



CITY OF GRAND TERRACE

City Council

AGENDA • May 13, 2025

Council Chambers

AMENDED Special Meeting
Workshop

4:00 PM

Grand Terrace Civic Center • 22795 Barton Road

COMMENTS FROM THE PUBLIC

The public is encouraged to address the City Council on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council, please complete a Request to Speak card located at the front entrance and provide it to the City Clerk. Speakers will be called upon by the Mayor at the appropriate time and each person is allowed three (3) minutes speaking time.

The City wants you to know that you can also submit your comments by email to ccpubliccomment@grandterrace-ca.gov. To give the City Clerk adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to 5:00 p.m.; or if you are unable to email, please call the City Clerk's Office at (909) 954-5207 by 5:00 p.m.

If you wish to have your comments read to the City Council during the appropriate Public Comment period, please indicate in the Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on. Comments that you want read to the City Council will be subject to the three (3) minute time limitation (approximately 350 words).

Pursuant to the provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

PLEASE NOTE: Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, 1st Floor Lobby Area and 2nd Floor Reception Area during regular business hours and on the City's website www.grandterrace-ca.gov. For further information regarding agenda items, please contact the office of the City Clerk at (909) 954-5207, or via e-mail at dalcocer@grandterrace-ca.gov.

Any documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's office at City Hall located at 22795 Barton Road during normal business hours. In addition, such documents will be posted on the City's website at www.grandterrace-ca.gov.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office, (909) 954-5207 at least 48 hours prior to the advertised starting time of the meeting. This will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible [28 CFR 34.102.104 ADA Title II].

Call to Order

Pledge of Allegiance

Roll Call

A. PUBLIC COMMENT

This is the opportunity for members of the public to comment on any items not appearing on the regular agenda. Because of restrictions contained in California Law, the City Council may not discuss or act on any item not on the agenda, but may briefly respond to statements made or ask a question for clarification. The Mayor may also request a brief response from staff to questions raised during public comment or may request a matter be agendaized for a future meeting.

B. NEW BUSINESS

- 1) Budget Workshop FY 2025-2026

RECOMMENDATION: RECIEVE & FILE

DEPARTMENT: City Manager

C. ADJOURN

The next Regular City Council Meeting will be held on May 13, 2025, at 6:00 PM. Any request to have an item placed on a future agenda must be made in writing and submitted to the City Clerk's office.



AGENDA REPORT

MEETING DATE: May 13, 2025

TITLE: Budget Workshop FY 2025-2026

PRESENTED BY: Konrad Bolowich, City Manager

RECOMMENDATION: **RECIEVE & FILE**

2030 VISION STATEMENT:

This staff report supports the City Council's Mission: to preserve and protect our community and its exceptional quality of life through thoughtful planning, within the constraints of fiscally responsible government.

BACKGROUND:

Please see Discussion

DISCUSSION:

This Special Meeting Workshop provides an opportunity for city staff to discuss delivery of the City Council priorities based on resources and organizational capacity. Staff align their priorities based on anticipated work hours, costs, and perceived importance to the community. Additionally, staff will provide the City Council with FY 2024–2025 Successes and FY 2025-2026 Goals & Objectives by department.

ENVIRONMENTAL IMPACT:

None.

FISCAL IMPACT:

None.

CODE ENFORCEMENT FY 2024-2025 ANNUAL STATISTICS

2024-25 HIGHLIGHTS

- Implementation of the Neighborhood Preservation Project. Start 201 properties. Current 180.
- Enforcement of dog license compliance.
- Microchip code created for dog ownership.
- Enforcement of Recreational Vehicle/Utility trailer parking and storage compliance on a continual basis.
- Lawn parking enforcement.
- Ongoing graffiti/blight clean up.
- Unpermitted vendors enforcement= 9 identified, tracked, and removed from city limits.
- Implementation of an educational resource pamphlet for vendors.
- Homeless Camp areas (4) identified, monitored, cleaned up on a schedule to deter illegal camping.
- Informational Bulletin Posting Kiosk designed and installed at dog park to encourage community interaction.

2025-26 GOALS & OBJECTIVES

- Maintain dog license compliance per GTMC.
- Maintain Recreational Vehicle/Utility Trailer compliance per GTMC.
- Maintain vendor compliance.
- Maintain Neighborhood Preservation Program per GTMC.
- Improve Animal Control and Code Enforcement Website presence online on City Website.
- Upgrade Community Education Via POP UPS and events centered around animal/wildlife education.
- Upgrade Community Education via informational postings and hand outs regarding GTMC specific Health and Safety Codes.
- Streamline processes internally regarding Code and Animal Cases.

Code Enforcement Activities & Responsibilities FY 2024-2025

| Actual FY 2023-24 | |
|--------------------------------------|-----|
| # of Parking Citations Issued | 349 |
| # of Code Enforcement Cases | 115 |
| # of Animal Licenses Issued | 395 |
| # of Animal Control Citations Issued | 72 |

PROGRAM DESCRIPTION

Code Enforcement/Animal Control division is responsible for the enforcement of codes for the City of Grand Terrace to protect the integrity of public health, safety, and welfare of both humans and animals. Code enforcement officers investigate complaints and violations of the City and State codes. Maintaining compliance of the City and State codes contributes to saving lives. Grand Terrace Code Enforcement officers are trained professionals who demonstrate commitment to excellence in this profession.

SENIOR CENTER FY 2024-25 ANNUAL STATISTICS

2024-25 HIGHLIGHTS

- Served lunch, assisted programs, cleaned, and socialized with seniors.
- Decorated the center for Christmas.
- Information session on anxiety, depression, and stress.
- Christmas party.
- Meal, raffle prizes, and caroling.
- Valentine's Day celebration with entertainment.
- Helped residents with utility assistance applications.
- Hosted San Bernardino County Office on Aging and Adult Services information booth (twice monthly).
- Easter egg hunt with prizes for over 25 seniors.
- Information booth provides resources on various needs (disability, health, housing, etc.)
- Completed the following 2024-25 goals
- The Senior Center hosted 72 rental events.

2025-26 GOALS & OBJECTIVES

- **Senior Enrichment and Support Program**
 - Promote social connection, enhance health, and support independence among seniors in our community.
- **Combat Social Isolation:**
 - Organize regular trips to social and cultural events.
 - Promote interaction and the development of new friendships through shared experiences.
- **Improve Mental and Physical Health:**
 - Provide daily hot meals to address potential nutritional deficiencies.
 - Offer creative and artistic programs to enhance mental health and fine motor skills.
 - Implement live music performances to stimulate positive emotions and memories.
 - Increase daily activities by implementing activities such as walking class, gardening class, computer and cell phone instructional classes, CPR and First Aid classes and movie nights in the garden and instructional classes in operating the exercise equipment located in the garden.
- **Increase Resource Awareness:**
 - Partner with San Bernardino County Department of Aging and adult services to connect seniors with available resources and services.
 - Host information booths to provide resources on various needs (disability, health, housing, etc.).
- **Enhance Independence:**
 - Helping with utility assistance applications to ease financial burdens.
 - Encourage participation in gardening programs for therapeutic and physical benefits.
- **Celebrate Holidays:**
 - Organize inclusive holiday parties to create joyful, connected experiences.
 - Celebrate the diverse backgrounds of all seniors.
 - Capture and preserve memories through photographs and storytelling.

**SENIOR CENTER
FY 2024-25 ANNUAL STATISTICS**

| |
|--|
| Senior Center Activities & Responsibilities |
| Actual FY 2024-25 Data as of January 2025 |
| # of Meals Serves – 5,198 |
| <p>As of January 2025, we have provided a total of 8,794 units of service across various activities offered at the Senior Center, including Bingo, Exercise, Arts & Crafts, Pool Club, and Senior Meals. These categories encompass a variety of specific activities within each area. For example, under Arts & Crafts, activities such as sewing and painting are offered. If a single participant attends all five categories' activities every day of the week, they will account for 35 units of service per week, illustrating the level of engagement within our programs.</p> |

Grand Terrace Senior Center Overview

Operated by the Family Services Association, the Grand Terrace Senior Center provides a welcoming and engaging environment for active older adults. Open Monday through Friday from 8:00 AM to 3:00 PM, the center offers a wide variety of programs focused on health, creativity, and social connection.

A dedicated Senior Coordinator oversees daily operations to ensure all activities run smoothly. One of the center’s standout features is its restaurant-style lunch program, serving nutritious meals at no cost to participants each day.

Recent improvements include the installation of an automatic gate to secure the kitchen counter. A new coffee station, designed for easier access, will soon be added near the kitchen.

Looking ahead, the City of Grand Terrace plans to extend the center’s hours and transition management to city staff to further enhance services.

Outside regular hours, the facility serves as a valuable resource for the broader community. Local groups such as the Grand Terrace Women’s Club, along with individual residents, frequently use the space for meetings and special events.

SENIOR TRANSPORTATION FY 2024-2025 ANNUAL STATISTICS

2024-25 HIGHLIGHTS

- Sustained the Satisfactory rating for Safety Compliance with FMCSA.
- Increased rider participation in the senior transportation program.
- Increased scheduled trip events.
- Continuation of the buddy system for scheduled trip events for non-GT residents.
- Vehicle wrapping of the new electric senior transportation bus with new design completed.

2025-26 GOALS & OBJECTIVES

- **Maintain Safety Standards**
Continue to sustain a *Satisfactory* safety compliance rating with the Federal Motor Carrier Safety Administration (FMCSA).
- **Increase Program Engagement**
Expand rider participation in the Senior Transportation Program through outreach and enhanced service offerings.
- **Enhance Scheduled Trip Opportunities**
Increase the number and variety of scheduled trip events to better meet the interests and needs of participants.
- **Expand the Buddy System**
Extend the buddy system to include non-Grand Terrace residents for scheduled trips, promoting inclusivity and community connection.

Senior Transportation Activities & Responsibilities FY 2024-2025

| Senior Transportation Activities & Responsibilities FY 2024-2025 | |
|--|--------------------------|
| | Actual FY 2024-25 |
| Trips (862) | |
| Riders (460) | |

SENIOR TRANSPORTATION FY 2024-2025 ANNUAL STATISTICS

Grand Terrace Senior Transportation Overview

The City of Grand Terrace Senior Transportation Program is designed to support the well-being and independence of our senior residents by providing safe and reliable transportation. This vital service is available to seniors and individuals with disabilities who reside in Grand Terrace and require specialized transportation assistance.

Program Goals

The primary goal of the program is to ensure that our most vulnerable residents have access to essential services and resources, including:

- Medical and dental appointments
- Grocery stores and pharmacies for life-sustaining necessities
- Social and community events to encourage connection and reduce isolation

By offering accessible transportation, the program plays a key role in helping participants maintain a balanced, active, and healthy lifestyle.

PUBLIC WORKS FY 2024-25 ANNUAL STATISTICS

2024-25 HIGHLIGHTS

- Repaired a 4" main line at Veterans Park, resolving a water leak affecting the field.
- Replaced stolen benches at Veterans Park and added a grandstand.
- Completed the annual street rehabilitation project.
- Closed VW Mitigation Trust Fund grant, reimbursed \$160k, funded new electric senior bus.
- Closed Per Capita grant, reimbursed \$185k, replaced playground surfaces at Richard Rollins and Veterans Freedom Park.
- Revised facility use fees, created pricing structure for nonprofits and community groups.
- Updated street excavation and tree ordinance.
- Achieved goal #3: Implemented tree planting program, held successful Earth Day event with 29 trees planted.
- Installed 11 solar light bollards at Rollins Park.
- Recovered \$13,750 owed to the city based on an agreement related to the existing charging stations.

2025-26 GOALS & OBJECTIVES

Goal 1: Maximize Use of Community Spaces

Begin a phased approach to launching a recreation program to optimize the use of the community room and senior center spaces.

Goal 2: Strengthen Community Collaboration

Establish partnerships with residents for community-driven projects, such as park cleanups and beautification efforts.

Goal 3: Enhance Public Safety and Infrastructure Quality

Complete 90% of urgent repair work orders within 48 hours of receipt.

Goal 4: Improve Communication and Transparency

Develop a communication plan to ensure timely and accurate information dissemination to the public regarding maintenance activities and schedules.

Public Works Activities & Responsibilities

Actual FY 2024-25

A total of 727 work orders have been completed in GovPilot. The top five complaints, ranked by the number of work orders, are as follows:

1. Property Maintenance: 84 work orders
2. Overgrowth: 55 work orders
3. Pothole/Street Repair: 323 work orders
4. Tree Related: 36 work orders
5. Sidewalk Issues: 29 work orders

Since the implementation of the dumpster in the parking lot, the average response time for maintenance to address illegal dumping is 5.6 days.

PROGRAM DESCRIPTION

The Public Works Department is responsible for maintaining and managing city facilities, including the Senior Center and public parks. Our team consists of 5 maintenance staff, 2 administrative staff, and 1 engineering staff member who oversees larger-scale street projects. In addition to managing public spaces, we take care of the public right-of-way, which includes tree and sidewalk care. Our maintenance staff also assists with all city events, responds to after-hours service calls, and handles emergency situations. We also manage public works-related contracts and oversee grants. As part of our government relations efforts, we engage with county, state, and federal lawmakers to ensure the city receives the support necessary for ongoing projects and services, while also fostering collaboration with local organizations and community residents.

BUILDING & SAFETY FY 2024-2025 ANNUAL STATISTICS

2024-25 HIGHLIGHTS

- Issued permits for commercial tenant improvements including a new laundromat, diesel vehicle repair, and dental office
- Successful implementation of an automated permit processing program for solar permits
- Issued 402 permits with a total construction valuation cost of over \$7.5 million
- Certificates of Occupancy issued for businesses to operate including Baskin Robbins, Piarra Pizza, Juice's Music Shop, Loud Burger Dine-In, RM Photography, and Origins Game Shop

2025-26 GOALS & OBJECTIVES

- Implement process for application of online permits and digital plan submittal
- Develop Planning & Public Works staff to gain a better understanding of technical duties including inspections, plan reviews, and issuance of permits through cross-training
- Digitize all Building & Safety records including all permits and building plans for easier access and quicker turnaround times with Public Records Requests (PRR)
- Implement the updated development impact fee schedule for new incoming projects after successful completion of a thorough fee study and adoption by City Council

| Building & Safety Activities & Responsibilities FY 2024-2025 | |
|--|--------------------------|
| | Actual FY 2024-25 |
| Residential Permits Issued - | 387 |
| Commercial Permits Issued - | 15 |
| # of Inspections Completed - | 814 |

PROGRAM DESCRIPTION

The Building & Safety Division ensures that all residential, commercial, and other construction in the City meets or exceeds the minimum requirements of codes that have been adopted by both the State of California and the City of Grand Terrace. The Department also checks for compliance with state mandates, building practices, manufacturer requirements and specific design.

The Building and Safety Division serves the residents and developers within the city by:

- Answering general questions relating to construction, inspections, permits, etc.
- Providing plan review services.
- Issuing grading and building permits.
- Providing field inspections for construction projects with active permits.



Grand Terrace Law Enforcement Summary 2024/2025 Report

MARK ADDY, SERGEANT

SAN BERNARDINO COUNTY SHERIFF'S DEPARTMENT

maddy@SBCSD.ORG



Current Contract – What Our Service Includes



**SCHEDULE A
Law Enforcement Services Contract
City of Grand Terrace
2024-25**

| <u>LEVEL OF SERVICE</u> | <u>FY 2024-25 COST</u> |
|---|------------------------------------|
| 0.21 - Lieutenant | 85,748 ¹ |
| 0.90 - Sergeant | 299,682 ¹ |
| 0.56 - Detective/Corporal | 158,135 ¹ |
| 5.76 - Deputy Sheriff Tier 2 | 1,361,445 ¹ |
| 0.14 - Sheriff's Service Specialist | 13,120 ¹ |
| 1.26 - Office Specialist | 111,979 ¹ |
| 3.00 - Marked Unit | 65,138 ² |
| 0.50 - Unmarked Unit | 5,697 ² |
| 0.50 - Command Staff Vehicle | 7,833 ² |
| 1.00 - Citizen Patrol Truck | 8,415 ² |
| Dispatch Services | 135,943 ¹ |
| 9.00 - HTs (Amortization, Access & Maintenance) | 13,806 |
| 7.00 - Taser Replacement (Amortized over 5-years) | 2,352 |
| Administrative Support | 12,392 |
| Office Automation | 29,892 |
| Body Worn Cameras | 9,818 |
| Vehicle Insurance | 10,357 |
| Personnel Liability & Bonding | 156,691 |
| Workers' Comp Experience Modification | 14,772 |
| County Administrative Cost | 36,898 |
| Cost for FY2024-25 | \$ 2,540,112 ¹⁻⁵ |



What Is Included at No Charge



- Specialized Investigations (Crimes Against Children, Homicide, High-Tech Crimes)
- Special Weapons and Tactics (SWAT)
- Aviation (Enforcement, Rescue, Wildfire Suppression, Emergency Medical Transport, etc.)
- Dive Rescue Teams
- Search and Rescue
- K-9 Team (Search and Rescue, Apprehension, Bomb/Arson Detection, etc.)
- Homeless Outreach Proactive Enforcement (HOPE)
- Community Outreach and Support Team (COAST)



What Is Included at No Charge (Continued)



- Gang Enforcement Detail
- Narcotics Investigators
- Multiple Enforcement Teams (MET)
- Scientific Investigations (CSI, Forensic Biology, Controlled Substances, CAL-ID, etc.)
- Civil Liabilities
- Coroner Division
- Civil Enforcement Division
- Internal Affairs Division



What Is Included at No Charge (Continued)



- Public Affairs Division
- Records Division
- Risk Management
- Bomb and Arson Detail
- Training Academy



Department Statistics

2023



CRIME STATISTICS SUMMARY

Due to the cyber-attack network disruption experienced by the Sheriff's Department on April 7, 2023, 2022 Part I crime statistics were available; however, Part II crimes statistics were unavailable. 2023 Part II crime statistics are unavailable and only six months of Part I crime statistics are available and included.



Annual Crime Report Data - 2023



Part I & Part II Crime Comparison 2018 - 2023**

Department Overall Summary ~ Including Corrections Bureau

| All Jurisdictions Summary | AB953 | | COVID | | Post COVID | Percent Change | |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|----------------|--------------|
| Part I Crimes | 2018 | 2019 | 2020 | 2021 | 2022 | 18-22 | 21-22 |
| Murder | 36 | 62 | 66 | 64 | 77 | 114% | 20% |
| Manslaughter | 2 | 2 | 4 | 1 | 0 | -100% | -100% |
| Rape | 401 | 357 | 320 | 382 | 380 | -5% | -1% |
| Robbery | 947 | 984 | 735 | 730 | 819 | -14% | 12% |
| Aggravated Assault | 2,365 | 3,855* | 4,830 | 5,360 | 5,377 | 127% | 0% |
| Simple Assault | 7,595 | 5,587 | 4,850 | 5,626 | 5,700 | -25% | 1% |
| Violent Crime Total | 11,346 | 10,847 | 10,805 | 12,163 | 12,353 | 9% | 2% |
| Burglary | 4,647 | 4,120 | 3,307 | 2,961 | 3,779 | -19% | 28% |
| Larceny | 11,982 | 9,695 | 8,019 | 8,613 | 9,986 | -17% | 16% |
| GTA | 3,753 | 3,119 | 3,131 | 2,983 | 3,040 | -19% | 2% |
| Property Crime Total | 20,382 | 16,934 | 14,457 | 14,557 | 16,805 | -18% | 15% |
| Arson | 209 | 141 | 216 | 252 | 219 | 5% | -13% |
| Part I Total | 31,937 | 27,922 | 25,478 | 26,972 | 29,377 | -8% | 9% |
| Part II Total | 34,433 | 32,685 | 34,556 | 38,366 | | | |
| Grand Total Part I & II | 66,370 | 60,607 | 60,034 | 65,338 | | | N/A** |

Source: Tiburon RMS/INFORM RMS & reported to DOJ
 *Criminal Threat offenses previously reported to DOJ as Part II crimes were reported to DOJ as Aggravated Assaults in 2019.
 Please note: 0% = No Change, N/C = Not Calculable

Department Overall Summary ~ Including Corrections Bureau 2023 (6-Months Only)

| Part I Crimes | 2023 (6-months only) |
|-----------------------------|----------------------|
| Murder/Manslaughter | 23 |
| Rape | 171 |
| Robbery | 371 |
| Aggravated Assault | 1,880 |
| Violent Crime Total | 2,445 |
| Burglary | 1,757 |
| Larceny | 5,068 |
| GTA | 2,101 |
| Property Crime Total | 8,926 |
| Arson | 99 |
| Part I Total | 11,470 |

SOURCE: <https://openjustice.doj.ca.gov/>



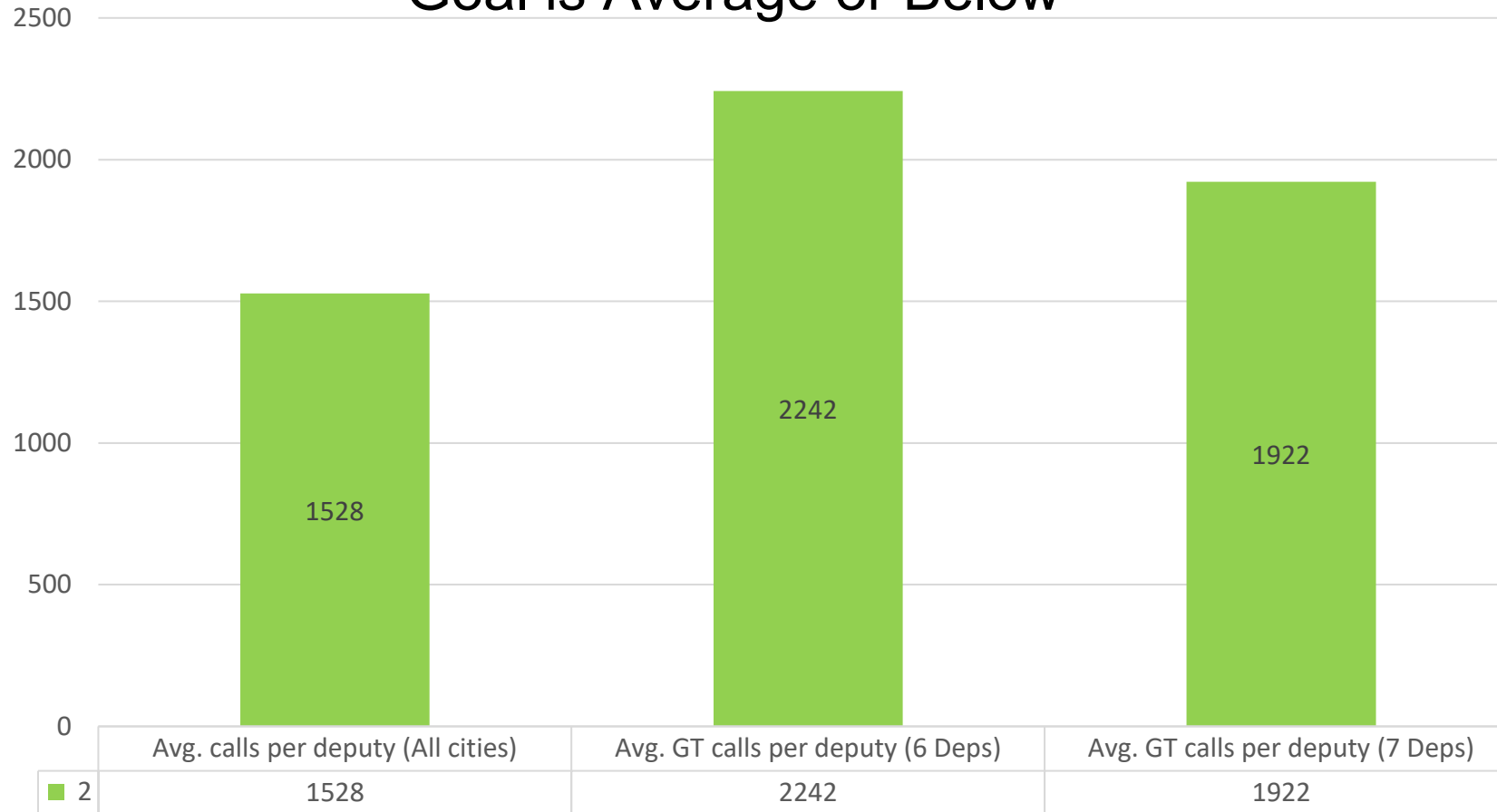
Grand Terrace Statistics



Calls for Service Per Deputy 2023



Goal is Average or Below





Station Stats by Date Range

Station: Grand Terrace City Date Range: 03/01/2025 to 03/31/2025
 Cities Selected: GRT Generated: 4/28/2025 8:50:07 PM

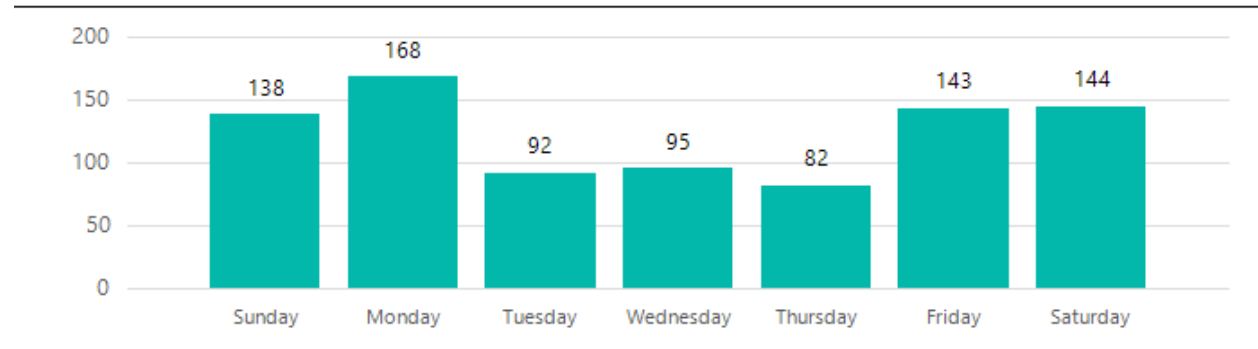


Total Calls: 862 (Comm Center: 445 Self: 417) **Total DRs:** 77

Report includes response by units assisting from other stations.

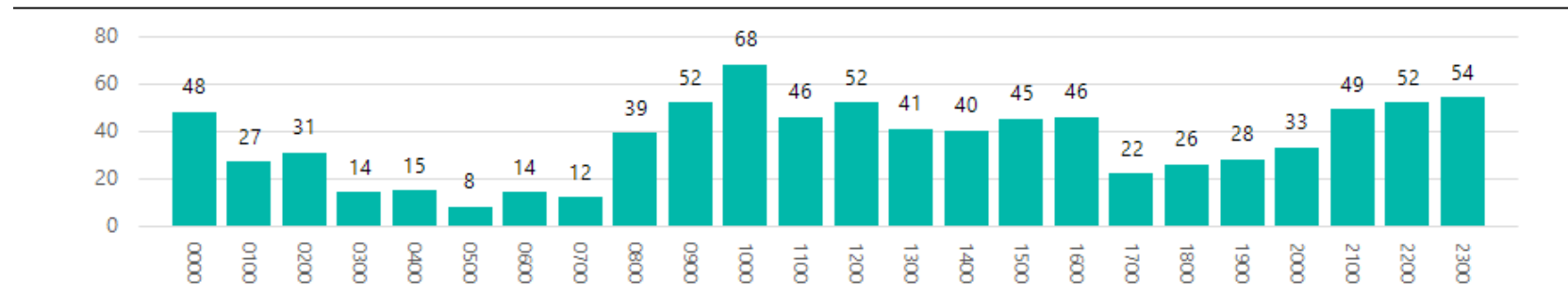
Calls By Day of Week:

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Total |
|--------|--------|---------|-----------|----------|--------|----------|-------|
| 138 | 168 | 92 | 95 | 82 | 143 | 144 | 862 |



Calls By Hour:

| 0000 | 0100 | 0200 | 0300 | 0400 | 0500 | 0600 | 0700 | 0800 | 0900 | 1000 | 1100 | 1200 | 1300 | 1400 | 1500 | 1600 | 1700 | 1800 | 1900 | 2000 | 2100 | 2200 | 2300 | Total |
|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|-------|
| 48 | 27 | 31 | 14 | 15 | 8 | 14 | 12 | 39 | 52 | 68 | 46 | 52 | 41 | 40 | 45 | 46 | 22 | 26 | 28 | 33 | 49 | 52 | 54 | 862 |





2023 Annual Crime Report



City of Grand Terrace ~ Crimes Reported

| | AB953 | | COVID | Post COVID | | Percent Change | |
|-----------------------------|------------|------------|------------|------------|--------------|----------------|------------|
| Part I Crimes | 2018 | 2019 | 2020 | 2021 | 2022 | 18-22 | 21-22 |
| Murder | 0 | 1 | 0 | 0 | 0 | 0% | 0% |
| Manslaughter | 0 | 0 | 0 | 0 | 0 | 0% | 0% |
| Rape | 6 | 4 | 2 | 5 | 3 | -50% | -40% |
| Robbery | 17 | 8 | 1 | 9 | 7 | -59% | -22% |
| Aggravated Assault | 14 | 24* | 32 | 58 | 62 | 343% | 7% |
| Simple Assault | 59 | 43 | 39 | 62 | 68 | 15% | 10% |
| Violent Crime Total | 96 | 80 | 74 | 134 | 140 | 46% | 4% |
| Burglary | 55 | 55 | 43 | 35 | 52 | -5% | 49% |
| Larceny | 166 | 149 | 121 | 129 | 178 | 7% | 38% |
| GTA | 33 | 33 | 47 | 58 | 38 | 15% | -34% |
| Property Crime Total | 254 | 237 | 211 | 222 | 268 | 6% | 21% |
| Arson | 0 | 4 | 1 | 1 | 0 | 0% | -100% |
| Part I Total | 350 | 321 | 286 | 357 | 408 | 17% | 14% |
| Part II Total | 457 | 422 | 409 | 526 | N/A** | | |
| Grand Total | 807 | 743 | 695 | 883 | | | |

Source: Tiburon RMS/INFORM RMS & reported to DOJ

Please Note: 0% = No Change, N/C = Not Calculable

*Criminal Threat offenses previously reported to DOJ as Part II crimes were reported to DOJ as Aggravated Assaults in 2019.

2023 (6-Months Only)

| Part I Crimes | 2023 |
|-----------------------------|------------|
| Murder/Manslaughter | 0 |
| Rape | 2 |
| Robbery | 4 |
| Aggravated Assault | 21 |
| Violent Crime Total | 27 |
| Burglary | 27 |
| Larceny | 85 |
| GTA | 31 |
| Property Crime Total | 143 |
| Arson | 1 |
| Part I Total | 171 |

SOURCE: <https://openjustice.doj.ca.gov/>



Traffic Collision Data 2024



| Collision Type | 2023 | 2024 |
|---|------|------|
| Property Damage Only (DR Drawn) | 24 | 20 |
| Injury Related Collisions | 13 | 6 |
| Number of Injured Victims | 23 | 7 |
| Pedestrians Involved | 0 | 0 |
| Fatality | 0 | 0 |
| DUI Arrest (Alcohol or Drug)- Collision Related | 2 | 4 |
| Citations (Grand Terrace) | 526 | 697 |



Traffic Collisions

Injury Related Data 2022-2024



| Crash Type | 2022 | | | | 2023 | | | | 2024 | | | |
|------------------------------------|---|--------|---------|---------|---------|--------|---------|---------|---------|--------|---------|---------|
| | Crashes | | Victims | | Crashes | | Victims | | Crashes | | Victims | |
| Fatal | 0 | | 0 | | 0 | | 0 | | 0 | | 0 | |
| Injury | 12 | | 20 | | 13 | | 23 | | 6 | | 7 | |
| | Fatal | Injury | Killed | Injured | Fatal | Injury | Killed | Injured | Fatal | Injury | Killed | Injured |
| Alcohol-Involved | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hit & Run | 0 | 1 | 0 | 1 | 0 | 2 | 0 | 3 | 0 | 0 | 0 | 0 |
| Nighttime (2100-0259hrs) | 0 | 5 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 3 |
| Top 3 Primary Crash Factors | | | | | | | | | Fatal | Injury | Killed | Injured |
| #1 | VC 21658(a) - Failure to maintain lane position | | | | | | | | 0 | 2 | 0 | 2 |
| #2 | VC 21453 - Red Light Violation | | | | | | | | 0 | 1 | 0 | 2 |
| #3 | VC 22107 - Unsafe Turning | | | | | | | | 0 | 1 | 0 | 1 |



Calls for Service Response Times Averaged through Fiscal Year



San Bernardino County Sheriff Dispatched CFS Response Time by Priority

Report Run: 4/30/2025 12:42:57 PM PST **For Dates** of 7/1/2024 0000 - 4/29/2025 2300

Agencies: GT

RDs: GT001, GT002, GT004, GT005, GT006, GT007, GT008, GT009, GT010

Grand Terrace City

| FY Ending: 2025 | Total CFS | Entered To Dispatched | Dispatched To On Scene | Entered To On Scene | On Scene To Close | Dispatched To Close |
|-----------------------------|--------------|-----------------------|------------------------|---------------------|-------------------|---------------------|
| | | Average | Average | Average | Average | Average |
| Priority: E | 26 | 0:09 | 0:06 | 0:15 | 2:07 | 2:13 |
| Priority: 1 | 1,155 | 0:05 | 0:08 | 0:13 | 0:29 | 0:37 |
| Priority: 2 | 608 | 0:14 | 0:11 | 0:26 | 0:35 | 0:47 |
| Priority: 3 | 904 | 0:20 | 0:13 | 0:33 | 0:24 | 0:38 |
| Priority: 4 | 426 | 0:18 | 0:12 | 0:30 | 0:28 | 0:40 |
| Total & Averages | 3,119 | 0:13 | 0:10 | 0:23 | 0:49 | 0:59 |

SCHEDULE A
Law Enforcement Services Contract
City of Grand Terrace
2025-26

Looking ahead to next year....

| <u>LEVEL OF SERVICE</u> | FY 2025-26 |
|---|---|
| | <u>COST</u> |
| 0.21 - Lieutenant | 83,641 ¹ |
| 0.90 - Sergeant | 293,309 ¹ |
| 0.56 - Detective/Corporal | 154,428 ¹ |
| 5.76 - Deputy Sheriff Tier 2 | 1,322,767 ¹ |
| 0.14 - Sheriff's Service Specialist | 13,720 ¹ |
| 1.26 - Office Specialist | 125,222 ¹ |
| 3.00 - Marked Unit | 67,976 ² |
| 0.50 - Unmarked Unit | 5,698 ² |
| 0.50 - Command Staff Vehicle | 7,840 ² |
| 1.00 - Citizen Patrol Truck | 8,763 ² |
| Dispatch Services | 146,316 ¹ |
| 9.00 - HTs (Amortization, Access & Maintenance) | 14,418 |
| 7.00 - Taser Replacement (Amortized over 5-years) | 7,221 |
| Administrative Support | 12,175 |
| Office Automation | 29,958 |
| Body Worn Cameras | 9,818 |
| Vehicle Insurance | 17,269 |
| Personnel Liability & Bonding | 176,722 |
| Workers' Comp Experience Modification | (8,355) |
| County Administrative Cost | 36,675 |
| | Cost for FY2025-26 \$ 2,525,581 ¹⁻⁵ |





Cost for FY2024-25 - \$2,540,112

Cost for FY2025-26 - \$2,525,581

The following items have contributed to the net decrease from the current year to next year:

- **RETIREMENT** – Safety retirement rates decreased by approximately 5.5%
- **WORKERS' COMPENSATION** – Rates applied to staffing costs decreased by 8%
- **RISK MANAGEMENT INSURANCE PREMIUMS** – Total premiums allocated to cities increased by \$2 million
- **TASERS** – Cost per TASER increased due to a new agreement with Axon for the new TASER 10 model (Demonstrated during the April 15th meeting)



Looking ahead to next year...



Continue Progress on Grand Terrace Substation

- Community office for deputies to work on reports and investigations
- Meet with residents
- Be more visible and responsive to calls for service
- Establish regular hours of operation where office would be staffed and available for walk-ins
 - Take reports
 - Citation sign-offs
 - Be available for general questions and address community concerns

Additional Flock Cameras

Flock cameras provide our deputies with a powerful investigative tool that will help identify and capture criminals committing crimes in Grand Terrace.

Flock cameras were installed the week of June 1-5, 2024 – all cameras are up and running. A total of 12 cameras were installed with the plan to install 8-10 more in the future



Looking ahead to next year...



Customer Service Unit

Telephone report unit consisting of deputies taking crime reports of low-level offenses takes reports away from patrol deputies making them more available for priority calls

- YTD 2024 – Calls Handled = 108 Reports Taken = 71
- 1st Qtr. 2025 – Calls Handled = 23 Reports Taken = 11



Questions??

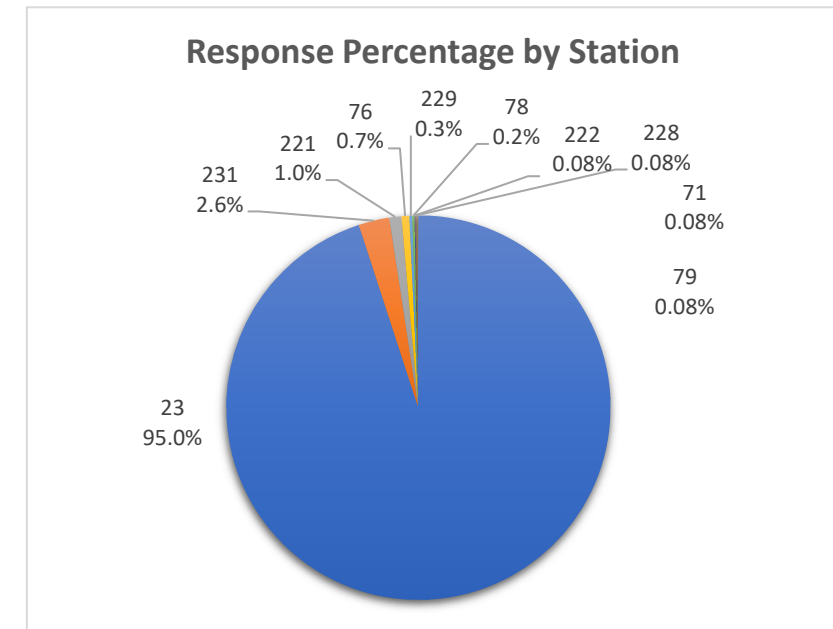
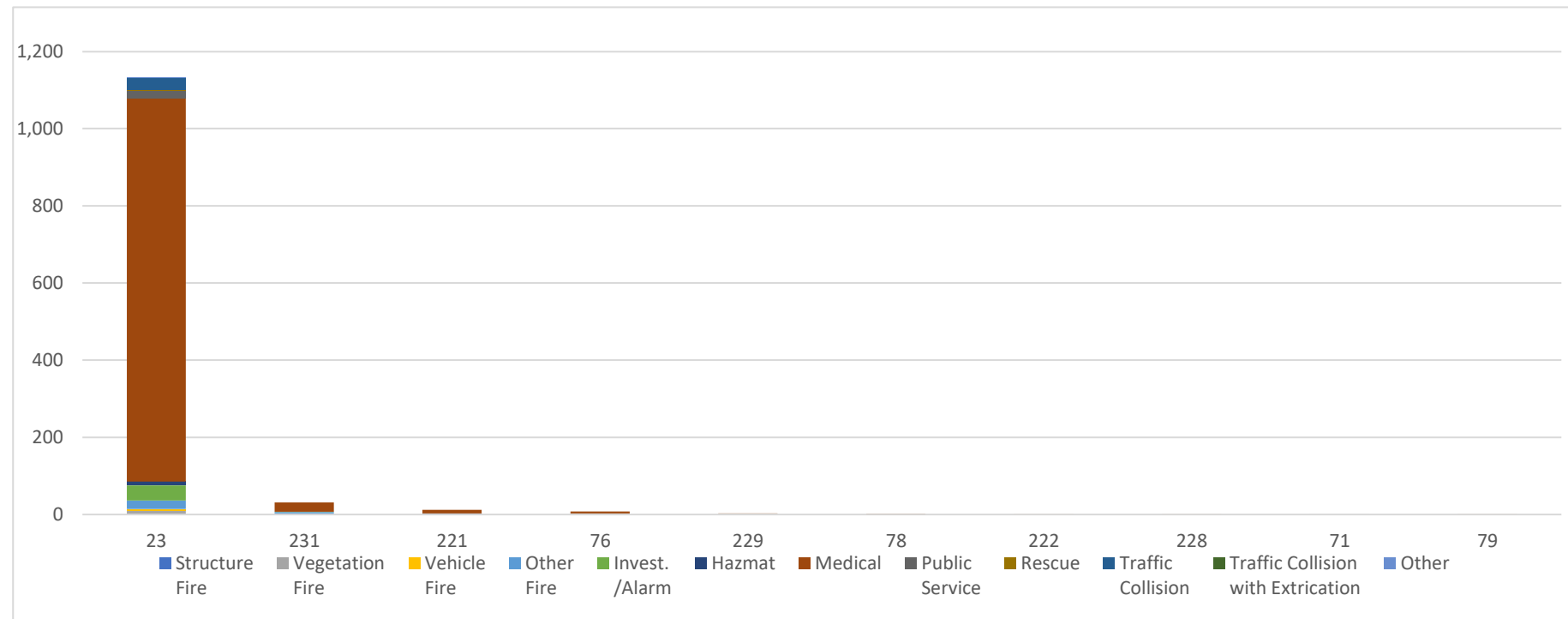
Mark Addy, Sergeant

City of Grand Terrace Responses Data Summary - 2024



| Station | Structure Fire | Vegetation Fire | Vehicle Fire | Other Fire | Invest. /Alarm | Hazmat | Medical | Public Service | Rescue | Traffic Collision | Traffic Collision with Extrication | Other | Total | Average Response Time | Average Time on Task |
|----------------|----------------|-----------------|--------------|------------|----------------|-----------|--------------|----------------|----------|-------------------|------------------------------------|----------|--------------|-----------------------|----------------------|
| 23 | 0 | 10 | 4 | 22 | 39 | 10 | 993 | 21 | 1 | 32 | 0 | 2 | 1,134 | 0:02:48 | 0:15:45 |
| 231 | 2 | 1 | 0 | 3 | 1 | 0 | 24 | 0 | 0 | 0 | 0 | 0 | 31 | 0:07:17 | 0:28:44 |
| 221 | 3 | 0 | 0 | 0 | 0 | 0 | 9 | 0 | 0 | 0 | 0 | 0 | 12 | 0:05:45 | 0:24:48 |
| 76 | 1 | 2 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 8 | 0:06:05 | 0:13:33 |
| 229 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 | 0:08:56 | 0:42:08 |
| 78 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 2 | 0:02:38 | 0:20:12 |
| 222 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | N/A | 0:13:22 |
| 228 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0:03:32 | 0:07:31 |
| 71 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | N/A | 1:22:34 |
| 79 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0:02:31 | 0:07:23 |
| Totals | 7 | 15 | 4 | 25 | 40 | 10 | 1,037 | 21 | 1 | 32 | 0 | 2 | 1,194 | | |
| Av. RT | 0:07:26 | 0:05:16 | 0:04:34 | 0:04:29 | 0:04:05 | 0:02:33 | 0:02:48 | 0:04:32 | 0:03:59 | 0:01:56 | - | 0:04:16 | | | |
| Av. TOT | 0:35:09 | 0:40:34 | 0:14:40 | 0:23:40 | 0:11:45 | 0:10:42 | 0:15:44 | 0:15:41 | 0:06:25 | 0:14:06 | - | 0:43:28 | | | |

| | Responses | Av. RT | Av. TOT |
|---------------------|-----------|---------|---------|
| Medic Engine | 1,195 | 0:02:57 | 0:16:07 |
| Medic Truck | 2 | 0:09:06 | 0:32:48 |
| Medic Squad | 1 | 0:12:22 | 0:13:22 |
| Brush Engine | 2 | 0:15:23 | 0:55:03 |
| Water Tender | 1 | N/A | 1:22:34 |



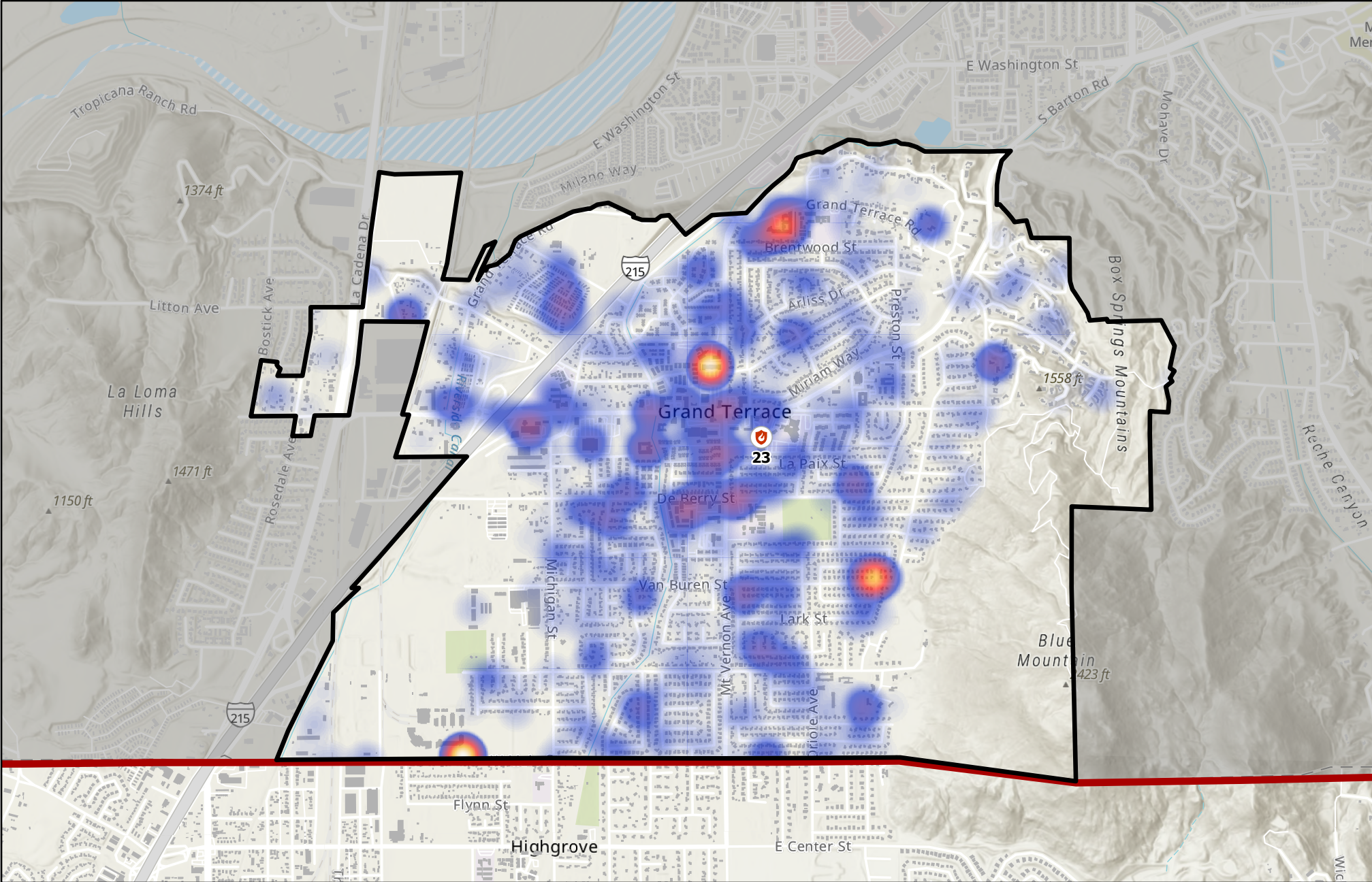
City of Grand Terrace Responses Data Summary - 2024

| # Days in 2024 | Responses by Day of Week | | |
|----------------|--------------------------|-----------|-------------|
| | Day | Responses | Av. Per Day |
| 53 | Sunday | 162 | 3 |
| 53 | Monday | 146 | 3 |
| 52 | Tuesday | 184 | 4 |
| 52 | Wednesday | 169 | 3 |
| 52 | Thursday | 188 | 4 |
| 52 | Friday | 199 | 4 |
| 52 | Saturday | 153 | 3 |

| Calls Per Hour of Day | | |
|-----------------------|-----------|------------|
| | Low Value | High Value |
| Low | 0 | 3 |
| Med | 4 | 9 |
| High | 10 | |

*Adjust medium values to see chart change

| Visualizing Peak Call Times | | | | | | | | |
|-----------------------------|-------------|---------|-----------|----------|--------|----------|--------|----|
| Hour of Day | 0 | 5 | 5 | 8 | 2 | 5 | 5 | 6 |
| | 1 | 3 | 6 | 8 | 3 | 4 | 5 | 3 |
| | 2 | 6 | 8 | 5 | 6 | 3 | 4 | 4 |
| | 3 | 3 | 3 | 2 | 2 | 2 | 7 | 5 |
| | 4 | 4 | 3 | 5 | 3 | 4 | 6 | 3 |
| | 5 | 2 | 6 | 4 | 11 | 1 | 2 | 4 |
| | 6 | 4 | 8 | 7 | 2 | 5 | 2 | 3 |
| | 7 | 3 | 6 | 9 | 4 | 6 | 9 | 6 |
| | 8 | 9 | 9 | 9 | 5 | 8 | 3 | 6 |
| | 9 | 5 | 9 | 5 | 8 | 14 | 8 | 11 |
| | 10 | 16 | 12 | 10 | 18 | 11 | 7 | 6 |
| | 11 | 8 | 11 | 12 | 19 | 15 | 6 | 6 |
| | 12 | 10 | 10 | 9 | 11 | 16 | 16 | 4 |
| | 13 | 9 | 8 | 8 | 13 | 10 | 8 | 9 |
| | 14 | 10 | 9 | 11 | 11 | 11 | 8 | 9 |
| | 15 | 4 | 7 | 6 | 5 | 11 | 9 | 8 |
| | 16 | 5 | 6 | 5 | 7 | 12 | 4 | 8 |
| | 17 | 6 | 6 | 6 | 9 | 11 | 7 | 12 |
| | 18 | 9 | 16 | 4 | 8 | 10 | 6 | 9 |
| | 19 | 4 | 9 | 6 | 6 | 6 | 9 | 12 |
| | 20 | 6 | 8 | 10 | 8 | 14 | 5 | 8 |
| | 21 | 5 | 7 | 7 | 10 | 9 | 3 | 6 |
| | 22 | 3 | 10 | 11 | 9 | 6 | 9 | 10 |
| | 23 | 7 | 2 | 2 | 8 | 5 | 5 | 4 |
| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | |
| | Day of Week | | | | | | | |



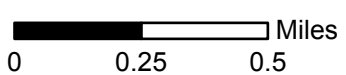
- BDC Fire Stations
- Building Footprints
- City of Grand Terrace
- San Bernardino County Boundary

Incidents Density Heat Map

Sparse

Dense

The heat map is an aggregate representation of all emergency incidents that have occurred within the City boundaries of Grand Terrace for a one month period. Non-emergency incidents such as mutual aid, public service calls, special events, etc. have been removed.



CITY CLERK FY 2024-2025 ANNUAL STATISTICS

2024-25 HIGHLIGHTS

- 100% of discovery documentation for legal review provided in electronic format, reducing the amount of paper records
- Legislative history scanned for retrieval within five (5) days of Council meeting
- Implementation of new Agenda Management Program
- Implementation of electronic document recording through the San Bernardino County Recorder's office
- Revised and updated the City's Records Retention Schedule
- Successful completion of the 2024 General Municipal Election for three City Council vacancies and one City Council (citizen initiated) measure

2025-26 GOALS & OBJECTIVES

- Scan FPPC documentation into database within 24 hours of receipt
- Information on Website is updated within 48 hours of change
- Increase the number of documents available for review on the City of Grand Terrace website.
- Facilitate timely disposal of records
- Develop a standardized checklist for office operations under the responsibility of the City Clerk's office
- RFP for Videographer Services & Web Design
- Pursue ongoing education and certification programs to stay updated with best practices.
- Upgrade Laserfiche server to a cloud base to allow the City flexibility to upload all documents into the cloud to eliminate hardcopies in the future

City Clerk Activities & Responsibilities FY 2024-2025

| City Clerk Activities & Responsibilities FY 2024-2025 | |
|---|-----|
| Actual FY 2024-25 | |
| Agendas Processed | 27 |
| Resolutions Processed | 35 |
| Ordinances Processed | 12 |
| Agreements/Contracts Processed | 28 |
| Records Requests Processed | 122 |
| Articles (City Manager's Division) | |
| ¼ Page Ads | 52 |
| ½ Page Ads | 37 |

PROGRAM DESCRIPTION

As the custodian of the City's official records, it is my duty to continue to maintain files for the city. The City Clerk's office is also responsible for the proceedings of the City Council and Housing Authority. Such a responsibility includes the preparation and distribution of agendas and minutes for these meetings related to correspondence and reports, providing overall keeping of historical, legal, and official records of the City for all departments. Other duties include retention of legal documents, microfilming, administration of the State Political Reform Act and the City's Conflict of Interest Code, as well as coordination of City elections, legal advertising, opening of competitive bids, shared risk management duties with Administration Department, and providing general public information.

**PLANNING & DEVELOPMENT SERVICES
FY 2024-2025 ANNUAL STATISTICS**

2024-25 HIGHLIGHTS

- Highlights and Successes:
- Spring Hills Family Dentistry's Art Proposal
- Code-Amendment for Land Use table for both residential and non-residential land uses
- Code amendment to make consistent Hours of operation and noise standards
- Entitled custom home on Van Buren Street
- Adoption of the Housing Element
- Entitled Equipment Share project
- Lewis Amendment to the MMRP and Environmental Document to resolve litigation.
- Closing the Dutch Brothers Project
- Closing the BRSP update for GG project
- Streamlined the Home Occupation Permit Process
- Adjusted ODS Ordinance to align closer with the intent
- Updated handouts and forms for the counter and online applications

2025-26 GOALS & OBJECTIVES

- Goals and Objectives:
- Entitle the Greens Group project
- Entitle the Lewis project
- Entitle the KFC/Coffee project on Barton Rd
- Entitle Vivienda Manor
- Entitle five new custom homes
- Entitle Multi-Family Housing on Newport
- Entitle 44-bed addition for GT Heath Center
- Clean up Entitlement for Grand T-1
- Rezones
- Permit Ready ADU's
- Code Amendment to update residential development standards
- Update fence and wall standards
- Do over-the-counter land use permit when possible
- Entitle TPM, SA for Pico
- Resolve unfulfilled conditions of approval for 22881 Barton Road
- Approve LHMP, EJ element, Safety Element

| Planning & Development Services Activities & Responsibilities FY 2024-2025 | |
|---|--------------------------|
| | Actual FY 2024-25 |
| # of Applications | |
| Major | 6 |
| Administrative | 10 |
| Land Use | 26 |
| Home Occupation | 10 |
| Sign | 3 |
| DAB | 7 |
| Zoning Verification | 0 |
| Special Event Applications | 13 |

PROGRAM DESCRIPTION

The Planning Division serves as the professional and technical advisors to the City Planning Commission/Site and Architectural Review Board and the City Council on policy matters and issues concerning land development and land uses within the community. In addition, the department handles administrative actions that do not require actions by the Planning Commission or City Council and assists new relocating and expanding businesses. The Division provides both current and advanced planning services, and business assistance.

**PLANNING & DEVELOPMENT SERVICES
FY 2024-2025 ANNUAL STATISTICS**

Current Planning involves the review and processing of land development applications that result in the construction or use of a parcel of land or a structure. The review of specific projects typically involves Design Review, Technical Review, Environmental Review, Plan Checking and Inspection.

Advance Planning involves long range planning including the administration and update of the City's General Plan, the review of Specific Plans, administration of the City Zoning Ordinance, and other special studies or land use ordinances as directed by the City Council. The Department is committed to providing accurate and timely response to questions from the general public and to review individual development projects in a timely and fair manner.

**SPECIAL EVENTS & CERT PROGRAM
FY 2024-2025 ANNUAL STATISTICS**

| 2024-25 HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> • Successfully coordinated three major annual events • Will host Blue Mountain Festival & 2nd annual City Parade • Over +4,000 attendees across all city-hosted events • Strong Volunteer Participation- residents, High School students, CERT, community groups, San Bernardino City College. • Increased city online presence with introduction of the community calendar. • Increased visibility for local businesses through sponsorships. • Multiple returning participants and vendors, showing strong satisfaction. • Grew CERT membership • Procured seven handheld emergency radios through FY 23-24 EMPG Grant. |

| 2025-26 GOALS & OBJECTIVES |
|---|
| <ul style="list-style-type: none"> • Increase resident engagement through performances and volunteer opportunities. • Expand traditions with new contests, decorations, and interactive stations at each event. • Maintain consistent event safety and logistics coordination. • Expand parade entries to grow the city parade. • Improve the city marketing and online presence to reach more residents and boost attendance. • Fulfill 24-25 EMPG Grant. • Host a CERT Basic Training course to increase the number of CERT-Certified Residents • Plan for future 5K run event. |

| Special Events FY 2024-2025 | | | | |
|--------------------------------------|---------------------|---|-------------------|----------|
| | Estimated Attendees | # of Booths/ Participants | Committee Members | Sponsors |
| Trunk or Treat | 1,500+ | 24 Vehicles | - | - |
| Light Up GT | 2,000+ | 31 Booths 9 Performances 12 Vehicles in Cruise | 4 | 12 |
| Blue Mountain Hike | 600+ | 5 Booths | - | - |
| Blue Mountain Festival & City Parade | TBD | 60+ Booths, 6 Performances 15+ Walking Groups & 20+ Vehicles in Parade | 10 | 10 |

PROGRAM DESCRIPTION

The Special Events & CERT program is led by a single staff member who oversees the full scope of city-sponsored events and community emergency preparedness efforts. This includes planning, coordinating logistics, managing vendors, and facilitating event committees. The role also supports the CERT program through volunteer coordination, training logistics, and communication with emergency personnel. Combining administrative, operational, and community engagement functions, the position ensures both programs run smoothly and effectively.