

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



**Contract Number**

**94-522 A-42**

**SAP Number**

**N/A**

## Sheriff/Coroner/Public Administrator

<b>Department Contract Representative</b>	Carolina Mendoza, Chief Deputy Director of Sheriff's Administration
<b>Telephone Number</b>	(909) 387-0640
<b>Contractor</b>	City of Highland
<b>Contractor Representative</b>	Penny Lilburn, Mayor
<b>Telephone Number</b>	(909) 864-6861
<b>Contract Term</b>	07/01/2025 through 06/30/2026
<b>Original Contract Amount</b>	\$13,866,585
<b>Amendment Amount</b>	-----
<b>Total Contract Amount</b>	\$13,866,585
<b>Cost Center</b>	4413161000

**IT IS HEREBY AGREED AS FOLLOWS:**

### AMENDMENT No. 42

Effective July 1, 2025, Contract No. 94-522 to provide law enforcement service to the City of Highland is hereby amended by replacing Schedule A referred to in Section II. CONSIDERATION, with the Schedule A attached hereto and incorporated herein by this reference.

Except as amended, all other terms and conditions of this Contract remain as stated therein.

[With the exception of signatures, this page is intentionally left blank].

SAN BERNARDINO COUNTY

► Dawn Rowe  
Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 18 2025

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

By Lynna Monell  
Lynna Monell  
Clerk of the Board of Supervisors  
San Bernardino County  
Deputy



City of Highland  
(Print or type name of corporation, company, contractor, etc.)

By ► Penny Lilburn  
(Authorized signature - sign in blue ink)

Name Penny Lilburn  
(Print or type name of person signing contract)

Title Mayor  
(Print or Type)

Dated: June 3, 2025

Address 27215 Base Line  
Highland, CA 92346

**FOR COUNTY USE ONLY**

<p>Approved as to Legal Form</p> <p>► <u>Grace B. Parsons</u> Grace B Parsons, Deputy County Counsel</p> <p>Date <u>06/10/2025</u></p>	<p>Reviewed for Contract Compliance</p> <p>► _____</p> <p>Date _____</p>	<p>Reviewed/Approved by Department</p> <p>► _____ Carolina Mendoza, Chief Deputy Director of Sheriff's Administration</p> <p>Date _____</p>
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**SCHEDULE A  
Law Enforcement Services Contract  
City of Highland  
2025-26**

**Change: Replace Pickup Truck (Unit #05017) with 4x4 Chevrolet Silverado (Unit #06261)**

**Add: 1 Office Specialist, 3 Deputies, 1 Marked Unit**

<u>LEVEL OF SERVICE</u>	<u>FY 2025-26 COST</u>
1.00 - Captain	577,765 <sup>1</sup>
1.00 - Lieutenant	396,969 <sup>1</sup>
6.00 - Sergeant	1,949,112 <sup>1</sup>
3.00 - Detective/Corporal	827,292 <sup>1</sup>
28.00 - Deputy Sheriff	6,430,116 <sup>1</sup>
4.00 - Sheriff's Service Specialist	382,172 <sup>1</sup>
1.00 - Administrative Assistant	96,898 <sup>1</sup>
5.00 - Office Specialist	495,340 <sup>1</sup>
15.00 - Marked Unit	339,879 <sup>2</sup>
1.00 - Marked 4x4 Chevrolet Silverado	25,846 <sup>2</sup>
7.00 - Unmarked Unit	79,768 <sup>2</sup>
1.00 - Mini Van	10,478 <sup>2</sup>
2.00 - Command Staff Vehicle	32,814 <sup>2</sup>
2.00 - Pickup truck	21,965 <sup>2</sup>
2.00 - Citizen Patrol Truck	17,526 <sup>2</sup>
1.00 - Citizen Patrol Donated SUV (Equip & Comm Only)	2,530 <sup>3</sup>
Dispatch Services	656,991 <sup>1</sup>
64.00 - HTs (Amortization, Access & Maintenance)	102,528
2.00 - Additional MDCs	2,349
37.00 - Taser Replacement (Amortized over 5-years)	38,170
Administrative Support	62,047
Office Automation	152,671
Body Worn Cameras	50,315
Vehicle Insurance	96,779
Personnel Liability & Bonding	857,740
Workers' Comp Experience Modification	(43,462)
County Administrative Cost	190,777
Startup Cost	13,209
<b>Cost for FY2025-26 \$</b>	<b>13,866,585 <sup>1-5</sup></b>

**Monthly Payment Schedule**

1 <sup>st</sup> payment due July 15, 2025:	\$1,155,546
2 <sup>nd</sup> through 12 <sup>th</sup> payments due the 5 <sup>th</sup> of each month:	\$1,155,549

<sup>1</sup> Personnel costs include salary and benefits and are subject to change by Board of Supervisors' action. Changes in salary and benefit costs will be billed to the City on a quarterly invoice.

<sup>2</sup> Vehicle costs do not include fuel and maintenance. The City is responsible for fuel, repair and maintenance of all contract vehicles, including collision damage. All fuel, repair and maintenance costs incurred by the County will be billed to the City on a quarterly invoice.

<sup>3</sup> No replacement cost is included for grant funded or donated vehicles.

<sup>4</sup> Services and supplies will be billed to the City on a quarterly invoice.

<sup>5</sup> Grant funded, donated and non-replaceable vehicles will incur a vehicle insurance and equipment connection cost for the period the vehicle is in use.

**SCHEDULE A  
Law Enforcement Services Contract  
City of Highland  
2025-26**

Additional Costs Billed Quarterly:

The City will be billed on a quarterly basis for the following items:

- Increase to salaries and benefits resulting from Board of Supervisors-approved changes to Memoranda of Understanding with the County's various employee organizations.
- Actual overtime costs.
- Actual on-call costs.
- Actual costs of vehicle fuel, repair and maintenance, including the costs of collision repair.
- Actual costs for services and supplies.

**LEVEL OF SERVICE SUMMARY**

**SAFETY:**

Captain	-	1.00
Lieutenant	-	1.00
Sergeant	-	6.00
Detective/Corporal	-	3.00
Deputy Sheriff	-	28.00
		39.00

**GENERAL:**

Sheriff's Service Specialist	-	4.00
Administrative Assistant	-	1.00
Office Specialist	-	5.00
Dispatchers	-	4.59
		14.59

**VEHICLES:**

Marked Patrol Units	-	16.00
Safety Unmarked Units	-	7.00
Command Staff Units	-	2.00
Unmarked Units Non-code (Van)	-	1.00
Pickup Trucks	-	2.00
Citizen Patrol	-	2.00
Donated Vehicles-Ins Only	-	9.00 *
		39.00

**DONATED VEHICLES LIST:**

Citizen Patrol SUV	-	1.00 *
Command Post	-	1.00 *
Light Tower Trailer	-	2.00 *
Utility Trailer-Smart	-	1.00 *
Utility Trailer-Zieman	-	1.00 *
Utility Trailer-Mighty Mover	-	1.00 *
Kawasaki UTV	-	1.00 *
Polaris Ranger	-	1.00 *
		9.00 *

\* (Included for insurance costs only)