adjacent to sidewalk & constr. fence in front of med center before Barton Rd.
29.2	34.048828, -117.261269	11200 Anderson St.	Southbound	Barton Rd.	Large	ST-103	29.1	Y	TBD	Adjacent to curb and Med Center. To eventually replace Temp sign 29.1
30	34.048569, -117.261252	11200 Anderson St.	Westbound	Barton Rd	Temp	Temporary	Completed Temp Sign	Y	TBD	At corner of Anderson and Barton Rd.
31	34.048176, -117.241083	25800 Barton Rd.	Eastbound	Mountain View Ave	Large	ST-103		Y	TBD	Along parkway in front of Loma Linda Professional Plaza
32	34.048221, -117.237125	26093 Barton Rd	Eastbound	Newport Ave.	Large	ST-103		Y	TBD	Before the overpass
33	34.048413, -117.219551	26780 Barton Rd	Westbound	New Jersey St.	Large	ST-103		Y	TBD	At start of LLUH Surgical Lot
34	34.048566, -117.245868	25812-25776 Barton Rd	Westbound	Mountain View Ave	Large	ST-103		Y	TBD	Before Entrance to Mountain View Plaza Shopping Center
						Description Count ST-103 Large Vehicular:	26			
						Description Count ST-104 Small Vehicular:	7			
						Description Count Temporary Vehicular:	4			
						Grand Total:	37			

Note: Table above provides approximate locations. Final locations of signs in the public right of way can be influenced by a transportation engineering report when needed, and civil engineering provided through the owner of the sign. This will adjust for code and field conditions to better ensure public safety conditions are met. Proposed phasing approach is tentative, and may be reprioritized at the discretion of LLUH based on its current needs. An individual permit will be required for each sign in the public right of way. An address will be assigned to each sign by metering each sign in the public right of way. Also, LLUH may opt for single sided sign type ST-103.1 and ST-104.1

# Vehicular Directional Vicinity Map

## Sign Type ST-103, 104 permanent and temporary sign locations

Branding is based on the district the sign is located in by path of travel when in the public right of way, and by who owns the sign when on private property.

### \*Notes\*

A sign is only placed in the public right of way if the public right of way boundary is set to far in from the street for the sign to be of practical use to the motorist, or when the applicant does not have property at the desired location. Otherwise the sign will be placed on private property.



#### Sign Symbols

- Threshold Element Sign (ST-100) (Introduction)  
On Public Right of Way
- Over-road Directional (ST-101)  
On Public Right of Way
- Gateway Element Sign (ST-102) (Traffic Signal)  
On Public Right of Way
- Traffic Intersection  
Also Used as a Priority Marker  
Public Right of Way
- Street Banner Pathway ST-111 (Community Theme)  
On Public Right of Way
- Large Vehicular Directional (ST-103)  
Public Right of Way and Private Property
- Small Vehicular Directional (ST-104)  
Public Right of Way and Private Property
- St-103 Large**
- St-104 Small**
- Temp signs later changing to permanent signs on private property**
- Temp Signs**  
Note: Temp signs are provided during Medical Center construction

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#### Map Legend

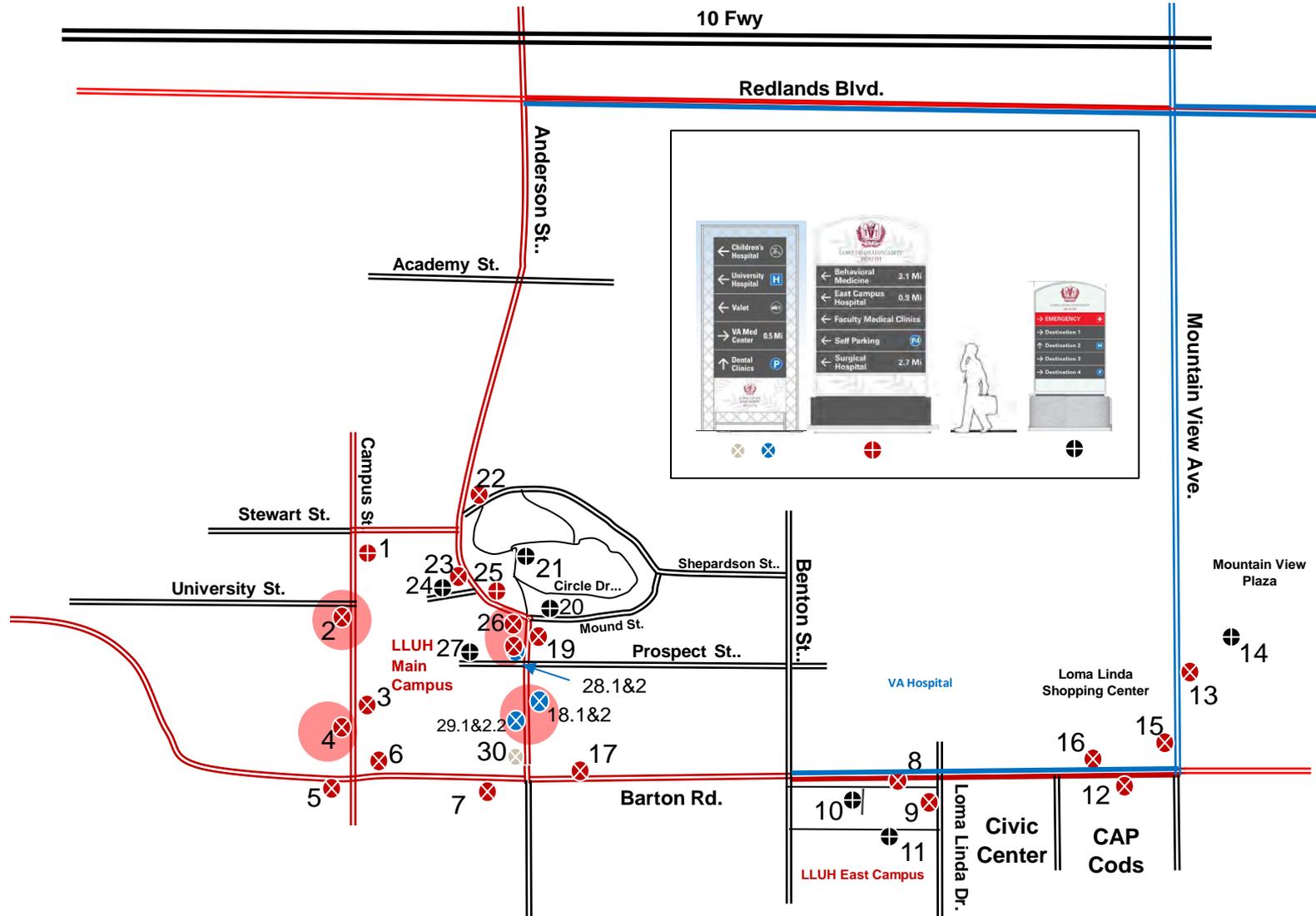
- Red Represents LLUH District and Path of Travel
- Blue Represents VA District and Path of Travel
- Black Line Represents Other Streets to Complete Arrival Sequence by Path of Travel

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#### Tentative Phasing Plan

- Phase 1
- Phase 3
- Phase 2

Remaining phases to be determined



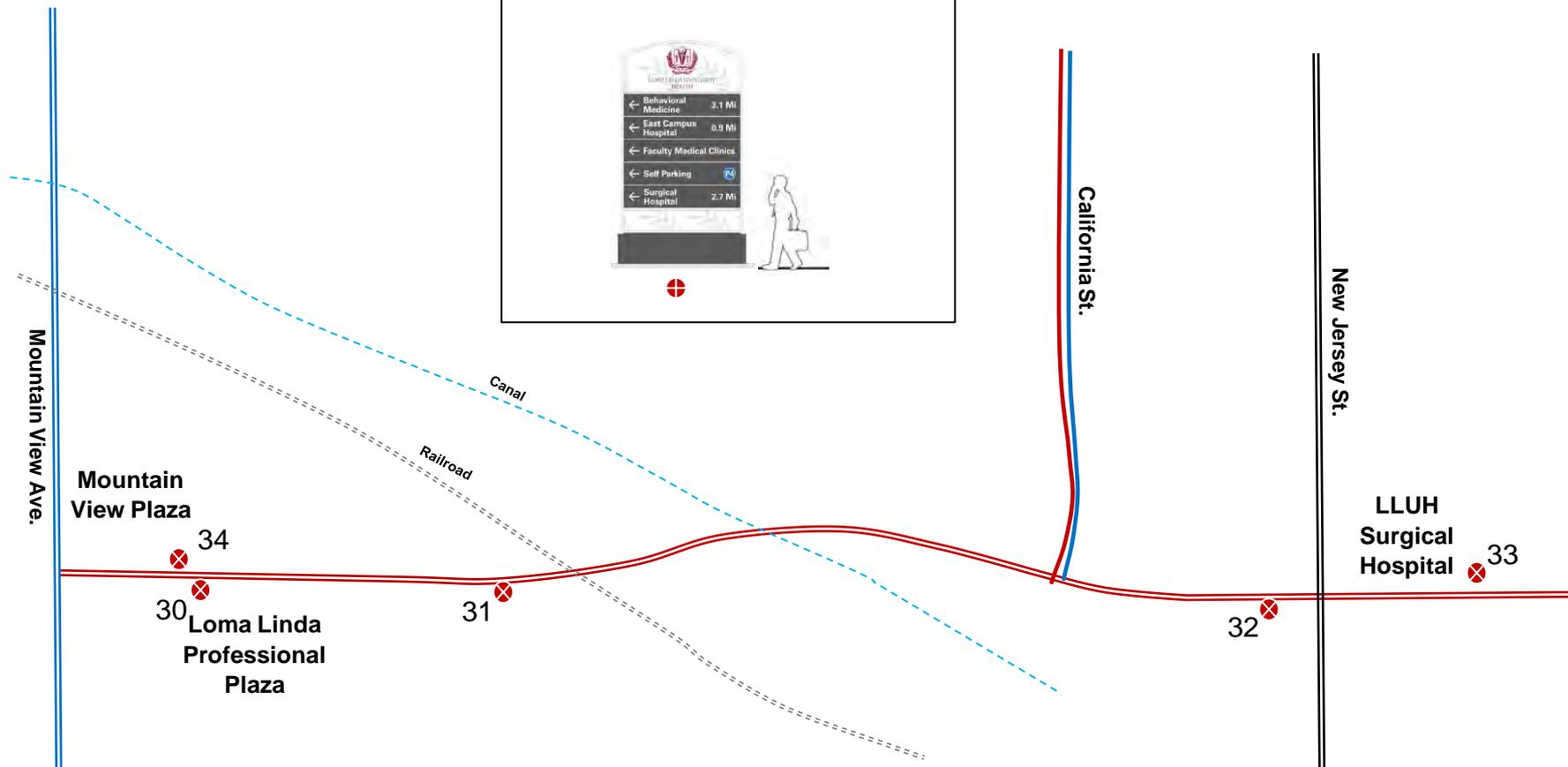
# Vehicular Directional Vicinity Map Continued

## Sign Type ST-103, 104 permanent and temporary sign locations

Branding is based on the district the sign is located in by path of travel when in the public right of way, and by who owns the sign when on private property.

### \*Notes\*

A sign is only placed in the public right of way if the public right of way boundary is set far in from the street for the sign to be of practical use to the motorist, or when the applicant does not have property at the desired location. Otherwise the sign will be placed on private property.



# Banners Sign Type ST-111

## Programming Rules

### » Purpose

- ~ This sign types primary function is used to define and brand the Health District which is reinforced by displaying public art. However, Loma Linda University Health can use temporary banners to promote an active marketing campaign and/or event within its district

### » Programming Rules

#### ~ Content

- The City name and city seal on every other banner set with the Loma Linda University Health Logo below the city seal. A message with artwork / images on every other banner set

#### ~ Duration

- Banners displaying public art may remain up and will follow the public art rules with in this document since its primary function is to define and brand the Health District. However, if banners are starting to deteriorate, and there is no immediate funding for replacement, the cloth banner portion shall be removed until a time that new banners can be funded through the institution
- If banners are used for a media campaign and/or event they will not follow the public art requirements and are limited to 3 months use. If it is related specifically to an event the banners must be taken down the day after the event is over. Once temporary banners are removed, the public art banners that were on display will be reinstated

#### ~ Location

- Locate these banners on new or existing light poles along such streets as Barton Road, Anderson Street, Redland Blvd., Campus and Prospect St. leading to the main medical center and campus. (See Map and Table for All Locations) As a general rule of thumb, banners shall be placed on every other street light pole. LLUH also has the option of installing its own free standing poles in the public right of way in lieu of using street light poles, and shall be spaced at minimum the same distance as the average distance of two consecutive street lights.

#### ~ Illumination

- These signs are not illuminated

#### ~ Installation

- Confirm that light poles can carry additional wind loads applied by banners. Note: The Banner Flex hardware will spill most of the wind load. Do not cut wind slits into banner unless absolutely necessary

#### ~ Templates

- ~ This sign type does not use a template. Message, theme and Artwork/Images provided by LLUH

# Banner Design

## Sign Type ST-111

**NOTE: Fabricator to confirm that light poles are rated to handle additional windload of banner/s. Do not cut windslits into banners unless absolutely necessary.**

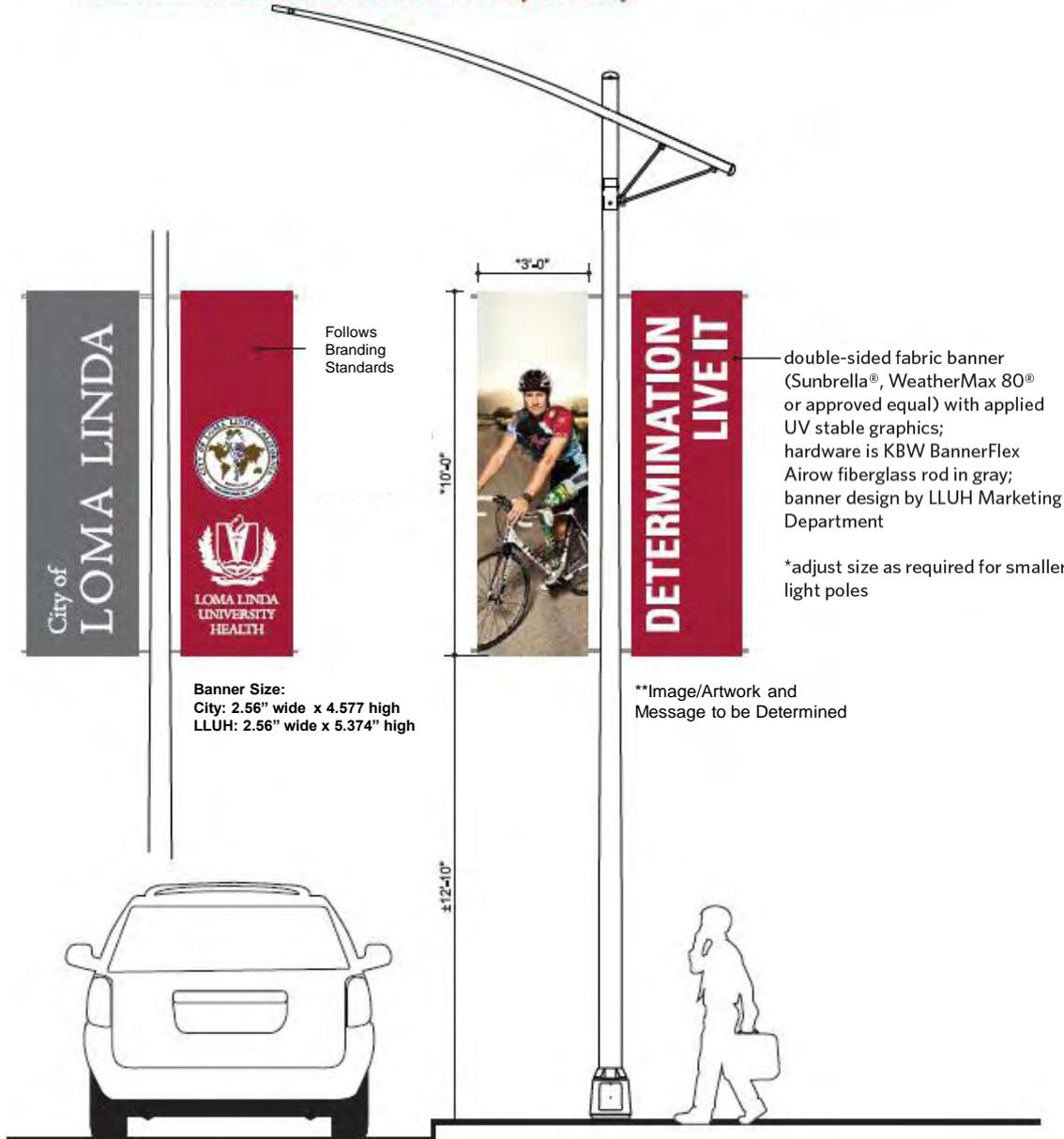


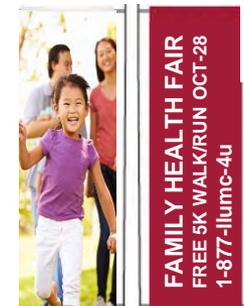
Illustration is an Example of Displaying Public Art



Illustration is an Example Showing Part of a Media Campaign



Illustration in an Example for an Event



# Data Table for Banners

Phases to be Determined

<b>LLUH Arrival Pathway</b>	<b>Between</b>	<b>Intersections at:</b>	<b>Sign Type</b>	<b>Exclusions</b>
Anderson St.	10 Fwy.	Barton Rd.	ST-111	
Redlands	Waterman	Mountain View	ST-111	Between Mountain View and California St. and Eastbound between Anderson and Mountain View
Barton Rd.	Waterman Ave	New Jersey St.	ST-111	Barton Rd. Westbound between Mountain View Ave. and Benton St..
Campus St	Stewart St	Barton Rd.	ST-111	
Prospect St.	Anderson St.	Med Center Entrance	ST-111	
California St.	Redlands	Barton Rd.	ST-111	Northbound
Mountain View	Barton Rd	10 Fwy	ST-111	Excluded from Northbound, but can use Southbound but have to follow branding rules for shared corridor.
<b>VA Arrival Pathway</b>	<b>Between</b>	<b>Intersections at:</b>		<b>Exclusions</b>
Mountain View Ave.	10 Fwy	Barton Rd.	ST-111	For Southbound have to follow branding rules for shared corridor.
Barton Rd.	Mountain View Ave.	Benton St.	ST-111	From Benton to Waterman, from New Jersey to Mountain View. Eastbound between Benton and Mountain View.
Redlands Blvd.	Mountain View Ave.	California St.	ST-111	From Waterman to Anderson St. Westbound between Mountain View and Anderson St.
California St.	Redlands	Barton Rd.	ST-111	Southbound

Note: Banners to be placed on poles along the locations mentioned above. As a general rule of thumb, banners shall be placed on every other street light pole. LLUH also has the option of installing its own free standing pole in the public right of way in lieu of using street light poles, and shall be spaced at minimum the same distance as the average distance of two consecutive street lights

# Banner Vicinity Map

Sign Type ST-111 locations in public right of way  
Branding based on district by path of travel

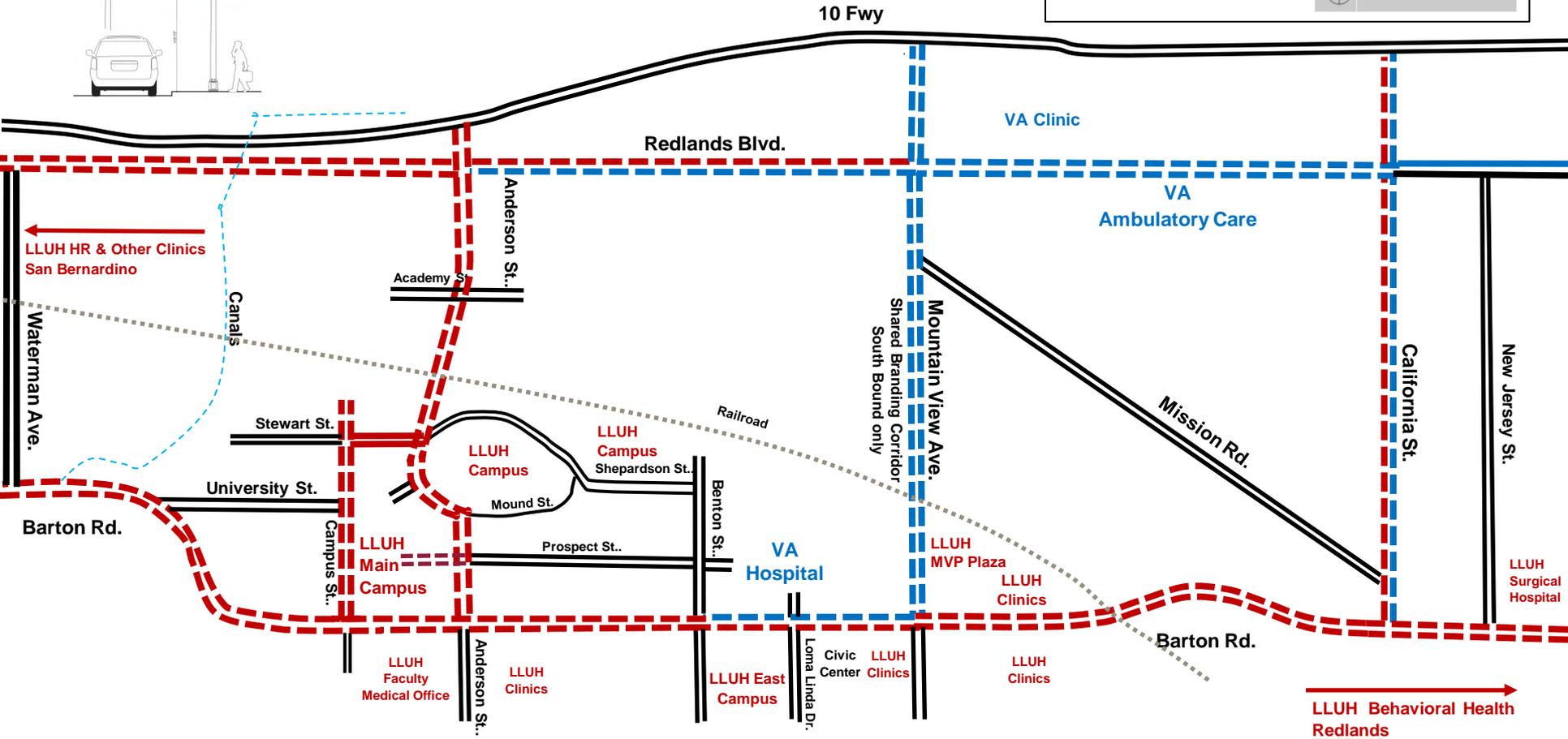


Colors based on districting along arrival path  
Reserved Colors:

- LLUH Red and Gray Banners
- VA Blue and White Banners



Map Legend		Sign Symbols	
<span style="color: red;">---</span>	Red Represents LLUH District and Path of Travel		Threshold Element Sign (ST-100) (Introduction) On Public Right of Way
<span style="color: blue;">---</span>	Blue Represents VA District and Path of Travel		Over-road Directional (ST-101) On Public Right of Way
<span style="border-bottom: 1px solid black;">  </span>	Black Line Represents Other Streets to Complete Arrival Sequence by Path of Travel		Gateway Element Sign (ST-102) (Traffic Signal) On Public Right of Way
<span style="border-bottom: 1px dashed black;">  </span>	Other Streets to Complete Arrival Sequence by Path of Travel		Traffic Intersection Also Used as a Priority Marker Public Right of Way
<span style="border-bottom: 1px dotted black;">  </span>	Street Banner Pathway ST-111 (Community Theme) On Public Right of Way		Large Vehicular Directional (ST-103) Public Right of Way and Private Property
<span style="color: red;">---</span>	Phases of Installation TBD		Small Vehicular Directional (ST-104) Public Right of Way and Private Property



LLUH Behavioral Health  
Redlands

# Existing Banners Tower Sign Type ST-111B

## Programming Rules

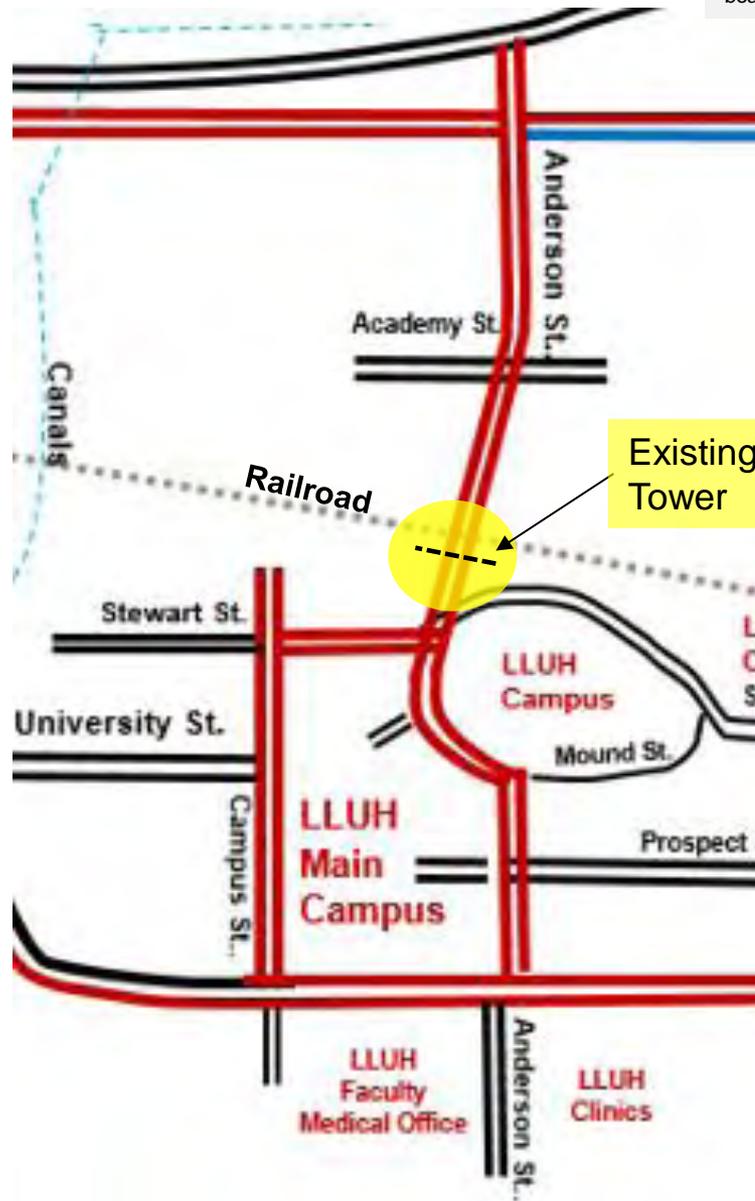
New Section of sign program for revisions to minor modifications to sign program requested from City Council on 5/28/19 for City's limited use of LED message board and existing banner tower.

- » **Purpose**
  - ~ This sign types which is in the public right of way is to function as an on premise sign for the organization near the foot of the campus. It provides advertising and events to all entities under the LLUH umbrella
- » **Programming Rules**
  - ~ **Content**
    - LLUH owns the banner tower, and has unlimited updatable content messaging for LLUH
      - ~ Communication can be text and or graphic art or a combination of the two
  - ~ **Duration**
    - The banner must be pertinent and timely so that old messages do not continue on after an advertised event has been completed
  - ~ **Location**
    - The existing banner tower stretches across the roadway along Anderson St. between the railroad overpass to the north and Stewart St. to the south.
    - LLUH may relocate the existing banner tower to a new location if it can be supported thru a report supplied by a traffic engineer, and in concurrence with city staff
      - ~ LLUH also has the rights to decommission the banner tower at its own discretion with a city issued demo permit
  - ~ **Illumination**
    - Banners do not illuminate
  - ~ **Installation**
    - The banner tower can provide two separate banners with double sided communications for both traffic directions
      - ~ However, a traffic engineering report done by Michael Baker on 09-30-17 recommends the lower banner rung be removed so the line of site is not impaired for the newly proposed over-road sign and new traffic signals going in just south of the existing banner tower. Therefore, a second rung can be added back in if the banner tower at Anderson St if the tower is raised
  - ~ **Templates**
    - This sign type does not use a template. Message, Artwork/Images provided by LLUH
  - ~ **City Usage**
    - The city will have limited rights to the banner tower as follows:
      - ~ Communications is allowed 6 weeks out of the year, but limited to one week out of the month
        - Exceptions: City will not use the banner tower two weeks before and during the LLU Homecoming week and/or on any days of graduation ceremonies
      - The city will provide a list of events and approximate dates 1 to 3 times a year for LLUH to place on the banner tower
      - The city will supply the banner and pay LLUH a fee in advance for the installation and removal of each banner. The current fee is \$240. Fees will be established on a yearly basis and will be the same cost it charges other internal LLUH groups
      - The city is only allowed the use of one banner communication at a time
      - All communications relating to community events to be used on the banner tower will be managed by the City Manager and/or Community Development Director. No one else can make requests

# Existing Banner Tower Vicinity Map

Sign Type ST-111B locations in public right of way off Anderson St. between railroad crossing and Stewart St.

New Section of sign program for revisions to minor modifications to sign program requested from City Council on 5/28/19 for City's limited use of LED message board and existing banner tower.



Existing Banner Tower



END

**DEVELOPMENT AGREEMENT  
FOR LOMA LINDA UNIVERSITY HEALTH  
COMPREHENSIVE SIGN PROGRAM**

This Development Agreement for Loma Linda University Health Comprehensive Sign Program (“Development Agreement”) is entered into by and between Loma Linda University Health, a California non-profit corporation (“LLUH”) and the City of Loma Linda (“City”) as of July 9, 2019.

**RECITALS**

- A. LLUH has sought approval from the City for a comprehensive sign program for LLUH and its subsidiaries and related entities known as “Arrival Sequence and Districting Sign Program Number P17-086 & Modification Number P19-061” (“Comprehensive Sign Program”).
- B. The City Council approved the Comprehensive Sign Program which also outlined terms and conditions to the Development Agreement on November 14, 2017 and adopted December 12, 2017. Minor modifications to the sign program were made May 28, 2019 and again on July 9, 2019 in conjunction with this agreement.
- C. The parties desire to enter this Development Agreement to establish the terms and conditions under which LLUH, its subsidiaries and related entities shall be permitted to erect and maintain signs in the public right-of-way under the Comprehensive Sign Program.

NOW, THEREFORE, it is agreed by the parties hereto as follows:

1. Incorporation of the Comprehensive Sign Program. The Comprehensive Sign Program, as amended from time to time by the City, is expressly incorporated herein by reference. The City expressly reserves the right to make minor modifications to the Comprehensive Sign Program after obtaining LLUH’s consent which shall not be unreasonably withheld. The parties reserve the right to incorporate additional comprehensive sign programs into this Development Agreement by reference. And also notwithstanding anything in the Comprehensive Sign Program and Development Agreement to the contrary, all rules and requirements listed in the Comprehensive Sign Program relating to public art shall end after a 12 year period starting from May 14, 2019.
2. Encroachment Permits. LLUH shall obtain an encroachment permit from the City for each sign erected by LLUH or its subsidiaries or related entities in the public right-of-way. Such permits shall contain only the usual terms and conditions for such permits.
3. Construction and Maintenance of Signs. LLUH or its subsidiaries or related entities shall construct and maintain the signs in the public right-of-way in compliance with the requirements of the Comprehensive Sign Program and the City Municipal Code at its sole cost and expense.

All signs will be maintained in good condition, and follow the maintenance schedule detailed under the general requirements section found on page 7 of the comprehensive sign program. If maintenance is not kept up, the City will provide written notice by certified mail of such failure. LLUH will then have thirty calendar days to respond to the receipt of written notice with a proposal for a corrective action plan. Once the corrective action plan is approved by the city in writing, LLUH will have sixty calendar days to remedy the condition. If LLUH fails to remediate, the city will take actions necessary for remediation at the sole cost of LLUH, including a fine of \$500 per location. Once LLUH receives three fines for noncompliance, a voluntary remediation process will begin to resolve ongoing issues. In cases where there is an immediate threat to public safety, and time is of the essence, the city will respond to emergency repairs at the sole cost of LLUH.

**DEVELOPMENT AGREEMENT  
FOR LOMA LINDA UNIVERSITY HEALTH  
COMPREHENSIVE SIGN PROGRAM**

4. Sign Ownership. All signs erected by LLUH or its subsidiaries or related entities pursuant to this Development Agreement shall remain the property of LLUH and may be removed by LLUH at its sole discretion.

5. Public Art. LLUH shall be entitled to a credit against the City’s \$3,776,899.83 Art in Public Places Development Fee imposed in Planning Case #PPD13-018 and PPD 15-128 for the Campus Transformation Project (“Public Art Fees”) for the full cost of installing public art pursuant to the Comprehensive Sign Program. To the extent that LLUH has previously paid any of the Public Art Fees to the City, the City shall reimburse such payment to LLUH for the full cost of installing such public art pursuant to the Comprehensive Sign Program. Such full cost shall include but not be limited to LLUH’s total cost of designing, engineering, permitting, and constructing the art and its supporting physical structures, including utilities, and costs for paying out art commissions and other related expenses such as promotional costs and building and maintaining website for art entries.

Current estimated total costs for various elements of public art subject to this paragraph are listed in Exhibit A.

Any service or installation contract with a price in excess of \$50,000.00 shall require an invitation to bid offered to 3 or more bidders. The items of public art subject to the fee credit and the actual costs of installing such public art are subject to adjustment from time to time.

<b>Exhibit A</b>			
<b>Sign Type</b>	<b>Comprehensive Sign Program</b>	<b>Total Estimated Value Per Sign</b>	<b>Comments</b>
<b>Threshold</b>	17-086 & Modification 19-061	\$127,050	<p>All credits against impact fees will occur after each project is complete. LLUH will provide a summary letter and invoices for the applied credit to the art in public places development fee.</p> <p>It is understood there will be cost variations per sign depending on location and the size of each project which reflects in the number of signs installed. There are also shared expenses that will fluctuate with site conditions such as trenching, shared conduits and pedestals, and certain engineered drawings.</p>
<b>Over-road</b>	17-086 & Modification 19-061	\$399,300	
<b>Gateway</b>	17-086 & Modification 19-061	\$338,800	
<b>Vehicular</b>	17-086 & Modification 19-061	\$139,150	
<b>Temporary Vehicular</b>	17-086 & Modification 19-061	\$38,115	
<b>Banner</b>	17-086 & Modification 19-061	\$8,833	
<b>Monument</b>	17-137	\$62,920	
<p><b>Note: Each year the total applied credit per sign will be increase by the CPI to cover inflation and other price fluctuations in the market place.</b></p>			

**DEVELOPMENT AGREEMENT  
FOR LOMA LINDA UNIVERSITY HEALTH  
COMPREHENSIVE SIGN PROGRAM**

6. Indemnity. To the full extent permitted by law, LLUH will indemnify, defend, and hold harmless the City, its employees, agents, and officials from any and all liability, claims, suits, losses, attorneys' fees, expenses, or costs, resulting from claims or litigation arising from any act or omission relating to the design, construction, maintenance, or use of any signs erected in the public right-of-way pursuant to this Development Agreement, except to the extent arising from the sole negligence or willful acts of the City or others.

7. Use of LED Message Boards and Existing Banner Tower: LLUH owns these assets and has the rights to use the two mediums, and the city has limited right to promote city sponsored events and add EMERGENCY communications when public safety is of concern as specified in the Comprehensive Sign Program.

IN WITNESS WHEREOF, the parties have executed this Development Agreement as of the date first written above.

CITY OF LOMA LINDA

LOMA LINDA UNIVERSITY HEALTH

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



**Council Action Advised by August 30, 2019**

June 10, 2019

**TO: Mayors, City Managers and City Clerks**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference – October 16 - 18, Long Beach**

The League's 2019 Annual Conference is scheduled for October 16 – 18 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for 12:30 p.m. on Friday, October 18, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

**Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, October 4. This will allow us time to establish voting delegate/alternate records prior to the conference.**

Please note the following procedures are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: [www.cacities.org](http://www.cacities.org). In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

**CC AGENDA ITEM 17**

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, October 16, 8:00 a.m. – 6:00 p.m.; Thursday, October 17, 7:00 a.m. – 4:00 p.m.; and Friday, October 18, 7:30 a.m.–11:30 a.m.. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Friday, October 4. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



## Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: \_\_\_\_\_

**2019 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to the League office by Friday, October 4, 2019. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**2. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.**

**OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: \_\_\_\_\_

Email \_\_\_\_\_

Mayor or City Clerk \_\_\_\_\_  
(circle one) (signature)

Date \_\_\_\_\_ Phone \_\_\_\_\_

**Please complete and return by Friday, October 4, 2019**

League of California Cities  
**ATTN: Darla Yacub**  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

**FAX: (916) 658-8240**  
E-mail: [dyacub@cacities.org](mailto:dyacub@cacities.org)  
(916) 658-8254

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF JULY 9, 2019

A regular meeting of the Housing Authority of the City of Loma Linda is scheduled to be held at 7:00 p.m. or as soon thereafter as possible, Tuesday, July 9, 2019 in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

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](http://www.lomalinda-ca.gov).

*Materials related to an item on this Agenda submitted to the Housing Authority Board 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](http://www.lomalinda-ca.gov) subject to staff's ability to post the documents before the meeting.*

Persons wishing to speak on an agenda item 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 Housing Authority 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 Housing Authority at this time; however, the Housing Authority Board may refer your comments/concerns to staff or request that the item be placed on a future agenda.

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

**Agenda item requests for the August 13, 2019 meeting must be submitted in writing to the City Clerk no later than Noon, Tuesday, July 30, 2019**

**A. Call To Order**

**B. Roll Call**

**C. Items To Be Added Or Deleted**

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

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

**F.**     **Scheduled Items**

**G.**     **Consent Calendar**

1.     Demands Register
2.     Minutes of June 11, 2019

**H.**     **New Business**

**I.**     **Chair and Member Reports**

**J.**     **Reports of Officers**

**K.**     **Adjournment**



# Loma Linda Housing Authority Official Report

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Rhodes Rigsby, Chairman  
John Lenart, Vice Chairman  
Ovidiu Popescu, Member  
Phillip Dupper, Member  
Ronald Dailey, Member

HOUSING AUTHORITY AGENDA: July 9, 2019  
TO: Housing Authority Board  
SUBJECT: Demands Register

Approved/Continued/Denied By City Council Date _____
--

## **RECOMMENDATION**

It is recommended that the Housing Authority Board approve the attached list of demands for payment.

vchlist  
06/20/2019 7:43:31AM

Voucher List  
CITY OF LOMA LINDA  
06-25-2019 HA

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2152	6/11/2019	005791 CENTURYLINK	81340836 HA	P-0000015176	CITY INTERNET AND VOIP	2.79
<b>Total :</b>						<b>2.79</b>
2153	6/11/2019	005395 USBANK EQUIPMENT FINANCE	326218275 HA	P-0000015162	PRINTERS LEASE AGREEMENT	27.01
<b>Total :</b>						<b>27.01</b>
2154	6/13/2019	003647 MID-CENTURY INSURANCE CO	POL# 95736-61-27	P-0000015711	24966 COURT ST-JESUS AND MARIA LE	1,408.19
<b>Total :</b>						<b>1,408.19</b>
2155	6/13/2019	003647 MID-CENTURY INSURANCE CO	POLI# 95695-35-81	P-0000015712	25368 DURANGO LOOP-ALPEN AND DE	1,262.48
<b>Total :</b>						<b>1,262.48</b>
2156	6/13/2019	004789 STATE FARM GENERAL INSURANCE	POLI# 71-B7-K784-0	P-0000015716	25384 DURANGO LOOP/LUIS & GLORIA	532.00
<b>Total :</b>						<b>532.00</b>
2157	6/25/2019	001744 CDW GOVERNMENT, INC.	SPM6323 HA	P-0000015718	ANTIVIRUS FIREWALL ANNUAL RENEV	30.11
<b>Total :</b>						<b>30.11</b>
2158	6/25/2019	005144 JAMES D. HUSS JR., WEST SWPPP SERVICE 19033		P-0000015030	WEED ABATEMENT	1,500.00
<b>Total :</b>						<b>1,500.00</b>
2159	6/25/2019	001799 STRADLING, YOCCA, CARLSON, & RAUTH	354724-0000		PROFESSIONAL/LEGAL SERVICES	617.86
<b>Total :</b>						<b>617.86</b>
8 Vouchers for bank code : bofaha						<b>Bank total : 5,380.44</b>
8 Vouchers in this report						<b>Total vouchers : 5,380.44</b>

vchlist  
06/20/2019 7:43:31AM

Voucher List  
CITY OF LOMA LINDA

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 2152 through 2159 for a total disbursement of \$ 5,380.44, and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on 07/09/19 and the City Treasurer is hereby directed to pay except as noted.

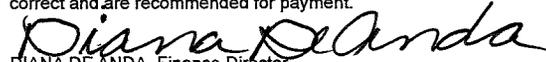
Rhodes Rigsby, Mayor

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2160	7/9/2019	004999 ROGERS, ANDERSON, MALODY &, SCOTT, LL	61195 HA	P-0000015891	AUDIT SERVICES - INTERIM AUDIT	1,140.00
Total :						1,140.00
1 Vouchers for bank code : bofaha						Bank total : 1,140.00
1 Vouchers in this report						Total vouchers : 1,140.00

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 2160 through 2160 for a total disbursement of \$ 1,140.00, and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on 07-09-19 and the City Treasurer is hereby directed to pay except as noted.

Rhodes Rigsby, Mayor



# Loma Linda Housing Authority Official Report

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Rhodes Rigsby, Chairman  
John Lenart, Vice Chairman  
Ovidiu Popescu, Member  
Phillip Dupper, Member  
Ronald Dailey, Member

HOUSING AUTHORITY AGENDA: July 9, 2019  
TO: Housing Authority Board  
SUBJECT: Minutes of June 11, 2019

Approved/Continued/Denied By City Council Date _____
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## RECOMMENDATION

It is recommended that the City Council approve the minutes of June 11, 2019.

Loma Linda Housing Authority

Minutes

A Regular Meeting of June 11, 2019

A regular meeting of the Loma Linda Housing Authority was called to order by Vice Chairman Lenart at 7:33 p.m., Tuesday, June 11, 2019, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:

Vice Chairman John Lenart  
Ovidiu Popescu  
Phill Dupper  
Ron Dailey

Board Members Absent:

Chairman Rhodes Rigsby

Others Present:

Executive Director T Jarb Thajpejr  
General Counsel Richard Holdaway

No items were added or deleted; no public participation comments were offered upon invitation of the Chair; and no conflicts of interest were noted.

HA-2019-131 – Consent Calendar

**Motion by Dupper, seconded by Popescu and carried unanimously to approve the following: (Rigsby absent)**

The Demands Registers dated:

- April 30, 2019 with commercial demands totaling \$5.00;
- May 31, 2019 with commercial demands totaling \$953.00; and
- June 11, 2019 with commercial demands totaling \$1,036.38.

The minutes of May 28, 2019 as presented.

The meeting adjourned at 7:34 p.m.

Approved at the meeting of \_\_\_\_\_.

\_\_\_\_\_  
Secretary

CITY OF LOMA LINDA  
CITY COUNCIL AS SUCCESSOR AGENCY  
TO THE LOMA LINDA REDEVELOPMENT AGENCY

AGENDA

REGULAR MEETING OF JULY 9, 2019

A regular meeting of the City Council of the City of Loma Linda as successor agency to the Loma Linda Redevelopment Agency is scheduled to be held Tuesday, July 9, 2019 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.*

In acting in the limited capacity of Successor Agency as provided in California Health and Safety Code §§ 34173 and 34176, the City Council expressly determines, recognizes, reaffirms, and ratifies the statutory limitation on the City and the City Council's liability with regards to the responsibilities of the former Loma Linda Redevelopment Agency under AB 1X26. Nothing herein shall be construed as an action, commitment, obligation, or debt of the City itself, or a commitment of any resources, funds, or assets of the City to fund the City's limited capacity as the Successor Agency to the Loma Linda Redevelopment Agency. Obligations of the Successor Agency shall be funded solely by those funds or resources provided for that purpose pursuant to AB 1X26 and related statutes.

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](http://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](http://www.lomalinda-ca.gov) subject to staff's ability to post the documents before the meeting.*

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

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

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

**Agenda item requests for the August 13, 2019 meeting must be submitted in writing to the City Clerk no later than Noon, Tuesday, July 30, 2019**

**A.**     **Call To Order**

**B.**     **Roll Call**

**C.**     **Items To Be Added Or Deleted**

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

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

**F.**     **Consent Calendar**

1.       Demands Registers

2.       Minutes of June 11, 2019

**G.**     **Adjournment**



# City of Loma Linda Official Report

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

SUCCESSOR AGENCY AGENDA: July 9, 2019  
TO: Board Members  
SUBJECT: Demands Register

Approved/Continued/Denied By City Council Date _____
--

## **RECOMMENDATION**

It is recommended that the Successor Agency Board approve the attached list of demands for payment.

vchlist  
06/20/2019 8:26:35AM

Voucher List  
CITY OF LOMA LINDA  
06-25-2019 SA

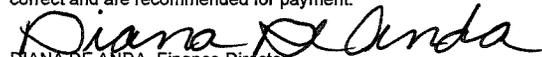
Page: 1

Bank code : bofasa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1332	6/18/2019	004631 DHA CONSULTING, LLC	19-0502	P-0000015302	Contractual Services - 2018-19A	123.75
					Total :	123.75
1333	6/25/2019	001799 STRADLING, YOCCA, CARLSON, & RAUTH	354729-0000		PROFESSIONAL/LEGAL SERVICES	117.12
					Total :	117.12
2 Vouchers for bank code : bofasa					Bank total :	240.87
2 Vouchers in this report					Total vouchers :	240.87

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
1332 through 1333 for a total  
disbursement of \$ 240.87, and to the best of  
my knowledge, based on the information provided, they are  
correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on  
07-09-19 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

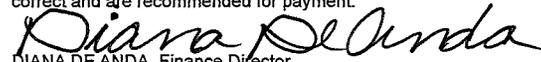
Page: 1

Bank code : bofasa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1334	7/9/2019	004999 ROGERS, ANDERSON, MALODY &, SCOTT, LL	61195 SA	P-0000015891	AUDIT SERVICES - INTERIM AUDIT	1,140.00
<b>Total :</b>						<b>1,140.00</b>
1 Vouchers for bank code : bofasa						<b>Bank total : 1,140.00</b>
1 Vouchers in this report						<b>Total vouchers : 1,140.00</b>

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 1334 through 1334 for a total disbursement of \$ 1,140.00, and to the best of my knowledge, based on the information provided, they are correct and are recommended for payment.

  
DIANA DE ANDA, Finance Director

Recommend that City Council approve for payment.

T. Jarb Thaipejr, City Manager

Approved by the City Council at their meeting held on 07-09-19 and the City Treasurer is hereby directed to pay except as noted.

Rhodes Rigsby, Mayor



# City of Loma Linda Official Report

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

SUCCESSOR AGENCY AGENDA: July 9, 2019  
TO: Board Members  
SUBJECT: Minutes of May 28, 2019

Approved/Continued/Denied By City Council Date _____
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## RECOMMENDATION

It is recommended that the City Council approve the minutes of June 11, 2019.

City of Loma Linda  
City Council as Successor Agency  
To the Loma Linda Redevelopment Agency  
Minutes  
Regular Meeting of June 11, 2019

A special meeting of the City Council as Successor Agency to the Loma Linda Redevelopment Agency was called to order by Mayor pro tempore Lenart at 7:34 p.m., Tuesday, June 11, 2019, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present:

Mayor pro tempore John Lenart  
Ovidiu Popescu  
Phill Dupper  
Ron Dailey

Councilmen Absent:

Mayor Rhodes Rigsby

Others Present:

City Manager T. Jarb Thaipejr  
City Attorney Richard Holdaway

SA-2019-09 - Consent Calendar

**Motion by Dupper, seconded by Popescu and unanimously carried to approve the following item: (Rigsby absent)**

The Demands Registers dated:

- April 30, 2019 with commercial demands totaling \$1,000,000.00; and
- June 11, 2019 with commercial demands totaling \$199.50.

The Minutes of May 28, 2019 as presented.

The meeting adjourned at 7:35 p.m.

Approved at the meeting of \_\_\_\_\_.

\_\_\_\_\_  
City Clerk