

CITY OF LOMA LINDA  
CITY COUNCIL AGENDA  
REGULAR MEETING OF JANUARY 8, 2019

A regular meeting of the City Council of the City of Loma Linda is scheduled to be held Tuesday, January 8, 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 February 12, 2019 meeting must be submitted in writing to the City Clerk no later than Noon, Thursday, January 29, 2019.**

**A. Call To Order**

**B. Roll Call**

**C. Closed Session**

**D. Invocation and Pledge of Allegiance** – Councilman Dailey (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. **Presentation** – Fire Marshal Tim Bradfield on the occasion of his retirement December 27, 2018
2. **Proclamation** - National Mentoring Month January 2019
3. **Public Hearing – Council Bill #O-2019-01** - (First Reading/Set Second Reading for February 12) Modifying Wastewater Rates to reflect the increase in the City of Loma Linda for operation of the Sewer Collection System within the City effective March 1, 2019 through January 1, 2024 and repealing Ordinance No. 728 [**Public Works**]
4. **Public Hearing – Council Bill #O-2019-02** - (First Reading/Set Second Reading for February 12) Modifying Water Rates Effective March 1, 2019 through January 1, 2024 and repealing Ordinance No. 717 [**Public Works**]

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

5. Demands Register
6. November 2018 Treasurer’s Report
7. Council Bill #R-2019-01- repealing Resolution No. 2949 and adopting the Measure I Five-year Capital Improvement Plan for fiscal year 2017-18 through 2021-22 to include Maintenance of Effort (MOE) costs [**Public Works**]
8. Appropriation of \$93,000 for LLCCP support services for January – June 2019 [**Information Systems**]
9. Appropriate \$100,000 from the Park Development Fee Fund Balance to Park Capital Fund Account for improvements at Heritage Park [**Public Works**]

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

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

10. CalPERS unfunded liability [**City Manager/Finance**]
  - a. Appropriate funding and authorize an additional payment to CalPERS for the City of Loma Linda unfunded pension obligation
  - b. Council Bill #R-2019-02 – Adopting the City of Loma Linda General Fund Emergency Contingency Commitment of Fund Balance and repealing Resolution 2817
  - c. Council Bill #R-2019-03 – approving a loan from the General Fund to the Sewer Fund

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

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

## **N.** **Adjournment**



# CITY OF LOMA LINDA, CA

## PROCLAMATION

### NATIONAL MENTORING MONTH

JANUARY 2019

*WHEREAS, January has been designated as NATIONAL MENTORING MONTH to focus national attention on the need for mentors, as well as how each of us - individuals, businesses, government agencies, schools, faith communities and nonprofits - can work together to increase the number of mentors to assure brighter futures for our young people; and*

*WHEREAS, the NATIONAL MENTORING MONTH public awareness campaign, recognized by presidential and congressional proclamation and led by MENTOR, and in conjunction with the Harvard T.H. Chan School of Public Health and Highland Street Foundation, illustrates that when matched through quality mentoring programs, mentors can play a powerful role in providing young people with the tools to make responsible decisions, stay focused and engaged in school, and reduce or avoid risky behavior; and*

*WHEREAS, students who meet regularly with their mentors are more than 52% less likely than their peers to skip a day of school and youth who face an opportunity gap but have mentor are 55% more likely to be enrolled in college; youth who meet regularly with their mentors are 46% less likely than their peers to start using drugs and 27% less likely to start drinking; and*

*WHEREAS, The Mentoring Resource Specialist and the Mentoring Task Force is designated to bring together existing mentoring programs and resources, sharing information, and facilitating mentoring relationships between youth being served by the Department of Behavioral Health, Children and Family Services, Probation and community based mentoring programs;*

*NOW, THEREFORE, I, Rhodes Rigsby, Mayor of the City of Loma Linda, on behalf of the entire City Council, proclaim the month of January 2019 as*

### NATIONAL MENTORING MONTH

*in the City of Loma Linda and encourage organizations, schools, non-profits, businesses, institutions, and citizens to engage in activities and partnerships that support mentoring with programs that promote positive outcomes, such as improved self-esteem, social skills and knowledge of career opportunities.*

*SIGNED this 8<sup>th</sup> day of January 2019.*



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



# 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: January 8, 2019

TO: City Council

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

SUBJECT: Proposed Increases in Wastewater (Sewer) Utility Service Rates and Charges.

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

## RECOMMENDATION

It is recommended that the City Council repeal Ordinance 728 and introduce Council Bill #0-2019-01 on first reading establishing maximum wastewater (sewer) utility service rates and charges effective March 1, 2019 through January 1, 2024 and set the second reading for February 12, 2019.

## BACKGROUND

The wastewater rate has two (2) components, City of Loma Linda portion for collection and City of San Bernardino portion for treatment. This proposed rate increase affects the City of Loma Linda portion only. The City of San Bernardino portion is not being changed at this time and will not receive revenue from this action.

This proposed rate increase is based on the rate study that was presented at the meeting of November 13, 2018. Pursuant to Section 6 of the California Constitution, Article XIID (Prop. 218) a Notice of Public Hearing regarding this matter was sent to the record property owners and residents on November 21, 2018. The notice was sent at least 45 days prior to the public hearing. The notice included instructions on how to protest the proposed increase.

## ANALYSIS:

5100 notices were sent to residents and owners with 22 returned as undeliverable. We have received written protests representing nineteen (19) properties. The proposed increases are to cover the City costs projected for the next five years. The City of San Bernardino portion has been increased annually, per agreement, based on the Consumer Price Index. The average increase is 4.5% annually.

## FINANCIAL:

Rate increase to cover City cost.

\\CLL-SV-FILE\Public Works\Public Works Admin\Staff Reports\Wastewater Rate Adjustment 2019.doc

# NOTICE OF PUBLIC HEARING

This is a notice explaining proposed increases in the City of Loma Linda water and wastewater (sewer) utility service rates and charges. These proposed increases will be recommended for adoption by the City Council at the public hearing described in this notice.

The basis upon which the proposed rate increases are calculated is as follows: The City of Loma Linda provides water and wastewater collection services to the residents and businesses of the City. The wastewater bill is composed of treatment, provided by the City of San Bernardino, and collection, provided by the City of Loma Linda. Only the collection portion of the monthly rates (for operation of the sewer collection system within the City) is proposed to be increased 4.5% beyond what was previously approved. The water system, provided entirely by the City of Loma Linda, rates are proposed to be increased 4.5% beyond what was previously approved.

Section 6 of the California Constitution, Article XIID (Prop. 218), requires a notification be sent to the record owner of each identified parcel upon which any new water or wastewater rates or charges that are being proposed for adoption 45 days in advance of the public hearing.

**PLEASE TAKE NOTICE** that the City Council of the City of Loma Linda will hold a PUBLIC HEARING in the City Council Chamber, 25541 Barton Road, Loma Linda, California, on Tuesday, the 8th day of January, 2019, at 7:00 p.m., or as soon thereafter as possible, at which time oral and written presentations will be received pertaining to increasing wastewater rates and charges. See rate chart on back side of this Notice.

**To Protest the Proposed Rate Increases, You Must Submit a Written Protest.**

If you oppose any of the proposed rate increases, your protest must be submitted in writing to be considered, even if you plan to attend the public hearing. Your written protest must be received by the City Clerk of the City of Loma Linda prior to the January 8, 2019, public hearing.

Protests must contain the following information:

- 1) A description of the property, such as the assessors parcel number;
- 2) Your City of Loma Linda municipal services account number;
- 3) Whether you are the property owner of record or a tenant (*Please note that if you were not the owner of the property as of San Bernardino County's last tax roll, please include written confirmation that you presently own the property*).

The Loma Linda City Council will consider all protests against the proposed rate increases. If written protests against the proposed increases are presented by the majority of property owners, the City Council will not impose the increases.

If there is no majority protest and should the City Council adopt the proposed rates, increases in the water and wastewater rates shall become effective as of March 1, 2019.

You may send your written protest to:  
City Clerk, City of Loma Linda  
25541 Barton Road  
Loma Linda, CA 92354

Dated: November 21, 2018

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ESTABLISHING WASTEWATER COLLECTION RATES EFFECTIVE MARCH 1, 2019, AND REPEALING ORDINANCE NO. 728

WHEREAS, pursuant to Article XIII B of the California Constitution, it is the intent of the City Council to require the ascertainment and recovery of costs reasonably borne from fees and charges levied therefor in providing the regulation, products or services hereinafter enumerated in this resolution; and

WHEREAS, there exists between the City of San Bernardino and the City of Loma Linda a Joint Powers Agreement pertaining to wastewater collection and treatment; and

WHEREAS, a study was conducted by the City of Loma Linda to determine the costs to provide wastewater collection, permitting, and inspection services; and

WHEREAS, the City of San Bernardino rate component for the treatment of wastewater from the City of Loma Linda to the treatment plant is independent of the City of Loma Linda approved components; and

WHEREAS, Article XIII D, Section 6(a) of the State Constitution (Proposition 218), passed by the voters of California on November 5, 1996, requires municipalities to give written notice to the owners of parcels upon which proposed water-, refuse- and/or sewer-related fees or charges are to be applied; and

WHEREAS, Proposition 218 requires that a public hearing shall be conducted not less than 45 days after the mailing of a notice of a public hearing on property-related fee adjustments to the record owners of each identified parcel upon which the fee is proposed for imposition; and

WHEREAS, Proposition 218 provides that, if written protests against proposed property-related fees are presented by a majority of the property owners of record upon which the proposed fees would be imposed, the fee adjustment shall not be implemented; and

WHEREAS, the City has considered all comments and correspondence, and the findings and conclusions made by the City pursuant to this Ordinance are based upon all of the oral and written evidence presented to it and taken as a whole.

NOW, THEREFORE, the City Council of the City of Loma Linda does ordain as follows:

SECTION 1. FINDINGS.

The City Council finds:

a. Notice of the proposed amended wastewater collection rates and of the public hearing thereon was given pursuant to Proposition 218 to record owners of all affected parcels on November 21, 2018. 5100 notices were sent to residents and owners with 22 returned as undeliverable.

b. The public hearing required by Proposition 218 was duly held by the City Council, pursuant to notice, on January 8, 2019.

c. Nineteen (19) written protests were received in opposition to the proposed amended wastewater collection rates, constituting less than a majority of the affected property owners.

d. Revenues derived shall not exceed the funds required to provide the property-related service.

e. Revenues derived shall not be used for any purpose other than that for which the fee is imposed.

f. The fee imposed shall not exceed the proportional cost of the service.

g. No fee may be imposed unless the service is actually used by, or immediately available to, the owner of the property.

h. No fee may be imposed for general governmental services such as police, fire, ambulance, or library services where the service is available to the public at large in substantially the same manner as it is to property owners.

i. This ordinance provides for the immediate preservation of the public peace, health or safety in that the adjustment of wastewater collection rates to include City of San Bernardino pass-through charges so that the rates charged to City customers fully support the cost of providing necessary services and facilities to treat wastewater. If rates are not so adjusted, the budgeted maintenance of City facilities and construction of additional facilities would be disrupted by the transfer of funds intended for those purposes to cover pass-through charges. Other necessary services would be curtailed by a lack of funds.

SECTION 2. Pursuant to the Joint Powers Agreement and Resolutions 517 and 2004-124 of the City of San Bernardino, industrial waste discharge permits, monitoring fees and non-domestic waste inspection fees, domestic liquid waste disposal permits, analysis fees, and non-compliance re-sampling fees shall pertain to the following:

- Domestic Liquid Waste
- Industrial Waste Discharge Permit Fee
- Industrial Waste Discharge Monitoring Fee
- Non-Domestic Waste Inspection Fee
- Domestic Liquid Waste Disposal Permit Fee
- Domestic Liquid Waste Analysis Fee
- Domestic Liquid Waste Non-Compliance Fee

The City of San Bernardino Sewer Treatment Charge (pass through) is established pursuant to Exhibit "B" attached hereto and made a part hereof. Said pass through charge shall be added to all Loma Linda water/sewer/trash bills.

SECTION 3. Pursuant to the provisions of Section 13.12.020 of the Loma Linda Municipal Code, any premises which are served by a connection to the system of sewage and waste water treatment of the City shall be charged and the owner thereof shall pay a sewer service charge based on the monthly charges established pursuant to Exhibit "A" attached hereto and made a part hereof, excluding City of San Bernardino charges for treatment, which are on Exhibit "B" attached hereto and made a part hereof.

SECTION 4. All other dischargers who are also served by metered water service will pay a monthly flat charge of two dollars (\$2.00) per account in addition to the charge based on the number of cubic feet of water used and a rate which is based on the strength of the wastewater. All connections will be divided into six (6) Classifications. The connections within each Class will have similar discharge characteristics and will be charged the same rate.

SECTION 5. Commercial uses in the following Commercial Class groups shall be charged the rates indicated for each 100 cubic feet of water usage, but not less than the monthly charge for a single-family residence.

- a. Commercial Class I shall consist of the following:

- Mobile Home Parks
- Multi-Family (4-units or more)

- b. Commercial Class II Category a shall consist of the following:

Auto Dealers	Non-Office
Bakeries	Public Transportation
Barber & Beauty Shops	Service Clubs
Department & Retail Stores	Storage Facilities
Dry Cleaners	

Commercial Class II Category b shall consist of the following:

Bars Without Dining Facilities	Miscellaneous Offices
Hotels/Motels Without Dining Facilities	Offices

- c. Commercial Class III shall consist of the following:

Auto Repair	Auto Steam Clean
Car Wash	Truck Repair
Service Stations	

- d. Commercial Class IV shall consist of the following:

Industrial/Commercial Laundries	Mortuaries
Laundromats	

- e. Commercial Class V shall consist of the following:

Restaurants	Hotels/Motels With Dining Facilities
Fast Food Establishments	

- f. Class VI (Institutional) shall consist of the following:

Civic Center	VA Hospital
Loma Linda Community Hospital	Schools
Loma Linda University Medical Center	Churches
Convalescent Homes	Pre-School and Day Care

SECTION 6. If any discharger can establish to the satisfaction of the Public Works Director that a substantial volume of water usage does not enter the sewer system, the Public Works Director shall determine a volume of water usage which he determines to be equitable. The Public Works Director may require installation of separate meters or sub-meters on any such system at no cost to the City.

SECTION 7. If any discharger can establish to the satisfaction of the Public Works Director that the amount and nature of the pollutants in its discharge vary significantly from others in its classification, the Public Works Director shall determine the suitable Class. Dischargers which cannot be classified into one of the existing classifications will be charged at the rates for Class III customers.

SECTION 8. Any questions as to the proper Class of a discharger will be determined by the Public Works Director.

SECTION 9. No discharger shall discharge wastewater with an electrical conductivity exceeding 1,000 microhms per centimeter for any day, and the discharger's daily average during any month shall not exceed 750 microhms per centimeter. Dischargers exceeding these values may be subject to payment of fines or surcharges on their monthly sewer bills.

SECTION 10. If a discharger is not connected to the City water system, the Public Works Director shall determine the volume of water to be used in determining the monthly charge. The Public Works Director may require that an approved metering device be installed to measure the volume of water discharged to the sewer system. The metering installation will be at no cost to the City.

SECTION 11. The Public Works Director may require the installation of a flow meter and/or sampling device to monitor the discharge of any facility discharging into the City sanitary sewer system whenever he determines that metering and sampling are necessary to determine the proper charges. Classes II, III and IV users may be required to install flow meters and monitoring equipment as specified by the Public Works Director.

SECTION 12. When the monthly service charge is determined by flow measurement and/or sampling and testing for strength and/or type of pollutants, these services will be performed by a facility and/or persons approved by the Public Works Director.

SECTION 13. All expenses incurred by the City for flow measurement, sampling and laboratory testing shall be in addition to the monthly service charge, except for customers who have approved flow measuring equipment with automatic samplers.

SECTION 14. All metering and sampling devices and facilities shall be approved by the Public Works Director.

SECTION 15. All metering and sampling devices and facilities shall be maintained in a manner acceptable to the Public Works Director.

SECTION 16. No facility or person may make a connection to, or discharge into the City sanitary sewer system without the prior approval of the Public Works Director.

SECTION 17. All dwellings, apartment houses and places of commercial and industrial business in which wastewater is generated within the City shall be required to use the collection and treatment service of the City and to pay the charges set forth by the Department of Public Works.

SECTION 18. The City Manager, Finance Director and Public Works Director are hereby directed to update annually the projections of costs, capital needs, reserves and revenues for the City wastewater utility, which projections initially were provided by the model upon which the rates set herein are based.

A. Annual Progress Report: Such update shall be prepared as a part of the City Annual Budget and shall be presented to the City Council in the form of a Progress Report on the accomplishment of scheduled capital improvement projects, fixed asset replacement projects, estimates of the adequacy of operational expenses and reserves, and revenue and rate, with a certification by the three above-listed City officials that those rates are adequate to maintain the physical integrity, the maintenance of all required health standards, adequate levels of maintenance and expansion, and adequate quality of facilities for the collection system.

B. Unanticipated and Emergency Needs: The Annual Progress Report shall also recommend rate changes for which rates have already been set by the City Council, if such changes are determined to be necessary. Such rate changes shall be recommended if, in the judgment and written report of the three aforementioned City officials, unanticipated costs or revenues, and emergency needs of the Sewer Utility are such that either rate reductions or rate increases are appropriate and warranted.

SECTION 19. Billing and collection charges for sewer service shall be included on the regular City utility bill to customers who have City water service. When the sewer customer does not have City water service, a separate bill for sewer service shall be mailed in accordance with standard billing procedures to the person who owns or controls the premises serviced.

SECTION 20. Delinquent Sewer Service. Once a sewer service bill has been declared delinquent in accordance with the provisions of these rules and regulations, it shall be the responsibility of the owner of the property, or the consumer requesting reconnection, to pay the delinquent bill and disconnection/reconnection charges, if any.

A consumer's sewer service may be discontinued by the Public Works Director for the non-payment of a bill for sewer service at a previous location, provided said bill has not been paid within thirty (30) days after presentation at the new location.

SECTION 21. Ordinance No. 728 is hereby repealed.

SECTION 22. These rules and regulations shall be in full force and effect from and after the 1<sup>st</sup> day of March 2019.

SECTION 23. EFFECTIVE DATE. This ordinance shall be in full force and effect thirty (30) days from and after the date of its adoption.

SECTION 24. POSTING AND PUBLICATION. The City Clerk is directed to cause copies of this ordinance to be posted three (3) prominent places in the City of Loma Linda and to cause publication once in The Sun, the official newspaper of the City of Loma Linda, of a notice setting forth the date of adoption, the title of this ordinance, and a list of places where copies of this ordinance are posted, within fifteen (15) days after adoption of this ordinance.

Ordinance No.

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Introduced at a regular meeting of the City Council held on January 8, 2019, and adopted as an ordinance of the City of Loma Linda at a regular meeting of the City Council held on February 12, 2019 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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Rhodes Rigsby, Mayor

ATTEST:

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Barbara Nicholson, City Clerk

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**Exhibit A****City of Loma Linda****Wastewater Utility****Schedule of Proposed Wastewater Service Charges and Rates**

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Classification	Existing	Proposed Bi-Monthly Charge (\$ per bi-month)				
	Charges <sup>[1]</sup>	3/1/19	1/1/20	1/1/21	1/1/22	1/1/23
	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month
Residential	\$31.24	\$32.24	\$33.70	\$35.22	\$36.81	\$38.47
Commercial	\$8.74	\$7.18	\$7.50	\$7.84	\$8.20	\$8.57

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**Commercial Use Volume Charges**

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Classification	Existing	Proposed Rate <sup>[2]</sup>				
	Rates <sup>[1]</sup>	3/1/19	1/1/20	1/1/21	1/1/22	1/1/23
	\$/HCF	\$/HCF	\$/HCF	\$/HCF	\$/HCF	\$/HCF
Class I: MHP (>=4 units)	\$1.25	\$1.30	\$1.37	\$1.44	\$1.51	\$1.58
Class II: Category A (Non-Offices)	1.38	1.64	1.72	1.80	1.89	1.98
Class II: Category B (Offices)	1.32	1.53	1.60	1.68	1.76	1.84
Class III: Auto Service	2.00	1.66	1.74	1.82	1.91	2.00
Class IV: Laundry, Mortuary	2.18	1.75	1.83	1.92	2.01	2.11
Class V: Restaurant	2.18	1.75	1.83	1.92	2.01	2.11
Class VI: All Other Commercial	\$1.44	\$1.56	\$1.64	\$1.72	\$1.80	\$1.89

[1] - Existing rates and charges became effective January 1, 2018.

[2] - Rate charged on water consumed through the meter.

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Bi-Monthly Charge - Every two (2) months

MHP - Mobile Home Parks

HCF - Hundred Cubic Feet = 748 gallons

**EXHIBIT "B"****City of San Bernardino Pass Through Loma Linda  
Schedule of Wastewater Treatment Charges and Rates**

Classification	Existing Charges
	\$/month
Residential (Single Family)	\$21.55
Multi-Family (2 units)	\$43.10
Multi-Family (3units)	\$64.64
Multi-Family (4 units or more); Mobil Home Park	\$1.97
Non-Residential	\$3.52
Industrial	\$0.28

**Commercial Use Monthly Volume Rates**

Classification	Existing Rates
	\$/HCF
Multi-Family (4 units or more); Mobil Home Park	\$1.53
Retail, Commercial, Light Industrial	\$2.55
Auto Repair, Car Wash	\$1.58
Offices, Motels (without Restaurant)	\$1.83
Restaurant, Hotels	\$3.28
Laundromat	\$1.83
Hospital, Convalescent Home	\$1.63
School, Church, Nursery School	\$1.33

Rate charged on water consumed through the meter.

**Commercial Use Monthly Volume Rates**

Classification	Existing Rates
Domestic Liquid Waste (\$/Gallon)	\$0.049
<b>Industrial Wastewater Charges</b>	
Discharge Flow (\$/MG)	\$1,094.00
Biochemical Oxygen Demand Charge (\$/1000 Lbs.)	\$438.00
Suspended Solids Charge (\$/1000 Lbs.)	\$778.00

Rate charged on water consumed through the meter.



# 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: January 8, 2019  
TO: City Council  
FROM: T. Jarb Thaipejr, City Manager/Public Works Director  
SUBJECT: Proposed Increases in Water Utility Service Rates and Charges.

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

### RECOMMENDATION

It is recommended that the City Council repeal Ordinance 717 and introduce Council Bill #0-2019-02 on first reading establishing maximum water utility service rates and charges effective March 1, 2019 through January 1, 2024 and set the second reading for February 12, 2019.

### BACKGROUND

This proposed rate increase is based on the rate study that was presented at the meeting of November 13, 2018. Pursuant to Section 6 of the California Constitution, Article XIID (Prop. 218) a Notice of Public Hearing regarding this matter was sent to the record property owners and residents on November 21, 2018. The notice was sent at least 45 days prior to the public hearing. The notice included instructions on how to protest the proposed increase.

### ANALYSIS:

5100 notices were sent to residents and owners with 22 returned as undeliverable. We have received written protests representing nineteen (19) properties. The proposed increases are to cover the City costs projected for the next five years. The average increase is 4.5% annually. The City's commitment is to provide the highest quality service at the lowest possible rates while meeting all legal obligations. A utility is expected to recover the costs required to provide and maintain services.

### FINANCIAL:

Rate increase to cover City cost.

# NOTICE OF PUBLIC HEARING

This is a notice explaining proposed increases in the City of Loma Linda water and wastewater (sewer) utility service rates and charges. These proposed increases will be recommended for adoption by the City Council at the public hearing described in this notice.

The basis upon which the proposed rate increases are calculated is as follows: The City of Loma Linda provides water and wastewater collection services to the residents and businesses of the City. The wastewater bill is composed of treatment, provided by the City of San Bernardino, and collection, provided by the City of Loma Linda. Only the collection portion of the monthly rates (for operation of the sewer collection system within the City) is proposed to be increased 4.5% beyond what was previously approved. The water system, provided entirely by the City of Loma Linda, rates are proposed to be increased 4.5% beyond what was previously approved.

Section 6 of the California Constitution, Article XIID (Prop. 218), requires a notification be sent to the record owner of each identified parcel upon which any new water or wastewater rates or charges that are being proposed for adoption 45 days in advance of the public hearing.

**PLEASE TAKE NOTICE** that the City Council of the City of Loma Linda will hold a PUBLIC HEARING in the City Council Chamber, 25541 Barton Road, Loma Linda, California, on Tuesday, the 8th day of January, 2019, at 7:00 p.m., or as soon thereafter as possible, at which time oral and written presentations will be received pertaining to increasing wastewater rates and charges. See rate chart on back side of this Notice.

**To Protest the Proposed Rate Increases, You Must Submit a Written Protest.**

If you oppose any of the proposed rate increases, your protest must be submitted in writing to be considered, even if you plan to attend the public hearing. Your written protest must be received by the City Clerk of the City of Loma Linda prior to the January 8, 2019, public hearing.

Protests must contain the following information:

- 1) A description of the property, such as the assessors parcel number;
- 2) Your City of Loma Linda municipal services account number;
- 3) Whether you are the property owner of record or a tenant (*Please note that if you were not the owner of the property as of San Bernardino County's last tax roll, please include written confirmation that you presently own the property*).

The Loma Linda City Council will consider all protests against the proposed rate increases. If written protests against the proposed increases are presented by the majority of property owners, the City Council will not impose the increases.

If there is no majority protest and should the City Council adopt the proposed rates, increases in the water and wastewater rates shall become effective as of March 1, 2019.

You may send your written protest to:  
City Clerk, City of Loma Linda  
25541 Barton Road  
Loma Linda, CA 92354

Dated: November 21, 2018

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, MODIFYING THE WATER RATES EFFECTIVE MARCH 1, 2019, AND REPEALING ORDINANCE NO. 717

WHEREAS, the City Council, in response to increased costs to provide water service, has at various times amended said water rates; and

WHEREAS, pursuant to Articles XIII B and XIII C of the California Constitution, it is the intent of the City Council to require the ascertainment and recovery of costs reasonably borne from fees and charges levied therefor in providing the regulation, products or services hereinafter enumerated in this ordinance; and

WHEREAS, the City is allowed to recover the operational costs, including the ability to maintain the operations and financial stability of the water system; and

WHEREAS, the 2018 rate study was updated to determine the suitability of the City's utility rate structure and to determine its ability to comply with the bonding agency's regulations; and

WHEREAS, the study revealed a need to increase rates for the next five (5) years beginning in March 2019 in order to be in compliance with the bonding agency's regulations and meet expenses; and

WHEREAS, Article XIII D, Section 6(a) of the State Constitution (Proposition 218), passed by the voters of California on November 5, 1996, requires municipalities to give written notice to the owners of parcels upon which proposed water-, refuse- and/or sewer-related fees or charges are to be applied; and

WHEREAS, Proposition 218 requires that a public hearing shall be conducted not less than 45 days after the mailing of a notice of a public hearing on property-related fee adjustments to the record owners of each identified parcel upon which the fee is proposed for imposition; and

WHEREAS, Proposition 218 provides that, if written protests against proposed property-related fees are presented by a majority of the property owners of record upon which the proposed fees would be imposed, the fee adjustment shall not be implemented; and

WHEREAS, the City has considered all comments and correspondence, and the findings and conclusions made by the City pursuant to this Ordinance are based upon all of the oral and written evidence presented to it and taken as a whole.

NOW, THEREFORE, the City Council of the City of Loma Linda does ordain as follows:

## SECTION 1. FINDINGS.

The City Council finds:

- a. Notice of the proposed amended water rates and of the public hearing thereon was given pursuant to Proposition 218 to record owners of all affected parcels on November 21, 2018. 5100 notices were sent to residents and owners with 22 returned as undeliverable.
- b. The public hearing required by Proposition 218 was duly held by the City Council on January 8, 2019, pursuant to notice.
- c. Nineteen (19) written protests were received in opposition to the proposed amended water rates, constituting less than a majority of the affected property owners.
- d. Revenues derived shall not exceed the funds required to provide the property-related service.
- e. Revenues derived shall not be used for any purpose other than that for which the fee is imposed.
- f. The fee imposed shall not exceed the proportional cost of the service.
- g. No fee may be imposed unless the service is actually used by, or immediately available to, the owner of the property.
- h. No fee may be imposed for general governmental services such as police, fire, ambulance, or library services where the service is available to the public at large in substantially the same manner as it is to property owners.

## SECTION 2. CONCLUSIONS

- a. The minimum water rates are hereby established pursuant to Exhibit "A" attached hereto and made a part hereof.
- b. Rates for private fire lines used exclusively for commercial fire protection, whether said lines are connected with automatic sprinkling systems or hose attachments are hereby established pursuant to Exhibit "A" attached hereto and made a part hereof.
- c. Rates for agricultural water shall be determined by a separate agreement.
- d. The City of Loma Linda retains the right to be the retail water purveyor for all domestic water service within the City limits of the City of Loma Linda and areas beyond the City limits by written agreement with the exception of those institutionally related services which at any time receive water from the Loma Linda University Water System.
- e. Ordinance No. 717 is hereby repealed.

- f. The effective date of the rates shall be March 1, 2019.

SECTION 3. POSTING AND PUBLICATION. The City Clerk is directed to cause copies of this ordinance to be posted at three (3) prominent places in the City of Loma Linda and to cause publication once in The Sun, the official newspaper of the City of Loma Linda, of a notice setting forth the date of adoption, the title of this ordinance, and a list of places where copies of this ordinance are posted, within fifteen (15) days after adoption of this ordinance.

Introduced at a regular meeting of the City Council held on January 8, 2019, and adopted as an ordinance of the City of Loma Linda at a regular meeting of the City Council held on February 12, 2019 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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Rhodes Rigsby, Mayor

ATTEST:

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Barbara Nicholson, City Clerk

## Exhibit A - Schedule of Proposed Water Service Rates

### Bi-Monthly Fixed Charges

Class	Meter Size	Existing Charge <sup>[1]</sup>	Proposed Bi-Monthly Fixed Charges (\$ per bi-month)				
			3/1/19	1/1/20	1/1/21	1/1/22	1/1/23
	inches	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month
<b>All</b>	3/4"	\$30.26	\$32.84	\$34.31	\$35.85	\$37.46	\$39.15
	1"	55.39	45.68	47.73	49.88	52.12	54.47
	1 1/2"	114.06	72.49	75.75	79.16	82.72	86.44
	2"	303.05	114.05	119.18	124.54	130.14	136.00
	3"	544.40	316.00	68.00	330.93	345.82	361.38
	4"	826.67	423.18	442.22	462.12	482.92	504.65
	6"	1,116.49	819.65	856.53	895.07	935.35	977.44
	8"	1,261.37	1,272.78	1,330.05	1,389.90	1,452.45	1,517.81
	10"	\$1,406.31	\$1,824.05	\$1,906.13	\$1,991.91	\$2,081.55	\$2,175.22

### Bi-Monthly Volume Rates

Class	Rate Block	Existing Rates <sup>[1]</sup>	Proposed Volume Rates (\$ per HCF)				
			3/1/19	1/1/20	1/1/21	1/1/22	1/1/23
<b>All</b>	in HCF	\$/HCF	\$/HCF	\$/HCF	\$/HCF	\$/HCF	\$/HCF
<b>Tier 1</b>	First 10	\$1.43					
<b>Tier 2</b>	Next 390	1.92					
<b>Tier 3</b>	Next 400	2.11					
<b>Tier 4</b>	Over 800	\$2.29					
<b>Single family residential</b>							
<b>Tier 1</b>	0-18		\$1.60	\$1.67	\$1.75	\$1.83	\$1.91
<b>Tier 2</b>	18-50		\$2.30	\$2.40	\$2.51	\$2.62	\$2.74
<b>Tier 3</b>	over 50		\$3.24	\$3.39	\$3.54	\$3.70	\$3.87
	<b>Multi family residential</b>		\$1.77	\$1.85	\$1.93	\$2.02	\$2.11
	<b>Commercial</b>		\$2.31	\$2.41	\$2.52	\$2.63	\$2.75
	<b>Irrigation</b>		\$2.54	\$2.65	\$2.77	\$2.89	\$3.02

Bi-Monthly Charge - Every two (2) months

HCF - Hundred Cubic Feet = 748 gallons

### Bi-Monthly Fire Protection Charges

Size	Existing Charge <sup>[1]</sup>	Proposed Bi-Monthly Fixed Charges (\$ per bi-month)				
		3/1/19	1/1/20	1/1/21	1/1/22	1/1/23
inches	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month	\$/bi-month
1"	N/A	\$0.85	\$0.89	\$0.93	\$0.97	\$1.01
1 1/2"	N/A	2.48	2.59	2.71	2.83	2.96
2"	\$21.78	5.29	5.53	5.78	6.04	6.31
2 1/2"	25.55	15.37	16.06	16.78	17.54	18.33
3"	31.24	32.75	34.23	35.77	37.38	39.06
4"	41.29	95.14	99.43	103.90	108.58	113.47
6"	61.93	202.76	211.88	221.41	231.37	241.78
8"	85.55	364.63	381.03	398.18	416.10	434.82
10"	\$115.02	\$588.97	\$615.47	\$643.17	\$672.11	\$702.35

Existing rates became effective January 1, 2018.

Bi-Monthly Charge - Every two (2) months

HCF - Hundred Cubic Feet = 748 gallons



# 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: January 1, 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  
12/20/2018 4:01:39PM

Voucher List  
CITY OF LOMA LINDA  
12-25-2018

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
428352	12/13/2018	000454 ICMA RETIREMENT CORP	2018121700428352		ICMA CONTRIBUTIONS-11/25-12/08/201	26,466.17
					Total :	26,466.17
627383	12/6/2018	004093 MARTHA YBARRA	REIMBURSEMENT		MILEAGE REIMBURSEMENT FOR USE	56.46
					Total :	56.46
627384	12/6/2018	005758 ALETHEA INC	LL1118	P-0000015243	FULLTIME ONSITE NETWORK SUPPOR	14,050.00
					Total :	14,050.00
627385	12/6/2018	005502 FRONTIER COMMUNICATIONS	STMTS-2		PHONE SERVICE	254.29
					Total :	254.29
627386	12/6/2018	001154 VISION SERVICE PLAN - CA	12 121787 0001		VISION INSURANCE PREMIUM-DEC 20	1,109.46
					Total :	1,109.46
627387	12/6/2018	001118 DELTA DENTAL OF CALIFORNIA, CLIENT SER\	BE003116216		DENTAL INSURANCE PREMIUM-DEC 20	2,550.09
					Total :	2,550.09
627388	12/6/2018	002888 DELTA DENTAL INSURANCE CO	BE003117547		DENTAL INSURANCE PREMIUM-DEC 20	1,261.93
					Total :	1,261.93
627389	12/11/2018	001280 CARRY HOWARD	REQUEST		DEPENDENT CARE REIMBURSEMENT-	22.49
					Total :	22.49
627390	12/11/2018	000265 DIANA DE ANDA	REQUEST		FLEX MEDICAL REIMBURSEMENT-2018	48.32
					Total :	48.32
627391	12/11/2018	000917 ZAHADA K SINGH	STMTS-2		FLEX MEDICAL REIMBURSEMENT-2018	82.77
					Total :	82.77
627392	12/11/2018	000451 SITEONE LANDSCAPE SUPPLY, LLC	87855032-001	P-0000015073	LANDSCAPE MATERIALS	38.80
					Total :	38.80
627393	12/11/2018	000451 SITEONE LANDSCAPE SUPPLY, LLC	88128434-001	P-0000015073	LANDSCAPE MATERIALS	28.30
					Total :	28.30
627394	12/11/2018	000451 SITEONE LANDSCAPE SUPPLY, LLC	88118493-001	P-0000015073	LANDSCAPE MATERIALS	152.13

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627394	12/11/2018	000451	000451 SITEONE LANDSCAPE SUPPLY, LLC	(Continued)		Total : 152.13
627395	12/11/2018	003628	U.S. BANK CORPORATE PYMNT SYS	4246 0445 5565 0021	CAL-CARD PURCHASES	5,659.82 Total : 5,659.82
627396	12/11/2018	001261	THE GAS COMPANY	STMTS-4	GAS SERVICE	640.81 Total : 640.81
627397	12/11/2018	000026	VERIZON WIRELESS	9819319852	WIRELESS PHONE SERVICE	3,235.38 Total : 3,235.38
627398	12/11/2018	001245	SO CALIF EDISON	STMTS-6	ELECTRICITY SERVICE	857.04 Total : 857.04
627399	12/11/2018	001245	SO CALIF EDISON	STMT-13	ELECTRICITY SERVICE	828.95 Total : 828.95
627400	12/11/2018	001245	SO CALIF EDISON	STMTS-9	ELECTRICITY SERVICE	3,942.42 Total : 3,942.42
627401	12/11/2018	001245	SO CALIF EDISON	STMTS-2	ELECTRICITY SERVICE	1,013.02 Total : 1,013.02
627402	12/11/2018	001245	SO CALIF EDISON	STMTS-14	ELECTRICITY SERVICE	1,337.17 Total : 1,337.17
627403	12/11/2018	001245	SO CALIF EDISON	STMTS (14)	ELECTRICITY SERVICE	10,236.61 Total : 10,236.61
627404	12/11/2018	001245	SO CALIF EDISON	STMTS-5	ELECTRICITY SERVICE	282.89 Total : 282.89
627405	12/11/2018	001245	SO CALIF EDISON	STMTS-4	ELECTRICITY SERVICE	760.16 Total : 760.16
627406	12/11/2018	000266	ROBBINS & HOLDAWAY, A PROFESSIONAL CC	36413-36419	PROFESSIONAL/LEGAL SERVICES	2,472.05 Total : 2,472.05

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627407	12/13/2018	001965 J.L. LUZADAS	REQUEST		DEPENDENT CARE REIMBURSEMENT-	1,154.00
					<b>Total :</b>	<b>1,154.00</b>
627408	12/13/2018	005395 USBANK EQUIPMENT FINANCE	372137331		PRINTERS LEASE AGREEMENT	2,912.40
				P-0000015162 P-0000015162		
					<b>Total :</b>	<b>2,912.40</b>
627409	12/13/2018	005502 FRONTIER COMMUNICATIONS	STMTS-2		PHONE SERVICE	192.98
					<b>Total :</b>	<b>192.98</b>
627410	12/13/2018	005502 FRONTIER COMMUNICATIONS	STMTS (2)		PHONE SERVICE	72.20
					<b>Total :</b>	<b>72.20</b>
627411	12/13/2018	001245 SO CALIF EDISON	STMTS-2		ELECTRICITY SERVICE	39,885.21
					<b>Total :</b>	<b>39,885.21</b>
627412	12/13/2018	000026 VERIZON WIRELESS	9819319853		PHONE SERVICE	38.01
					<b>Total :</b>	<b>38.01</b>
627413	12/18/2018	000265 DIANA DE ANDA	AAF-RECEIPTS		ADOPT-A-FAMILY-CLOTHES FOR 15 YE	30.02
					<b>Total :</b>	<b>30.02</b>
627414	12/18/2018	000265 DIANA DE ANDA	REQUEST		FLEX MEDICAL REIMBURSEMENT-2018	65.00
					<b>Total :</b>	<b>65.00</b>
627415	12/18/2018	002218 SONIA FABELA	AAF-RECEIPTS		ADOPT-A-FAMILY-CLOTHES & SHOES F	514.72
					<b>Total :</b>	<b>514.72</b>
627416	12/18/2018	001280 CARRY HOWARD	REQUEST		ADOPT-A-FAMILY PURCHASE	268.41
					<b>Total :</b>	<b>268.41</b>
627417	12/18/2018	005448 LISA JEAN AYALA	ADOPT-A-FAMILY		CLOTHING, SHOES & SOCKS FOR LYR	314.20
					<b>Total :</b>	<b>314.20</b>
627418	12/18/2018	001254 LYNETTE ARREOLA	ADOPT-A-FAMILY		CLOTHING, SHOES & SOCKS FOR JAK	320.00
					<b>Total :</b>	<b>320.00</b>

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627419	12/18/2018	000917 ZAHADA K SINGH	REQUEST		FLEX MEDICAL REIMBURSEMENT-2018	8.62
					<b>Total :</b>	<b>8.62</b>
627420	12/18/2018	000213 TIME WARNER	8448 400212906	P-0000015179	TV CABLE SERVICE VARIOUYS LOCATI	100.88
					<b>Total :</b>	<b>100.88</b>
627421	12/18/2018	000840 CITY OF SAN BERNARDINO	92661-76164	P-0000014987	WATER PURCHASES	545.75
					<b>Total :</b>	<b>545.75</b>
627422	12/18/2018	000840 CITY OF SAN BERNARDINO	92661-90878	P-0000014987	WATER PURCHASES	36.30
					<b>Total :</b>	<b>36.30</b>
627423	12/18/2018	000791 CITY OF REDLANDS	2-0016.300		WATER SERVICE	252.00
					<b>Total :</b>	<b>252.00</b>
627424	12/18/2018	003968 WINZER FRANCHISE CORPORATION	6228190	P-0000015094	WHEEL WEIGHTS & HARDWARE	115.32
					<b>Total :</b>	<b>115.32</b>
627425	12/18/2018	005959 NAJWA'S EVENTS & CATERING	2028-1032	P-0000015444	HOLIDAY LUNCHEON	883.55
					<b>Total :</b>	<b>883.55</b>
627426	12/18/2018	001730 AFLAC	548828		AFLAC INSURANCE PREMIUM-DEC 201	2,075.25
					<b>Total :</b>	<b>2,075.25</b>
627427	12/18/2018	001851 UNUM INSURANCE	0091890-001 0		LIFE INSURANCE PREMIUM-JAN 2018	668.28
					<b>Total :</b>	<b>668.28</b>
627428	12/18/2018	001851 UNUM INSURANCE	0091889-001 4		LIFE & DISABILITY INSUR PREMIUM-JA	4,683.12
					<b>Total :</b>	<b>4,683.12</b>
627429	12/18/2018	003294 US POSTAL SERVICE, NEOPOST POSTAGE-O REQUEST			POSTAGE FOR MTR ACCT #47718562	1,000.00
					<b>Total :</b>	<b>1,000.00</b>
627430	12/18/2018	000739 PETTY CASH	REQUEST		REPLENISH PETTY CASH FUND	376.43
					<b>Total :</b>	<b>376.43</b>
627431	12/18/2018	001261 THE GAS COMPANY	194 068 6736 6		GAS SERVICE	65.59

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627431	12/18/2018	001261 001261 THE GAS COMPANY	(Continued)			Total : 65.59
627432	12/18/2018	001245 SO CALIF EDISON	STMTS-5		ELECTRICITY SERVICE	3,617.98
						Total : 3,617.98
627433	12/18/2018	001245 SO CALIF EDISON	STMTS-5		ELECTRICITY SERVICE	33,017.11
						Total : 33,017.11
627434	12/18/2018	001245 SO CALIF EDISON	STMT-1		ELECTRICITY SERVICE	3,582.31
						Total : 3,582.31
627435	12/18/2018	001245 SO CALIF EDISON	STMT-1		ELECTRICITY SERVICE	1,123.67
						Total : 1,123.67
627436	12/20/2018	005917 JOSE E. MINCHEZ	APPLICATION		TUITION REIMBURSEMENT-MINCHEZ~	595.00
						Total : 595.00
627437	12/20/2018	005673 CR&R	STMT		REFUSE PYMT COLLECTIONS-AUG & S	72,819.30
						Total : 72,819.30
627438	12/20/2018	000876 SAN BERNARDINO MUNICIPAL WATER	STMT		SEWER SVC COLLETIONS-AUG & SEP	260,518.89
						Total : 260,518.89
627439	12/25/2018	002394 2 HOT ACTIVEWEAR	13006	P-0000015348	UNIFORMS	445.22
						Total : 445.22
627440	12/25/2018	004229 A & I REPROGRAPHICS	CN00030699	P-0000015436	WATER/SEWER RATE NOTICES - FOLD	984.84
						Total : 984.84
627441	12/25/2018	000033 ALL AMERICAN ASPHALT	CIP#18-183	P-0000015425	PAVEMENT REHAB AT VARIOUS LOCAT	414,609.81
						Total : 414,609.81
627442	12/25/2018	003833 ATKINSON, ANDESLON, LOYA, RUUD, & ROMK 556544		P-0000015273	GENERAL HR LEGAL ISSUES FY 18-19	2,168.25
						Total : 2,168.25
627443	12/25/2018	001400 BOOT BARN 4 SAN BERNARDINO	IVC0160641	P-0000014978	UNIFORM BOOTS & UNIFORM PANTS	170.08
						Total : 170.08

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627444	12/25/2018	005390 CALIFORNIA HIGHWAY ADOPTION CO	1118139	P-0000015128	LITTER REMOVAL AT MT. VIEW AVE OF	325.00
					<b>Total :</b>	<b>325.00</b>
627445	12/25/2018	004705 CARLOS FLORES	1		REIMBURSEMENT OF WORK PANTS	129.27
					<b>Total :</b>	<b>129.27</b>
627446	12/25/2018	005960 CENTURY BUSINESS SERVICES	AR75766		ADJUST SENSOR ON PAPER LOADER	135.00
					<b>Total :</b>	<b>135.00</b>
627447	12/25/2018	005791 CENTURYLINK	75868097	P-0000015176	CITY INTERNET AND VOIP	301.71
					<b>Total :</b>	<b>301.71</b>
627448	12/25/2018	000203 CLINICAL LABORATORY OF	965883	P-0000014990	TEST WATER AT WELL SITE	6,851.00
					<b>Total :</b>	<b>6,851.00</b>
627449	12/25/2018	002309 CONSOLIDATED ELECTRIC DIST-SB	6903-409346	P-0000014992	ELECTRICAL SUPPLIES	67.01
					<b>Total :</b>	<b>67.01</b>
627450	12/25/2018	005762 CORE & MAIN	J801676	P-0000015429	INVENTORY SUPPLIES	2,661.51
					<b>Total :</b>	<b>2,661.51</b>
627451	12/25/2018	000236 COSTCO WHOLESALE	4787459	P-0000014993	COFFEE, BATTERY, TIE DOWNS ETC	470.21
					<b>Total :</b>	<b>470.21</b>
627452	12/25/2018	004228 D & W CONSULTING	2018-2007 2018-2007-2	P-0000015427 P-0000015113	UPDATE TO FIRE HAZARD INSPECTIO CONSULTING FEES FOR WEED ABATE	2,200.00 748.00
					<b>Total :</b>	<b>2,948.00</b>
627453	12/25/2018	004880 DAVID BECKWITH AND ASSOCIATES	2018-17_01	P-0000015426	ANNUAL RPT/NOTICE OF TERMINATIO	1,000.00
					<b>Total :</b>	<b>1,000.00</b>
627454	12/25/2018	002238 DAVID CARTER, DIB'S SAFE & LOCK SERVICE	0000174917 0000174991	P-0000014999 P-0000014999	SAFE AND LOCK SERVICES SAFE AND LOCK SERVICES	8.50 289.44
					<b>Total :</b>	<b>297.94</b>
627455	12/25/2018	001521 FACILITIES PROTECTION SYSTEMS, INTELLIK	59025 59068	P-0000015143	FIRE SYSTEMS SR CTR - FIRE EQUIP MAINT AGR #159	342.00 560.00

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627455	12/25/2018	001521	001521 FACILITIES PROTECTION SYSTEMS, INT (Continued)			<b>Total : 902.00</b>
627456	12/25/2018	000331	FAIRVIEW FORD SALES, INC	548134	P-0000015006 CONNECTOR	4.88
						<b>Total : 4.88</b>
627457	12/25/2018	005162	FILARSKY & WATT LLP	1	P-0000015422 LEGAL SERVICES	493.00
						<b>Total : 493.00</b>
627458	12/25/2018	005256	FLYERS ENERGY, LLC	18-813951	P-0000015009 FUEL	1,754.86
			18-814288	P-0000015009	FUEL	2,892.45
						<b>Total : 4,647.31</b>
627459	12/25/2018	005427	FMB TRUCK OUTFITTERS, INC.	95482	P-0000015010 TOOLS	729.90
						<b>Total : 729.90</b>
627460	12/25/2018	005502	FRONTIER COMMUNICATIONS	STMT-1	PHONE SERVICE	39.47
						<b>Total : 39.47</b>
627461	12/25/2018	005216	GENUINE AUTO PARTS	233039	BATTERY	115.80
				P-0000015011		<b>Total : 115.80</b>
627462	12/25/2018	005255	GOPHER PATROL	321037	P-0000015210 GOPHER PATROL SRVS AT CITY PARK:	140.50
			325820	P-0000015210	GOPHER PATROL SRVS AT CITY PARK:	290.00
			326165	P-0000015210	GOPHER PATROL SRVS AT CITY PARK:	245.00
			327314	P-0000015210	GOPHER PATROL SRVS AT CITY PARK:	180.00
						<b>Total : 855.50</b>
627463	12/25/2018	005646	GROSSBERG & HOEHN	11642	P-0000013941 HR LEGAL SERVICES	1,372.00
						<b>Total : 1,372.00</b>
627464	12/25/2018	000402	HACH COMPANY	11237777	P-0000015430 REPAIRD CHLORINE ANALYZER AT RIC	1,584.17
						<b>Total : 1,584.17</b>
627465	12/25/2018	002117	HILLTOP GEOTECHNICAL INC	16675	P-0000015333 MATERIAL TESTING FOR WATERLINE &	1,400.00
						<b>Total : 1,400.00</b>
627466	12/25/2018	003400	INFOSEND, INC	145588	P-0000015222 Printing & Mailing of Utility Bills FY	1,647.32

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627466	12/25/2018	003400 003400 INFOSEND, INC			(Continued)	Total : 1,647.32
627467	12/25/2018	000478 INLAND OVERHEAD DOOR COMPANY	43032	P-0000015024	REPAIR APPARATUS BAY DOORS	740.00
						Total : 740.00
627468	12/25/2018	003842 JAMES GRAY	1		REIMBURSEMENT FOR BLS PROVIDER	72.54
						Total : 72.54
627469	12/25/2018	005955 JAMES PINDER	993763871		ACCOUNT CLOSED PREPAY REFUNDE	27.66
						Total : 27.66
627470	12/25/2018	005958 LOMA LINDA CITRUS LANE LLC	993763800		ACCOUNT CLOSED REFUND OVERPAY	30.39
						Total : 30.39
627471	12/25/2018	001733 LOWE'S COMPANIES, INC.	25166	P-0000015044	FOAM DRAWER LINER ROLL 24FT LAD	331.62
			25397	P-0000015044	KOBALT TOOLS	276.31
			25935	P-0000015044	XMAS HARDWARE	17.33
			27008		PALLET OF READY MIX	179.95
				P-0000015044		
			27194	P-0000015044	SMALL TOOLS	56.27
			27366	P-0000015044	CRAFTSMAN TOOLS	265.12
			27431	P-0000015044	TOOLS	59.85
			27469	P-0000015044	CABLE AND TOOLS	61.37
			27514	P-0000015044	COIL	14.61
			27576	P-0000015044	BATTERIES 10FT TUBING	126.13
			27756	P-0000015044	SLIDE BOLT AND SCREWS	12.64
			27763	P-0000015044	NO DRIP STANDARD CAULK GUN	20.21
			27769	P-0000015044	LIGHT FIXTURE	40.93
						Total : 1,462.34
627472	12/25/2018	002875 LYNN MERRILL & ASSOCIATES, INC	FY 18-19-3	P-0000015234	NPDES INSPECTION & PROGRAM SUP	396.45
						Total : 396.45
627473	12/25/2018	004872 MAIL FINANCE INC, A NEOPOST USA COMPAN	N7473636	P-0000015097	Lease N17043418 Folder/Inserter	1,020.84
						Total : 1,020.84
627474	12/25/2018	005804 MCC PIPELINE INC	218-40-1	P-0000015443	EMERGENCY HYDRANT VALVE REPLA	7,070.09

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627474	12/25/2018	005804 005804 MCC PIPELINE INC	(Continued)			<b>Total : 7,070.09</b>
627475	12/25/2018	001935 NARCISCO VALDOVINOS, GOLDEN WEST LA	000730 000731 000732 000733 000734	P-0000015205 P-0000015204 P-0000015206 P-0000015207 P-0000015432	2018-19 MAINTENANCE CONTRACT FC 2018-19 ANNUAL LMD MAINT CONTRAC 2018-19 - MISC REPAIRS & MAINT IN LM MISC REPAIRS ON BARTON RD MEDIA EXTRA LANDSCAPE CLEAN UP ON BAI	3,139.66 10,622.81 3,561.37 387.09 2,166.50 <b>Total : 19,877.43</b>
627476	12/25/2018	001613 OFFICE DEPOT, INC	239315585001 242232649001 242233570001 243065284001 243066111001 243087813001 243092998001	P-0000015052 P-0000015052 P-0000015052 P-0000015052 P-0000015052 P-0000015052 P-0000015052	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	123.75 27.99 98.91 24.16 32.31 130.86 3.76 <b>Total : 441.74</b>
627477	12/25/2018	005232 P & P UNIFORMS	415685/4	P-0000015053	UNIFORMS	506.40 <b>Total : 506.40</b>
627478	12/25/2018	005037 PE FACILITY SOLUTIONS, LLC	124809 125021	P-0000015166 P-0000015157	JANITORIAL SRVS FOR CITY BUILDING BANQUET ROOM CLEANING OF COMM	6,112.00 2,250.00 <b>Total : 8,362.00</b>
627479	12/25/2018	001775 PHONG NGUYEN, MD	DEC 2018	P-0000015120	MEDICAL DIRECTOR SERVICES	5,000.00 <b>Total : 5,000.00</b>
627480	12/25/2018	000766 PRUDENTIAL OVERALL SUPPLY	22703935	P-0000015062	SHOPS RAGS	46.68 <b>Total : 46.68</b>
627481	12/25/2018	001701 ROBERT L. SMITH, BYRD INDUSTRIAL ELECT	1013-18 1116-18 1132-18 1135-18 1137-18	P-0000015433 P-0000015438 P-0000015067 P-0000015067 P-0000015438	REPLACED IAP MODULE - 1 MG RESE SERVICE ORDERS OF RTP FACILITY WELL & BOOSTER SERVICE REPAIR & WELL & BOOSTER SERVICE REPAIR & SERVICE ORDERS OF RTP FACILITY	2,009.99 1,211.76 1,338.23 360.00 485.88 <b>Total : 5,405.86</b>

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627482	12/25/2018	005957 ROCAYA MACMOD	155123478		VOID CITE #155123478	108.00
<b>Total :</b>						<b>108.00</b>
627483	12/25/2018	004562 ROGER E. FOX. M.D., FOX OCCUPATIONAL MI 91378-100760			TB TEST AND FLU VACCINE	190.00
<b>Total :</b>						<b>190.00</b>
627484	12/25/2018	001379 SAN BERNARDINO COUNTY, DENNIS DRAEGI 108375		P-0000015071	ASSESSOR PARCEL INFORMATION	6.00
<b>Total :</b>						<b>6.00</b>
627485	12/25/2018	000451 SITEONE LANDSCAPE SUPPLY, LLC	88223766-001 88269406-001	P-0000015073 P-0000015073	LANDSCAPE MATERIALS LANDSCAPE MATERIALS	14.86 52.11
<b>Total :</b>						<b>66.97</b>
627486	12/25/2018	005849 ST FRANCIS ELECTRIC	18108716 18108717 18108718	P-0000015168 P-0000015169 P-0000015169	ANNUAL TRAFFIC SIGNAL MAINT 2018- MISC TRAFFIC SIGNAL REPAIRS 2018- MISC TRAFFIC SIGNAL REPAIRS 2018-	1,662.50 1,771.09 1,990.00
<b>Total :</b>						<b>5,423.59</b>
627487	12/25/2018	001356 STAPLES BUSINESS ADVANTAGE	3398260458	P-0000015075	OFFICE SUPPLIES	41.76
<b>Total :</b>						<b>41.76</b>
627488	12/25/2018	001451 STATE OF CALIFORNIA, DEPT OF JUSTICE	341699		FINGERPRINT APPS	32.00
<b>Total :</b>						<b>32.00</b>
627489	12/25/2018	005561 STATEWIDE TRAFFIC SAFETY, & SIGNS	13003714 13003763 13003764 13003765	P-0000015077 P-0000015077 P-0000015077 P-0000015077	TRAFFIC SIGNS TRAFFICE SIGNS CREDIT FOR TRAFFIC SIGN TRAFFIC SIGNS	729.95 81.60 -47.96 47.96
<b>Total :</b>						<b>811.55</b>
627490	12/25/2018	005270 SUPERIOR AUTOMOTIVE WAREHOUSE	025099 025100 025334 025342  025343 025903	P-0000015079 P-0000015079 P-0000015079  P-0000015079 P-0000015079 P-0000015079	BATTERY AUTO PARTS OIL FILTER OIL FILTER AND OIL  CREDIT FOR BATTERY BATTERY	109.55 98.42 33.80 56.73  -98.42 103.91

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627490	12/25/2018	005270	005270 SUPERIOR AUTOMOTIVE WAREHOUSE (Continued)			<b>Total : 303.99</b>
627491	12/25/2018	001989	SWRCB FEES	WD-0137822 WD-0143046	P-0000015428 Annual Permit Fee with the State Water P-0000015434 Annual Permit Fee with the State Water	2,286.00 13,065.00 <b>Total : 15,351.00</b>
627492	12/25/2018	005206	SWRCB-DWOCP	1	RE-EXAMINATION FEE FOR ELIAS HER	45.00 <b>Total : 45.00</b>
627493	12/25/2018	002758	T K CONSTRUCTION, TROY KIRTLEY	2501	P-0000015335 WATERLINE & PAVEMENT REHAB AT D.	214,946.05 <b>Total : 214,946.05</b>
627494	12/25/2018	000213	TIME WARNER	0020150120718 0030597120218	P-0000015179 TV CABLE SERVICE VARIOUYS LOCATI P-0000015179 TV CABLE SERVICE VARIOUYS LOCATI	83.47 27.19 <b>Total : 110.66</b>
627495	12/25/2018	005925	TOT LOT PROS	1433	P-0000015445 COTTONWOOD PARK IMPROVEMENTS	47,042.14 <b>Total : 47,042.14</b>
627496	12/25/2018	005500	WEST COAST ARBORISTS INC	143203	P-0000015448 TREE TRIMMING ON BARTON RD	1,643.05 <b>Total : 1,643.05</b>
627497	12/25/2018	001919	WILLDAN	002-20228 002-20229	P-0000015092 BUILDING INSPECTION/PLAN CHECK S P-0000015092 BUILDING INSPECTION/PLAN CHECK S	280.00 4,650.54 <b>Total : 4,930.54</b>
1001215430	12/10/2018	000773	P.E.R.S.	3955868421	HEALTH INSURANCE PREMIUM-DEC 20	57,343.65 <b>Total : 57,343.65</b>
1001215431	12/10/2018	000773	P.E.R.S.	3955868421-Non PERS	HEALTH INSURANCE PREMIUM-DEC 20	1,288.36 <b>Total : 1,288.36</b>
1001216674	12/6/2018	000771	P.E.R.S.	1001216674/75/76/77	RETIREMENT CONTRIBUTIONS-11/11-1	53,268.83 <b>Total : 53,268.83</b>
<b>119 Vouchers for bank code : bofa</b>						<b>Bank total : 1,410,009.79</b>
<b>119 Vouchers in this report</b>						<b>Total vouchers : 1,410,009.79</b>

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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PAYROLL: \$305,104.11 12/13/2018

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos.  
428352; 627383 through 627497, 1001215430, 1001215431 & 1001216674 for a total  
disbursement of \$ 1,410,009.79, 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  
01/08/2019 and the City Treasurer is hereby directed  
to pay except as noted.

Rhodes Rigsby, Mayor

Voucher List  
CITY OF LOMA LINDA  
12-31-2018 Month-end

Bank code : bofa

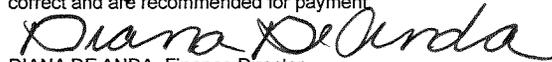
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
71207	12/31/2018	001044 U.S. BANK	2018122800071207		LL WATER REVENUE REFUNDING BON	78,088.17
					<b>Total :</b>	<b>78,088.17</b>
76249	12/28/2018	000454 ICMA RETIREMENT CORP	2018122800076249		ICMA CONTRIBUTIONS-12/09-12/22/201	21,984.62
					<b>Total :</b>	<b>21,984.62</b>
627498	12/27/2018	002218 SONIA FABELA	ADOPT-A- FAMILY		ADOPT-A-FAMILY STATER BROS GIFT C	180.00
					<b>Total :</b>	<b>180.00</b>
627499	12/27/2018	001965 J.L. LUZADAS	REQUEST		DEPENDENT CARE REIMBURSEMENT-	202.50
					<b>Total :</b>	<b>202.50</b>
627500	12/27/2018	001592 PHOENIX GROUP INFORMATION SYST	1120181143	P-0000015059	PARKING CITATION DELIQUENT NOTIC	51.96
					<b>Total :</b>	<b>51.96</b>
627501	12/27/2018	000840 CITY OF SAN BERNARDINO	133-132	P-0000015467	WATER PURCHASE	1,399.62
					<b>Total :</b>	<b>1,399.62</b>
627502	12/27/2018	000814 RIVERSIDE CONSTRUCTION CO INC	181001R	P-0000014796	RETENTION-CONTRACT CALIF/REDLAI	185,433.01
					<b>Total :</b>	<b>185,433.01</b>
627503	12/27/2018	005791 CENTURYLINK	76197459	P-0000015176	CITY INTERNET AND VOIP	4,803.33
					<b>Total :</b>	<b>4,803.33</b>
627504	12/27/2018	005961 PATRICIA NICKOLS-BUTLER	REQUEST		PARTIAL REFUND DUE TO THE COMMU	152.50
					<b>Total :</b>	<b>152.50</b>
627505	12/27/2018	005962 MYRNA BANAAG	REQUEST		PARTIAL REFUND DUE TO THE COMMU	107.50
					<b>Total :</b>	<b>107.50</b>
627506	12/27/2018	001989 SWRCB FEES	SW-0159603	P-0000015462	SWRCB - ANNUAL PERMIT FEE FAC ID	8,539.00
					<b>Total :</b>	<b>8,539.00</b>
1001224366	12/17/2018	000771 P.E.R.S.	1001224366		PERS RETIREMENT CONTRIBUTIONS-I	875.20
					<b>Total :</b>	<b>875.20</b>
1001225734	12/20/2018	000771 P.E.R.S.	1001225734/35/36/37		RETIREMENT CONTRIBUTIONS-11/25-/	53,280.66

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1001225734	12/20/2018	000771	000771 P.E.R.S.		(Continued)	Total : 53,280.66
13 Vouchers for bank code : bofa						Bank total : 355,098.07
13 Vouchers in this report						Total vouchers : 355,098.07

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 71207; 76249; 627498 through 627506, 1001224366 & 1001225734 for a total disbursement of \$ 355,098.07, 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 01-08-2019 and the City Treasurer is hereby directed to pay except as noted.

Rhodes Rigsby, Mayor

Voucher List  
CITY OF LOMA LINDA  
01-08-2019

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627507	1/3/2019	000265 DIANA DE ANDA	REQUEST		FLEX MEDICAL REIMBURSEMENT-2018	65.00
					<b>Total :</b>	<b>65.00</b>
627508	1/3/2019	002120 ALLIANT INS SVCS - SPEC EVENT	REQUEST 01-02-19		SPECIAL EVEN INSURANCE-4TH QTR 2	81.00
					<b>Total :</b>	<b>81.00</b>
627509	1/8/2019	000033 ALL AMERICAN ASPHALT	3203		ALL AMERICAN PREPAYMENT -FIRE HY	525.00
					<b>Total :</b>	<b>525.00</b>
627510	1/8/2019	005630 AMERICAN PAYROLL ASSOCIATION	MEMBERSHIP		MEMBERSHIP RENEWAL-309063	219.00
					<b>Total :</b>	<b>219.00</b>
627511	1/8/2019	005174 BRENT BILLINGSLEY, AUTOMATED WATER TF 634		P-0000014979	CALCIUM HYPOCHLORITE TABLETS	3,425.74
					<b>Total :</b>	<b>3,425.74</b>
627512	1/8/2019	000025 CINTAS CORPORATION NO 2	5012289291	P-0000014985	FIRST AID SUPPLIES	101.88
					<b>Total :</b>	<b>101.88</b>
627513	1/8/2019	000160 CLEAN STREET, INC	92283 92468	P-0000015154 P-0000015154	STREET SWEEPING SERVICES STREET SWEEPING SERVICES	3,767.77 511.08
					<b>Total :</b>	<b>4,278.85</b>
627514	1/8/2019	001173 COUNTY OF SAN BERNARDINO, DEPT OF INF 22897		P-0000014994	PAGER MONITORING SERVICES	13.71
					<b>Total :</b>	<b>13.71</b>
627515	1/8/2019	003345 ELIAS HERRERA	REIMBURSEMENT		REIMBURSEMENT FOR UNIFORM PUR	152.17
					<b>Total :</b>	<b>152.17</b>
627516	1/8/2019	005255 GOPHER PATROL	326052 326167 326169	P-0000015210 P-0000015210 P-0000015210	GOPHER PATROL SRVS AT CITY PARKS GOPHER PATROL SRVS AT CITY PARKS GOPHER PATROL SRVS AT CITY PARKS	295.00 120.00 275.00
					<b>Total :</b>	<b>690.00</b>
627517	1/8/2019	002571 K.D. ACOUSTICS	5443		CEILING TILE INSTALLATION AT THE LL	137.00
					<b>Total :</b>	<b>137.00</b>
627518	1/8/2019	004564 KTS NETWORKS, INC.	982401	P-0000015449	ANNUAL SHORETEL SUPPORT AGREE	5,496.67

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627518	1/8/2019	004564 004564 KTS NETWORKS, INC.	(Continued)			<b>Total : 5,496.67</b>
627519	1/8/2019	000566 LOMA LINDA ANIMAL HOSPITAL	STMT	P-0000015041	E & C ROOSTER-ANIMAL EMERGENCY	38.00
						<b>Total : 38.00</b>
627520	1/8/2019	001733 LOWE'S COMPANIES, INC.	27007 27668	P-0000015044 P-0000015044	CONCRETE BRICK SCREWS, DRILL BIT, SAFETY PIN & RO	3.23 47.29
						<b>Total : 50.52</b>
627521	1/8/2019	003470 MISSION LANE MAINTENCE CORP, C/O SONA LL1001		P-0000015450	City's share of the annual maintenance	4,986.00
						<b>Total : 4,986.00</b>
627522	1/8/2019	001613 OFFICE DEPOT, INC	245302206001 246489860001	P-0000015052 P-0000015052	PRINTER INK WALL CALENDAR, STAPLE REMOVER,	87.22 202.37
						<b>Total : 289.59</b>
627523	1/8/2019	005819 RESOURCES RECYCLING & RECOVERY	0000001161395		UNSPENT FUNDS FOR BEVERAGE CO	33.00
						<b>Total : 33.00</b>
627524	1/8/2019	000857 S.B. CO OFC AUDITOR/CONTR	NOV 2018		PARKING CITATIONS COLLECTED FOR	1,437.50
						<b>Total : 1,437.50</b>
627525	1/8/2019	003698 SCOTT ZEHRM, 2 KOI GUYS	INVOICE	P-0000015138	CITY FOUNTAIN ANNUAL MAINT	125.00
						<b>Total : 125.00</b>
627526	1/8/2019	005953 SOLVE IT! COMPANIES, LLC	36463	P-0000015423	MOUNTING BRACKETS & TABLET ENCI	1,742.10
						<b>Total : 1,742.10</b>
627527	1/8/2019	005849 ST FRANCIS ELECTRIC	18108719	P-0000015452	ASSIST AT INTERSECTION OF CALIFOF	1,543.50
						<b>Total : 1,543.50</b>
627528	1/8/2019	005206 SWRCB-DWOCF	REEXAMINATION FEE		REEXAMINATION FEE FOR ELIAS HERI	45.00
						<b>Total : 45.00</b>
627529	1/8/2019	001854 UNDERGROUND SERVICE ALERT OF	1120180141	P-0000015086	DIG ALERT NOTIFICATION	137.05
						<b>Total : 137.05</b>
627530	1/8/2019	004030 US TRONICS	M-12267NV18	P-0000015180	EMERGENCY SATELLITE PHONE SERV	167.85

Bank code : bofa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
627530	1/8/2019	004030 004030 US TRONICS	(Continued)			<b>Total : 167.85</b>
627531	1/8/2019	001977 VULCAN MATERIALS	72031136	P-0000015088	ASPHALT/CONCRETE	277.33
			72036614	P-0000015088	ASPHALT	154.83
			72036615	P-0000015088	ASPHALT	533.70
					<b>Total :</b>	<b>965.86</b>
627532	1/8/2019	001917 WILBUR E & JUNE PURVIS, WILBUR'S	39699	P-0000015091	LAWNMOWER REPAIR AND MAINTENA	263.40
			39911	P-0000015091	LAWNMOWER REPAIR AND MAINTENA	142.17
					<b>Total :</b>	<b>405.57</b>
627533	1/8/2019	003968 WINZER FRANCHISE CORPORATION	6247742	P-0000015094	UTILITY MARKER	251.14
					<b>Total :</b>	<b>251.14</b>
627534	1/8/2019	004538 WORK BOOT WAREHOUSE	56712	P-0000015095	RESCUE BOOT	275.00
					<b>Total :</b>	<b>275.00</b>
<b>28 Vouchers for bank code : bofa</b>						<b>Bank total : 27,678.70</b>
<b>28 Vouchers in this report</b>						<b>Total vouchers : 27,678.70</b>

PAYROLL: \$340,243.24 12/27/2018

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. 627507 through 627534 for a total disbursement of \$ 27,678.70, 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 01-08-2019 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

CITY COUNCIL AGENDA: January 8, 2019

TO: City Council

FROM: Diana De Anda, Finance Director/City Treasurer 

VIA: T. Jarb Thaipejr, City Manager

SUBJECT: November 2018 Treasurer's Report

Approved/Continued/Denied  
By City Council

Date \_\_\_\_\_

## RECOMMENDATION

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

CITY OF LOMA LINDA  
COMPOSITION OF CASH  
NOVEMBER 2018

**DEMAND DEPOSIT ACCOUNTS**

CITY - BANK OF AMERICA - MAIN CHECKING ACCOUNT	\$	1,285,663.99
Outstanding Checks as of month-end		(361,406.83)
<b>CITY - MAIN CHECKING ACCOUNT AVAILABLE BALANCE</b>	<b>\$</b>	<b>924,257.16</b>
<b>BANK OF AMERICA - PAYROLL</b>	<b>\$</b>	<b>27,038.49</b>
HOUSING AUTHORITY - BANK OF AMERICA - CHECKING ACCOUNT		232,203.29
Outstanding Checks as of month-end		(2,251.80)
<b>HOUSING AUTHORITY - CHECKING ACCOUNT AVAILABLE BALANCE</b>	<b>\$</b>	<b>229,951.49</b>
SUCCESSOR AGENCY - BANK OF AMERICA - CHECKING ACCOUNT		85,954.25
Outstanding Checks as of month-end		(1,752.00)
<b>SUCCESSOR AGENCY - CHECKING ACCOUNT AVAILABLE BALANCE</b>	<b>\$</b>	<b>84,202.25</b>

**DEMAND DEPOSIT ACCOUNTS - TOTAL** **\$ 1,265,449.39**

**INVESTMENTS**

**YIELD**

LOCAL AGENCY INVESTMENT FUND (LAIF)			
CITY	2.208%	\$ 40,557,317.33	
CITY - Former RDA Bond Proceeds	2.208%	2,945,953.67	
CITY -Total			43,503,271.00
SUCCESSOR RDA	2.208%		1,420,592.71
HOUSING AUTHORITY	2.208%		993,487.70

**INVESTMENTS TOTALS** **\$ 45,917,351.41**

**OTHER CASH**

IMPREST ACCOUNT	\$	500.00
CASH ON HAND		1,350.00

**OTHER CASH TOTAL** **\$ 1,850.00**

**CASH AND INVESTMENTS - GRAND TOTAL** **47,184,650.80**

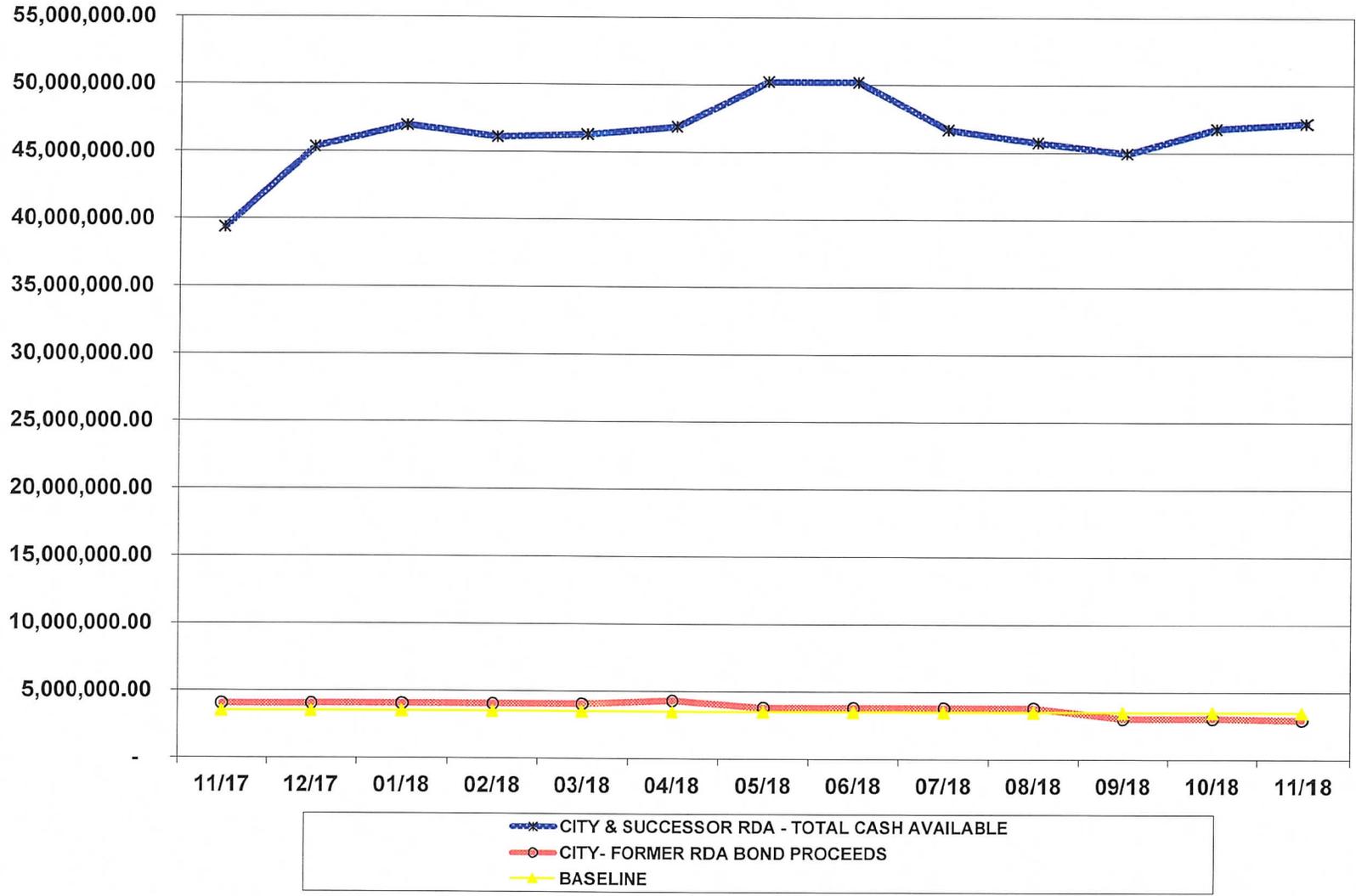
PREVIOUS MONTH 46,781,930.74

CHANGE +/- \$ 402,720.06

All investments are in accordance with the City Investment Policy, and as such, sufficient funds are available to meet the cash flow requirements of Loma Linda, including the next thirty days' obligations. City and Agency funds are pooled.

  
Treasurer

**CITY OF LOMA LINDA  
MONTHLY TREASURER'S REPORT 10/17-10/18**





# 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: January 8, 2019  
TO: City Council  
FROM: T. Jarb Thaipejr, City Manager JT  
SUBJECT: Council Bill #R-2019-01 – Repealing Resolution 2949 and Adopting the Measure I Five-Year Capital Improvement Plan for Fiscal Year 2017-18 through 2021-22.

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

## **RECOMMENDATION**

It is recommended that City Council repeal Resolution No 2949 and adopt Council Bill #R-2019-01 the Five Year Capital Improvement Program Fiscal Year 2017-18 through 2021-22.

## **BACKGROUND**

In August, 2017 the City adopted Resolution No. 2949 adopting the Five Year Capital Improvement Program for Fiscal Year 2017-18 through 2021-22. Staff utilized the County provided resolution model for this item inserting the agency name only. The County auditor recently completed their annual review and noticed a deficiency in their model resolution, unfortunately leaving out the required statement of Maintenance of Effort (MOE) base year component.

## **ANALYSIS**

Measure I funding was incorporated into several Capital Improvement Program projects during FY 17-18. The projects have been completed, paid for and reimbursements made. This item is to bring the city resolution into compliance with County Policy VLS-25 of the MSI Strategic Plan. See attached amended resolution.

## **FINANCIAL IMPACT**

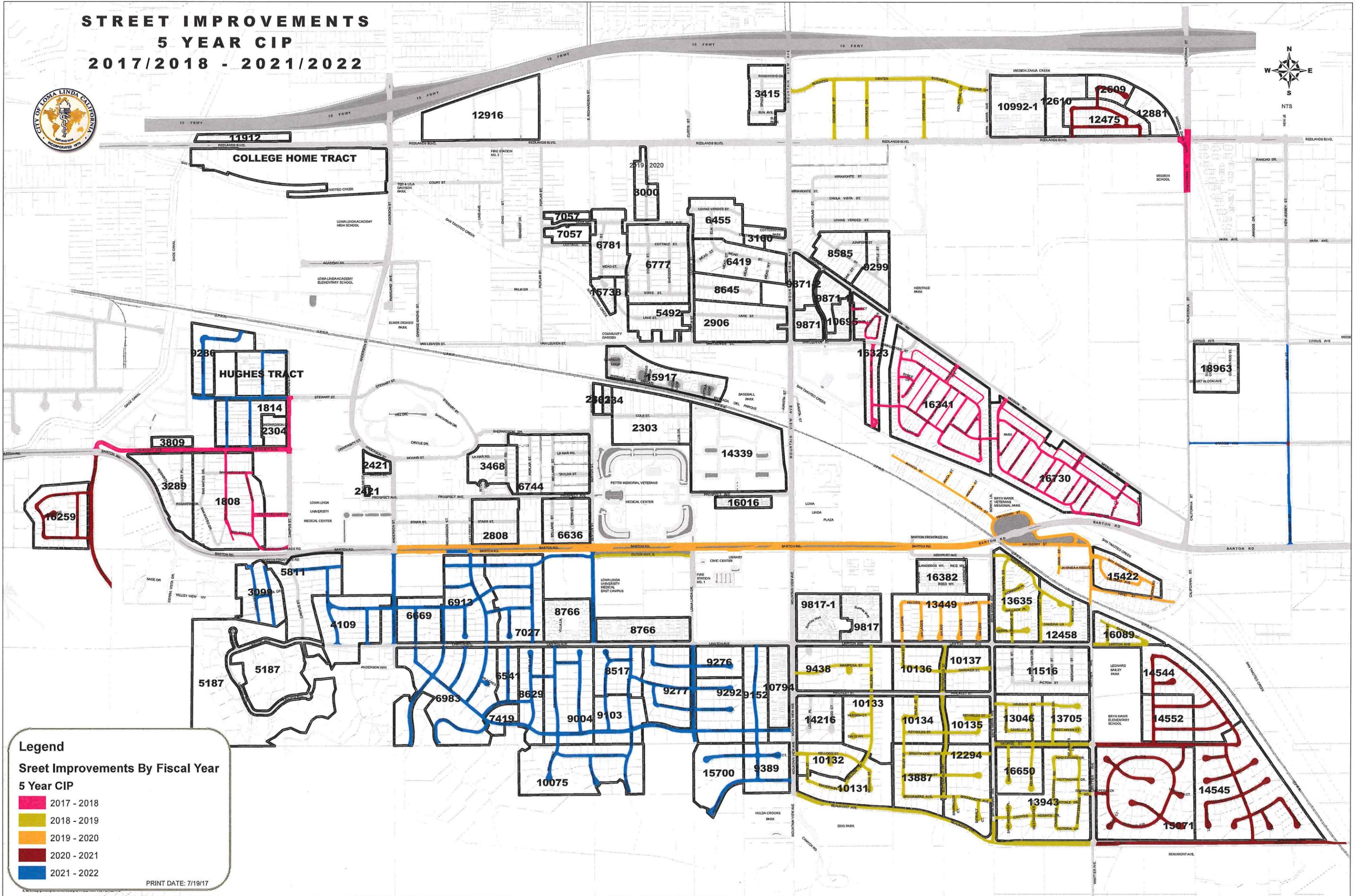
None at this time.

Attachments A - Measure I Five-Year Plan 2017-22  
B - Map  
C - Resolution  
D - Expenditure Strategy

\\CLL-SV-FILE\Public Works\Public Works Admin\Staff Reports\Amend Five Year CIP Resolution Fiscal Year 17-18 and 19-20.doc



# STREET IMPROVEMENTS 5 YEAR CIP 2017/2018 - 2021/2022



**Legend**

**Street Improvements By Fiscal Year**  
**5 Year CIP**

- █ 2017 - 2018
- █ 2018 - 2019
- █ 2019 - 2020
- █ 2020 - 2021
- █ 2021 - 2022

PRINT DATE: 7/19/17

**ATTACHMENT C**

RESOLUTION NO.\_\_\_\_

A RESOLUTION OF THE THE CITY COUNCIL OF THE CITY OF LOMA LINDA, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, REPEALING RESOLUTION 2949 AND ADOPTING THE MEASURE I FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAY CYEAR 2017/18 THROUGH FISCAL YEAR 2021/22

WHEREAS, San Bernardino County voters approved passage of Measure I in November 2004, authorizing the San Bernardino County Transportation Authority to impose a one-half of one percent retail transactions and use tax applicable in the incorporated and unincorporated territory of the County of San Bernardino; and

WHEREAS, revenue from the tax can only be used for transportation improvement and traffic management programs authorized in the Expenditure Plans set forth in Ordinance No. 04-1 of the Authority; and

WHEREAS, the Strategic Plan requires each local jurisdiction applying for revenue from the Local Street Program to annually adopt and update a Five-Year Capital Improvement Plan; and

WHEREAS, California Public Utilities Code 190300 and Ordinance No. 04-1 require each local jurisdiction to maintain General Fund expenditures for transportation-related construction and maintenance activities at the required Maintenance of Effort base year level in each fiscal year of the adopted Five-Year Capital Improvement Plan, for fiscal year 2017/18, the City of Loma Linda will maintain its General Fund expenditure at the MOE base year level of \$184,626;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Loma Linda, County of San Bernardino, State of California, that the Measure I Five-Year Capital Improvement Plan, attached to this resolution as Exhibit C, is hereby adopted.

PASSED AND ADOPTED at a meeting of the City Council of the City of Loma Linda County of San Bernardino held on January 8, 2019 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

---

Rhodes Rigsby, Mayor

ATTEST:

---

Barbara Nicholson, City Clerk

CITY OF LOMA LINDA

**MEASURE I CAPITAL IMPROVEMENT PLAN**

**EXPENDITURE STRATEGY**

**Fiscal Year 2017/2018 to Fiscal Year 2021/2022**

The City of Loma Linda is intent upon efficiently maintaining our existing roadway system. The streets in Loma Linda are constructed of asphalt concrete (AC). These streets are in various stages of their life expectancy. A typical AC street improvement has a life expectancy of 15-20 years. Through proper pavement management, this can be extended by as much as 20 years. Our strategy is to utilize a combination of slurry seal method, grind and overlay the top 0.1' and pulverize existing AC for base and repave for rehabilitation. This pavement management program has shown to be effective in delaying the eventual complete reconstruction, including subgrade, of a roadway segment.

Measure I funding is critical to this effort. We have dedicated the majority of funding to maintenance activities as described above along with the adjacent sidewalk, curb and gutter and access ramp maintenance. A portion of funding is earmarked for addressing increased capacity demand along certain segments that have experienced growth. New roadway segments may be considered in the future and will be addressed with CIP planning at that time.



# 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: January 8, 2018  
TO: City Council  
FROM: Konrad Bolowich, Assistant City Manager  
SUBJECT: Support Services for Internet Services

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

*TJT for KB*

### RECOMMENDATION

It is recommended that the City Council appropriate \$93,000 for support services provided for the LLCCP services for January through June 2019.

### BACKGROUND

Alethea, Inc. is a leader in the managed services and Internet Services Provider (ISP) management. They have been an integral partner with LLCCP in the continued operation of the program. The LLCCP is in negotiations to transfer operations off the LLCCP. In the interim, there is a requirement for desktop and help desk support as well as network administration. This appropriation is to cover cost for services which will be provided for the interim period.

### ANALYSIS

This appropriation is for services provided on an as needed basis at an hourly rate. Requirements relative to Redevelopment Dissolution and need to identify an economic valuation of the program have delayed implementation of the agreement. This support is in lieu of hiring a full time or contract employee for this transitional period.

### ENVIRONMENTAL

There is no environmental impact

### FINANCIAL IMPACT

Funds will be appropriated from fund balance in 40-5900 and allocated to account 40-5900-1820.



# 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: January 8, 2019

TO: City Council

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

SUBJECT: Approve Appropriation Request of \$100,000 from Park Development Fee Fund Balance to Park Capital Fund Account.

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

## **RECOMMENDATION**

It is recommended that City Council approve an appropriation of \$100,000 from Park Development Fee Fund Balance to Park Capital Fund Account.

## **BACKGROUND**

The City has several historic structures located in Heritage Park on Mission Road. Two of the structures have been renovated and are currently being leased. Another structure was recently relocated to the park and another structure is awaiting renovation.

## **ANALYSIS**

Approval of the appropriation will allow the Facilities and the Parks divisions to begin the renovation process. As the site grows additional infrastructure is required. These funds will be earmarked for the infrastructure upgrades.

## **FINANCIAL IMPACT**

Appropriate \$100,000 from General Fund balance to Park Capital Fund Account, 04-5320.



# 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: January 8, 2019

TO: City Council

FROM: T. Jarb Thaipejr, City Manager

SUBJECT: Appropriate Funding and Authorize an Additional Payment to CalPERS for the City of Loma Linda Unfunded Pension Obligation.

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

## RECOMMENDATION

It is recommended that City Council approve an appropriation and authorize the expenditure of \$8,500,000 from General Fund (\$6.593M), Sewer Fund (\$512K) and Water Fund (\$1.95M) for an additional payment to CalPERS for the pay down of the City's unfunded pension obligation.

## BACKGROUND

The City contracts with the California Public Employees' Retirement System (CalPERS) to provide retirement pension benefits for its employees, similar to most California communities. The City currently has four retirement pension plans with CalPERS – Classic Miscellaneous (2% @55), PEPRAs Miscellaneous (2% @62), Classic Safety (3% @55), and the PEPRAs Safety (2.7% @57). Unfortunately, with economic downturns, underestimated rising cost and CalPERS actuarial assumptions (financial and demographic) changes, the unfunded pension liabilities are projected to escalate at an alarming rate.

The League of California Cities published a study in January 2018 examining the effects of the rising pension costs throughout California. (<http://www.cacities.org/2018PensionSurvey>). The study revealed a substantial increase in required unfunded liability payments from cities, as much as doubling costs over the next seven (7) years.

Loma Linda has implemented several cost containment strategies since 2009, including reorganizing operations, reduction in staffing levels, and negotiating with employees to pay their share of the CalPERS contribution. In 2012, the State passed the Public Employees' Pension Reform Act (PEPRA) which took effect on January 1, 2013, reducing retirement formula for new hires. In October of 2017, the City Council approved the transfer of \$2,000,000 from general fund unassigned fund balance to assigned (unfunded liabilities) fund balance.

In May, 2014, City Council adopted a revised fund balance policy establishing the committed fund balance at \$3.5M, with the goal to increase to three (3) month of general fund operational expenditures. The current General Fund operational expenditures are \$1.722M/month, for a 3 month total of \$5.166M. As of June 30, 2018, general fund unrestricted (committed, assigned and unassigned) fund balance totaled \$15.4M including the committed fund balance of \$5.5M.

### **ANALYSIS**

The current City obligation is slightly over \$16M with an annual City contribution of a little over \$1.17M. Working with the CalPERS Actuary, three progressively increasing scenarios are presented with their associated cost/benefit. A \$7M additional CalPERS payment initially lowers the annual contribution by \$230K and lowers the interest accumulation liability by \$11.5M over 30 years. An \$8M additional CalPERS payment initially lowers the annual contribution by \$275K and lowers the interest accumulation liability by \$12.9M over 30 years. A \$9M additional CalPERS payment initially lowers the annual contribution by \$340K and lowers the interest accumulation liability by \$14.4M over 30 years.

In order to reduce the growing annual contribution payments and significantly reduce the future interest obligations, management is proposing an additional payment to CalPERS of \$8.5M to pay down the unfunded liability with the proposed funding to come from general fund, sewer fund and water fund (see distributions below).

### **FINANCIAL IMPACT**

Appropriate \$8,500,000 as shown below:

1. General Fund – \$6,593,000
  - a. Committed - \$3,500,000
  - b. Assigned - \$2,000,000
  - c. Unassigned - \$1,093,000
2. Sewer Fund - \$512,000
3. Water Fund - \$1,395,000



# City of Loma Linda Official Report

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

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

COUNCIL AGENDA: January 8, 2019  
TO: City Council  
FROM: Diana De Anda, Finance Director/City Treasurer  
VIA: T. Jarb Thaipejr, City Manager *T.J.T.*  
SUBJECT: Adopt Council Bill R-2019-02 for Committed Emergency  
Contingency Fund Balance, Repealing Resolution 2817 and  
Revising Fund Balance Policy.

## RECOMMENDATION

It is recommended City Council adopt Council Bill R-2019-02 approving the reduction to general fund committed fund balance from \$5.5M to \$2M, repeal resolution 2817 and revise the “City of Loma Linda Fund Balance Policy”.

## BACKGROUND

In Fiscal Year 2010-11, as part of the City's implementation of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, Council adopt the first fund balance policy and a resolution to established the committed fund balance at \$3.5M as a general fund “Emergency Contingency” reserve with a goal of eventually increasing this amount to three (3) months’ worth of operational expenditures (approx. \$5.1M). In Fiscal Year 2014-15, Council approved an additional \$2M to be added to the committed fund balance bring the total to \$5.5M. The policy also, set forth the guidelines for the use of committed funds for emergency purposes as defined in Loma Linda Municipal Code Section 2.28.020. Additionally, the policy explains the five components of fund balance and formally delegated to the City Manager or Finance Director, as required by the statement, the responsibility for the assignment of fund balance for specific purposes for inclusion in the annual financial reports.

## ANALYSIS

Over the past few years the City has been able to increase the balances in committed and assigned fund balance categories in efforts to mitigate future known (capital replacements and unfunded liabilities) and unknown (disaster emergencies) financial needs. One of the greatest emergencies facing most public agencies these days is their “Unfunded Accrued Liability (UAL)” and the sharp increases in the required annual contribution payments to the point of doubling over the next seven years. After careful consideration, including meeting with the Budget Committee and working with the Actuary at CalPERS, it has been determined that an effective use of fund balance would be to pay down the unfunded accrued liability using

committed, assigned and unassigned General fund balance. The reduction in future annual payments and the long term interest saving are significant for the long term financial health of the City and the funded status of our pension retirement plans to warrant the use of committed fund balance. As required per the GASB 54 and the Fund Balance Policy, the use of committed fund balance or a change of use requires the City Council level of approval via a resolution.

### **ENVIRONMENTAL**

None

### **FINANCIAL IMPACT**

Reduction in Committed Fund Balance from \$5,500,000 to \$2,000,000.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA, CALIFORNIA, ADOPTING THE CITY OF LOMA LINDA GENERAL FUND EMERGENCY CONTINGENCY COMMITMENT OF FUND BALANCE, AND REPEALING RESOLUTION 2817.

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued its Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions with the intent of improving financial reporting by providing fund balance categories that will be more easily understood; and

WHEREAS, the City Council of the City of Loma Linda has considered Financial Reporting Policy entitled "Fund Balance Policy for the General Fund" which outlines the policy and procedures enacted to accurately categorize and report fund balance in the General Fund; and

WHEREAS, the Financial Reporting Policy entitled "Fund Balance Policy for the General Fund" provides that the City Council may commit General Fund balance for specific purposes by taking formal action and these committed amounts cannot be used for any other purpose unless the City Council removes or changes the specific use through the same formal action taken to establish the commitment; and

WHEREAS, the City Manager has recommended to the City Council that the General Fund Emergency Contingency Commitment of General Fund balance be reduced From \$5,500,000 to \$2,000,000 for Fiscal Year 2018-19; and

WHEREAS, the Financial Reporting Policy entitled "Fund Balance Policy for the General Fund" states the intent of the City Council to increase this amount to two (2) months of regular General Fund operating uses in any subsequent fiscal year when financial resources are sufficient to do so; and

WHEREAS, the City Council has determined that the General Fund Emergency Contingency Commitment of General Fund balance should be approved at \$2,000,000 for Fiscal Year 2018-19 as recommended by the City Manager.

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

SECTION 1. The City Council hereby approves the General Fund Emergency Contingency Commitment of General Fund balance of \$2,000,000 for Fiscal Year 2018-19.

SECTION 2. The City Council has determined that the specific purposes for which the General Fund Emergency Contingency Commitment may be used are the declaration of a state or federal state of emergency or a local emergency as defined by Loma Linda Municipal Code Section 2.28.020 and these uses may only be changed by approval of a subsequent resolution.

SECTION 3. The City Council hereby confirms that in any fiscal year in which recurring sources exceed recurring uses in the General Fund, the amount of the General Fund Emergency Contingency Commitment of General Fund balance may be increased up to an amount equal to two (2) months of regular General Fund operating uses.

**APPROVED AND ADOPTED** this 8<sup>th</sup> day of January, 2018 by the following vote to wit:

Ayes:

Noes:

Abstain:

Absent:

---

Rhodes Rigsby, Mayor

**ATTEST:**

---

Barbara Nicholson, City Clerk

# City of Loma Linda

## Fund Balance Policy

### POLICY

The City of Loma Linda, California (the City) has enacted the following policy in an effort to ensure financial security through the maintenance of a healthy reserve fund that guides the creation, maintenance, and use of resources for financial stabilization purposes. The City's primary objective is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. The City seeks to maintain the highest possible credit ratings which are dependent, in part, on the City's maintenance of a healthy fund balance. The policy also authorizes and directs the Finance Director to prepare financial reports which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

### PROCEDURES/ DEFINITIONS

Fund balance is essentially the difference between the assets and liabilities reported in a governmental fund. There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.

1. Nonspendable fund balance - Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund).
2. Restricted fund balance - Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government) through constitutional provisions or by enabling legislation.
3. Committed fund balance - Amounts constrained to specific purposes by a government itself using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.
4. Assigned fund balance - Amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.
5. Unassigned fund balance - Amounts that are available for any purpose; these amounts are reported only in the General Fund.

The first two components listed above are not addressed in this policy due to the nature of their restrictions. This policy is focused on financial reporting of unrestricted fund

balance, or the last three components listed above. These three components are further defined below.

#### Committed Fund Balance

The City Council, as the City's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as an ordinance or resolution. These committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use through the same type of formal action taken to establish the commitment. City Council action to commit fund balance needs to occur within the fiscal reporting period; however the amount can be determined subsequently.

- General Fund Emergency Contingency

The City's General Fund balance committed for emergency contingencies is established at \$2,000,000. The City Council has resolved to increase this amount to two (2) months of regular general fund operating expenditures in any fiscal year in which recurring sources exceed recurring uses in the General Fund.

As defined in the resolution establishing this commitment, the specific uses are listed as the declaration of a state or federal state of emergency or a local emergency as defined in Loma Linda Municipal Code Section 2.28.020. The City Council may, by the affirming vote of three members, change the amount of this commitment and/or the specific uses of these monies.

#### Assigned Fund Balance

Amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. This policy hereby delegates the authority to assign amounts to be used for specific purposes to the Finance Director for the purpose of reporting these amounts in the annual financial statements. A few examples of assigned fund balance follow.

- Continuing Appropriations

Fund balance levels must be sufficient to meet funding requirements for projects approved in prior years and which must be carried forward into the new fiscal year.

- Debt Service

Established to provide for future debt service obligations.

- Budget Balancing Measures

Funds set aside for the purpose of stabilizing the delivery of City services during periods of operational budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures. To be established at \$1,000,000. The City Council has resolved to increase this amount to one (1) months of regular general fund operating expenditures in any fiscal year in which recurring sources exceed recurring uses in the General Fund.

#### Unassigned Fund Balance

These are residual positive net resources of the general fund in excess of what can properly be classified in one of the other four categories.

#### Fund Balance Classification

The City will spend the most restricted dollars before less restricted in the following order:

- a. Nonspendable (if funds becomes spendable)
- b. Restricted
- c. Committed
- d. Assigned
- e. Unassigned

The accounting policies of the City consider restricted fund balance to have been spent first when an expenditure is incurred for the purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be reduced first, followed by assigned amounts and then unassigned amounts.

This policy is in place to provide a measure of protection for the City against unforeseen circumstances and to comply with GASB Statement No. 54.



# 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: January 8, 2019

TO: City Council

FROM: Diana De Anda, Finance Director/City Treasurer

VIA: T. Jarb Thaipejr, City Manager

SUBJECT: Adopt Council Bill R-2019-03, Approving a Loan from the General Fund to Sewer Fund.

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

## RECOMMENDATION

It is recommended that the City Council adopt Council Bill R-2019-03, approving a \$410,000 loan from the City general fund to the sewer fund.

## BACKGROUND

Over the last ten years the sewer fund has not been able to fully meet its operational financial requirements and has had to previously borrow from other funds on a temporary basis in order to meet its cash flow needs. The City has recently proposed new sewer rates which will increase over the next five years. These rate increases will mitigate the cash flow and operational financial shortfalls, which will improve the long term operations of the sewer system.

## ANALYSIS

Management has proposed an additional payment of the CalPERS "Unfunded Accrued Liability (UAL)" in order to reduce future required contribution payment and significantly save on long term interest cost associated with the UAL. The sewer fund's share of the additional payment is \$512,000. Due to cash flow operational needs, it will be necessary for the sewer fund to borrow \$410,000 from the general fund in order to make the payment for the unfunded liability. The terms are outlined in Council Bill R-2019-03.

## FINANCIAL IMPACT

Loan in the amount of \$410,000 from general fund unassigned fund balance to sewer fund.

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA CALIFORNIA APPROVING A LOAN FROM THE GENERAL FUND TO THE SEWER FUND**

**WHEREAS**, the City of Loma Linda is desirous of paying down the unfunded portion of the City's CalPERS obligation; and

**WHEREAS**, the Sewer Fund is lacking \$410,000 to make this CalPERS unfunded liability payment and therefore requires a loan in order to accomplish the payment;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF LOMA LINDA CITY COUNCIL THAT:**

Section 1. The foregoing recitals are true and correct and constitute a substantive part of this Resolution.

Section 2. The City of Loma Linda hereby approves a loan in the amount of \$410,000 from the General Fund to the Sewer Fund upon approval of the CalPERS Unfunded Liability payment. Outstanding principal on the amounts loaned hereunder shall accrue interest at the Local Agency Investment Fund ("LAIF") rate pursuant to Section 16429.1 et seq. of the California Government Code and as computed by the City Treasurer until such amounts have been fully repaid.

Section 3. Said loan shall be repaid to the City at such time as receipts from the Sewer Fund shall permit.

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

Section 5. The City Clerk shall certify to the adoption of this Resolution.

**APPROVED AND ADOPTED** this 8<sup>th</sup> day of January, 2018 by the following vote to wit:

Ayes:

Noes:

Abstain:

Absent:

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

**ATTEST:**

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

LOMA LINDA HOUSING AUTHORITY

AGENDA

REGULAR MEETING OF JANUARY 8, 2018

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, January 8, 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 February 12 2019 meeting must be submitted in writing to the City Clerk no later than Noon, Tuesday, January 29, 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 December 11, 2018

**H.**     **Chair and Member Reports**

**I.**     **Reports of Officers**

**J.**     **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: January 8, 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  
12/20/2018 9:43:15AM

Voucher List  
CITY OF LOMA LINDA  
12-25-2018 HA

Bank code : bofaha

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2094	12/11/2018	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC	36421		PROFESSIONAL/LEGAL SERVICES	33.25
					Total :	33.25
2095	12/13/2018	005395 USBANK EQUIPMENT FINANCE	372137331 HA	P-0000015162	PRINTERS LEASE AGREEMENT	27.01
					Total :	27.01
2096	12/25/2018	005791 CENTURYLINK	75868097 HA	P-0000015176	CITY INTERNET AND VOIP	2.80
					Total :	2.80
2097	12/25/2018	001799 STRADLING, YOCCA, CARLSON, & RAUTH	349346-0000		PROFESSIONAL/LEGAL SERVICES	2,190.00
			349347-0006		PROFESSIONAL/LEGAL SERVICES	817.80
					Total :	3,007.80
4 Vouchers for bank code : bofaha						Bank total : 3,070.86
4 Vouchers in this report						Total vouchers : 3,070.86

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.  
2094 through 2097 for a total  
disbursement of \$ 3,070.86, 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  
01/08/2019 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
2098	1/8/2019	004564 KTS NETWORKS, INC.	982401 HA	P-0000015449	ANNUAL SHORETEL SUPPORT AGREE	46.33
<b>Total :</b>						<b>46.33</b>
1 Vouchers for bank code : bofaha						<b>Bank total : 46.33</b>
1 Vouchers in this report						<b>Total vouchers : 46.33</b>

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 2098 through 2098 for a total disbursement of \$ 46.33, 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 01-08-2019 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: January 1, 2019  
TO: Housing Authority Board  
SUBJECT: Minutes of December 11, 2018

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

It is recommended that the City Council approve the minutes of December 11, 2018.

Loma Linda Housing Authority

Minutes

A Regular Meeting of December 11, 2018

A regular meeting of the Loma Linda Housing Authority was called to order by Chairman Rigsby at 9:16 p.m., Tuesday, November 13, 2018, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Board Members Present:	Chairman Rhodes Rigsby Vice Chairman John Lenart Ovidiu Popescu Phill Dupper Ron Dailey
Board Members Absent:	None
Others Present:	Executive Director T Jarb Thaipejr 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-2018-19 – Consent Calendar**

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

The Demands Registers dated:

- November 27, 2018 with commercial demands totaling \$3,721.61;
- December 11, 2018 with commercial demands totaling \$138.67.

The minutes of November 13, 2018 as presented.

The meeting adjourned at 9:17 p.m. to December 18, 2018 at 7:00 p.m.

Approved at the meeting of \_\_\_\_\_.

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Secretary

CITY OF LOMA LINDA  
CITY COUNCIL AS SUCCESSOR AGENCY  
TO THE LOMA LINDA REDEVELOPMENT AGENCY

AGENDA

REGULAR MEETING OF JANUARY 8, 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, January 8, 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 February 12, 2019 meeting must be submitted in writing to the City Clerk no later than Noon, Tuesday, January 29, 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 Register
2.       Minutes of December 11, 2018

**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: January 8, 2019  
TO: Board Members  
SUBJECT: Demands Register

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

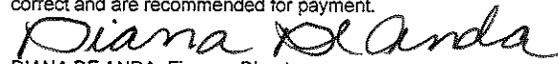
It is recommended that the Successor Agency Board approve the attached list of demands for payment.

Bank code : bofasa

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1311	12/11/2018	000266 ROBBINS & HOLDAWAY, A PROFESSIONAL CC	36412		PROFESSIONAL/LEGAL SERVICES	33.25
<b>Total :</b>						<b>33.25</b>
1312	12/25/2018	001799 STRADLING, YOCCA, CARLSON, & RAUTH	349350-0000		PROFESSIONAL/LEGAL SERVICES	4,584.40
<b>Total :</b>						<b>4,584.40</b>
2 Vouchers for bank code : bofasa					<b>Bank total :</b>	<b>4,617.65</b>
2 Vouchers in this report					<b>Total vouchers :</b>	<b>4,617.65</b>

CLAIMS VOUCHER APPROVAL

I have reviewed the above listing of payments on check nos. 1311 through 1312 for a total disbursement of \$ 4,617.65, 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 01/08/2019 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: January 1, 2019  
TO: Board Members  
SUBJECT: Minutes of December 11, 2018

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

It is recommended that the City Council approve the minutes of December 11, 2018.

City of Loma Linda  
City Council as Successor Agency  
To the Loma Linda Redevelopment Agency  
Minutes  
Regular Meeting of December 11, 2018

A special meeting of the City Council as Successor Agency to the Loma Linda Redevelopment Agency was called to order by Mayor Rigsby at 9:17 p.m., Tuesday, December 11, 2018, in the City Council Chamber, 25541 Barton Road, Loma Linda, California.

Councilmen Present:	Mayor Rhodes Rigsby Mayor pro tempore John Lenart Ovidiu Popescu Phill Dupper Ron Dailey
Councilmen Absent:	None
Others Present:	City Manager T. Jarb Thaipejr City Attorney Richard Holdaway

**SA-2017-15 - Consent Calendar**

**Motion by Dailey, seconded by Lenart and unanimously carried to approve the following items:**

The demands registers dated:

- December 11, 2018 with commercial demands totaling \$550.00;
- November 27, 2018 with commercial demands totaling \$5,250.25.

The Minutes of November 13, 2018 as presented.

The Administrative Budget for the period of July 1, 2019 through June 30, 2020.

**Resolution No. 2996**

A resolution of the City Council of the City of Loma Linda acting as Successor agency to the Loma Linda Redevelopment Agency approving an Administrative Budget for the period of July 1, 2019 through June 30, 2020

The Recognized Obligation Payment Schedule (ROPS) for the period of July 1, 2019 through June 30, 2020.

**Resolution No. 2997**

A resolution of the City Council of the City of Loma Linda acting as Successor Agency to the Loma Linda Redevelopment Agency approving a Recognized Obligation Payment Schedule for the period July 1, 2019 through June 30, 2020

The meeting adjourned at 9:18 p.m.

Approved at the meeting of \_\_\_\_\_.

\_\_\_\_\_  
City Clerk