CITY OF HIGHLAND
REGULAR MEETING OF THE CITY COUNCIL
AGENDA

REGULAR MEETING

April 14, 2020
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

CITY COUNCIL MEMBERS

LARRY McCALLON, MAYOR
PENNY LILBURN, MAYOR PRO TEM
JESSE CHAVEZ, COUNCIL MEMBER
ANAELI SOLANO, COUNCIL MEMBER
JOHN P. TIMMER, COUNCIL MEMBER

STAFF

Joseph A. Hughes - City Manager
Chuck Dantuono - Director of Administrative Services/City Treasurer
Betty Hughes - City Clerk
Lawrence Mainez - Community Development Director
Ernest Wong - Public Works Director/City Engineer
Maricela Marroquin - City Attorney

MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

Visit the City's Website at: www.cityofhighland.org

The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to participate in this meeting, please call the City Clerk's Department at (909) 864-6861, ext. 226, at least 48 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the City Council less than 72 hours prior to that meeting are available for public inspection at City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

SPECIAL NOTICE REGARDING COVID-19

Pursuant to Governor Newsom's Executive Order N-25-20, members of the Highland City Council or staff may participate in this meeting via a teleconference in the interest of maintaining appropriate social distance. Highland City Council members are not required to attend in person.

In an effort to protect public health and prevent the spread of COVID-19, the City of Highland encourages the public to listen to the City Council meeting by dialing (978) 990-5000. When prompted for the Access Code, press 360803#. This will allow the public to listen to the meeting in real time.

Submission of Public Comments: For those wishing to make public comments at the April 14, 2020 Council meeting, please submit your comments by email to be read aloud at the meeting by the City Clerk. Email comments must be submitted by 5:00 p.m. on April 14, 2020 to the City Clerk at publiccomment@cityofhighland.org. If you are making a comment regarding an item on the agenda, please identify the agenda item in the subject line. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

CITY COUNCIL REGULAR MEETING
APRIL 14, 2020 - 6:00 p.m.

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

The City Clerk shall read all email comments received before 5:00 p.m., provided that the reading shall not exceed three (3) minutes because this is the time limit for speakers at a Council Meeting. The email comments submitted shall become part of the record of the Council Meeting.

CITY COUNCIL CONSENT CALENDAR

1. Waive the Reading of All Ordinances
   RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.

2. Minutes – March 10, 2020 City Council Regular Meeting
   RECOMMENDATION: Approve the Minutes as submitted.

3. Minutes – March 24, 2020 City Council Special Meeting
   RECOMMENDATION: Approve the Minutes as submitted.

4. Warrant Register
   RECOMMENDATION: Approve Warrant Register No. 701 for April 14, 2020, in the amount of $4,516,461.91 and Payroll of $188,737.39.

5. Treasurer's Report for February 2020
   RECOMMENDATION: That the City Council receive and file Treasurer's Report for February 2020.

6. Claim Consideration – Anthony Allen
   RECOMMENDATION: George Hills Company recommends Council reject claim.

7. Electronic Fund Transfers (EFT) for (1) Cal PERS Health and Retirement Invoices and (2) ICMA R/C Deferred Compensation (457) Plan Invoices
   RECOMMENDATION: That the City Council approve electronic fund transfers for (1) Cal PERS health and retirement invoices and (2) ICMA R/C deferred compensation (457) plan invoices in lieu of City checks or warrants.

8. CAL-ID Contract through the San Bernardino County Sheriff's Department
   RECOMMENDATION: That the City Council approve the proposed CAL-ID contract with San Bernardino County and authorizes the City Manager to sign the contract.

9. Records Destruction Authorization
   RECOMMENDATION: That the City Council approve the destruction of certain records.

10. Review of the City's 2019 General Plan Implementation Annual Report in Accordance with Government Code Section 65400 and 65588
    RECOMMENDATION: That the City Council receive and file the 2019 General Plan Annual Report.

11. Design Services Proposal/Engineering Resources of Southern California, Inc., Pavement Management Program, Sector E Pavement Rehabilitation (Project str20001)
RECOMMENDATION: That the City Council:
1. Approve proposal from Engineering Resources of Southern California, Inc. (ERSC) to provide engineering design services for Sector E Pavement Rehabilitation (Project str20001); and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount.

12. 5th Street Interchange Project/Request to SBCTA for Funding Under Measure I Valley Interchange Phasing Program
RECOMMENDATION: That the City Council authorize the City Manager to submit a letter to SBCTA requesting funding under the Measure I Valley Interchange Phasing Program for the 5th Street Interchange Project.

13. Designation of County Health Officer as City Health Officer
RECOMMENDATION: That the City Council adopt Resolution No. 2020-_____ designating the County Health Officer as the City's Health Officer, and providing for the enforcement of State laws, statutes, orders and regulations relating to public health by the San Bernardino County Health Officer.

CITY COUNCIL PUBLIC HEARING

The order of business for Public Hearings shall be:

1) Mayor opens Public Hearing;
2) Staff presentation;
3) Applicant/Representative presentation;
4) Speakers in favor of proposal;
5) Speakers in opposition to proposal;
6) Applicant rebuttal;
7) Mayor closes Public Hearing;
8) Council discussion, motion and vote.

ONCE THE PUBLIC HEARING IS CLOSED NO FURTHER TESTIMONY IS TAKEN.

No public hearing.

CITY COUNCIL LEGISLATIVE

14. Contract with San Bernardino County for Animal Control Services for FY 2020/2021 (Amendment No. 6)
RECOMMENDATION: That the City Council approve the contract with San Bernardino County for Animal Care and Control Services for FY 2020/21 in the amount of $467,172.00 and authorize the Mayor to sign the contract.

15. Sheriff's Department Schedule A for FY 2020-2021
RECOMMENDATION: That the City Council authorize the Mayor to execute the Schedule A contract (fiscal year 2020-2021) for Law Enforcement Services with the San Bernardino County Sheriff's Department and approve the budget adjustment in Attachment D.

16. City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.

17. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)
RECOMMENDATION: Discussion and possible action.

ANNOUNCEMENTS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) and/or (d)(3):
One case.

ADJOURN

In memory of:
Raymond "Earl" Bing, Jr.
Mary Huff
John Rago
John Rozzi

Regular Meetings
April 28; May 12, 26; June 9, 23; July (dark); August 11, 25; September 8, 22; October 13, 27; November 10, 24; December 8, 22 (dark)

I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before April 9, 2020, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library 7863 Central Avenue	Fire Station No. 1 26974 Base Line	City Hall 27215 Base Line

Date: April 9, 2020

Betty Hughes, MMC
City Clerk

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Waive the Reading of All Ordinances

RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.

Approved _____ Motion _____ Second _____ Agenda Item No. 1

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

B Hughes

City Clerk

City Manager

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – March 10, 2020 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

Approved _____ Motion _____ Second _____ Agenda Item No. 2

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

MINUTES
CITY COUNCIL REGULAR MEETING
MARCH 10, 2020

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:00 p.m. by Mayor McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Mayor McCallon and the Pledge of Allegiance was led by Council Member Chavez.

ROLL CALL

Present: Chavez, Lilburn, McCallon, Solano, Timmer
Absent: None

REPORT FROM CLOSED SESSION

No meeting.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT

Scott Ward, Representative for Supervisor Dawn Rowe, presented a Certificate of Recognition to the City of Highland for their recognition in honoring the Public Safety personnel.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Solano, to approve the consent calendar as submitted with Council Member Chavez abstaining from Item #2 and Item #3. Motion carried on a roll call vote, 5-0.

1. Waive the Reading of All Ordinances
   Waived the reading of all Ordinances in their entirety and read by title only.

2. Minutes – February 25, 2020 City Council Special Meeting
   Approved the Minutes as submitted.

3. Minutes – February 25, 2020 City Council Regular Meeting
Approved the Minutes as submitted.

4. Warrant Register
Approved Warrant Register No. 700 for March 10, 2020, in the amount of $1,791,192.80 and Payroll of $96,447.76.

5. Claim Consideration – Elizabeth Ayala
Rejected claim.

6. Claim Consideration – Raquel Juarez
Rejected claim.

7. Declare Two (2) Seats Vacant on the Community Trails Committee
   1. Declared two (2) seats vacant on the Community Trails Committee; and
   2. Directed the City Clerk to advertise the vacancy on the Community Trails Committee.

8. 26th Annual Highland Community Trails Day Event
Approved Saturday, May 2, 2020, as the date for the 26th Annual Highland Community Trails Day event to be staged at the City Creek Levee Trail.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

9. Design Services Proposals/Engineering Resources of Southern California, Inc., for Two CDBG Pavement Rehabilitation Projects (Project No. ola18001 and Project No. ola19001)

Assistant Public Works Director Zamano gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to:
1. Approve the proposal from Engineering Resources of Southern California, Inc., to provide engineering design services for two CDBG pavement rehabilitation projects (Project No. ola18001 and Project No. ola19001) at a not-to-exceed fee of $76,850; and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried, 5-0.

10. A Request for Co-sponsorship by the 2020 Veterans Day Planning Committee for the Annual Veterans Day Celebration on November 7, 2020, at the Highland Community Park

Public Services Manager Morgan gave a brief review of the staff report.

Fred Yauger spoke in favor of this item.

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to:

1. Authorize the request and approve the 2020 Veterans Day Committee's request for co-sponsorship (waiving of city fees which are unknown at this time). Motion carried, 5-0.

11. Memorandum of Understanding with San Manuel Band of Mission Indians/Victoria Avenue Interchange

Public Works Director/City Engineer Wong gave a brief review of the staff report.

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem Lilburn, to approve the Memorandum of Understanding with San Manuel Band of Mission Indians for Implementation of the Project Approval/Environmental Document Phase of the Victoria Avenue Interchange Project. Motion carried, 5-0.

12. Resolution Opposing AB 2011 (Holden) West San Bernardino County Rail Construction Authority and Opposing SB 1390 (Portantino) Montclair to Ontario Airport Construction Authority

City Clerk Hughes gave a brief review of the staff report.

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Timmer, to approve Resolution No. 2020-013 opposing AB 2011 and SB 1390. Motion carried, 5-0.

RESOLUTION NO. 2020-013
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, REAFFIRMING THE STATUTORY AUTHORITY OF THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY AS THE SOLE TRANSPORTATION PLANNING AGENCY IN SAN BERNARDINO COUNTY AND ADMINISTRATOR OF MEASURE I SALES TAX FUNDS

13. City Manager Report and Comments (Work Program, Regional/Legislative/ Development Issues, Subcommittees, etc.)

City Manager Hughes stated regarding ALPRs, Vigilant, who we have contracted with, has changed their subcontractor so we are hoping that next week they will be coming in and applying for their encroachment permit to get the project underway. Engineering, he wants to start off with Ernie Wong is going to be retiring from the City at the end of March. Carlos Zamano will be replacing Ernie Wong as the Public Works Director/City Engineer. Regarding the local street and safety grant, the City has just been recently approved for a $72,000 Federal grant to pay for 90% of the development of a city-wide local roadway safety plan. Once completed the safety plan will help the City's future applications of Federal grants and State grants for construction or implementation of safety improvements and programs within our street sectors. The Highland Regional Connector project, the City had applied for a $5.1 million State grant to do an enhanced trail system along that connector. Unfortunately, we learned this week that we did not receive that award so we are going to work with City of Redlands to make sure we can do something meaningful along that system there. We have secured $4.7 million of grant funds but with cost increases, that is not going to cover everything so we are just going to have to do some scaling back. Sixth Street and Elm Street sidewalk improvements construction schedule, construction of handicap ramps, curb/gutters, driveways, sidewalks on the north side of Sixth Street between Del Rosa Drive and Sterling Avenue is now approximately 90% complete. The remainder of the work, including handicap ramps, will be completed in the next two weeks on the north side of Sixth Street. Next, the contractor will focus their efforts on the west side of Elm Street from Sixth Street to Ninth Street to construct curbs/gutters, driveways and sidewalk and students have begun to use portions of the newly constructed sidewalk on the north side of the Sixth. Students will be able to use the entire new sidewalk on the north side of Sixth when they return from spring break. The Margaret Wright bench was recently installed by the Public Works team. Planning has begun the outreach for the 2020 Census program. Flyers have gone out in the Burrtec mailers, a banner was posted over Base Line, as you saw, notices went out to all schools and staff has begun outreach to different community locations to talk to people one on one beginning at the Highland Senior Center on Monday and will be back again on Wednesday. The Historic Board held their Citrus Harvest festival planning meeting on March 5. Vendor booth assignments will be out in the mail this week with approximately 100 booths having been reserved. The City received an application for a soul food restaurant on the south east corner of Base Line and McKinley and the Planning Commission will be reviewing that project in April. Volunteer services, as it was mentioned earlier, it is Public Safety Appreciation week and we had our first potluck at the police station today. It was an amazing turn out. Tomorrow it will be at Fire Station #1 and then we will go on to Fire Station #2 and Fire Station #3 will be at the end of the week. The Highland Improvement Team will be doing the historic district clean up on Saturday, March 21. They will be meeting at Community Cross Church. There will be a blood drive held on March 23. Arbor Day will be held Friday, April 24 and it will be here at City Hall at 9am where we will be planting a tree out in the front. Saturday, March 14 will be the free compost giveaway here

at City Hall and the Redlands Bike Classic on April 22. The results from the March 7 oil filter exchange at Auto Zone are as follows; we had 113 participants with total recycled filters of 282 and total filters exchanged or bought of 228. The police department in the last two weeks had 1,913 calls for service, 223 reports, 73 arrests, with 1 fatal traffic collision in the city. The fire department responded to 223 medical emergencies, 7 structure fires, 25 traffic collisions, 1 vehicle fire, 1 vegetation fire, 5 debris fires, 5 ringing alarms, 7 public safety assists and 4 investigations for a total calls for service of 288.

14. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)

Mayor Pro Tem Lilburn stated she would like to thank staff for the public safety luncheon today as it was a great turn out.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting in memory of James McKague, Dr. Abersold and Sheriff Floyd Tidwell.

Submitted By:

Betty Hughes, MMC
City Clerk

Approved By:

Larry McCallon
Mayor

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – March 24, 2020 Special Meeting

RECOMMENDATION: Approve the minutes as submitted.

Approved _____ Motion _____ Second _____ Agenda Item No. 3

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

B Hughes

_____ City Clerk

_____ City Manager

MINUTES
CITY COUNCIL SPECIAL MEETING
MARCH 24, 2020

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 3:02 p.m. by Mayor McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

City Attorney Marroquin stated for the record, this meeting is being held via teleconference pursuant to Government Code Section 54953(b) and the Governor's executive order N-29-20. Mayor McCallon, Mayor Pro Tem Lilburn, Council Member Timmer and Council Member Chavez are all at the hearing by teleconference. Before we get started on the public comment portion of the agenda, she would like to confirm, for the record, that each of the Council Members can hear her and each other since this is our first time doing this. She will be asking each Council Member, one by one, to acknowledge that they can hear her and that they have been able to hear the proceedings up until now. She will call your name and if you could orally state yes if you have been able to hear her and our proceedings: Mayor McCallon replied yes, Mayor Pro Tem Lilburn replied yes, Council Member Timmer replied yes and Council Member Chavez replied yes. Great, now that everyone is confirmed, we can continue with the proceedings. She would like to advise you that because this is a teleconference meeting, we're going to be doing a roll call vote for any action that is taken. Now we can turn it over to the public comment portion of the meeting and Honorable Mayor she would suggest that since Madam City Clerk is at City Hall that she would lead this portion of the meeting since she is present there.

ROLL CALL

Present: Chavez, Lilburn, McCallon, Timmer
Absent: Solano

PUBLIC COMMENT

Mayor McCallon stated Madam Clerk do you have any written comments that you received.

City Clerk Hughes responded she did not receive any comments via email and there is no one from the public for public comment in the Council Chambers.

Mayor McCallon stated is there anyone on the line that is in the public who wants to speak on an item on the agenda.

City Clerk Hughes stated we did not offer the number to the public at this time because of the long distance toll. We are looking at other options for future meetings.

CITY COUNCIL LEGISLATIVE

1. CONSIDERATION OF ADOPTION OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY CONCERNING COVID-19

City Manager Hughes stated we have one item before the City Council this afternoon which is in consideration of adopting a Resolution of the City Council of the City of Highland, California, proclaiming the existence of a local emergency concerning COVID-19. Staff is recommending the City Council adopt this resolution.

A MOTION was made by Council Member Timmer, seconded by Council Member Chavez, to adopt Resolution No. 2020-014 proclaiming the existence of a local emergency due to COVID-19. Motion carried on a roll call vote, 4-0, with Council Member Solano being absent.

RESOLUTION 2020-014
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY CONCERNING COVID-19

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 3:05 p.m.

Submitted By:

Betty Hughes, MMC
City Clerk

Approved By:

Larry McCallon
Mayor

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

REVIEWED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer CD

PREPARED BY: Leticia Nava-Cruz, Senior Accountant

SUBJECT: Warrant Register #701

RECOMMENDATION: City Council to approve Warrant Register #701; Warrants in the amount of $4,516,461.91 and Payroll in the amount of $188,737.39.

FISCAL IMPACT: The total of Cash and Expenditures is $4,705,199.30.

PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

BACKGROUND: See Printouts Attached.

Approved _____	Motion _____	Second _____	Agenda Item No. 4
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

D Hugl

City Clerk

City Manager

CITY OF HIGHLAND

WARRANT REGISTER #701

April 14, 2020

Warrants:

3/10/2020	Ck#80335-80364	968,311.22
3/13/2020	Payroll Wire #476-477 & Ck #80365-80368	50,987.95
3/17/2020	Ck#80369-80403	155,429.88
3/24/2020	Ck#80404-80517	310,730.12
3/27/2020	Payroll Wire #478-479 & Ck #80518-80521	50,379.05
3/31/2020	Ck#80522-80549	2,634,614.81
4/7/2020	Ck#80550-80602	346,008.88
	Total Warrants	$ 4,516,461.91

Payroll:

3/13/2020	Direct Deposits #9483-9521	94,616.58
3/13/2020	Ck #561-562	563.73
3/27/2020	Direct Deposits #9522-9560	92,993.35
3/27/2020	Ck #563-564	563.73
	Total Payroll	$ 188,737.39

Total Warrants & Payroll **$ 4,705,199.30**

APPROVED BY:

Larry McCallon
Finance Subcommittee

Joseph A. Hughes
City Manager

John Timmer
Finance Subcommittee

Chuck Dantuono
Director of Administrative
Services/City Treasurer

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80335	3/10/2020	000085 EAST VALLEY WATER DISTRICT	CANYON OAKS PARK-FEB		
			CANYON OAKS PARK-FEB		
			016.8540.4030		271.17
			BEATTIE IRRIGATION-FEB		
			BEATTIE IRRIGATION-FEB		
			001.6000.4030		1,329.72
			LMDS-FEB		
			LMDS-FEB		
			012.8500.4030		4,104.92
				Total :	**5,705.81**
80336	3/10/2020	000143 COMMUNITY WORKS DESIGN GROUP	CUP12006-NOV		
			CUP12006-NOV		
			001.4100.4547		465.00
			DRA16010-NOV		
			DRA16010-NOV		
			001.4100.4547		155.00
			PLAN CHECK-NOV		
			PLAN CHECK-NOV		
			001.4100.4547		20.90
			DRA16010-NOV		
			DRA16010-NOV		
			001.4100.4547		11.00
				Total :	**651.90**
80337	3/10/2020	000165 AT&T	CITY HALL-FEB		
			CITY HALL-FEB		
			042.9510.4060		285.49
			BASELINE LITTLE LEAGUE-FEB		
			BASELINE LITTLE LEAGUE-FEB		
			001.6000.4060		285.49
			POLICE ALARM-FEB		
			POLICE ALARM-FEB		
			001.2000.4060		599.66
			CORP YARD-FEB		
			CORP YARD-FEB		
			004.8310.4060		443.04

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80337	3/10/2020	000165 AT&T	(Continued)		
			CITY HALL-FEB		
			CITY HALL-FEB		
			042.9510.4060		293.75
				Total :	1,907.43
80338	3/10/2020	000169 PITNEY BOWES	POSTAGE MACHINE 10/01/2019-12/31/2019		
			POSTAGE MACHINE 10/01/2019-12/31/2019		
			042.9510.4248		407.85
			POSTAGE MACHINE 01/01/2020-03/31/2020		
			POSTAGE MACHINE 01/01/2020-03/31/2020		
			042.9510.4248		407.85
				Total :	815.70
80339	3/10/2020	000203 SOUTHERN CALIFORNIA EDISON	CITY HALL-FEB		
			CITY HALL-FEB		
			042.9510.4010		775.01
			POLICE STATION-FEB		
			POLICE STATION-FEB		
			001.2000.4010		3,407.86
			STATION #3-FEB		
			STATION #3-FEB		
			028.2050.4010		366.45
			STATION #3-FEB		
			029.2100.4010		366.44
			CORP YARD-FEB		
			CORP YARD-FEB		
			004.8310.4010		684.78
			LIBRARY/ELC-FEB		
			LIBRARY/ELC-FEB		
			001.6000.4010		2,812.19
			LS#3-FEB		
			LS#3-FEB		
			013.8510.4011		15.19
			BASELINE MEDIAN-FEB		
			BASELINE MEDIAN-FEB		
			004.8310.4010		11.41
			BASELINE MEDIAN-FEB		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80339	3/10/2020	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			BASELINE MEDIAN-FEB	
			004.8310.4010	10.41
			EVC STATIONS-FEB	
			EVC STATIONS-FEB	
			042.9510.4012	671.11
			LS#2-FEB	
			LS#2-FEB	
			013.8510.4011	544.41
			LS2-B -FEB	
			LS2-B -FEB	
			013.8510.4011	10.02
			LS#3-FEB	
			LS#3-FEB	
			013.8510.4011	15.71
			LS#3-FEB	
			LS#3-FEB	
			013.8510.4011	54.24
			SIGNALS-FEB	
			SIGNALS-FEB	
			004.8310.4580	47.74
			SIGNALS-FEB	
			SIGNALS-FEB	
			004.8310.4580	43.76
			SIGNALS-FEB	
			013.8510.4011	38.03
			OAK CREEK PARK-FEB	
			OAK CREEK PARK-FEB	
			016.8540.4010	12.19
			HIGHLAND AVE ALPR-FEB	
			HIGHLAND AVE ALPR-FEB	
			001.2000.4062	11.24
				Total : **9,898.19**
80340	3/10/2020	000222 UNDERGROUND SERVICE ALERT	DIG ALERT TICKETS-MAR	
			DIG ALERT TICKETS-MAR	
			004.8310.4553	146.95
			DIG SAFE BOARD FEES-MAR	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80340	3/10/2020	000222 UNDERGROUND SERVICE ALERT	(Continued)		
			DIG SAFE BOARD FEES-MAR		
			004.8310.4553		67.69
				Total :	**214.64**
80341	3/10/2020	000291 HIGHLAND COMMUNITY NEWS	NEWSPAPER SUBSCIPTION 5/20-5/21		
			NEWSPAPER SUBSCIPTION 5/20-5/21		
			001.1450.4310		29.95
				Total :	**29.95**
80342	3/10/2020	000487 SMART & FINAL	HIT SUPPLIES		
			HIT SUPPLIES		
			001.6020.4336		11.69
			BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		206.58
				Total :	**218.27**
80343	3/10/2020	000623 HARBOR FREIGHT TOOLS	CORP YARD: TOOL CABINET		
			CORP YARD: TOOL CABINET		
			004.8310.4203		680.38
				Total :	**680.38**
80344	3/10/2020	000979 VERIZON WIRELESS	AIR CARDS-JAN		
			AIR CARDS-JAN		
			001.2000.4062		114.03
				Total :	**114.03**
80345	3/10/2020	001476 TIME WARNER CABLE	POLICE TELE/INT SERVICE-MAR		
			POLICE TELE/INT SERVICE-MAR		
			001.2000.4065		976.99
			CORP YARD TELE/INT SERVICE-MAR		
			CORP YARD TELE/INT SERVICE-MAR		
			004.8310.4060		656.56
				Total :	**1,633.55**
80346	3/10/2020	001764 DEPENDABLE COFFEE & WATER SVC.	BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		13.44

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80346	3/10/2020	001764 DEPENDABLE COFFEE & WATER SVC.	(Continued)		
			BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		10.45
			BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		66.39
				Total :	**90.28**
80347	3/10/2020	002149 SB CO DEPT OF PUBLIC HEALTH	ANIMAL CONTROL SERVICES 10/19-12/19		
			ANIMAL CONTROL SERVICES 10/19-12/19		
			001.2200.4565		121,129.00
				Total :	**121,129.00**
80348	3/10/2020	003073 EWING IRRIGATION PRODUCTS INC	PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4206		243.68
			TRAILS SUPPLIES		
			TRAILS SUPPLIES		
			001.6100.4206		244.14
			CORP YARD SUPPLIES		
			CORP YARD SUPPLIES		
			004.8310.4206		244.14
			TRAILS SUPPLIES		
			TRAILS SUPPLIES		
			016.8540.4206		230.33
			PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4206		249.28
			PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4206		237.63
			LMD SUPPLIES		
			LMD SUPPLIES		
			012.8500.4206		238.63
			PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4206		238.63

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80348	3/10/2020	003073 EWING IRRIGATION PRODUCTS INC	(Continued)		
			PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4206		188.35
				Total :	**2,114.81**
80349	3/10/2020	003445 BOOT BARN, INC.	UNIFORM BOOTS: J. RICHARDSON		
			UNIFORM BOOTS: J. RICHARDSON		
			004.8310.4249		150.00
				Total :	**150.00**
80350	3/10/2020	003689 TPX COMMUNICATIONS	CITY HALL/CORP YARD PHONES-MAR		
			CITY HALL PHONES-MAR		
			042.9510.4060		249.81
			CORP YARD PHONES-MAR		
			004.8310.4060		1,087.02
				Total :	**1,336.83**
80351	3/10/2020	003713 SATCOM GLOBAL LTD.	SATELLITE PHONES-MAR		
			SATELLITE PHONES-MAR		
			028.2050.4061		21.37
			SATELLITE PHONES-MAR		
			029.2100.4061		21.38
			SATELLITE PHONES-MAR		
			001.2000.4061		42.75
			SATELLITE PHONES-MAR		
			042.9510.4061		42.75
				Total :	**128.25**
80352	3/10/2020	003814 KONE INC.	ELEVATOR REPAIRS LIBRARY/ELC		
			ELEVATOR REPAIRS LIBRARY/ELC		
			001.6000.4587		890.45
				Total :	**890.45**
80353	3/10/2020	004193 AECOM USA INC.	BRG07001 DES HBP-JAN		
			BRG07001 DES HBP-JAN		
			030.8495.6813		70,143.14
			BRG07001 DES RDA07-JAN		
			BRG07001 DES RDA07-JAN		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80353	3/10/2020	004193 AECOM USA INC.	(Continued)		
			010.3830.6813		9,087.79
				Total :	**79,230.93**
80354	3/10/2020	004206 #1 SON PLUMBING	STATION #1 WATER LEAK REPAIR		
			STATION #1 WATER LEAK REPAIR		
			028.2050.4070		269.43
			STATION #1 WATER LEAK REPAIR		
			029.2100.4070		269.43
				Total :	**538.86**
80355	3/10/2020	004416 SIEMENS MOBILITY, INC.	STREET LIGHT MAINTENANCE-NOV		
			STREET LIGHT MAINTENANCE-NOV		
			013.8510.4664		2,528.50
			STREET LIGHT MAINTENANCE-OCT		
			STREET LIGHT MAINTENANCE-OCT		
			013.8510.4664		2,528.50
			STREET LIGHT MAINTENANCE-JAN		
			STREET LIGHT MAINTENANCE-JAN		
			013.8510.4664		2,528.50
			TRAFFIC SIGNAL MAINTENANCE-JAN		
			TRAFFIC SIGNAL MAINTENANCE-JAN		
			004.8310.4580		2,942.76
			STREET LIGHT RESPONSE CALL OUTS-JAN		
			STREET LIGHT RESPONSE CALL OUTS-JAN		
			013.8510.4664		150.42
				Total :	**10,678.68**
80356	3/10/2020	004697 CHEMCO PRODUCTS COMPANY	WATER TREATMENT MONTHLY CHARGE-FEB		
			WATER TREATMENT MONTHLY CHARGE-FEB		
			001.6000.4588		423.23
				Total :	**423.23**
80357	3/10/2020	005018 FLYERS ENERGY, LLC	FUEL-FEB		
			FUEL-FEB		
			004.8310.4220		27.53
			FUEL-FEB		
			001.6000.4220		114.29

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80357	3/10/2020	005018 FLYERS ENERGY, LLC	(Continued)	
			FUEL-FEB	
			028.2050.4220	971.92
			FUEL-FEB	
			029.2100.4220	971.92
			FUEL-FEB	
			001.2000.4220	5,825.46
			FUEL-FEB	
			004.8310.4220	393.50
			FUEL-FEB	
			001.4200.4220	35.71
			FUEL-FEB	
			001.4500.4220	26.61
			FUEL-FEB	
			001.4600.4220	305.28
			FUEL-FEB	
			001.6000.4220	268.17
			FUEL-FEB	
			001.6010.4220	134.43
			FUEL-FEB	
			042.9510.4220	12.60
			FUEL-FEB	
			FUEL-FEB	
			001.2000.4220	4,076.07
			FUEL-FEB	
			004.8310.4220	275.33
			FUEL-FEB	
			001.4200.4220	24.99
			FUEL-FEB	
			001.4500.4220	18.62
			FUEL-FEB	
			001.4600.4220	213.60
			FUEL-FEB	
			001.6000.4220	187.64
			FUEL-FEB	
			001.6010.4220	94.06
			FUEL-FEB	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80357	3/10/2020	005018 FLYERS ENERGY, LLC	(Continued)		
			042.9510.4220 FUEL-FEB		8.82
			004.8310.4220 FUEL-FEB		19.26
			001.6000.4220 FUEL-FEB		79.97
			028.2050.4220 FUEL-FEB		680.05
			029.2100.4220		680.05
				Total :	**15,445.88**
80358	3/10/2020	005222 HISPANO INVESTORS, INC.	PLANNING DEPOSIT REFUND CUP16006 REFUND		
			001.4100.4450 FWQ16006 REFUND		2,652.70
			001.4100.4450		1,522.75
				Total :	**4,175.45**
80359	3/10/2020	005268 CUSTOM CREATIONS	VEH#130: REPAIR & SERVICE VEH#130: REPAIR & SERVICE		
			004.8310.4240		543.65
				Total :	**543.65**
80360	3/10/2020	005302 HARDY & HARPER, INC	STR19001 PPE#3-CON COSB-JAN STR19001 PPE#3-CON COSB-JAN		
			027.8490.6550 STR19001 PPE#3-CON RAC COH-JAN		38,642.43
			STR19001 PPE#3-CON RAC COH-JAN 027.8490.6550		41,335.17
			STR19001 PPE#3-CON RAC COSB-JAN STR19001 PPE#3-CON RAC COSB-JAN		
			027.8490.6550 STR19001 PPE#3-CON MSRI-JAN		3,979.36
			STR19001 PPE#3-CON MSRI-JAN 017.8350.6550		604,424.69
			STR19001 PPE#3-CON RAC COH STR19001 PPE#3-CON RAC COH		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80360	3/10/2020	005302 HARDY & HARPER, INC	(Continued)	
			027.8490.6550	2,175.54
			STR19001 PPE#3-CON MSRI	
			STR19001 PPE#3-CON MSRI	
			017.8350.6550	-2,175.54
			STR19001 PPE#2-CON RAC COSB	
			STR19001 PPE#2-CON RAC COSB	
			027.8490.6550	863.56
			STR19001 PPE#3-CON RAC COSB	
			STR19001 PPE#3-CON RAC COSB	
			027.8490.6550	209.44
			STR19001 PPE#3-CON COSB	
			STR19001 PPE#3-CON COSB	
			027.8490.6550	-1,073.00
			Total :	**688,381.65**
80361	3/10/2020	005516 BASE HILL INC., DBA JAN POINT	MONTHLY JANITORIAL SERVICES-FEB	
			CITY HALL-FEB	
			042.9510.4504	1,562.00
			COUNCIL CHAMBERS-FEB	
			042.9510.4504	311.00
			AURANTIA PARK-FEB	
			001.6000.4504	1,454.00
			COMMUNITY PARK-FEB	
			001.6000.4504	1,950.00
			POLICE DEPT-FEB	
			001.2000.4504	1,080.00
			Total :	**6,357.00**
80362	3/10/2020	005554 IMPERIAL SPRINKLER SUPPLY	ROW WEED CONTROL	
			ROW WEED CONTROL	
			004.8310.4206	825.56
			Total :	**825.56**
80363	3/10/2020	005577 AMERICAN RENTALS, INC.	SCISSORLIFT 26' ELECTRIC	
			SCISSORLIFT 26' ELECTRIC	
			001.6000.4248	335.30
			SCISSOR LIFT 32' ELECTRIC	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80363	3/10/2020	005577 AMERICAN RENTALS, INC.	(Continued) SCISSOR LIFT 32' ELECTRIC 001.6000.4248	248.76
			Total :	584.06
80364	3/10/2020	005600 AGUILAR CONSULTING, INC.	SDR17001 DE RDA04 DEC-JAN SDR17001 DE RDA04 DEC-JAN 010.3830.6600	13,416.80
			Total :	13,416.80
30 Vouchers for bank code : wfb			Bank total :	968,311.22
30 Vouchers in this report			Total vouchers :	968,311.22

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
476	3/13/2020	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment 004.1140	460.52
			MEDICARE: Payment 006.1140	141.42
			MEDICARE: Payment 010.1140	159.62
			MEDICARE: Payment 012.1140	40.04
			MEDICARE: Payment 016.1140	40.00
			MEDICARE: Payment 023.1140	18.26
			MEDICARE: Payment 024.1140	4.22
			MEDICARE: Payment 041.1140	71.74
			MEDICARE: Payment 042.1140	67.64
			MEDICARE: Payment 070.1140	150.94
			FEDERAL TAXES: Payment 001.1120	9,572.94
			FEDERAL TAXES: Payment 004.1120	1,713.47
			FEDERAL TAXES: Payment 006.1120	613.07
			FEDERAL TAXES: Payment 010.1120	602.04
			FEDERAL TAXES: Payment 012.1120	37.14
			FEDERAL TAXES: Payment 016.1120	37.14
			FEDERAL TAXES: Payment 023.1120	53.25
			FEDERAL TAXES: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
476	3/13/2020	000119 INTERNAL REVENUE SERVICE	(Continued)	
			024.1120 FEDERAL TAXES: Payment	14.41
			041.1120 FEDERAL TAXES: Payment	391.40
			042.1120 FEDERAL TAXES: Payment	184.78
			070.1120 SOCIAL SECURITY: Payment	552.24
			001.1140 SOCIAL SECURITY: Payment	538.30
			070.1140 MEDICARE: Payment	110.48
			001.1140	2,561.66
			Total :	**18,136.72**
477	3/13/2020	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment 001.1130	3,397.94
			STATE TAXES: Payment 004.1130	700.57
			STATE TAXES: Payment 006.1130	226.22
			STATE TAXES: Payment 010.1130	281.12
			STATE TAXES: Payment 012.1130	22.35
			STATE TAXES: Payment 016.1130	22.33
			STATE TAXES: Payment 023.1130	13.82
			STATE TAXES: Payment 024.1130	4.69
			STATE TAXES: Payment 041.1130	158.97
			STATE TAXES: Payment 042.1130	64.67

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
477	3/13/2020	000001 CALIF STATE EMPLOYMENT	(Continued)		
			STATE TAXES: Payment		
			070.1130		243.82
				Total :	**5,136.50**
80365	3/13/2020	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT		
			ICMA DEFERRED COMP 457: Payment		
			001.1170		6,576.35
			ICMA DEFERRED COMP 457: Payment		
			004.1170		925.86
			ICMA DEFERRED COMP 457: Payment		
			010.1170		790.00
			ICMA DEFERRED COMP 457: Payment		
			012.1170		12.50
			ICMA DEFERRED COMP 457: Payment		
			016.1170		12.50
			ICMA DEFERRED COMP 457: Payment		
			041.1170		298.81
			ICMA DEFERRED COMP 457: Payment		
			070.1170		235.86
				Total :	**8,851.88**
80366	3/13/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT		
			PERS SURVIVOR: Payment		
			070.1145		0.65
			PERS: Payment		
			001.1145		11,812.54
			PERS: Payment		
			004.1145		2,311.07
			PERS: Payment		
			006.1145		592.08
			PERS: Payment		
			010.1145		923.21
			PERS: Payment		
			012.1145		152.91
			PERS: Payment		
			016.1145		152.90
			PERS: Payment		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80366	3/13/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			023.1145 PERS: Payment	86.54
			024.1145 PERS: Payment	17.29
			041.1145 PERS: Payment	412.68
			042.1145 PERS: Payment	287.42
			070.1145 PERS SURVIVOR: Payment	679.34
			001.1145 PERS SURVIVOR: Payment	22.99
			004.1145 PERS SURVIVOR: Payment	4.03
			006.1145 PERS SURVIVOR: Payment	1.30
			010.1145 PERS SURVIVOR: Payment	1.08
			012.1145 PERS SURVIVOR: Payment	0.57
			016.1145 PERS SURVIVOR: Payment	0.55
			023.1145 PERS SURVIVOR: Payment	0.23
			024.1145 PERS SURVIVOR: Payment	0.04
			041.1145 PERS SURVIVOR: Payment	0.33
			042.1145 EPMC: Payment	0.78
			001.1145 EPMC: Payment	586.99
			004.1145 EPMC: Payment	122.90
			006.1145 EPMC: Payment	18.10

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80366	3/13/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)		
			010.1145 EPMC: Payment		56.94
			012.1145 EPMC: Payment		2.17
			016.1145 EPMC: Payment		2.17
			023.1145 EPMC: Payment		6.06
			024.1145 EPMC: Payment		0.51
			041.1145 EPMC: Payment		28.89
			042.1145 EPMC: Payment		10.54
			070.1145		47.54
				Total :	**18,343.34**
80367	3/13/2020	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT ARROWHEAD UNITED WAY: Payment		
			001.1180 ARROWHEAD UNITED WAY: Payment		13.37
			004.1180 ARROWHEAD UNITED WAY: Payment		2.83
			010.1180 ARROWHEAD UNITED WAY: Payment		1.79
			041.1180 ARROWHEAD UNITED WAY: Payment		2.25
			070.1180		0.76
				Total :	**21.00**
80368	3/13/2020	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT AFLAC SPECIFIED HEALTH INS: Payment		
			012.1181 AFLAC SPECIFIED HEALTH INS: Payment		1.49
			016.1181 AFLAC ACCIDENT INSURANCE: Payment		1.49
			001.1181		109.95

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80368	3/13/2020	003804 AFLAC WWHQ	(Continued)	
			AFLAC ACCIDENT INSURANCE: Payment 004.1181	12.82
			AFLAC ACCIDENT INSURANCE: Payment 012.1181	3.58
			AFLAC ACCIDENT INSURANCE: Payment 016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment 023.1181	5.79
			AFLAC ACCIDENT INSURANCE: Payment 024.1181	0.26
			AFLAC CANCER INSURANCE: Payment 001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment 001.1181	182.52
			AFLAC DISABILITY INSURANCE: Payment 004.1181	24.69
			AFLAC DISABILITY INSURANCE: Payment 012.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment 016.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment 024.1181	0.51
			AFLAC HOSPITAL INSURANCE: Payment 001.1181	73.59
			AFLAC HOSPITAL INSURANCE: Payment 012.1181	6.71
			AFLAC HOSPITAL INSURANCE: Payment 016.1181	6.70
			AFLAC DENTAL: Payment 001.1181	27.88
			AFLAC DENTAL: Payment 004.1181	0.55
			AFLAC DENTAL: Payment 041.1181	1.66
			AFLAC DENTAL: Payment 070.1181	0.57

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80368	3/13/2020	003804 AFLAC WWHQ	(Continued)	
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.96
			Total :	**498.51**

6 Vouchers for bank code : wfb **Bank total : 50,987.95**

6 Vouchers in this report **Total vouchers : 50,987.95**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80369	3/17/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	REPLACEMENT BENEFIT CONTRIBUTION 2020		
			REPLACEMENT BENEFIT CONTRIBUTION 2020		
			001.1450.3560		236.31
				Total :	**236.31**
80370	3/17/2020	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD 02/09/20-02/22/20		
			CROSSING GUARD 02/09/20-02/22/20		
			002.8200.4530		2,174.04
				Total :	**2,174.04**
80371	3/17/2020	000085 EAST VALLEY WATER DISTRICT	CORP YARD-FEB		
			CORP YARD-FEB		
			004.8310.4030		70.27
			CORP YARD-FEB		
			CORP YARD-FEB		
			004.8310.4030		121.76
			CORP YARD-FEB		
			CORP YARD-FEB		
			004.8310.4030		997.26
			ATHLETIC CENTER-FEB		
			ATHLETIC CENTER-FEB		
			001.6000.4030		35.14
			ATHLETIC CENTER-FEB		
			ATHLETIC CENTER-FEB		
			001.6000.4030		510.15
			YMCA COMMUNITY PARK-FEB		
			YMCA COMMUNITY PARK-FEB		
			001.6000.4030		238.84
			COMMUNITY PARK-FEB		
			COMMUNITY PARK-FEB		
			001.6000.4030		3,502.18
			COMMUNITY PARK-FEB		
			COMMUNITY PARK-FEB		
			001.6000.4030		52.70
			CUNNINGHAM PARK-FEB		
			CUNNINGHAM PARK-FEB		
			016.8540.4030		72.81

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80371	3/17/2020	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			OAK CREEK PARK-FEB	
			OAK CREEK PARK-FEB	
			016.8540.4030	522.51
			COMM CTR-FEB	
			COMM CTR-FEB	
			001.6000.4030	52.70
			COMM CTR-FEB	
			COMM CTR-FEB	
			001.6000.4030	555.61
			LIBRARY/ELC-FEB	
			LIBRARY/ELC-FEB	
			001.6000.4030	70.27
			LIBRARY/ELC-FEB	
			LIBRARY/ELC-FEB	
			001.6000.4030	469.99
			LIBRARY/ELC-FEB	
			LIBRARY/ELC-FEB	
			001.6000.4030	363.30
			LMD'S-FEB	
			LMD'S-FEB	
			012.8500.4030	1,707.22
			Total :	**9,342.71**
80372	3/17/2020	000108 HIGH TECH SECURITY	BURG SYSTEMS-APR	
			CITY HALL MAINT-APR	
			042.9510.4066	15.00
			COMMUNITY PARK MONIT-APR	
			001.6000.4066	25.00
			COMMUNITY PARK MAINT-APR	
			001.6000.4066	15.00
			CORP YARD MONIT-APR	
			004.8310.4066	25.00
			CORP YARD MAINT-APR	
			004.8310.4066	20.00
			CITY HALL MONIT-APR	
			042.9510.4066	25.00
			CITY HALL MAINT-APR	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80372	3/17/2020	000108 HIGH TECH SECURITY	(Continued)	
			042.9510.4066 CITY HALL MONIT-APR	15.00
			042.9510.4066 FIRE SYSTEMS-APR YMCA MAINT-APR	25.00
			001.6000.4066 POLICE MONIT-APR	15.00
			001.2000.4066 POLICE MAINT-APR	35.00
			001.2000.4066 YMCA MONIT-APR	15.00
			001.6000.4066 CORP YARD MONIT-APR	35.00
			004.8310.4066 CORP YARD MAINT-APR	35.00
			004.8310.4066 LIBRARY MONIT-APR	15.00
			001.6000.4066 LIBRARY MAINT-APR	35.00
			001.6000.4066 CITY HALL MONIT-APR	15.00
			042.9510.4066 CITY HALL MAINT-APR	35.00
			042.9510.4066 FIRE STATION #3 MONIT-APR	15.00
			028.2050.4066 FIRE STATION #3 MONIT-APR	17.50
			029.2100.4066 FIRE STATION #3 MAINT-APR	17.50
			028.2050.4066 FIRE STATION #3 MAINT-APR	7.50
			029.2100.4066 CCTV SYSTEMS-APR AURANTIA PARK MAINT-APR	7.50
			001.6000.4066 COMMUNITY PARK MAINT-APR	25.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80372	3/17/2020	000108 HIGH TECH SECURITY	(Continued)	
			001.6000.4066 CITY HALL MAINT-APR	50.00
			042.9510.4066 CORP YARD MAINT-APR	25.00
			004.8310.4066 CAYNON OAKS MAINT-APR	25.00
			016.8540.4066 FIRE SYSTEMS-MAR FIRE SYSTEMS-MAR	25.00
			004.8310.4070	349.00
			Total :	**964.00**
80373	3/17/2020	000127 K & L HARDWARE	ATHLETIC CENTER SUPPLIES ATHLETIC CENTER SUPPLIES	
			001.6000.4070 POLICE SUPPLIES POLICE SUPPLIES	68.93
			001.2000.4070 CORP YARD SUPPLIES CORP YARD SUPPLIES	42.45
			004.8310.4206 TRAILS SUPPLIES TRAILS SUPPLIES	4.82
			001.6100.4206 STATION #2 SUPPLIES STATION #2 SUPPLIES	35.05
			028.2050.4070 STATION #2 SUPPLIES	12.16
			029.2100.4070 TRAILS SUPPLIES TRAILS SUPPLIES	12.16
			001.6100.4206 CORP YARD SUPPLIES CORP YARD SUPPLIES	8.61
			004.8310.4206 STATION #2 SUPPLIES STATION #2 SUPPLIES	11.39

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80373	3/17/2020	000127 K & L HARDWARE	(Continued)		
			028.2050.4203 STATION #2 SUPPLIES		25.07
			029.2100.4203 POLICE SUPPLIES POLICE SUPPLIES		25.06
			001.2000.4206 STATION #1 SUPPLIES STATION #1 SUPPLIES		7.31
			028.2050.4203 STATION #1 SUPPLIES		39.85
			029.2100.4203		39.85
				Total :	**332.71**
80374	3/17/2020	000143 COMMUNITY WORKS DESIGN GROUP	PLAN CHECK-JAN PLAN CHECK-JAN		
			001.3200.4550 PLAN CHECK-JAN		1,240.00
			001.4100.4547 REIMBURSABLE EXPENSES-JAN		195.00
			001.3200.4550		11.55
				Total :	**1,446.55**
80375	3/17/2020	000165 AT&T	WHITE PAGES LISTING-MAR WHITE PAGES LISTING-MAR		
			042.9510.4060		18.00
				Total :	**18.00**
80376	3/17/2020	000203 SOUTHERN CALIFORNIA EDISON	CITY HALL-FEB CITY HALL-FEB		
			042.9510.4010 STATION #2-FEB STATION #2-FEB		292.08
			028.2050.4010 STATION #2-FEB		148.62
			029.2100.4010 AURANTIA PARK-FEB AURANTIA PARK-FEB		148.61

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80376	3/17/2020	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			001.6000.4010 STATION #1-FEB STATION #1-FEB	62.12
			028.2050.4010 STATION #1-FEB	215.78
			029.2100.4010 LS#3-FEB LS#3-FEB	215.78
			013.8510.4011 LS-3 METERS-FEB LS-3 METERS-FEB	791.08
			013.8510.4011 LS-3 METERS-FEB LS-3 METERS-FEB	55.53
			013.8510.4011 CUNNINGHAM PARK-FEB CUNNINGHAM PARK-FEB	262.14
			016.8540.4010 HIGHLAND COMMUNITY PARK-FEB HIGHLAND COMMUNITY PARK-FEB	13.63
			001.6000.4010 CANYON OAK PARK-FEB CANYON OAK PARK-FEB	1,038.70
			016.8540.4010 SEELEY PARK-FEB SEELEY PARK-FEB	17.22
			016.8540.4010 LMD'S-FEB LMD'S-FEB	19.68
			012.8500.4010 LMD #48 C-FEB LMD #48 C-FEB	492.54
			012.8500.4010 LMD #48 C-FEB LMD #48 C-FEB	295.97
			012.8500.4010 LMD #48 B-FEB	12.14

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80376	3/17/2020	000203 SOUTHERN CALIFORNIA EDISON	(Continued)		
			LMD #48 B-FEB		
			012.8500.4010		12.65
			UPLIGHTING LMD 48-FEB		
			UPLIGHTING LMD 48-FEB		
			012.8500.4010		2.86
			UPLIGHTING LMD 48-FEB		
			013.8510.4011		25.58
			HIGHLAND AVE ALPR-FEB		
			HIGHLAND AVE ALPR-FEB		
			001.2000.4062		10.49
			LMD 13-FEB		
			LMD 13-FEB		
			012.8500.4010		11.79
			SIGNALS-FEB		
			SIGNALS-FEB		
			004.8310.4580		2,321.42
			LS 2 B CITY WIDE STREET LIGHTS-FEB		
			LS 2 B CITY WIDE STREET LIGHTS-FEB		
			013.8510.4011		16,855.82
				Total :	**23,322.23**
80377	3/17/2020	000231 VISTA PAINT CORP	GRAFFITI REMOVAL SUPPLIES		
			GRAFFITI REMOVAL SUPPLIES		
			001.6010.4206		243.11
				Total :	**243.11**
80378	3/17/2020	000291 HIGHLAND COMMUNITY NEWS	HIGHLAND SAFETY APPRECIATION AD-FEB		
			HIGHLAND SAFETY APPRECIATION AD-FEB		
			001.6020.4300		221.50
			2020 CENSUS AD-FEB		
			2020 CENSUS AD-FEB		
			001.4100.4349		1,209.50
			LEGAL ADS-FEB		
			LEGAL ADS-FEB		
			001.1200.4300		985.50
				Total :	**2,416.50**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80379	3/17/2020	000324 DIB'S SAFE & LOCK SERVICE	DUPLICATE KEY		
			DUPLICATE KEY		
			001.6000.4206		94.23
				Total :	**94.23**
80380	3/17/2020	000338 COSTCO	FS#1-3: BATTALION REHAB POLICY SUPPLY		
			FS#1-3: BATTALION REHAB POLICY SUPPLY		
			029.2100.4351		1,323.31
				Total :	**1,323.31**
80381	3/17/2020	000461 JON'S FLAGS & POLES	US, CA, POW & COH FLAGS		
			US, CA, POW & COH FLAGS		
			001.0500		2,691.60
				Total :	**2,691.60**
80382	3/17/2020	000774 ARROWHEAD CREDIT UNION-DEPT 91	PARSAC MTG AIRFARE/PARKING		
			PARSAC MTG AIRFARE/PARKING		
			041.9500.4320		214.96
			CHF ADVERTISING: HOT 103.9		
			CHF ADVERTISING: HOT 103.9		
			051.1471		1,200.00
			PARSAC MTG AIRFARE/PARKING		
			PARSAC MTG AIRFARE/PARKING		
			041.9500.4320		25.00
			CNS20.001: CENSUS 2020 FLYER		
			CNS20.001: CENSUS 2020 FLYER		
			001.4100.4349		472.50
			PARSAC MTG AIRFARE/PARKING		
			PARSAC MTG AIRFARE/PARKING		
			041.9500.4320		25.00
			CRRA MEMBERSHIP RENEWAL: MORGAN		
			CRRA MEMBERSHIP RENEWAL: MORGAN		
			001.4200.4202		200.00
			PARSAC MTG AIRFARE/PARKING		
			PARSAC MTG AIRFARE/PARKING		
			041.9500.4320		40.00
			LOCC- PW OFFICER INSTITUTE & EXPO: C. ZA		
			LOCC- PW OFFICER INSTITUTE & EXPO: C.		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80382	3/17/2020	000774 ARROWHEAD CREDIT UNION-DEPT 91	(Continued)		
			001.3200.4320 LOCC-PW OFFICER INSTITUTE & EXPO HOTEL: LOCC-PW OFFICER INSTITUTE & EXPO HOTEL:		625.00
			001.3200.4320 LOCC-PW OFFICER INSTITUTE & EXPO AIRFARE LOCC-PW OFFICER INSTITUTE & EXPO		344.08
			001.3200.4320 OFFICER SAFETY TRAINING - COX, OWENS & R OFFICER SAFETY TRAINING - COX, OWENS &		324.96
			001.4600.4330 LOCC WEBINAR-AB 5 LOCC WEBINAR-AB 5		297.00
			001.1700.4330		25.00
				Total :	**3,793.50**
80383	3/17/2020	000824 J & M TROPHIES	MAYOR NAME PLATES MAYOR NAME PLATES		
			001.1000.4200		91.01
				Total :	**91.01**
80384	3/17/2020	000979 VERIZON WIRELESS	CELL PHONES/AIR CARDS-MAR CELL PHONES-MAR		
			001.2000.4061 AIR CARDS-MAR		207.77
			001.2000.4062 CELL PHONES-MAR		1,064.28
			001.3200.4061 CELL PHONES-MAR		25.77
			001.4200.4061 AIR CARDS-MAR		80.41
			001.4500.4062 CELL PHONES-MAR		114.03
			001.4600.4061 AIR CARDS-MAR		153.48
			001.4600.4062 CELL PHONES-MAR		114.03
			001.6000.4061		73.01

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80384	3/17/2020	000979 VERIZON WIRELESS	(Continued)		
			CELL PHONES-MAR		
			001.6010.4061		32.54
			CELL PHONES-MAR		
			001.6020.4061		25.42
			CELL PHONES-MAR		
			004.8310.4061		108.56
			AIR CARDS-MAR		
			004.8310.4062		38.01
			CELL PHONES-MAR		
			028.2050.4061		143.47
			AIR CARDS-MAR		
			028.2050.4062		152.04
			CELL PHONES-MAR		
			042.9510.4061		317.36
				Total :	**2,650.18**
80385	3/17/2020	001035 DEPARTMENT OF JUSTICE	FINGERPRINT APPS		
			FINGERPRINT APPS-PUNG		
			001.1700.4236		32.00
			FINGERPRINT APPS-DAVIS		
			029.2100.4236		32.00
			FINGERPRINT APPS-MANTZOROS		
			029.2100.4236		32.00
				Total :	**96.00**
80386	3/17/2020	001072 AUTO ZONE	ME541 SUPPLIES		
			ME541 SUPPLIES		
			028.2050.4240		23.88
			ME541 SUPPLIES		
			029.2100.4240		23.87
			POLICE SUPPLIES		
			POLICE SUPPLIES		
			001.2000.4222		133.64
			POLICE SUPPLIES		
			POLICE SUPPLIES		
			001.2000.4245		6.29

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80386	3/17/2020	001072 001072 AUTO ZONE	(Continued)	Total :	**187.68**
80387	3/17/2020	001320 HIGHLAND SENIOR CENTER	MONTHLY REIMBURSEMENT-FEB MONTHLY REIMBURSEMENT-FEB 006.8400.4348		2,000.00
				Total :	**2,000.00**
80388	3/17/2020	001476 TIME WARNER CABLE	CITY HALL TELE/INT-MAR CITY HALL TELE/INT-MAR 042.9510.4065		1,107.39
				Total :	**1,107.39**
80389	3/17/2020	001618 INNOVATIVE FEDERAL STRATEGIES	PROFESSIONAL SERVICES-FEB PROFESSIONAL SERVICES-FEB 023.3890.4554		3,000.00
				Total :	**3,000.00**
80390	3/17/2020	002960 BURRTEC WASTE INDUSTRIES INC	SOLID WASTE PROG 02/08/20-02/21/20 SOLID WASTE PROG 02/08/20-02/21/20 051.1496		26,159.81
				Total :	**26,159.81**
80391	3/17/2020	003073 EWING IRRIGATION PRODUCTS INC	LMD SUPPLIES LMD SUPPLIES 012.8500.4206		237.32
				Total :	**237.32**
80392	3/17/2020	003445 BOOT BARN, INC.	UNIFORM: K. LAYNE UNIFORM: K. LAYNE 004.8310.4249		97.18
			UNIFORM BOOTS: J. AVON UNIFORM BOOTS: J. AVON 004.8310.4249		150.00
			UNIFORM: R. RAMOS UNIFORM: R. RAMOS 004.8310.4249		233.28
				Total :	**480.46**
80393	3/17/2020	003673 JOHNSON CONTROLS, INC	YMCA: HVAC REPAIR UNIT4		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80393	3/17/2020	003673 JOHNSON CONTROLS, INC	(Continued)		
			YMCA: HVAC REPAIR UNIT4		
			001.6000.4588		696.52
				Total :	**696.52**
80394	3/17/2020	004206 #1 SON PLUMBING	YMCA WATER LEAK REPAIR		
			YMCA WATER LEAK REPAIR		
			001.6000.4070		2,385.55
				Total :	**2,385.55**
80395	3/17/2020	004416 SIEMENS MOBILITY, INC.	TRAFFIC SIGNAL RESPONSE CALL OUTS-JAN		
			TRAFFIC SIGNAL RESPONSE CALL OUTS-JAN		
			004.8310.4580		4,924.49
				Total :	**4,924.49**
80396	3/17/2020	004662 SKYLINE SAFETY AND SUPPLY	CORP YARD SUPPLIES		
			CORP YARD SUPPLIES		
			004.8310.4206		178.54
			GRAFFITI SUPPLIES		
			GRAFFITI SUPPLIES		
			001.6010.4206		117.28
				Total :	**295.82**
80397	3/17/2020	004679 THYSSENKRUPP ELEVATOR CORP	POLICE DEPT ELEVATOR MAINTENANCE		
			POLICE DEPT ELEVATOR MAINTENANCE		
			001.2000.4587		638.03
				Total :	**638.03**
80398	3/17/2020	004984 CA DEPT OF FISH AND WILDLIFE	BRG07001-MAR		
			BRG07001 DE RDA07-MAR		
			010.3830.6813		3,747.22
			BRG07001 DE HBP-MAR		
			030.8495.6813		28,922.53
				Total :	**32,669.75**
80399	3/17/2020	005313 COUNTY OF SAN BERNARDINO	PRE-EMPLOYMENT TESTING-B. DAVIS		
			PRE-EMPLOYMENT TESTING-B. DAVIS		
			029.2100.4235		970.25

Bank code : wfb

Voucher	Date	Vendor		Description/Account		Amount
80399	3/17/2020	005313	005313 COUNTY OF SAN BERNARDINO	(Continued)	Total :	970.25
80400	3/17/2020	005402	BORDIN SEMMER LLP	PEREZ-FEB PEREZ-FEB 041.9500.4390		2,577.75
					Total :	2,577.75
80401	3/17/2020	005553	CLARK PEST CONTROL OF STOCKTON	PEST CONTROL CITY HALL PEST CONTROL CITY HALL 042.9510.4589		60.00
				PEST CONTROL POLICE STATION PEST CONTROL POLICE STATION 001.2000.4589		95.00
				PEST CONTROL ATHLETIC CENTER/YMCA PEST CONTROL ATHLETIC CENTER/YMCA 001.6000.4589		89.00
				PEST CONTROL CITY HALL PEST CONTROL CITY HALL 042.9510.4589		60.00
					Total :	304.00
80402	3/17/2020	005573	BESTWAY LAUNDRY SOLUTIONS	FS#1-3: WASHER-EXTRACTOR FS#1-3: WASHER-EXTRACTOR 007.8330.6040		25,086.04
					Total :	25,086.04
80403	3/17/2020	005601	MIGUEL'S NURSERY	CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4045		246.75
				BASELINE MEDIAN SUPPLIES BASELINE MEDIAN SUPPLIES 012.8500.4585		226.28
					Total :	473.03

35 Vouchers for bank code : wfb — Bank total : 155,429.88

35 Vouchers in this report — Total vouchers : 155,429.88

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80404	3/24/2020	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD 02/23/20-03/07/20		
			CROSSING GUARD 02/23/20-03/07/20		
			002.8200.4530		2,635.20
				Total :	**2,635.20**
80405	3/24/2020	000030 SAN BERNARDINO COUNTY SHERIFFS	VEHICLE MAINTENACE 10/2019-12/2019		
			VEHICLE MAINTENACE 10/2019-12/2019		
			001.2000.4240		22,206.87
			CELL PHONES 10/2019-12/2019		
			CELL PHONES 10/2019-12/2019		
			001.2000.4061		255.35
			TRANSCIPTIONS 10/2019-12/2019		
			TRANSCIPTIONS 10/2019-12/2019		
			001.2000.4560		4,269.47
			O/T & ON-CALL 10/2019-12/2019		
			O/T & ON-CALL 10/2019-12/2019		
			001.2000.4560		46,545.55
			ADDITIONAL O/T 10/2019-12/2019		
			ADDITIONAL O/T 10/2019-12/2019		
			001.2000.4560		1,760.16
			ADDITIONAL O/T 10/2019-12/2019		
			ADDITIONAL O/T 10/2019-12/2019		
			001.2000.4560		550.05
			PERSONNEL CREDITS 10/2019-12/2019		
			PERSONNEL CREDITS 10/2019-12/2019		
			001.2000.4560		-63,676.80
				Total :	**11,910.65**
80406	3/24/2020	000075 THE COUNSELING TEAM INT'L	EMPLOYEE SUPPORT SERVICES-FEB		
			EMPLOYEE SUPPORT SERVICES-FEB		
			001.1600.4537		675.00
				Total :	**675.00**
80407	3/24/2020	000085 EAST VALLEY WATER DISTRICT	LMD'S-MAR		
			LMD'S-MAR		
			012.8500.4030		1,732.94
			SEELEY PARK-MAR		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80407	3/24/2020	000085 EAST VALLEY WATER DISTRICT	(Continued)		
			SEELEY PARK-MAR		
			016.8540.4030		165.68
				Total :	**1,898.62**
80408	3/24/2020	000085 EAST VALLEY WATER DISTRICT	CHF REFUND		
			CHF REFUND		
			051.1471		300.00
				Total :	**300.00**
80409	3/24/2020	000090 FEDEX	OVERNIGHT MAIL		
			OVERNIGHT MAIL		
			001.4100.4210		125.52
			OVERNIGHT MAIL		
			001.1700.4210		122.24
			OVERNIGHT MAIL		
			001.4100.4210		68.52
				Total :	**316.28**
80410	3/24/2020	000127 K & L HARDWARE	STATION #2 SUPPLIES		
			STATION #2 SUPPLIES		
			028.2050.4070		29.67
			STATION #2 SUPPLIES		
			029.2100.4070		29.67
				Total :	**59.34**
80411	3/24/2020	000203 SOUTHERN CALIFORNIA EDISON	LS#3-FEB		
			LS#3-FEB		
			013.8510.4011		54.59
			LS#3-MAR		
			LS#3-MAR		
			013.8510.4011		53.68
			LS#3-MAR		
			LS#3-MAR		
			013.8510.4011		78.74
			LMD#76-MAR		
			LMD#76-MAR		
			012.8500.4010		11.41

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80411	3/24/2020	000203 SOUTHERN CALIFORNIA EDISON	(Continued)		
			LS3 METER-MAR		
			LS3 METER-MAR		
			013.8510.4011		32.22
				Total :	**230.64**
80412	3/24/2020	000207 KONICA MINOLTA	COPIER LEASE-APR		
			COPIER LEASE-APR		
			042.9510.4205		1,054.54
			COPIER LEASE-APR		
			001.2000.4205		625.29
				Total :	**1,679.83**
80413	3/24/2020	000211 STRADLING YOCCA CARLSON RAUTH	GENERAL-FEB		
			GENERAL-FEB		
			070.7000.4520		404.70
				Total :	**404.70**
80414	3/24/2020	000233 WAXIE SANITARY SUPPLY	PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4055		217.91
			CITY HALL SUPPLIES		
			CITY HALL SUPPLIES		
			042.9510.4055		256.60
				Total :	**474.51**
80415	3/24/2020	000552 INLAND EMPIRE COMMUNITY NEWS	CNS20001: ADVERTISING		
			CNS20001: ADVERTISING		
			001.4100.4349		4,260.00
				Total :	**4,260.00**
80416	3/24/2020	000662 HI WAY SAFETY INC	SIG18001 CON REAL JOURNEY		
			SIG18001 CON REAL JOURNEY		
			027.8490.6550		571.08
			STR12004 CON SRTS		
			STR12004 CON SRTS		
			030.8495.6530		479.83
			STR12004 CON DIF LOC		
			STR12004 CON DIF LOC		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80416	3/24/2020	000662 HI WAY SAFETY INC	(Continued)		
			007.8330.6530		53.36
				Total :	**1,104.27**
80417	3/24/2020	001041 SAN MANUEL BAND OF, MISSION INDIAI	CHF REFUND		
			CHF REFUND		
			051.1471		500.00
			CHF REFUND		
			CHF REFUND		
			051.1471		1,000.00
				Total :	**1,500.00**
80418	3/24/2020	001098 TY LIN INTERNATIONAL	ENR19.002: SNRC OFF-SITE PIPELINE		
			ENR19.002: SNRC OFF-SITE PIPELINE		
			001.3200.4551		1,415.00
				Total :	**1,415.00**
80419	3/24/2020	001320 HIGHLAND SENIOR CENTER	MONTHLY REIMBURSEMENT-FEB		
			MONTHLY REIMBURSEMENT-FEB		
			006.8400.4348		2,000.00
				Total :	**2,000.00**
80420	3/24/2020	001414 RICHARDS, WATSON & GERSHON	GENERAL-JAN		
			GENERAL-JAN		
			001.1450.4520		12,062.98
			PERSONNEL & LABOR RELATIONS-JAN		
			PERSONNEL & LABOR RELATIONS-JAN		
			001.1450.4520		322.00
			LCD GREENSPOT/HARMONY PROJECT-JAN		
			LCD GREENSPOT/HARMONY PROJECT-JAN		
			001.4100.4554		433.50
			ADV. KARAS-JAN		
			ADV. KARAS-JAN		
			001.4600.4520		3,824.90
				Total :	**16,643.38**
80421	3/24/2020	001414 RICHARDS, WATSON & GERSHON	CHF REFUND		
			CHF REFUND		
			051.1471		500.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80421	3/24/2020	001414 001414 RICHARDS, WATSON & GERSHON	(Continued)	Total :	500.00
80422	3/24/2020	001439 OFFICE SOLUTIONS	OFFICE SUPPLIES		
			OFFICE SUPPLIES		
			042.9510.4200		220.22
			OFFICE SUPPLIES		
			001.0500		193.70
				Total :	413.92
80423	3/24/2020	001476 TIME WARNER CABLE	STATION #1 TELE/INT-MAR		
			STATION #1 TELE/INT-MAR		
			028.2050.4065		156.97
			STATION #1 TELE/INT-MAR		
			029.2100.4065		156.96
			STATION #3 TELE/INT-MAR		
			STATION #3 TELE/INT-MAR		
			028.2050.4065		192.68
			STATION #3 TELE/INT-MAR		
			029.2100.4065		192.67
			STATION #2 TELE/INT-MAR		
			STATION #2 TELE/INT-MAR		
			028.2050.4065		98.20
			STATION #2 TELE/INT-MAR		
			029.2100.4065		98.20
				Total :	895.68
80424	3/24/2020	001645 CALIFORNIA HAZARDOUS SERVICES	ANNUAL VAPOR RECOVERY TESTING		
			ANNUAL VAPOR RECOVERY TESTING		
			001.2000.4221		987.77
				Total :	987.77
80425	3/24/2020	001677 YMCA OF THE EAST VALLEY	MONTHLY REIMB-JAN		
			MONTHLY REIMB-JAN		
			001.6000.4526		27,251.00
			MONTHLY REIMB-FEB		
			MONTHLY REIMB-FEB		
			001.6000.4526		40,417.00
				Total :	67,668.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80426	3/24/2020	002190 ENGINEERING RESOURCES OF SO CA	BRG04004A PM RDA04-FEB	
			BRG04004A PM RDA04-FEB	
			010.3830.6813	241.50
			BRG07001 PM RDA07-FEB	
			BRG07001 PM RDA07-FEB	
			010.3830.6813	655.50
			BRG12001 PM DIF REG-FEB	
			BRG12001 PM DIF REG-FEB	
			007.8330.6813	471.50
			STR15002 PM RDA04-FEB	
			STR15002 PM RDA04-FEB	
			010.3830.6550	1,357.00
			STR17002 PM CCF 2017-FEB	
			STR17002 PM CCF 2017-FEB	
			027.8490.6550	34.50
			STR17001 PM RDA04-FEB	
			STR17001 PM RDA04-FEB	
			010.3830.6550	46.00
			ICH17004 PM IVDA AGMT-FEB	
			ICH17004 PM IVDA AGMT-FEB	
			027.8490.6813	149.50
			STR18001 PM RDA07-FEB	
			STR18001 PM RDA07-FEB	
			010.3830.6550	2,369.00
			ICH09001 PM RDA07-FEB	
			ICH09001 PM RDA07-FEB	
			010.3830.6813	2,959.30
			SDR19001 PM DIF FLOOD-FEB	
			SDR19001 PM DIF FLOOD-FEB	
			007.8330.6600	425.50
			STR19001 DE MSRI-FEB	
			STR19001 DE MSRI-FEB	
			017.8350.6550	39,791.85
			STR19001 DE COSB-FEB	
			STR19001 DE COSB-FEB	
			027.8490.6550	23,120.17
			Total :	**71,621.32**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80427	3/24/2020	002274 DANIELS TIRE SERVICE	ME542: TIRES	
			ME542: TIRES	
			028.2050.4240	660.43
			ME542: TIRES	
			029.2100.4240	660.44
			Total :	**1,320.87**
80428	3/24/2020	002480 CASC ENGINEERING & CONSULTING	DRA16010-JUL	
			DRA16010-JUL	
			001.3200.4551	517.50
			CUP05003-JUL	
			CUP05003-JUL	
			001.3200.4551	115.00
			TTM14001-JUL	
			TTM14001-JUL	
			001.3200.4551	1,207.50
			DRA16014/TPM16002-JUL	
			DRA16014/TPM16002-JUL	
			001.3200.4551	345.00
			DRA17007-JUL	
			DRA17007-JUL	
			001.3200.4551	57.50
			CUP17002/DRA17005/TMP17001-JUL	
			CUP17002/DRA17005/TMP17001-JUL	
			001.3200.4551	1,437.50
			DRA18001-JUL	
			DRA18001-JUL	
			001.3200.4551	287.50
			ENGINEERING MANAGER-JUL	
			ENGINEERING MANAGER-JUL	
			001.4100.4554	460.00
			ENGINEERING MANAGER-JUL	
			ENGINEERING MANAGER-JUL	
			001.3200.4550	5,865.00
			REV19001-JUL	
			REV19001-JUL	
			001.4100.4554	1,150.00
			TR18893-JUL	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80428	3/24/2020	002480 CASC ENGINEERING & CONSULTING	(Continued)		
			TR18893-JUL		
			001.3200.4551		2,760.00
			WQMP AMENDMENT REVIEW-AUG		
			WQMP AMENDMENT REVIEW-AUG		
			001.3200.4551		715.00
			FWQ19001-AUG		
			FWQ19001-AUG		
			001.3200.4551		417.50
			FWQ19002-AUG		
			FWQ19002-AUG		
			001.3200.4551		1,500.00
			FWQ17002-AUG		
			FWQ17002-AUG		
			001.3200.4551		575.00
			TR16745-AUG		
			TR16745-AUG		
			001.3200.4551		710.00
			CWQ18003-AUG		
			CWQ18003-AUG		
			001.3200.4551		2,070.00
			CWQ19001-AUG		
			CWQ19001-AUG		
			001.3200.4551		840.00
			CWQ19002-AUG		
			CWQ19002-AUG		
			001.3200.4551		402.50
			POST-CONSTRUCTION BMP INSP-AUG		
			POST-CONSTRUCTION BMP INSP-AUG		
			001.4100.4554		280.00
				Total :	**21,712.50**
80429	3/24/2020	002960 BURRTEC WASTE INDUSTRIES INC	CHF REFUND		
			CHF REFUND		
			051.1471		2,500.00
				Total :	**2,500.00**
80430	3/24/2020	003044 THOMSON REUTERS WEST	CODEBOOKS		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80430	3/24/2020	003044 THOMSON REUTERS WEST	(Continued) CODEBOOKS 001.1200.4626		1,162.14
				Total :	**1,162.14**
80431	3/24/2020	003073 EWING IRRIGATION PRODUCTS INC	CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4206		244.14
			TRAILS SUPPLIES TRAILS SUPPLIES 001.6100.4206		244.14
				Total :	**488.28**
80432	3/24/2020	003144 REVENUE & COST SPECIALISTS,	UPDATE DIF STUDY UPDATE DIF STUDY 023.3890.4621		3,850.00
				Total :	**3,850.00**
80433	3/24/2020	003427 EPIC MANAGEMENT	CHF REFUND CHF REFUND 051.1471		500.00
				Total :	**500.00**
80434	3/24/2020	003637 TIMMER, JOHN	CHF REFUND CHF REFUND 051.1471		500.00
				Total :	**500.00**
80435	3/24/2020	003673 JOHNSON CONTROLS, INC	YMCA ANNUAL SERVICE AGREEMENT YMCA ANNUAL SERVICE AGREEMENT 001.6000.4588		7,630.00
			LIBRARY: HVAC REPAIR UNIT17 LIBRARY: HVAC REPAIR UNIT17 001.6000.4588		2,191.01
				Total :	**9,821.01**
80436	3/24/2020	004083 HIGHLAND AREA	CHF REFUND CHF REFUND 051.1471		200.00

Bank code : wfb

Voucher	Date	Vendor		Description/Account		Amount
80436	3/24/2020	004083	004083 HIGHLAND AREA	(Continued)	**Total :**	**200.00**
80437	3/24/2020	004413	TWISTED IMAGES INK	CNS20001: CENSUS BANNER		
				CNS20001: CENSUS BANNER		
				001.4100.4349		1,056.00
				CHF: BANNER		
				CHF: BANNER		
				051.1471		1,441.55
					Total :	**2,497.55**
80438	3/24/2020	004515	VALERO MARKETING & SUPPLY	GAS-POOL CAR		
				GAS-POOL CAR		
				042.9510.4220		25.80
				GAS-POOL CAR		
				GAS-POOL CAR		
				004.8310.4220		30.00
					Total :	**55.80**
80439	3/24/2020	004662	SKYLINE SAFETY AND SUPPLY	CORP YARD SUPPLIES		
				CORP YARD SUPPLIES		
				004.8310.4206		167.85
					Total :	**167.85**
80440	3/24/2020	004679	THYSSENKRUPP ELEVATOR CORP	POLICE ELEVATOR FIRE LIFE SAFETY TEST		
				POLICE ELEVATOR FIRE LIFE SAFETY TEST		
				001.2000.4587		386.25
					Total :	**386.25**
80441	3/24/2020	004871	VERBANIC, CARL	CHF REFUND		
				CHF REFUND		
				051.1471		200.00
					Total :	**200.00**
80442	3/24/2020	005099	OMEGA INDUSTRIAL SUPPLY, INC.	PW: YARD SUPPLIES		
				PW: YARD SUPPLIES		
				004.8310.4206		388.51
					Total :	**388.51**
80443	3/24/2020	005285	LA VERNE POWER EQUIPMENT INC	PARKS TRIMMER/CHAINSAW BATTERY		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80443	3/24/2020	005285 LA VERNE POWER EQUIPMENT INC	(Continued)		
			PARKS TRIMMER/CHAINSAW BATTERY		
			001.6000.4206		123.12
				Total :	**123.12**
80444	3/24/2020	005310 KOA CORPORATION	STR17001-DE COSB-JAN		
			STR17001-DE COSB-JAN		
			027.8490.6530		13.40
			STR17001-DE RDA04-JAN		
			STR17001-DE RDA04-JAN		
			010.3830.6530		2,767.30
			STR17001-DE ART3-JAN		
			STR17001-DE ART3-JAN		
			005.8320.6530		5,098.87
				Total :	**7,879.57**
80445	3/24/2020	005319 BLANCHE, TAWANNA	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80446	3/24/2020	005326 RP LANDSCAPE & IRRIGATION	LANDSCAPING-MAR		
			LANDSCAPING-MAR		
			012.8500.4585		17,515.00
				Total :	**17,515.00**
80447	3/24/2020	005353 IDC CONSULTING ENGINEERS, INC.	PROJECT BRG12001 PS&E HBP JAN-FEB		
			PROJECT BRG12001 PS&E HBP JAN-FEB		
			030.8495.6813		33,606.52
			PROJECT BRG12001 PS&E DIF JAN-FEB		
			PROJECT BRG12001 PS&E DIF JAN-FEB		
			007.8330.6813		4,354.08
				Total :	**37,960.60**
80448	3/24/2020	005385 MUNOZ, ALONDRA	TUITION REIMBURSEMENT		
			TUITION REIMBURSEMENT		
			001.3200.4330		500.00
				Total :	**500.00**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80449	3/24/2020	005494 TIMELESS PLAQUES AND AWARDS	CHF: RIBBONS & PLAQUES		
			CHF: RIBBONS & PLAQUES		
			051.1471		252.67
				Total :	**252.67**
80450	3/24/2020	005554 IMPERIAL SPRINKLER SUPPLY	COMM PARK: IRRIGATION CONTROLLERS		
			COMM PARK: IRRIGATION CONTROLLERS		
			001.6000.4585		4,916.34
				Total :	**4,916.34**
80451	3/24/2020	005598 SHARPLINE SOLUTIONS	ROAD MARKING APPLICATOR		
			ROAD MARKING APPLICATOR		
			004.8310.4206		1,437.95
				Total :	**1,437.95**
80452	3/24/2020	005602 YEH, JUDY LI CHEN	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80453	3/24/2020	005603 AMERICAN LEGION POST 421	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80454	3/24/2020	005604 CHRISTANSEN, DEBORAH	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80455	3/24/2020	005605 ANTHONY, OFELIA	CHF REFUND		
			CHF REFUND		
			051.1471		35.00
				Total :	**35.00**
80456	3/24/2020	005606 GONZALEZ, REBECCA C.	CHF REFUND		
			CHF REFUND		
			051.1471		40.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80456	3/24/2020	005606 005606 GONZALEZ, REBECCA C.	(Continued)	Total :	40.00
80457	3/24/2020	005607 LAY, BARBARA	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	40.00
80458	3/24/2020	005608 SIEGENTHALER, BRIDGET C.	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	40.00
80459	3/24/2020	005610 CENTURY 21 SHOWCASE	CHF REFUND CHF REFUND 051.1471		80.00
				Total :	80.00
80460	3/24/2020	005611 CINNAMON SQUIRREL BAKERY	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	40.00
80461	3/24/2020	005612 VECTOR	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	40.00
80462	3/24/2020	005613 MEYER, DOUGLAS	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	40.00
80463	3/24/2020	005614 DOREENS FASHIONS	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	40.00
80464	3/24/2020	005615 GRACES DESIGN	CHF REFUND CHF REFUND		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80464	3/24/2020	005615 GRACES DESIGN	(Continued)		
			051.1471		40.00
				Total :	**40.00**
80465	3/24/2020	005616 CLEANSTREET, INC.	CHF REFUND		
			CHF REFUND		
			051.1471		500.00
				Total :	**500.00**
80466	3/24/2020	005617 SHANDREW, JERRY	CHF REFUND		
			CHF REFUND		
			051.1471		200.00
				Total :	**200.00**
80467	3/24/2020	005618 CARIGNAN, DEBRA	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80468	3/24/2020	005619 DUKE DJANBATIAN INSURANCE	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80469	3/24/2020	005620 FARM FRESH TO YOU	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80470	3/24/2020	005621 BERGER, PAULA	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80471	3/24/2020	005622 FALCON INDUSTRIES	CHF REFUND		
			CHF REFUND		
			051.1471		195.00
				Total :	**195.00**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80472	3/24/2020	005623 ANGELES, BENITO R.	CHF REFUND CHF REFUND 051.1471		200.00
				Total :	**200.00**
80473	3/24/2020	005624 DEROSIER, YALING	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80474	3/24/2020	005625 DIXON, REGINALD	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80475	3/24/2020	005626 SELVIDGE JR., KENNETH	CHF REFUND CHF REFUND 051.1471		200.00
				Total :	**200.00**
80476	3/24/2020	005627 JOHNSON JR., CHARLES L.	CHF REFUND CHF REFUND 051.1471		80.00
				Total :	**80.00**
80477	3/24/2020	005628 HAYMAKER VENDING	CHF REFUND CHF REFUND 051.1471		200.00
				Total :	**200.00**
80478	3/24/2020	005629 HIGHLAND CHURCH OF CHRIST	CHF REFUND CHF REFUND 051.1471		35.00
				Total :	**35.00**
80479	3/24/2020	005630 VERACITY WINDOW AND DOOR	CHF REFUND CHF REFUND 051.1471		40.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80479	3/24/2020	005630 005630 VERACITY WINDOW AND DOOR (Continued)		Total :	40.00
80480	3/24/2020	005631 JOJOLA, CHARLES	CHF REFUND CHF REFUND 051.1471	 Total :	 35.00 35.00
80481	3/24/2020	005632 INNOVATIVE SIGNS & DESIGNS	CHF REFUND CHF REFUND 051.1471	 Total :	 40.00 40.00
80482	3/24/2020	005633 VAZQUEZ, TOMAS M.	CHF REFUND CHF REFUND 051.1471	 Total :	 80.00 80.00
80483	3/24/2020	005634 JUNK TO LIFE	CHF REFUND CHF REFUND 051.1471	 Total :	 40.00 40.00
80484	3/24/2020	005635 KMAC ENTERPRISES INC.	CHF REFUND CHF REFUND 051.1471	 Total :	 35.00 35.00
80485	3/24/2020	005636 SMITH, KATHY L.	CHF REFUND CHF REFUND 051.1471	 Total :	 40.00 40.00
80486	3/24/2020	005637 SHEPHERD, LES	CHF REFUND CHF REFUND 051.1471	 Total :	 200.00 200.00
80487	3/24/2020	005638 LEAFFILTER NORTH, LLC	CHF REFUND CHF REFUND		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80487	3/24/2020	005638 LEAFFILTER NORTH, LLC	(Continued)		
			051.1471		40.00
				Total :	40.00
80488	3/24/2020	005639 MACS CUSTOM FLOORING	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	40.00
80489	3/24/2020	005640 NIELSEN, ANGELA MAE	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	40.00
80490	3/24/2020	005641 SIFUENTES, MANUEL	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	40.00
80491	3/24/2020	005642 MONTGOMERY, HUGH K.	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	40.00
80492	3/24/2020	005643 NATIVE SONS OF THE GOLDEN WEST	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	40.00
80493	3/24/2020	005644 WESSON, JAINELL D.	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	40.00
80494	3/24/2020	005645 REEDEM CPR	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	40.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80495	3/24/2020	005646 REDLANDS PLUMBING, HEATING AND	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80496	3/24/2020	005647 ANDERSON CORPORATION	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80497	3/24/2020	005648 ROSALES-GARCIA, CHRISTOPHER	CHF REFUND CHF REFUND 051.1471		200.00
				Total :	**200.00**
80498	3/24/2020	005649 HARP, DANIEL	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80499	3/24/2020	005650 KIM, HYON HANNA	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80500	3/24/2020	005651 COSTIN PUBLIC OUTREACH GROUP	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80501	3/24/2020	005652 MCGARRITYS SKY RANCH	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80502	3/24/2020	005653 ST. ADELAIDE SCHOOL	CHF REFUND CHF REFUND 051.1471		40.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80502	3/24/2020	005653 005653 ST. ADELAIDE SCHOOL	(Continued)	Total :	**40.00**
80503	3/24/2020	005654 HADLEY, STEPHEN	CHF REFUND CHF REFUND 051.1471		70.00
				Total :	**70.00**
80504	3/24/2020	005655 STARBECK, CHRISTOPHER	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80505	3/24/2020	005656 SUNNY JAYS ITALIAN ICE	CHF REFUND CHF REFUND 051.1471		200.00
				Total :	**200.00**
80506	3/24/2020	005657 MILLER, KAREN	CHF REFUND CHF REFUND 051.1471		35.00
				Total :	**35.00**
80507	3/24/2020	005658 LI, SHAOKANG	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80508	3/24/2020	005659 TERAS TREASURES	CHF REFUND CHF REFUND 051.1471		80.00
				Total :	**80.00**
80509	3/24/2020	005660 BUTLER, JENNIFER	CHF REFUND CHF REFUND 051.1471		40.00
				Total :	**40.00**
80510	3/24/2020	005661 THE NATIONAL ORANGE SHOW	CHF REFUND CHF REFUND		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80510	3/24/2020	005661 THE NATIONAL ORANGE SHOW	(Continued)		
			051.1471		40.00
				Total :	**40.00**
80511	3/24/2020	005662 THOMAS, HECK	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80512	3/24/2020	005663 TUPPERWARE	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80513	3/24/2020	005664 TWO GUYS PASTA AND PIZZA	CHF REFUND		
			CHF REFUND		
			051.1471		100.00
				Total :	**100.00**
80514	3/24/2020	005665 FARRINGTON, TIMOTHY	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80515	3/24/2020	005666 DOWNING, CHARLENE E.	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80516	3/24/2020	005667 ATAIAN, SHEENA	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80517	3/24/2020	005668 RAULS CONCESSIONS	CHF REFUND		
			CHF REFUND		
			051.1471		200.00
				Total :	**200.00**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
114	Vouchers for bank code : wfb		Bank total :	310,730.12
114	Vouchers in this report		Total vouchers :	310,730.12

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
478	3/27/2020	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			FEDERAL TAXES: Payment 001.1120	9,300.58
			FEDERAL TAXES: Payment 004.1120	1,715.19
			FEDERAL TAXES: Payment 006.1120	533.40
			FEDERAL TAXES: Payment 010.1120	623.73
			FEDERAL TAXES: Payment 012.1120	37.35
			FEDERAL TAXES: Payment 016.1120	37.34
			FEDERAL TAXES: Payment 023.1120	53.24
			FEDERAL TAXES: Payment 024.1120	13.90
			FEDERAL TAXES: Payment 041.1120	391.40
			FEDERAL TAXES: Payment 042.1120	196.32
			FEDERAL TAXES: Payment 070.1120	520.38
			SOCIAL SECURITY: Payment 001.1140	538.30
			SOCIAL SECURITY: Payment 070.1140	103.98
			MEDICARE: Payment 001.1140	2,512.18
			MEDICARE: Payment 004.1140	459.62
			MEDICARE: Payment 006.1140	130.88
			MEDICARE: Payment 010.1140	159.62
			MEDICARE: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
478	3/27/2020	000119 INTERNAL REVENUE SERVICE	(Continued)		
			012.1140 MEDICARE: Payment		40.06
			016.1140 MEDICARE: Payment		40.08
			023.1140 MEDICARE: Payment		18.26
			024.1140 MEDICARE: Payment		4.18
			041.1140 MEDICARE: Payment		71.74
			042.1140 MEDICARE: Payment		70.46
			070.1140		145.20
				Total :	**17,717.39**
479	3/27/2020	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT STATE TAXES: Payment		
			001.1130 STATE TAXES: Payment		3,278.88
			004.1130 STATE TAXES: Payment		697.06
			006.1130 STATE TAXES: Payment		189.16
			010.1130 STATE TAXES: Payment		281.12
			012.1130 STATE TAXES: Payment		23.54
			016.1130 STATE TAXES: Payment		23.56
			023.1130 STATE TAXES: Payment		13.81
			024.1130 STATE TAXES: Payment		4.47
			041.1130 STATE TAXES: Payment		158.96
			042.1130		71.67

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
479	3/27/2020	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			070.1130	229.04
			Total :	**4,971.27**
80518	3/27/2020	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	109.95
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	12.81
			AFLAC ACCIDENT INSURANCE: Payment	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.80
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.27
			AFLAC CANCER INSURANCE: Payment	
			001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	182.52
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.69
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.51
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	73.59
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	6.70
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	6.71
			AFLAC DENTAL: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80518	3/27/2020	003804 AFLAC WWHQ	(Continued)		
			001.1181 AFLAC DENTAL: Payment		27.88
			004.1181 AFLAC DENTAL: Payment		0.55
			041.1181 AFLAC DENTAL: Payment		1.66
			070.1181 AFLAC SPECIFIED HEALTH INS: Payment		0.57
			001.1181 AFLAC SPECIFIED HEALTH INS: Payment		2.96
			012.1181 AFLAC SPECIFIED HEALTH INS: Payment		1.49
			016.1181		1.49
				Total :	**498.51**
80519	3/27/2020	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT ARROWHEAD UNITED WAY: Payment		
			001.1180 ARROWHEAD UNITED WAY: Payment		13.37
			004.1180 ARROWHEAD UNITED WAY: Payment		2.84
			010.1180 ARROWHEAD UNITED WAY: Payment		1.79
			041.1180 ARROWHEAD UNITED WAY: Payment		2.25
			070.1180		0.75
				Total :	**21.00**
80520	3/27/2020	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT ICMA DEFERRED COMP 457: Payment		
			001.1170 ICMA DEFERRED COMP 457: Payment		6,576.35
			004.1170 ICMA DEFERRED COMP 457: Payment		925.86
			010.1170 ICMA DEFERRED COMP 457: Payment		790.00
			012.1170		12.50

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80520	3/27/2020	000003 ICMA RETIREMENT TRUST-457	(Continued)	
			ICMA DEFERRED COMP 457: Payment	
			016.1170	12.50
			ICMA DEFERRED COMP 457: Payment	
			041.1170	298.81
			ICMA DEFERRED COMP 457: Payment	
			070.1170	235.86
			Total :	**8,851.88**
80521	3/27/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment	
			001.1145	588.95
			EPMC: Payment	
			004.1145	122.89
			EPMC: Payment	
			006.1145	18.11
			EPMC: Payment	
			010.1145	56.94
			EPMC: Payment	
			012.1145	2.17
			EPMC: Payment	
			016.1145	2.17
			EPMC: Payment	
			023.1145	6.05
			EPMC: Payment	
			024.1145	0.52
			EPMC: Payment	
			041.1145	28.89
			EPMC: Payment	
			042.1145	10.54
			EPMC: Payment	
			070.1145	47.55
			PERS: Payment	
			001.1145	11,786.24
			PERS: Payment	
			004.1145	2,311.07
			PERS: Payment	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80521	3/27/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			006.1145 PERS: Payment	592.08
			042.1145 PERS: Payment	287.40
			070.1145 PERS SURVIVOR: Payment	679.34
			001.1145 PERS SURVIVOR: Payment	23.00
			004.1145 PERS SURVIVOR: Payment	4.05
			006.1145 PERS SURVIVOR: Payment	1.30
			010.1145 PERS SURVIVOR: Payment	1.08
			012.1145 PERS SURVIVOR: Payment	0.57
			016.1145 PERS SURVIVOR: Payment	0.55
			023.1145 PERS SURVIVOR: Payment	0.22
			024.1145 PERS SURVIVOR: Payment	0.05
			041.1145 PERS SURVIVOR: Payment	0.33
			042.1145 PERS SURVIVOR: Payment	0.76
			070.1145 PERS: Payment	0.64
			010.1145 PERS: Payment	923.21
			012.1145 PERS: Payment	152.90
			016.1145 PERS: Payment	152.90
			023.1145 PERS: Payment	86.56

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80521	3/27/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			024.1145	17.30
			PERS: Payment	
			041.1145	412.67
			Total :	**18,319.00**

6 Vouchers for bank code : wfb **Bank total : 50,379.05**

6 Vouchers in this report **Total vouchers : 50,379.05**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80522	3/31/2020	000030 SAN BERNARDINO COUNTY SHERIFFS	POLICE SERVICES-MAR POLICE SERVICES-MAR 001.2000.4560 POLICE SERVICES JAN-MAR Q3 POLICE SERVICES JAN-MAR Q3 001.2000.4560	807,704.00 100,156.25
				Total : 907,860.25
80523	3/31/2020	000085 EAST VALLEY WATER DISTRICT	LMD'S-MAR LMD'S-MAR 012.8500.4030 CITY HALL-MAR CITY HALL-MAR 042.9510.4030 CITY HALL-MAR CITY HALL-MAR 042.9510.4030 POLICE STATION-MAR POLICE STATION-MAR 001.2000.4030 POLICE STATION-MAR POLICE STATION-MAR 001.2000.4030 POLICE STATION-MAR POLICE STATION-MAR 001.2000.4030 POLICE STATION-MAR POLICE STATION-MAR 001.2000.4030 STATION #1-MAR STATION #1-MAR 029.2100.4030 STATION #1-MAR 028.2050.4030 STATION #2-MAR STATION #2-MAR 029.2100.4030	1,506.65 140.51 51.61 365.21 52.70 52.70 193.33 130.66 130.65 62.99

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80523	3/31/2020	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			STATION #2-MAR	
			028.2050.4030	62.98
			STATION #2-MAR	
			STATION #2-MAR	
			029.2100.4030	17.57
			STATION #2-MAR	
			028.2050.4030	17.57
			STATION #3-MAR	
			STATION #3-MAR	
			029.2100.4030	120.06
			STATION #3-MAR	
			028.2050.4030	120.05
			STATION #3-MAR	
			STATION #3-MAR	
			029.2100.4030	26.35
			STATION #3-MAR	
			028.2050.4030	26.35
			STATION #3-MAR	
			STATION #3-MAR	
			029.2100.4030	31.30
			STATION #3-MAR	
			028.2050.4030	31.29
			AURANTIA PARK-MAR	
			AURANTIA PARK-MAR	
			001.6000.4030	485.97
			BASELINE MEDIAN-MAR	
			BASELINE MEDIAN-MAR	
			004.8310.4030	101.05
			BASELINE MEDIAN-MAR	
			BASELINE MEDIAN-MAR	
			004.8310.4030	125.57
			Total :	**3,853.12**
80524	3/31/2020	000127 K & L HARDWARE	POLICE SUPPLIES	
			POLICE SUPPLIES	
			001.2000.4206	13.11
			LMD SUPPLIES	

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80524	3/31/2020	000127 K & L HARDWARE	(Continued)		
			LMD SUPPLIES		
			012.8500.4206		14.63
				Total :	**27.74**
80525	3/31/2020	000168 LETICIA NAVA-CRUZ, PETTY CASH	PETTY CASH-MAR		
			PETTY CASH-MAR		
			001.0020		150.00
				Total :	**150.00**
80526	3/31/2020	000203 SOUTHERN CALIFORNIA EDISON	TRAFFIC SIG PALM/CYPRESS-MAR		
			TRAFFIC SIG PALM/CYPRESS-MAR		
			013.8510.4011		27.13
			SMART N FINAL SCE FEES-MAR		
			SMART N FINAL SCE FEES-MAR		
			013.8510.4011		18.61
			LMD #55-MAR		
			LMD #55-MAR		
			012.8500.4010		12.10
			REAL JOURNEY ACADEMY LMD ZONE 73-MAR		
			REAL JOURNEY ACADEMY LMD ZONE 73-MAR		
			012.8500.4010		11.22
			TRAFFIC SIG PALM/CYPRESS-MAR		
			TRAFFIC SIG PALM/CYPRESS-MAR		
			004.8310.4580		44.38
				Total :	**113.44**
80527	3/31/2020	000204 SOCALGAS	STATION #3-FEB		
			STATION #3-FEB		
			028.2050.4020		44.63
			STATION #3-FEB		
			029.2100.4020		44.63
			STATION #1-FEB		
			STATION #1-FEB		
			028.2050.4020		33.43
			STATION #1-FEB		
			029.2100.4020		33.43
			CITY HALL-FEB		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80527	3/31/2020	000204 SOCALGAS	(Continued)		
			CITY HALL-FEB		
			042.9510.4020		126.20
			STATION #2-FEB		
			STATION #2-FEB		
			028.2050.4020		74.27
			STATION #2-FEB		
			029.2100.4020		74.26
				Total :	**430.85**
80528	3/31/2020	000207 KONICA MINOLTA	COPIER MAINT-FEB		
			COPIER MAINT-FEB		
			042.9510.4205		404.79
			COPIER MAINT-FEB		
			001.2000.4205		6.85
			COPIER MAINT-MAR		
			COPIER MAINT-MAR		
			042.9510.4205		200.45
			COPIER MAINT-MAR		
			001.2000.4205		5.68
				Total :	**617.77**
80529	3/31/2020	000237 WILLDAN ASSOCIATES	BUILDING AND SAFETY INSP/PERMIT TECH-FEB		
			BUILDING AND SAFETY INSP/PERMIT TECH-FEB		
			001.4500.4540		22,037.50
			BUILDING AND SAFETY PLAN CHECK-FEB		
			BUILDING AND SAFETY PLAN CHECK-FEB		
			001.4500.4540		2,480.00
				Total :	**24,517.50**
80530	3/31/2020	000285 LOR GEOTECHNICAL GROUP	SDR17001 DE RDA04-AUG		
			SDR17001 DE RDA04-AUG		
			010.3830.6600		725.00
			SDR17001 DE RDA04-MAR		
			SDR17001 DE RDA04-MAR		
			010.3830.6600		4,871.00
				Total :	**5,596.00**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80531	3/31/2020	000636 STEVEN ENTERPRISES INC	ENGINEERING SUPPLIES		
			ENGINEERING SUPPLIES		
			001.3200.4245		281.01
				Total :	**281.01**
80532	3/31/2020	001230 DEPARTMENT OF FORESTRY	MEDIC SERVICES 10/19-12/19		
			MEDIC SERVICES 10/19-12/19		
			028.2050.4567		451,157.03
			FIRE SERVICES 10/19-12/19		
			FIRE SERVICES 10/19-12/19		
			029.2100.4569		752,178.78
				Total :	**1,203,335.81**
80533	3/31/2020	001404 LOWE'S	TRAILS SUPPLIES		
			TRAILS SUPPLIES		
			001.6100.4206		76.41
			STATION #2 ROOF REPAIR		
			STATION #2 ROOF REPAIR		
			028.2050.4070		20.08
			STATION #2 ROOF REPAIR		
			029.2100.4070		20.07
			YMCA/POOL AREA CEILING REPAIR		
			YMCA/POOL AREA CEILING REPAIR		
			001.6000.4070		41.63
			CORP YARD SUPPLIES		
			CORP YARD SUPPLIES		
			004.8310.4206		23.59
			CITY HALL SUPPLIES		
			CITY HALL SUPPLIES		
			001.4200.4206		210.82
			OFFICE SUPPLIES		
			OFFICE SUPPLIES		
			051.1471		8.18
				Total :	**400.78**
80534	3/31/2020	001414 RICHARDS, WATSON & GERSHON	GENERAL-FEB		
			GENERAL-FEB		
			001.1450.4520		6,610.48

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80534	3/31/2020	001414 RICHARDS, WATSON & GERSHON	(Continued)		
			PERSONNEL & LABOR RELATIONS-FEB		
			PERSONNEL & LABOR RELATIONS-FEB		
			001.1450.4520		756.00
			LCD GREENSPOT/HARMONY PROJECT-FEB		
			LCD GREENSPOT/HARMONY PROJECT-FEB		
			001.4100.4554		25.50
			ADV. KARAS-FEB		
			ADV. KARAS-FEB		
			001.4600.4520		1,501.58
				Total :	**8,893.56**
80535	3/31/2020	001439 OFFICE SOLUTIONS	OFFICE SUPPLIES		
			OFFICE SUPPLIES		
			001.1700.4200		75.37
			OFFICE SUPPLIES		
			OFFICE SUPPLIES		
			001.4500.4200		96.82
			RECYCLED COPY PAPER & COLOR PAPER		
			RECYCLED COPY PAPER & COLOR PAPER		
			042.9510.4200		730.29
				Total :	**902.48**
80536	3/31/2020	001527 SHRED-IT USA	SHREDDING SERVICES-MAR		
			SHREDDING SERVICES-MAR		
			001.1200.4626		85.09
				Total :	**85.09**
80537	3/31/2020	001701 CSMFO	CSMFO DUES-DANTUONO 2020		
			CSMFO DUES-DANTUONO 2020		
			001.1700.4310		110.00
				Total :	**110.00**
80538	3/31/2020	002190 ENGINEERING RESOURCES OF SO CA	ENGINEERING SERVICES-FEB		
			ENGINEERING SERVICES-FEB		
			001.3200.4550		14,047.10
			CWQ19004-FEB		
			CWQ19004-FEB		
			001.3200.4551		44.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80538	3/31/2020	002190 ENGINEERING RESOURCES OF SO CA	(Continued)	
			PLAN CHECK/INSP/PERMIT-FEB	
			PLAN CHECK/INSP/PERMIT-FEB	
			001.3200.4551	22,006.34
			ENR19002-FEB	
			ENR19002-FEB	
			001.3200.4551	67.00
			TCP20001-FEB	
			TCP20001-FEB	
			001.3200.4551	883.70
			CWQ19001-FEB	
			CWQ19001-FEB	
			001.3200.4551	44.00
			CWQ19003-FEB	
			CWQ19003-FEB	
			001.3200.4551	88.00
			FWQ17002-FEB	
			FWQ17002-FEB	
			001.3200.4551	55.00
			FWQ17003-FEB	
			FWQ17003-FEB	
			001.3200.4551	55.00
			Total :	**37,290.14**
80539	3/31/2020	002480 CASC ENGINEERING & CONSULTING	STR18001 PM RDA07-SEPT	
			STR18001 PM RDA07-SEPT	
			010.3830.6550	345.00
			STR17005D PM MSRI-SEPT	
			STR17005D PM MSRI-SEPT	
			017.8350.6550	172.50
			ENGINEERING MANAGER-NOV	
			ENGINEERING MANAGER-NOV	
			023.3890.4550	402.50
			ENGINNERING MANAGER-NOV	
			001.3200.4550	460.00
			BRG12001 PM DIF REG-NOV	
			BRG12001 PM DIF REG-NOV	
			007.8330.6813	115.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80539	3/31/2020	002480 CASC ENGINEERING & CONSULTING	(Continued)		
			GENERAL ENGINEERING SERVICES-NOV		
			GENERAL ENGINEERING SERVICES-NOV		
			001.3200.4550		345.00
			ICH09001 PM RDA07-NOV		
			ICH09001 PM RDA07-NOV		
			010.3830.6813		402.50
			FWQ19001-FEB		
			FWQ19001-FEB		
			001.3200.4551		927.50
			FWQ17006-FEB		
			FWQ17006-FEB		
			001.3200.4551		245.00
			TR16745 & TR18935-FEB		
			TR16745 & TR18935-FEB		
			001.3200.4551		172.50
			CWQ18001-FEB		
			CWQ18001-FEB		
			001.3200.4551		1,190.00
			CWQ19001-FEB		
			CWQ19001-FEB		
			001.3200.4551		35.00
			CWQ19003-FEB		
			CWQ19003-FEB		
			001.3200.4551		415.00
				Total :	**5,227.50**
80540	3/31/2020	002710 HERNANDEZ, KROONE & ASSOCIATES	AIRPORT GATEWAY SPECIFIC PLAN-JAN		
			AIRPORT GATEWAY SPECIFIC PLAN-JAN		
			023.3890.4582		1,380.00
			AIRPORT GATEWAY SPECIFIC PLAN-MAR		
			AIRPORT GATEWAY SPECIFIC PLAN-MAR		
			023.3890.4582		218.75
				Total :	**1,598.75**
80541	3/31/2020	003360 DIRECTV	POLICE SATELLITE CABLE-MAR		
			POLICE SATELLITE CABLE-MAR		
			001.2000.4065		78.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80541	3/31/2020	003360 003360 DIRECTV	(Continued)	Total :	78.00
80544	3/31/2020	004920 TKE ENGINEERING	SWK16001 SCH I CE RDA04-NOV SWK16001 SCH I CE RDA04-NOV 010.3830.6545		1,044.29
			SWK16001 SCH I CE ART3-NOV SWK16001 SCH I CE ART3-NOV 005.8320.6545		1,915.71
			STR07009 CE DIF LOC-NOV STR07009 CE DIF LOC-NOV 007.8330.6530		7,718.98
			STR07009 CE IN-LIEU DEV-NOV STR07009 CE IN-LIEU DEV-NOV 008.8340.6530		483.50
			STR07009 CE MSRI-NOV STR07009 CE MSRI-NOV 017.8350.6530		20,072.20
			STR12004 CE SRTS-NOV STR12004 CE SRTS-NOV 030.8495.6530		324.00
			STR12004 CE DIF LOC-NOV STR12004 CE DIF LOC-NOV 007.8330.6530		36.00
			SWK16001 SCH I CE RDA04-DEC SWK16001 SCH I CE RDA04-DEC 010.3830.6545		409.25
			SWK16001 SCH I CE ART3-DEC SWK16001 SCH I CE ART3-DEC 005.8320.6545		750.75
			STR18001 PM RDA07-DEC STR18001 PM RDA07-DEC 010.3830.6550		1,430.00
			STR07009 CE DIF LOC-DEC STR07009 CE DIF LOC-DEC 007.8330.6530		5,634.65
			STR07009 CE IN-LIEU DEV-DEC STR07009 CE IN-LIEU DEV-DEC 008.8340.6530		352.94

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80544	3/31/2020	004920 TKE ENGINEERING	(Continued)	
			STR07009 CE MSRI-DEC	
			STR07009 CE MSRI-DEC	
			017.8350.6530	14,652.17
			STR12004 CE SRTS-FEB	
			STR12004 CE SRTS-FEB	
			030.8495.6530	8,306.26
			STR12004 CE DIF LOC-FEB	
			STR12004 CE DIF LOC-FEB	
			007.8330.6530	922.92
			ATP5 GRANT DE RDA07-DEC	
			ATP5 GRANT DE RDA07-DEC	
			010.3830.6533	1,633.50
			ATP5 GRANT DE COSB-DEC	
			ATP5 GRANT DE COSB-DEC	
			027.8490.6533	1,669.80
			ATP5 GRANT DE SBC-DEC	
			ATP5 GRANT DE SBC-DEC	
			027.8490.6533	326.70
			GENERAL ENG SRVS CAPITAL PROJECTS-JAN	
			GENERAL ENG SRVS CAPITAL PROJECTS-JAN	
			023.3890.4550	4,070.00
			OLA18001 PM MSRI-JAN	
			OLA18001 PM MSRI-JAN	
			017.8350.6550	55.00
			STR11005 PM RDA04-JAN	
			STR11005 PM RDA04-JAN	
			010.3830.6530	110.00
			OLA19001 PM MSRI-JAN	
			OLA19001 PM MSRI-JAN	
			017.8350.6550	55.00
			STR11006 PM RDA04-JAN	
			STR11006 PM RDA04-JAN	
			010.3830.6530	110.00
			SIG18001 PM REAL JOURNEY-JAN	
			SIG18001 PM REAL JOURNEY-JAN	
			027.8490.6550	165.00
			GENERAL ENGINEERING SERVICES-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80544	3/31/2020	004920 TKE ENGINEERING	(Continued)	
			GENERAL ENGINEERING SERVICES-JAN	
			001.3200.4550	1,760.00
			OLA20001 PM MSRI-JAN	
			OLA20001 PM MSRI-JAN	
			017.8350.6550	55.00
			STR12004 PM DIF LOC-JAN	
			STR12004 PM DIF LOC-JAN	
			007.8330.6530	330.00
			STR12005 PM MSRI-JAN	
			STR12005 PM MSRI-JAN	
			017.8350.6530	275.00
			BRG04005 PROJECT CLOSED-GCF-JAN	
			BRG04005 PROJECT CLOSED-GCF-JAN	
			023.3890.4550	55.00
			BRG04004A PM RDA04-JAN	
			BRG04004A PM RDA04-JAN	
			010.3830.6813	1,210.00
			STR15002 PM RDA04-JAN	
			STR15002 PM RDA04-JAN	
			010.3830.6550	220.00
			BRG12001 PM DIF REG-JAN	
			BRG12001 PM DIF REG-JAN	
			007.8330.6813	110.00
			BRG07001 PM RDA07-JAN	
			BRG07001 PM RDA07-JAN	
			010.3830.6813	275.00
			SWK16001 SCH IIA PM ART3-JAN	
			SWK16001 SCH IIA PM ART3-JAN	
			005.8320.6545	607.75
			SWK16001 SCH IIA PM DIF LOC-JAN	
			SWK16001 SCH IIA PM DIF LOC-JAN	
			007.8330.6545	327.25
			SDR06002 PM RDA07-JAN	
			SDR06002 PM RDA07-JAN	
			010.3830.6600	55.00
			SIG15001 PM GCF-JAN	
			SIG15001 PM GCF-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80544	3/31/2020	004920 TKE ENGINEERING	(Continued)	
			023.3890.6550 STR17001 PM RDA04-JAN STR17001 PM RDA04-JAN	55.00
			010.3830.6550 ICH17004 PM IVDA AGMT-JAN ICH17004 PM IVDA AGMT-JAN	330.00
			027.8490.6813 STR17005D PM MSRI-JAN STR17005D PM MSRI-JAN	55.00
			017.8350.6550 STR19001 PM MSRI-JAN STR19001 PM MSRI-JAN	440.00
			017.8350.6550 STR19001 PM SB1 RMRA-JAN STR19001 PM SB1 RMRA-JAN	302.50
			004.8310.6550 STR19001 PM COSB-JAN STR19001 PM COSB-JAN	27.50
			027.8490.6550 OLA17001 PM MSRI-JAN OLA17001 PM MSRI-JAN	220.00
			017.8350.6550 SDR19001 PM DIF FLOOD-JAN SDR19001 PM DIF FLOOD-JAN	55.00
			007.8330.6600 STR20002 PM DIF LOC-JAN STR20002 PM DIF LOC-JAN	55.00
			007.8330.6550 STR20002 PM RDA07-JAN STR20002 PM RDA07-JAN	21.23
			010.3830.6550 STR20002 PM COSB-JAN STR20002 PM COSB-JAN	43.49
			027.8490.6550 STR12004 CE SRTS-JAN STR12004 CE SRTS-JAN	45.28
			030.8495.6530	6,837.75

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80544	3/31/2020	004920 TKE ENGINEERING	(Continued)	
			STR12004 CE DIF LOC-JAN	
			STR12004 CE DIF LOC-JAN	
			007.8330.6530	759.75
			STR12004 CE SRTS-FEB	
			STR12004 CE SRTS-FEB	
			030.8495.6530	13,988.21
			STR12004 CE DIF LOC-FEB	
			STR12004 CE DIF LOC-FEB	
			007.8330.6530	1,554.25
			GENERAL ENG SRVS CAPITAL PROJECTS-FEB	
			GENERAL ENG SRVS CAPITAL PROJECTS-FEB	
			023.3890.4550	7,397.50
			SWK19001 PM ART3-FEB	
			SWK19001 PM ART3-FEB	
			005.8320.6545	137.50
			STR11005 PM RDA04-FEB	
			STR11005 PM RDA04-FEB	
			010.3830.6530	55.00
			SWK19002 PM GCF-FEB	
			SWK19002 PM GCF-FEB	
			023.3890.6545	55.00
			STR11006 PM RDA04-FEB	
			STR11006 PM RDA04-FEB	
			010.3830.6530	165.00
			ATP5GRNT DE RDA07-FEB	
			ATP5GRNT DE RDA07-FEB	
			010.3830.6533	346.50
			GENERAL ENGINEERING SERVICES-FEB	
			GENERAL ENGINEERING SERVICES-FEB	
			001.3200.4550	2,530.00
			ATP5GRNT DE COSB-FEB	
			ATP5GRNT DE COSB-FEB	
			027.8490.6533	354.20
			STR12004 PM DIF LOC-FEB	
			STR12004 PM DIF LOC-FEB	
			007.8330.6530	165.00
			ATP5GNT DE SBCO-FEB	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80544	3/31/2020	004920 TKE ENGINEERING	(Continued)	
			ATP5GNT DE SBCO-FEB	
			027.8490.6533	69.30
			STR07009 PM DIF-FEB	
			STR07009 PM DIF-FEB	
			007.8330.6530	45.05
			LRS19001 PM MSRI-FEB	
			LRS19001 PM MSRI-FEB	
			017.8350.6550	165.00
			STR07009 PM IN LIEU DEV-FEB	
			STR07009 PM IN LIEU DEV-FEB	
			008.8340.6530	2.82
			STR20002 PM DIF LOC-FEB	
			STR20002 PM DIF LOC-FEB	
			007.8330.6550	21.23
			STR07009 PM MSRI-FEB	
			STR07009 PM MSRI-FEB	
			017.8350.6530	117.13
			STR20002 PM RDA07-FEB	
			STR20002 PM RDA07-FEB	
			010.3830.6550	43.49
			BRG04004A PM RDA04-FEB	
			BRG04004A PM RDA04-FEB	
			010.3830.6813	165.00
			STR20002 PM COSB-FEB	
			STR20002 PM COSB-FEB	
			027.8490.6550	45.28
			STR15002 PM RDA04-FEB	
			STR15002 PM RDA04-FEB	
			010.3830.6550	330.00
			STR14003 PM RDA07-FEB	
			STR14003 PM RDA07-FEB	
			010.3830.6530	21.75
			BRG07001 PM RDA07-FEB	
			BRG07001 PM RDA07-FEB	
			010.3830.6813	110.00
			STR14003 PM DIF LOCAL-FEB	
			STR14003 PM DIF LOCAL-FEB	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80544	3/31/2020	004920 TKE ENGINEERING	(Continued)	
			007.8330.6530 SWK16001 SCH IIA PM ART3-FEB SWK16001 SCH IIA PM ART3-FEB	10.62
			005.8320.6545 STR14003 PM COSB-FEB STR14003 PM COSB-FEB	1,573.00
			027.8490.6530 SWK16001 SCH IIA PM DIF LOC-FEB SWK16001 SCH IIA PM DIF LOC-FEB	22.64
			007.8330.6545 SWK17001 SCH IV PM ART3-FEB SWK17001 SCH IV PM ART3-FEB	847.00
			005.8320.6545 SWK17001 SCH IV PM RDA04-FEB SWK17001 SCH IV PM RDA04-FEB	321.75
			010.3830.6545 SDR06002 PM RDA07-FEB SDR06002 PM RDA07-FEB	173.25
			010.3830.6600 STR17001 PM RDA04-FEB STR17001 PM RDA04-FEB	55.00
			010.3830.6550 STR17002 PM CCF 2017-FEB STR17002 PM CCF 2017-FEB	110.00
			027.8490.6550 ICH09001 PM RDA07-FEB ICH09001 PM RDA07-FEB	110.00
			010.3830.6813 STR17005D PM MSRI-FEB STR17005D PM MSRI-FEB	110.00
			017.8350.6550 STR19001 PM MSRI-FEB STR19001 PM MSRI-FEB	165.00
			017.8350.6550 STR19001 PM SB1 RMRA-FEB STR19001 PM SB1 RMRA-FEB	211.75
			004.8310.6550	19.25

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80544	3/31/2020	004920 TKE ENGINEERING	(Continued)		
			STR19001 PM COSB-FEB		
			STR19001 PM COSB-FEB		
			027.8490.6550		154.00
			SDR19001 PM DIF FLOOD-FEB		
			SDR19001 PM DIF FLOOD-FEB		
			007.8330.6600		55.00
			SDR17001 PM RDA04-FEB		
			SDR17001 PM RDA04-FEB		
			010.3830.6600		55.00
			SWK19001 PM MSRI-FEB		
			SWK19001 PM MSRI-FEB		
			017.8350.6545		137.50
				Total :	**118,791.09**
80545	3/31/2020	005324 CHARLES ABBOTT ASSOCIATES, INC	FIRE MARSHALL SERVICES-FEB		
			FIRE MARSHALL SERVICES-FEB		
			029.2100.4540		3,825.00
				Total :	**3,825.00**
80546	3/31/2020	005466 WSP	STR07009 DE MSRI-THRU SEPT		
			STR07009 DE MSRI-THRU SEPT		
			017.8350.6530		5,387.83
			STR12004 DE RDA04 DEC17-SEPT19		
			STR12004 DE RDA04 DEC17-SEPT19		
			010.3830.6530		6,732.46
			STR12005 DE RDA04 DEC17-SEPT19		
			STR12005 DE RDA04 DEC17-SEPT19		
			010.3830.6530		5,235.55
			STR12004 DE RDA04-SEPT19		
			STR12004 DE RDA04-SEPT19		
			010.3830.6530		5,251.94
			STR12005 DE RDA04-SEPT19		
			STR12005 DE RDA04-SEPT19		
			010.3830.6530		4,497.40
			STR12004 DE RDA04-OCT19		
			STR12004 DE RDA04-OCT19		
			010.3830.6530		4,734.68

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80546	3/31/2020	005466 WSP	(Continued)		
			STR12005 DE RDA04-OCT19		
			STR12005 DE RDA04-OCT19		
			010.3830.6530		3,466.19
			STR12004 DE RDA04-OCT19		
			STR12004 DE RDA04-OCT19		
			010.3830.6530		4,573.57
			STR12005 DE RDA04-OCT19		
			STR12005 DE RDA04-OCT19		
			010.3830.6530		3,273.97
				Total :	**43,153.59**
80547	3/31/2020	005493 DIAMOND SHEET METAL	FS#2 ROOF FLASH REPAIR		
			FS#2 ROOF FLASH REPAIR		
			028.2050.4070		625.00
			FS#2 ROOF FLASH REPAIR		
			029.2100.4070		625.00
				Total :	**1,250.00**
80548	3/31/2020	005554 IMPERIAL SPRINKLER SUPPLY	CORP YARD: LANDSCAPE SUPPLIES		
			CORP YARD: LANDSCAPE SUPPLIES		
			004.8310.4045		1,696.98
				Total :	**1,696.98**
80549	3/31/2020	005599 DM CONTRACTING, INC.	STR12004 PPE#2-CON SRTS-FEB		
			STR12004 PPE#2-CON SRTS-FEB		
			030.8495.6530		238,075.52
			STR12004 PPE#2-CON DIF-LOC-FEB		
			STR12004 PPE#2-CON DIF-LOC-FEB		
			007.8330.6530		26,452.84
				Total :	**264,528.36**

26 Vouchers for bank code : wfb **Bank total :** **2,634,614.81**

26 Vouchers in this report **Total vouchers :** **2,634,614.81**

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80550	4/7/2020	000165 AT&T	CITY HALL-MAR		
			CITY HALL-MAR		
			042.9510.4060		256.59
				Total :	**256.59**
80551	4/7/2020	000165 AT&T	BASELINE LITTLE LEAGUE-MAR		
			BASELINE LITTLE LEAGUE-MAR		
			001.6000.4060		256.59
				Total :	**256.59**
80552	4/7/2020	000165 AT&T	POLICE ALARM-MAR		
			POLICE ALARM-MAR		
			001.2000.4060		537.34
				Total :	**537.34**
80553	4/7/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS RETIREMENT-APR		
			PERS RETIREMENT-APR		
			004.8310.3560		3,852.45
			PERS RETIREMENT-APR		
			006.8400.3560		1,239.87
			PERS RETIREMENT-APR		
			012.8500.3560		531.37
			PERS RETIREMENT-APR		
			016.8540.3560		531.37
			PERS RETIREMENT-APR		
			023.3890.3560		221.41
			PERS RETIREMENT-APR		
			041.9500.3560		309.97
			PERS RETIREMENT-APR		
			042.9510.3560		752.78
			PERS RETIREMENT-APR		
			070.7000.3560		619.93
			PERS RETIREMENT-APR		
			024.8470.3560		44.28
			PERS RETIREMENT-APR		
			010.3830.3560		1,018.46
			PERS RETIREMENT-APR		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80553	4/7/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			001.1200.3560 PERS RETIREMENT-APR	1,726.96
			001.1450.3560 PERS RETIREMENT-APR	3,060.33
			001.1600.3560 PERS RETIREMENT-APR	221.41
			001.1700.3560 PERS RETIREMENT-APR	3,985.29
			001.3200.3560 PERS RETIREMENT-APR	309.97
			001.4100.3560 PERS RETIREMENT-APR	4,472.38
			001.4200.3560 PERS RETIREMENT-APR	2,656.86
			001.4500.3560 PERS RETIREMENT-APR	1,815.52
			001.4600.3560 PERS RETIREMENT-APR	2,568.30
			001.6000.3560 PERS RETIREMENT-APR	1,018.46
			001.6010.3560 PERS RETIREMENT-APR	885.62
			001.6020.3560 PERS RETIREMENT-APR	664.22
			PERS RETIREMENT-APR	
			001.1450.3560	260.75
			Total :	**32,767.96**
80554	4/7/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS HEALTH-APR	
			PERS HEALTH-APR	
			001.1150 PERS HEALTH-APR	11,155.35
			004.1150 PERS HEALTH-APR	1,822.62
			006.1150 PERS HEALTH-APR	434.40
			010.1150	1,437.08

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80554	4/7/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)		
			PERS HEALTH-APR		
			012.1150		167.08
			PERS HEALTH-APR		
			016.1150		167.08
			PERS HEALTH-APR		
			041.1150		359.36
			PERS HEALTH-APR		
			070.1150		293.55
			PERS HEALTH-APR		
			041.9500.3515		2,200.00
			PERS HEALTH-APR		
			001.1450.3511		58.25
				Total :	**18,094.77**
80555	4/7/2020	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD 03/08/20-03/21/20		
			CROSSING GUARD 03/08/20-03/21/20		
			002.8200.4530		1,317.60
				Total :	**1,317.60**
80556	4/7/2020	000085 EAST VALLEY WATER DISTRICT	LMD'S MARCH		
			LMD'S MARCH		
			012.8500.4030		3,204.19
			CANYON OAKS PARK MARCH		
			CANYON OAKS PARK MARCH		
			016.8540.4030		245.07
			BEATTIE IRRIGATION MARCH		
			BEATTIE IRRIGATION MARCH		
			001.6000.4030		2,110.11
				Total :	**5,559.37**
80557	4/7/2020	000127 K & L HARDWARE	PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4206		77.52
			PARKS SUPPLIES		
			PARKS SUPPLIES		
			001.6000.4206		7.10

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80557	4/7/2020	000127 000127 K & L HARDWARE	(Continued)	Total :	84.62
80558	4/7/2020	000155 NEW YORK LIFE	NEW YORK LIFE-APR		
			NEW YORK LIFE-APR		
			001.1180		9.75
			NEW YORK LIFE-APR		
			004.1180		0.65
			NEW YORK LIFE-APR		
			041.1180		1.95
			NEW YORK LIFE-APR		
			070.1180		0.65
				Total :	13.00
80559	4/7/2020	000176 PRINCIPAL LIFE GROUP	PRINCIPAL-APR		
			PRINCIPAL-APR		
			001.1600.3590		7.76
			PRINCIPAL-APR		
			001.1700.3590		88.02
			PRINCIPAL-APR		
			001.3200.3590		14.44
			PRINCIPAL-APR		
			001.4100.3590		97.36
			PRINCIPAL-APR		
			001.4200.3590		64.35
			PRINCIPAL-APR		
			001.4500.3590		15.81
			PRINCIPAL-APR		
			001.4600.3590		45.16
			PRINCIPAL-APR		
			001.6000.3590		14.98
			PRINCIPAL-APR		
			001.6010.3590		15.68
			PRINCIPAL-APR		
			001.6020.3590		10.52
			PRINCIPAL-APR		
			004.8310.3590		91.41
			PRINCIPAL-APR		
			006.8400.3590		27.17

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80559	4/7/2020	000176 PRINCIPAL LIFE GROUP	(Continued)		
			PRINCIPAL-APR		
			001.1200.3590		40.66
			PRINCIPAL-APR		
			001.1450.3590		80.25
			PRINCIPAL-APR		
			010.3830.3590		32.99
			PRINCIPAL-APR		
			012.8500.3590		7.39
			PRINCIPAL-APR		
			016.8540.3590		7.39
			PRINCIPAL-APR		
			023.3890.3590		3.51
			PRINCIPAL-APR		
			024.8470.3590		0.78
			PRINCIPAL-APR		
			041.9500.3590		13.79
			PRINCIPAL-APR		
			042.9510.3590		12.98
			PRINCIPAL-APR		
			070.7000.3590		26.25
				Total :	**718.65**
80560	4/7/2020	000190 SAN BERNARDINO COUNTY	CHF REFUND		
			CHF REFUND		
			051.1471		40.00
				Total :	**40.00**
80561	4/7/2020	000203 SOUTHERN CALIFORNIA EDISON	STATION #3-MAR		
			STATION #3-MAR		
			028.2050.4010		348.38
			STATION #3-MAR		
			029.2100.4010		348.37
			CITY HALL-MAR		
			CITY HALL-MAR		
			042.9510.4010		701.96
			POLICE STATION-MAR		
			POLICE STATION-MAR		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80561	4/7/2020	000203 SOUTHERN CALIFORNIA EDISON	(Continued)		
			001.2000.4010 CORP YARD-MAR CORP YARD-MAR		3,499.45
			004.8310.4010 LIBRARY/ELC-MAR LIBRARY/ELC-MAR		663.60
			001.6000.4010 LS#3-MAR LS#3-MAR		2,691.88
			013.8510.4011 BASELINE MEDIAN-MAR BASELINE MEDIAN-MAR		15.04
			004.8310.4010 BASELINE MEDIAN-MAR BASELINE MEDIAN-MAR		11.76
			004.8310.4010 EVC STATIONS-MAR EVC STATIONS-MAR		10.76
			042.9510.4012		578.03
				Total :	**8,869.23**
80562	4/7/2020	000204 SOCALGAS	POLICE-FEB POLICE-FEB		
			001.2000.4020		1,317.08
				Total :	**1,317.08**
80563	4/7/2020	000226 UNUM LIFE INSURANCE	LONG TERM DISABILITY-APR LONG TERM DISABILITY-APR		
			001.1180 LONG TERM DISABILITY-APR		407.62
			004.1180 LONG TERM DISABILITY-APR		44.40
			006.1180 LONG TERM DISABILITY-APR		18.50
			010.1180 LONG TERM DISABILITY-APR		37.00
			041.1180		25.37

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80563	4/7/2020	000226 UNUM LIFE INSURANCE	(Continued)		
			LONG TERM DISABILITY-APR		
			070.1180		51.80
				Total :	**584.69**
80564	4/7/2020	000232 WALMART BUSINESS/SYNCB	OFFICE SUPPLIES		
			OFFICE SUPPLIES		
			001.6020.4336		74.44
				Total :	**74.44**
80565	4/7/2020	000233 WAXIE SANITARY SUPPLY	POLICE DEPT. SUPPLIES		
			POLICE DEPT. SUPPLIES		
			001.2000.4055		260.40
				Total :	**260.40**
80566	4/7/2020	000370 HYDRO TEK SYSTEMS INC	GRAFFITI PRESSURE WASHER REPAIR		
			GRAFFITI PRESSURE WASHER REPAIR		
			001.6010.4245		382.06
				Total :	**382.06**
80567	4/7/2020	000424 SAN BERNARDINO COUNTY FIRE	HAZARDOUS WASTE FEES-04/2020-06/2020		
			HAZARDOUS WASTE FEES-04/2020-06/2020		
			001.4200.4596		11,863.00
				Total :	**11,863.00**
80568	4/7/2020	000487 SMART & FINAL	PS APPRECIATION: SUPPLIES		
			PS APPRECIATION: SUPPLIES		
			001.6020.4336		362.90
			BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		75.48
				Total :	**438.38**
80569	4/7/2020	000598 PR PRINTING	WINDOW ENVELOPES & 200 FORMS		
			WINDOW ENVELOPES & 200 FORMS		
			001.2000.4200		481.68
				Total :	**481.68**
80570	4/7/2020	001439 OFFICE SOLUTIONS	OFFICE SUPPLIES		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80570	4/7/2020	001439 OFFICE SOLUTIONS	(Continued)		
			OFFICE SUPPLIES		
			001.1450.4200		56.04
				Total :	**56.04**
80571	4/7/2020	001476 TIME WARNER CABLE	POLICE TELE/INT SERVICES-APR		
			POLICE TELE/INT SERVICES-APR		
			001.2000.4065		976.99
			CORP YARD TELE/INT SERVICES-APR		
			CORP YARD TELE/INT SERVICES-APR		
			004.8310.4060		656.56
				Total :	**1,633.55**
80572	4/7/2020	001618 INNOVATIVE FEDERAL STRATEGIES	PROFESSIONAL SERVICES-MAR		
			PROFESSIONAL SERVICES-MAR		
			023.3890.4554		3,000.00
				Total :	**3,000.00**
80573	4/7/2020	001679 MC CRAY'S ENTERPRISES	ME543 EMERGENCY REPAIRS		
			ME543 EMERGENCY REPAIRS		
			028.2050.4240		317.91
			ME543 EMERGENCY REPAIRS		
			029.2100.4240		317.91
				Total :	**635.82**
80574	4/7/2020	001764 DEPENDABLE COFFEE & WATER SVC.	BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		13.44
			BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		56.97
			BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		13.44
			BREAKROOM SUPPLIES		
			BREAKROOM SUPPLIES		
			042.9510.4200		10.45
				Total :	**94.30**

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80576	4/7/2020	002480 CASC ENGINEERING & CONSULTING	DRA16010-AUG DRA16010-AUG 001.3200.4551 TTM14001-AUG TTM14001-AUG 001.3200.4551 DRA16014-AUG DRA16014-AUG 001.3200.4551 FWQ19002-AUG FWQ19002-AUG 001.3200.4551 CUP17002/DRA17005/TPM17001-AUG CUP17002/DRA17005/TPM17001-AUG 001.3200.4551 ENGINEERING MANAGER-AUG ENGINEERING MANAGER-AUG 001.3200.4550 TPM19001-AUG TPM19001-AUG 001.4100.4554 REV19001-AUG REV19001-AUG 001.4100.4554 MEDITERRA TR. 18893-AUG MEDITERRA TR. 18893-AUG 001.3200.4551 DRA16010-SEPT DRA16010-SEPT 001.3200.4551 CUP05003-SEPT CUP05003-SEPT 001.3200.4551 TTM14001-SEPT TTM14001-SEPT 001.3200.4551 DRA16014-SEPT DRA16014-SEPT	805.00 1,150.00 690.00 402.50 1,006.25 5,088.75 517.50 2,587.50 805.00 115.00 57.50 57.50

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80576	4/7/2020	002480 CASC ENGINEERING & CONSULTING	(Continued)	
			001.3200.4551 ENGINEERING MANAGER-SEPT ENGINEERING MANAGER-SEPT	747.50
			001.3200.4550 ENGINEERING MANAGER-SEPT ENGINEERING MANAGER-SEPT	2,185.00
			001.3200.4551 REV19001-SEPT REV19001-SEPT	920.00
			001.3200.4551 DRA16010-DEC DRA16010-DEC	1,380.00
			001.3200.4551 CUP05003-DEC CUP05003-DEC	575.00
			001.3200.4551 TTM14001-DEC TTM14001-DEC	230.00
			001.3200.4551 DRA16014/TPM16002-DEC DRA16014/TPM16002-DEC	690.00
			001.3200.4551 DRA17006-DEC DRA17006-DEC	2,300.00
			001.3200.4551 CUP17002/DRA17005/TPM17001-DEC CUP17002/DRA17005/TPM17001-DEC	920.00
			001.3200.4551 CUP17003-DEC CUP17003-DEC	2,185.00
			001.3200.4551 ENGINEERING MANAGER-DEC ENGINEERING MANAGER-DEC	2,587.50
			001.3200.4550 REV19001-DEC REV19001-DEC	15,812.50
			001.3200.4551	1,840.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80576	4/7/2020	002480 CASC ENGINEERING & CONSULTING	(Continued)	
			MEDITERRA TR. 18893-DEC	
			MEDITERRA TR. 18893-DEC	
			001.3200.4551	3,565.00
			ENR19002-DEC	
			ENR19002-DEC	
			001.3200.4551	3,910.00
			FWQ16014-DEC	
			FWQ16014-DEC	
			001.3200.4551	57.50
			FWQ17006-DEC	
			FWQ17006-DEC	
			001.3200.4551	390.00
			TR16745/TR18935-DEC	
			TR16745/TR18935-DEC	
			001.3200.4551	977.50
			CWQ18001-DEC	
			CWQ18001-DEC	
			001.3200.4551	692.50
			CWQ19001-DEC	
			CWQ19001-DEC	
			001.3200.4551	517.50
			FWQ19002-DEC	
			FWQ19002-DEC	
			001.3200.4551	245.00
			CWQ19002-DEC	
			CWQ19002-DEC	
			001.3200.4551	420.00
			CWQ19003-DEC	
			CWQ19003-DEC	
			001.3200.4551	105.00
			CWQ19004-DEC	
			CWQ19004-DEC	
			001.3200.4551	795.00
			TTM14001-JAN	
			TTM14001-JAN	
			001.3200.4551	1,667.50
			DRA16014-TPM16002-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80576	4/7/2020	002480 CASC ENGINEERING & CONSULTING	(Continued)	
			DRA16014-TPM16002-JAN	
			001.3200.4551	1,840.00
			DRA17006-JAN	
			DRA17006-JAN	
			001.3200.4551	862.50
			CUP17002/DRA17005/TPM17001-JAN	
			CUP17002/DRA17005/TPM17001-JAN	
			001.3200.4551	3,737.50
			ENGINEERING MANAGER-JAN	
			ENGINEERING MANAGER-JAN	
			001.3200.4551	1,380.00
			ENGINEERING MANAGER-JAN	
			ENGINEERING MANAGER-JAN	
			001.3200.4550	5,635.00
			MEDITERRA TR. 18893-JAN	
			MEDITERRA TR. 18893-JAN	
			001.3200.4551	230.00
			ENR19002-JAN	
			ENR19002-JAN	
			001.3200.4551	747.50
			FWQ19001-JAN	
			FWQ19001-JAN	
			001.3200.4551	35.00
			FWQ17002-JAN	
			FWQ17002-JAN	
			001.3200.4551	210.00
			WQMP REVIEW-JAN	
			WQMP REVIEW-JAN	
			001.3200.4551	210.00
			FWQ17006-JAN	
			FWQ17006-JAN	
			001.3200.4551	57.50
			TR16745/TR18935	
			TR16745/TR18935	
			001.3200.4551	230.00
			CWQ18001-JAN	
			CWQ18001-JAN	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80576	4/7/2020	002480 CASC ENGINEERING & CONSULTING	(Continued)	
			001.3200.4551 FWQ19002-JAN FWQ19002-JAN	1,817.50
			001.3200.4551 CWQ19002-JAN CWQ19002-JAN	280.00
			001.3200.4551 CWQ19003-JAN CWQ19003-JAN	87.50
			001.3200.4551 CWQ19004-JAN CWQ19004-JAN	85.00
			001.3200.4551 CWQ19005-JAN CWQ19005-JAN	952.50
			001.3200.4551 CWQ20001-JAN CWQ20001-JAN	230.00
			001.3200.4551 TTM14001-FEB TTM14001-FEB	1,027.50
			001.3200.4551 DRA16014/TPM16002-FEB DRA16014/TPM16002-FEB	1,380.00
			001.3200.4551 DRA17006-FEB DRA17006-FEB	230.00
			001.3200.4551 CUP17002/DRA17005/TPM17001-FEB CUP17002/DRA17005/TPM17001-FEB	345.00
			001.3200.4551 ENGINEERING MANAGER-FEB ENGINEERING MANAGER-FEB	1,782.50
			001.3200.4550 ENGINEERING MANAGER-FEB ENGINEERING MANAGER-FEB	6,842.50
			001.3200.4551	690.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80576	4/7/2020	002480 CASC ENGINEERING & CONSULTING	(Continued)		
			MEDITERRA TR. 18893-FEB		
			MEDITERRA TR. 18893-FEB		
			001.3200.4551		517.50
			ENR19002-FEB		
			ENR19002-FEB		
			001.3200.4551		1,840.00
				Total :	**92,280.00**
80577	4/7/2020	002511 RECORDER-CLERK CO OF SB	DOCUMENT RECORDER FEES-MAR		
			DOCUMENT RECORDER FEES-MAR		
			001.1200.4506		540.00
			DOCUMENT RECORDER FEES-MAR		
			DOCUMENT RECORDER FEES-MAR		
			001.1200.4506		340.00
				Total :	**880.00**
80578	4/7/2020	002617 FERGUSON ENTERPRISES LLC	TOILET REPAIR		
			TOILET REPAIR		
			042.9510.4070		149.15
				Total :	**149.15**
80579	4/7/2020	002710 HERNANDEZ, KROONE & ASSOCIATES	TR18893 MEDITERRA-FEB		
			TR18893 MEDITERRA-FEB		
			001.3200.4551		1,069.52
				Total :	**1,069.52**
80580	4/7/2020	002960 BURRTEC WASTE INDUSTRIES INC	RECYCLE SERVICE-FEB		
			RECYCLE SERVICE-FEB		
			004.8310.4666		820.68
				Total :	**820.68**
80581	4/7/2020	002960 BURRTEC WASTE INDUSTRIES INC	CNS 20-001 CENSUS INSERT		
			CNS 20-001 CENSUS INSERT		
			001.4100.4349		592.32
				Total :	**592.32**
80582	4/7/2020	003599 BAB STEERING HYDRALICS INC,	ME541: REAR BRAKE SLACK ADJUSTER		
			ME541: REAR BRAKE SLACK ADJUSTER		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80582	4/7/2020	003599 BAB STEERING HYDRALICS INC,	(Continued)		
			028.2050.4240		73.92
			ME541: REAR BRAKE SLACK ADJUSTER		
			029.2100.4240		73.91
				Total :	**147.83**
80583	4/7/2020	003689 TPX COMMUNICATIONS	CITY HALL/CORP YARD PHONES-APR		
			CITY HALL PHONES-APR		
			042.9510.4060		264.02
			CORP YARD PHONES-APR		
			004.8310.4060		1,156.11
				Total :	**1,420.13**
80584	4/7/2020	003713 SATCOM GLOBAL LTD.	SATELLITE PHONES-APR		
			SATELLITE PHONES-APR		
			001.2000.4061		42.75
			SATELLITE PHONES-APR		
			042.9510.4061		42.75
			SATELLITE PHONES-APR		
			028.2050.4061		21.37
			SATELLITE PHONES-APR		
			029.2100.4061		21.38
				Total :	**128.25**
80585	4/7/2020	004343 ENVIROCERT INT'L., INC.	CESSWI RENEWAL: M. MORGAN		
			CESSWI RENEWAL: M. MORGAN		
			001.4200.4310		115.00
				Total :	**115.00**
80586	4/7/2020	004416 SIEMENS MOBILITY, INC.	TRAFFIC SIGNAL MAINTENANCE FEB		
			TRAFFIC SIGNAL MAINTENANCE FEB		
			004.8310.4580		2,942.76
			STREET LIGHT MAINTENANCE FEB		
			STREET LIGHT MAINTENANCE FEB		
			013.8510.4664		2,528.50
			STREET LIGHT RESPONSE CALL OUTS FEB		
			STREET LIGHT RESPONSE CALL OUTS FEB		
			013.8510.4664		1,002.80

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80586	4/7/2020	004416 SIEMENS MOBILITY, INC.	(Continued)		
			TRAFFIC SIGNAL RESPONSE CALL OUTS FEB		
			TRAFFIC SIGNAL RESPONSE CALL OUTS FEB		
			004.8310.4580		3,605.88
			14TH/VICTORIA VIDEO MONITOR		
			14TH/VICTORIA VIDEO MONITOR		
			004.8310.4580		2,047.41
			FOSTER/PALM KD POLE REPLACED		
			FOSTER/PALM KD POLE REPLACED		
			013.8510.4664		4,600.00
			29094 STONEGATE KD POLE REPLACED		
			29094 STONEGATE KD POLE REPLACED		
			013.8510.4664		4,600.00
			CENTRAL/CYPRESS KD POLE REPLACED		
			CENTRAL/CYPRESS KD POLE REPLACED		
			013.8510.4664		4,600.00
				Total :	**25,927.35**
80587	4/7/2020	004845 COMPRESSED AIR SPECIALTIES INC	FS#3: SCBA COMPRESSOR		
			FS#3: SCBA COMPRESSOR		
			028.2050.4245		18,059.94
			FS#3: SCBA COMPRESSOR		
			029.2100.4245		18,059.91
				Total :	**36,119.85**
80588	4/7/2020	004860 CRIME SCENE STERI-CLEAN, LLC	BIO HAZARD CLEAN UP-26985 BASELINE ST		
			BIO HAZARD CLEAN UP-26985 BASELINE ST		
			001.2000.4070		300.00
				Total :	**300.00**
80589	4/7/2020	004939 GUARDIAN	DENTAL-APR		
			DENTAL-APR		
			001.1160		1,021.85
			DENTAL-APR		
			004.1160		379.70
			DENTAL-APR		
			006.1160		14.13
			DENTAL-APR		

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
80589	4/7/2020	004939 GUARDIAN	(Continued)	
			010.1160 DENTAL-APR	137.81
			012.1160 DENTAL-APR	9.63
			016.1160 DENTAL-APR	9.63
			023.1160 DENTAL-APR	14.13
			024.1160 DENTAL-APR	3.24
			041.1160 DENTAL-APR	30.27
			042.1160 DENTAL-APR	28.64
			070.1160	15.71
			Total :	**1,664.74**
80590	4/7/2020	004956 FIDELITY SECURITY	VISION-APR	
			VISION-APR	
			001.1160 VISION-APR	218.27
			001.1700.4400 VISION-APR	30.42
			004.1160 VISION-APR	46.55
			006.1160 VISION-APR	7.61
			010.1160 VISION-APR	15.21
			012.1160 VISION-APR	5.18
			016.1160 VISION-APR	5.18
			023.1160 VISION-APR	7.61
			024.1160	0.52

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80590	4/7/2020	004956 FIDELITY SECURITY	(Continued)		
			VISION-APR		
			041.1160		1.64
			VISION-APR		
			042.1160		8.50
			VISION-APR		
			070.1160		3.57
				Total :	350.26
80591	4/7/2020	005018 FLYERS ENERGY, LLC	FUEL-MAR		
			FUEL-MAR		
			001.2000.4220		5,135.37
			FUEL-MAR		
			004.8310.4220		346.88
			FUEL-MAR		
			001.4200.4220		31.48
			FUEL-MAR		
			001.4500.4220		23.45
			FUEL-MAR		
			001.4600.4220		269.11
			FUEL-MAR		
			001.6000.4220		236.40
			FUEL-MAR		
			001.6010.4220		118.51
			FUEL-MAR		
			042.9510.4220		11.11
			FUEL-MAR		
			004.8310.4220		22.87
			FUEL-MAR		
			001.6000.4220		94.94
			FUEL-MAR		
			028.2050.4220		807.31
			FUEL-MAR		
			029.2100.4220		807.32
			FUEL-MAR		
			FUEL-MAR		
			001.2000.4220		3,629.82

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80591	4/7/2020	005018 FLYERS ENERGY, LLC	(Continued)		
			FUEL-MAR		
			004.8310.4220		245.19
			FUEL-MAR		
			001.4200.4220		22.25
			FUEL-MAR		
			001.4500.4220		16.58
			FUEL-MAR		
			001.4600.4220		190.22
			FUEL-MAR		
			001.6000.4220		167.09
			FUEL-MAR		
			001.6010.4220		83.77
			FUEL-MAR		
			042.9510.4220		7.85
			FUEL-MAR		
			004.8310.4220		16.16
			FUEL-MAR		
			001.6000.4220		67.10
			FUEL-MAR		
			028.2050.4220		570.63
			FUEL-MAR		
			029.2100.4220		570.63
				Total :	**13,492.04**
80592	4/7/2020	005033 ELECNOR BELCO ELECTRIC INC.	SIG18001 RETENTION RELEASE REAL JOURNEY		
			SIG18001 RETENTION RELEASE REAL JOURNEY		
			027.8490.6550		4,649.86
			SIG18001 RETENTION RELEASE REAL JOURNEY		
			SIG18001 RETENTION RELEASE REAL JOURNEY		
			027.1350		30,078.01
				Total :	**34,727.87**
80593	4/7/2020	005099 OMEGA INDUSTRIAL SUPPLY, INC.	COVID 19 SUPPLIES		
			COVID 19 SUPPLIES		
			004.8310.4206		816.09
			COVID 19 SUPPLIES		
			COVID 19 SUPPLIES		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80593	4/7/2020	005099 OMEGA INDUSTRIAL SUPPLY, INC.	(Continued)		
			004.8310.4206		244.89
				Total :	**1,060.98**
80594	4/7/2020	005121 NTS MIKEDON, LLC	PERMA PATCH		
			PERMA PATCH		
			004.8310.4206		1,858.69
				Total :	**1,858.69**
80595	4/7/2020	005245 JOHNSON EQUIPMENT COMPANY	FY18 HSGP RADIOS & ACCESSORIES		
			FY18 HSGP RADIOS & ACCESSORIES		
			030.8495.6040		15,907.36
				Total :	**15,907.36**
80596	4/7/2020	005285 LA VERNE POWER EQUIPMENT INC	PARKS CHAINSAW BATTERY & CHARGER		
			PARKS CHAINSAW BATTERY & CHARGER		
			001.6000.4206		129.60
				Total :	**129.60**
80597	4/7/2020	005516 BASE HILL INC., DBA JAN POINT	MONTHLY JANITORIAL SERVICES-MAR		
			CITY HALL-MAR		
			042.9510.4504		1,562.00
			COUNCIL CHAMBERS-MAR		
			042.9510.4504		311.00
			AURANTIA PARK-MAR		
			001.6000.4504		1,454.00
			COMMUNITY PARK-MAR		
			001.6000.4504		1,950.00
			POLICE DEPT-MAR		
			001.2000.4504		1,080.00
				Total :	**6,357.00**
80598	4/7/2020	005553 CLARK PEST CONTROL OF STOCKTON	PEST CONTROL ATHLETIC CENTER/YMCA		
			PEST CONTROL ATHLETIC CENTER/YMCA		
			001.6000.4589		89.00
			PEST CONTROL STATION #1		
			PEST CONTROL STATION #1		
			028.2050.4589		20.00
			PEST CONTROL STATION #1		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80598	4/7/2020	005553 CLARK PEST CONTROL OF STOCKTON	(Continued)		
			029.2100.4589 PEST CONTROL STATION #2 PEST CONTROL STATION #2		20.00
			028.2050.4589 PEST CONTROL STATION #2		20.00
			029.2100.4589 PEST CONTROL STATION #3 PEST CONTROL STATION #3		20.00
			028.2050.4589 PEST CONTROL STATION #3		20.00
			029.2100.4589 PEST CONTROL POLICE STATION PEST CONTROL POLICE STATION		20.00
			001.2000.4589		95.00
				Total :	**304.00**
80599	4/7/2020	005554 IMPERIAL SPRINKLER SUPPLY	CORP YARD: IRRIGATION MAINTENANCE PARTS CORP YARD: IRRIGATION MAINTENANCE PARTS		
			004.8310.4045 CORP YARD IRRIGATION SUPPLIES CORP YARD IRRIGATION SUPPLIES		1,577.83
			004.8310.4206		247.58
				Total :	**1,825.41**
80600	4/7/2020	005555 BH NORTH AMERICA	GYM EQUIPMENT TO OUTFIT ALL STATIONS GYM EQUIPMENT TO OUTFIT ALL STATIONS		
			007.8330.6040 GYM EQUIPMENT TO OUTFIT ALL STATIONS GYM EQUIPMENT TO OUTFIT ALL STATIONS		6,043.00
			007.8330.6040 GYM EQUIPMENT TO OUTFIT ALL STATIONS GYM EQUIPMENT TO OUTFIT ALL STATIONS		3,440.00
			007.8330.6040		8,997.00
				Total :	**18,480.00**
80601	4/7/2020	005558 GENERAL DOOR	CITY HALL: CONCEALED DOOR CLOSER REPLACE CITY HALL: CONCEALED DOOR CLOSER		

Bank code : wfb

Voucher	Date	Vendor	Description/Account		Amount
80601	4/7/2020	005558 GENERAL DOOR	(Continued)		
			042.9510.4070		450.59
				Total :	450.59
80602	4/7/2020	005670 ENDTER, BRETT	BP#20200242 REFUND		
			BP#20200242 REFUND		
			001.1450.7600		113.10
				Total :	113.10
52 Vouchers for bank code : wfb				Bank total :	346,008.88
52 Vouchers in this report				Total vouchers :	346,008.88

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer CD

SUBJECT: Treasurer's Report for February 2020

RECOMMENDATION: City Council to receive and file the Treasurer's Report for February 2020.

FISCAL IMPACT: Cash and Investments:

General Fund	$ 4,932,763.38
Special Revenue Funds	$30,052,962.07
Internal Service Funds	$ 4,408,532.57
Capital Projects Funds	$22,760,564.93
Housing Authority Fund	$ 3,612,358.62
Agency Funds	$ 2,243,029.93
SARDA Funds	$ 2,144,478.57

PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

BACKGROUND: Increases in the checking account were due to revenues received plus funds wired from LAIF and CAMP. Decreases in the checking account were a result of payments to vendors, payroll and funds wired to LAIF, CAMP and U.S. Bank.

Increases in the fiscal agent accounts (US Bank) resulted from interest and bond payment receipt. Decreases resulted in vendor payments and debt service payments.

Increases in the CAMP account were due to interest received. Decreases were a result of funds being wired to the city's checking account primarily for payment of public works projects.

The maximum limit on regular accounts is $65M.

Approved _____ Motion _____ Second _____ Agenda Item No. 5

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

B Hughes

City Clerk

City Manager

CITY OF HIGHLAND
Treasurer's Report
as of February 29, 2020

CASH AND BANK ACCOUNTS:

Cash on Hand-Office Petty Cash & Change Fund Accounts	1,150.00
Wells Fargo Checking-Account #*******236	8,528,563.39

DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: LOCAL GOVERNMENT INVESTMENT POOLS				
California Treasurer's Local Agency Investment Fund (LAIF)	n/a	1.912%		
General Fund			4,934,461.83	
Special Revenue Funds			20,404,166.00	
Internal Service Funds			4,563,736.00	
Capital Projects Funds			13,387,779.00	
Total City LAIF Funds				43,290,142.83
Housing Authority Fund			3,500,519.82	
Total Housing Authority LAIF Funds				3,500,519.82
Total LAIF Funds				46,790,662.65

1) Maximum limits on accounts are $65M City and $65M Housing Authority.
2) Quarterly interest earnings are deposited directly to accounts.
3) Funds are available within 24 hours or less depending on time of wire.
4) Pooled Money Investment Board Report dated January 2020 on-line for listing of investments.
5) Market Value is based on the December 31, 2019 applicable percentage of 1.001770298.
6) Market Value is $46,873,496.07 ($46,790,662.65 x 1.001770298).

California Asset Management Program (CAMP)	n/a	1.750%		
General Fund			131,152.31	
Special Revenue Funds			1,546,644.00	
Capital Projects Funds			10,706,236.00	
Total CAMP Funds				12,384,032.31
INVESTMENTS: FISCAL AGENT ACCOUNTS				
US Bank Corporate Trust Services (Community Facilities Districts)				
Community Facilities District (CFD) 90-1				
Administrative Expense Fund #128262-011				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	80,935.92	80,935.92
Fire Protection Expense Fund #128262-012				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	259,192.13	259,192.13
Police Protection Expense Fund #128262-013				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	95,866.29	95,866.29
Community Facilities District (CFD) 2001-1				
Special Tax Fund #149239000				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	267,214.90	267,214.90
Interest Account #149239001				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	5,179.20	5,179.20
Principal Account #149239002				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	0.02	0.02
Reserve Fund #149239003				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	480,734.15	480,734.15
Administrative Expense Fund #149239004				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	31,768.29	31,768.29
Surplus Fund #149239006				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	1.10%	48,642.47	48,642.47
Community Facilities District (CFD) 2007-1				
Administrative Expense Fund #260722000				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	1.10%	8,819.01	8,819.01
Fire Expense Fund #260722001				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	1.10%	12,310.52	12,310.52
Police Expense Fund #260722002				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	1.10%	4,553.79	4,553.79
TOTAL INVESTMENTS US BANK (COMMUNITY FACILITIES DISTRICTS)				1,295,216.69

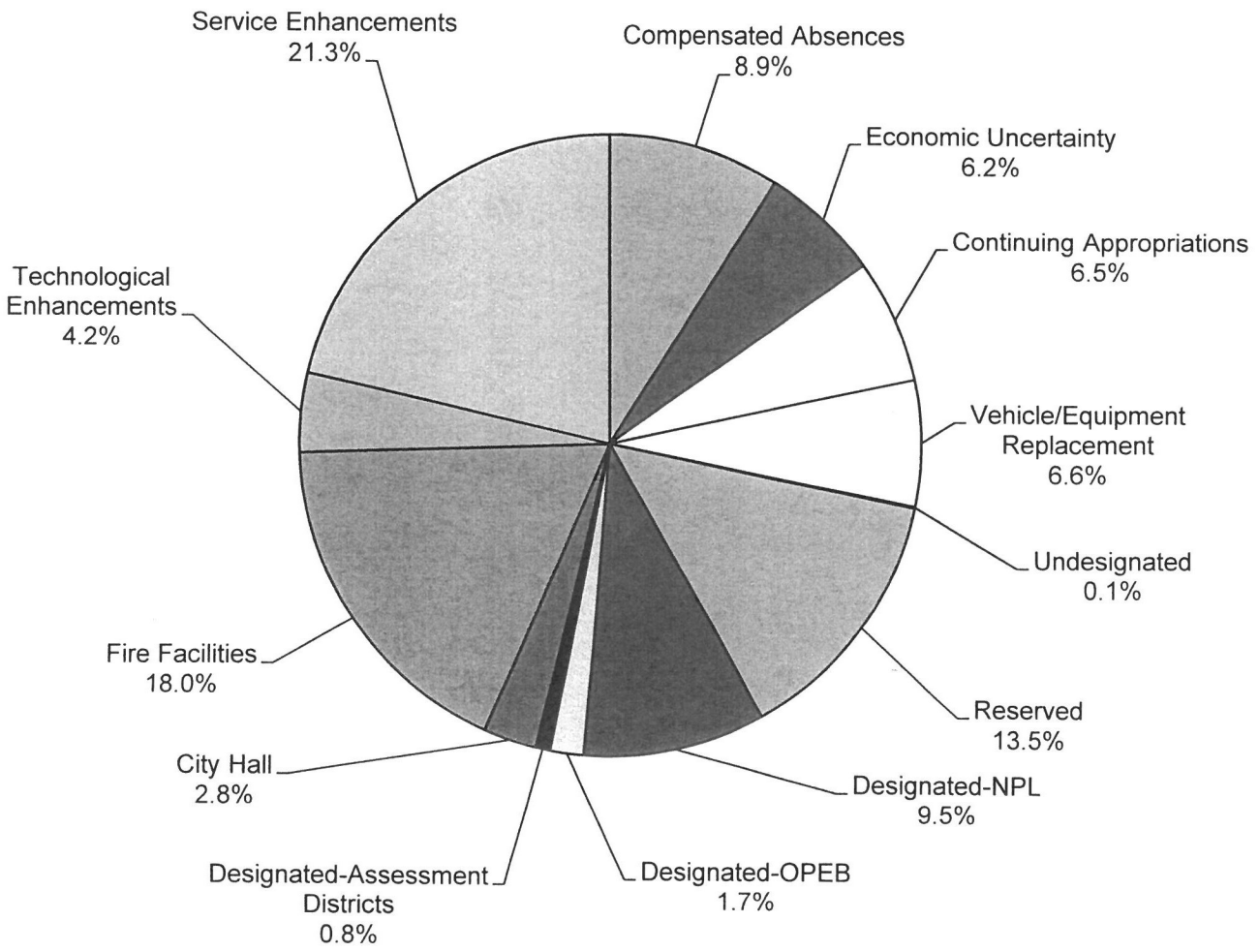
DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: FISCAL AGENT ACCOUNTS (continued)				
US Bank Corporate Trust Services (SARDA)				
2004B Tax Allocation Refunding Bonds				
Special Fund 786709001				
Federated Treasury Obligations CUSIP #60934N872	n/a	1.22%	947.60	947.60
Interest Fund 786709002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Principal Fund 786709003				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 786709004				
Federated Treasury Obligations CUSIP #60934N872	n/a	1.22%	177,155.26	177,155.26
2015A Tax Allocation Refunding Bonds				
Special Fund 268777000				
Federated Treasury Obligations CUSIP #60934N872	n/a	1.22%	388.39	388.39
Interest Fund 268777001				
Federated Treasury Obligations CUSIP #60934N872	n/a	1.16%	7.73	7.73
Principal Fund 268777002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 268777004				
Federated Treasury Obligations CUSIP #60934N872	n/a	1.22%	961,814.40	961,814.40
Expense Account 268777006				
Federated Treasury Obligations CUSIP #60934N872	n/a	1.22%	13,483.55	13,483.55
2017 Tax Allocation Refunding Bonds				
Debt Service Fund 259928000				
Federated Treasury Obligations CUSIP #60934N872	n/a	1.22%	1,268.10	1,268.10
Interest Fund 259928001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Principal Fund 259928002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
TOTAL INVESTMENTS US BANK (SARDA)				1,155,065.03
TOTAL CASH AND INVESTMENTS				**70,154,690.07**

All investments are placed in accordance with City of Highland's Investment Policy and Guidelines. The above summary provides sufficient cash flow liquidity to meet the next six month's estimated expenditures. This report is in accordance with Government Code Section 53646.

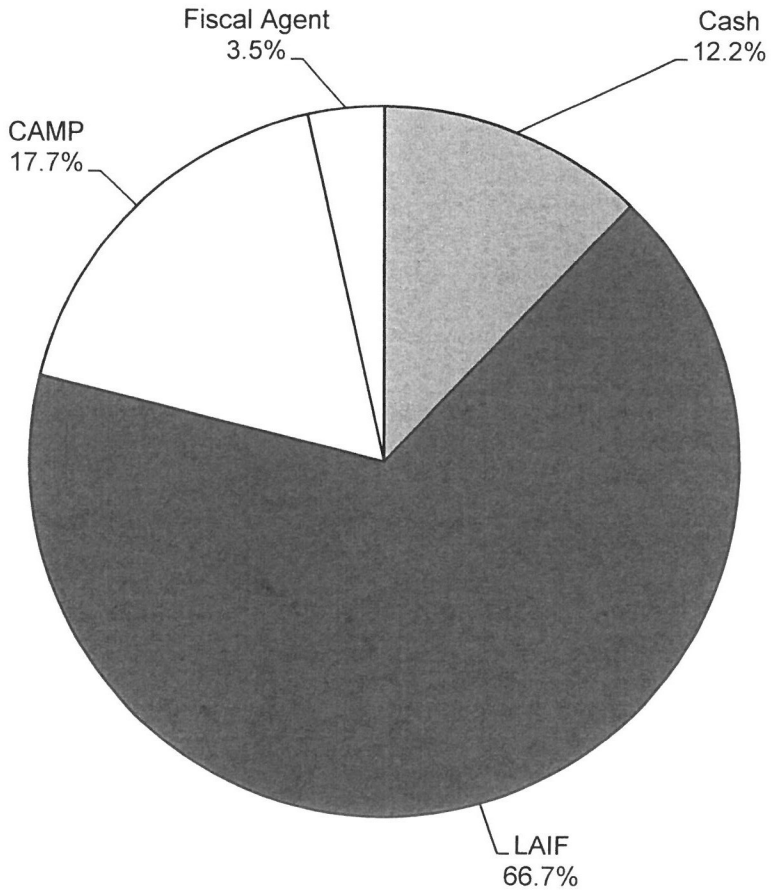
SIGNED: _____
Joseph A. Hughes
CITY MANAGER

SIGNED: _____
Chuck Dantuono
DIRECTOR OF ADMINISTRATIVE SERVICES/CITY TREASURER

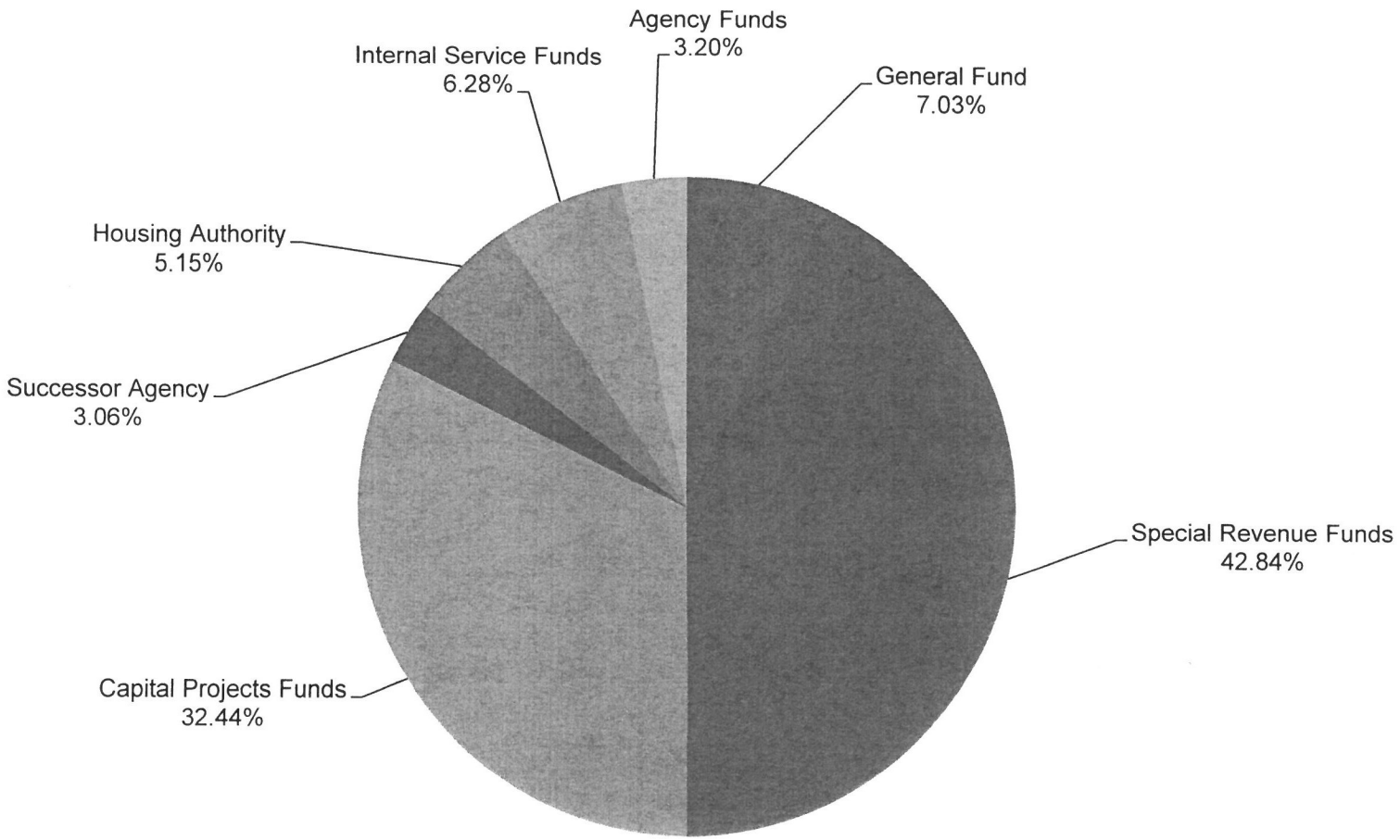
General Fund Reserves



Treasurer's Report



Cash & Investments



STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

REVIEWED BY: Chuck Dantuono, Director of Administrator Services/City Treasurer
Nancy Wayne, George Hills Company, Claims Adjusters

SUBJECT: Claim Consideration – Anthony Allen

RECOMMENDATION: George Hills Company recommends the City Council reject the claims.

BACKGROUND: The Claim was received in the City Clerk's Office on February 24, 2020. It was then sent to the City's claim adjuster, George Hills Company, who is recommending the claim be rejected.

C:\MyFiles\WPDATA\StaffReports\cc special STF.wpd

Approved _____	Motion _____	Second _____	Agenda Item No. 6
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

City Clerk

City Manager

GEORGE HILLS
Our minds over your matters.

February 28, 2020

TO: City of Highland

ATTN: Betty Hughes/Chuck Dantuono

RE:

Our Client	:	City of Highland
Claimant	:	**Anthony Allen**
Date of Incident	:	9/5/19
Our File No.	:	GHC0029948

We have reviewed the above captioned claim and request that you take the action indicated below:

- **CLAIM REJECTION: Please send a standard Rejection Notice to the claimant attorney to commence the six-month Statute of Limitations.**

Please provide us with a copy of the notice sent, as requested above. Should you have any questions, please feel free to contact the undersigned.

Very truly yours,

GEORGE HILLS COMPANY, INC.

Nancy Wayne
Account Manager/Sr. Claims Adjuster
Nancy.wayne@georgehills.com

City of HIGHLAND Inc. 1987

February 24, 2020

Ms. Nancy Wayne
Account Manager/Senior Claims Adjuster
George Hills Company, Inc.
P. O. Box 1544
Wildomar, CA 92595

Re: Claimant(s): Anthony Allen
Incident Date: On or around September 5, 2019

Dear Ms. Wayne:

Enclosed is a copy of a Claim received and filed in the Office of the City Clerk on February 24, 2020, by the above referenced claimant(s). Please review and advise this office on the appropriate action to be taken. This item will be tentatively scheduled for the City Council regular meeting of Tuesday, March 24, 2020, pending your recommendation.

If you have any questions, please contact Chuck Dantuono at (909) 864-6861, ext. 224 or myself at ext. 226.

Sincerely,

Betty Hughes, MMC
City Clerk

cc: Joseph Hughes, City Manager
Chuck Dantuono, Director of Administrative Services
Maricela Marroquin, City Attorney

c:\users\bhughes\documents\my documents\claims\george hills letters\gh anthony allen ltr.doc

Mayor Larry McCallon | **Mayor Pro Tem** Penny Lilburn | **City Council** Jesse Chavez | **City Council** Anaeli Solano | **City Council** John P. Timmer | **City Manager** Joseph A. Hughes

27215 Base Line, Highland, CA 92346
Tel: (909) 864-6861 • Fax: (909) 862-3180 • Web: www.cityofhighland.org

Do not write in this space.
For office use only:

RECEIVED
FEB 2 4 2020
CITY OF HIGHLAND

Received:_____

By: Camille ___ Mail X In person

CLAIM AGAINST THE CITY OF HIGHLAND
(For damages to persons or personal property)

A claim must be filed with the City Clerk within 180 days after which the incident or event occurred. Be sure your claim is against the City of Highland and not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to:

CITY CLERK, CITY OF HIGHLAND
27215 EAST BASE LINE
HIGHLAND CA 92346
(909) 864-6861 X226

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.

NOTICE: PER GOVERNMENT CODE SECTION 910.4, THIS FORM MUST BE USED IN ORDER TO COMPLY WITH SECTIONS 910 AND 910.2 OF THE GOVERNMENT CODE.

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HIGHLAND:

The undersigned respectfully submits the following claim and information relative to damage to persons and/or personal property:

1. Name of Claimant **Anthony Allen**

   a. Complete Address of Claimant, including City, State and Zip Code:
   29337 Bacon Lane, Highland, CA 92346

   b. Phone Number (**909**) **648-7229**

   c. Date of Birth **05/16/1994**

   d. Social Security Number **"Objection. A party's social security number is "clearly irrelevant to the subject matter of the action." (Smith v. Superior Court of San Joaquin County (1961) 189 Cal.App.2d 6, 9, 13, [11 Cal.Rptr. 165, 168, 170].)"**

e. Driver's License/State Identification Card Number:

Not applicable. Claimant was riding a bicycle.

Issued by which State:_____

_____ Driver's License _____ Identification Card

Expiration Date:_____

2. Name, telephone and address to which claimant desires notices to be sent, if other than above:

Sweet James, LLP // 4220 Von Karman Avenue, Suite 200, Newport Beach, CA 92660

(949) 644-1000

3. Occurrence or event from which the claim arises:

a. Date of occurrence On or around 09/05/2019

b. Time of occurrence Approximately 7:30 P.M.

c. Place of occurrence (Exact and specific location)

It is believed the incident occurred on the Main Ranch Walkway/Bike Path located south of Base Line Street and north of Water Street in Highland Park, CA.

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (use additional paper if necessary).

Claimant Anthony Allen was riding his bicycle along the Main Ranch Walkway/bike path located south of Base Line Street and north of Water Street. He was equipped with a bicycle helmet while riding his bicycle. As he was traveling along the sidewalk on his bicycle, claimant's front tire struck a negligently maintained sidewalk that was cracked and raised, thus propelling Anthony off his bicycle into the concrete sidewalk beneath him and causing the listed bodily injuries.

e. What particular action by the City, or its employees, caused the alleged damage or injury?

It is believed the City, or its employees, negligently controlled, designed, monitored, regulated, and maintained the sidewalk and surrounding areas that led to the incident in question. The City has a non-delegable duty to maintain its property.

4. A general description of the indebtedness, obligation, injury, damage or loss incurred so far as it may be known at the time of presentation of the claim. If there were no injuries, state "no injuries".

At this time, Anthony's injuries and damages are not fully known as he continues to seek medical treatment. However, Anthony has suffered from loss of consciousness, elbow/arm pain, head/face pain, a right mandibular fracture, a laceration to his jaw, and abrasions to various parts of his body.

5. Give the name(s) of the City employee(s) causing the damage or injury:

At this time, the investigation is ongoing and not all City employees, agents, operatives, and representatives are known, but it is believed that the City Community Development Department and City Public Works were negligent and may be liable.

6. Name and address of any other person injured:

Unknown at this time. Claimant reserves the right to disclose further information at a later time.

7. Name and address of the owner of any damaged property:

See claimant's information listed above.

8. Damages Claimed:

a. Amount claimed as of this date: $ **TBD**

b. Estimate amount of future costs: $ **TBD**

c. Total amount claimed: $ **15,000,000.00** **Unlimited civil case, Superior Court (over $25,000.00)**

d. Basis for computation of amounts claimed. **Include copies of all bills, invoices, estimates, etc.**:

The amount was calculated based on claimant's current injuries, future medical care, and other damages. Claimant reserves the right to disclose further information at a later time.

9. Names and addresses of all witnesses, hospitals, doctors, etc.

a. **The investigation is ongoing and all witnesses are unknown at this time. Claimant reserves the right to disclose further information at a later time.**

b. _____

c. _____

d. _____

e. _____

10. Any additional information which might be helpful in considering this claim:

Please see the enclosed photographs of the defect.

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM, PENAL CODE S72; INSURANCE CODE S556.1.

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is true and correct.

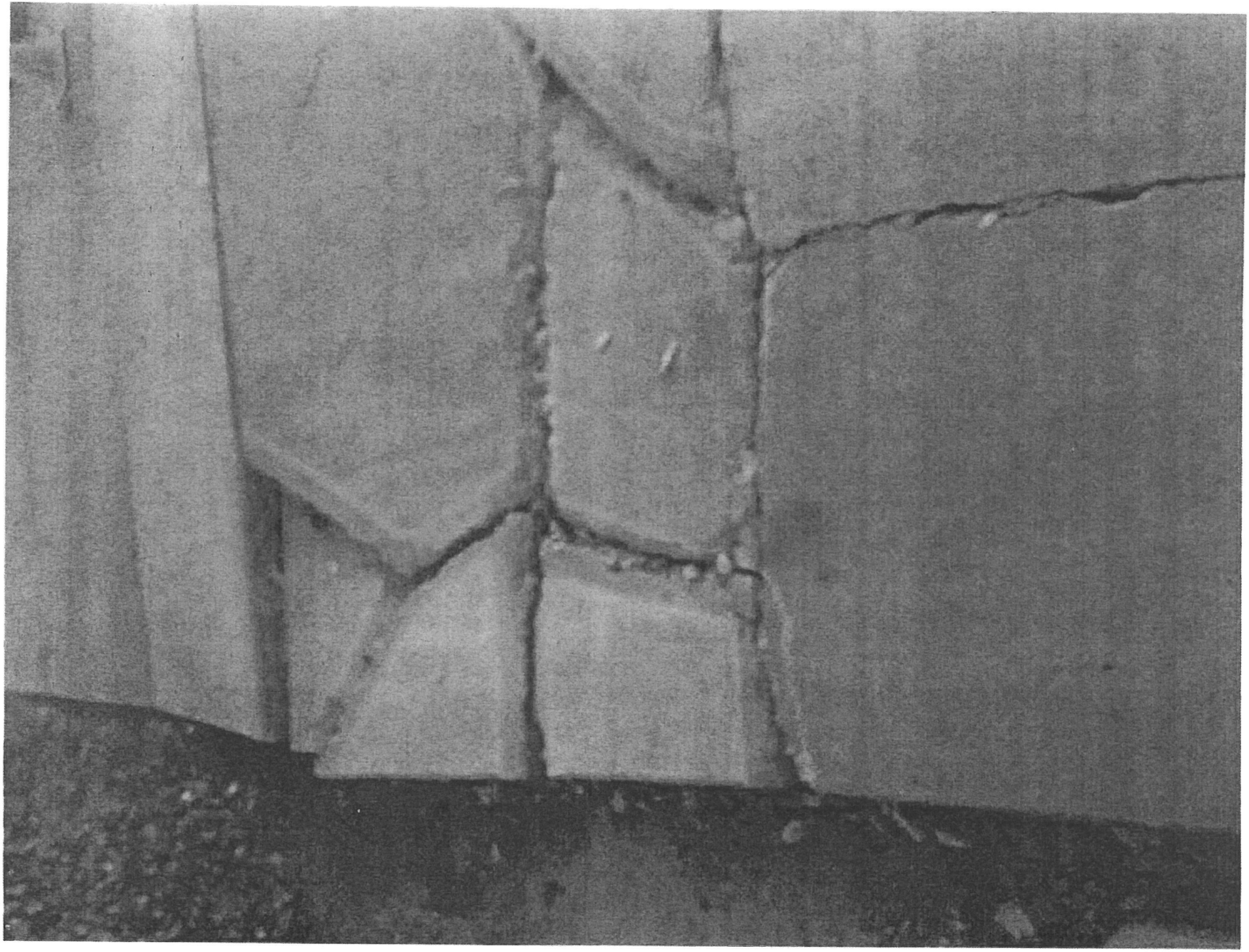
Signed at: **Newport Beach, CA**
City and State

Date: **02/21/2020**

_____
Signature of Claimant

James M. Bergener, Esq.
Attorney for Claimant
Printed name of person signing above





STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer CD

SUBJECT: Electronic Fund Transfers (EFT) for 1) Cal PERS health and retirement invoices & 2) ICMA R/C deferred compensation (457) plan invoices.

RECOMMENDATION: The City Council approves of Electronic Fund Transfers for 1) Cal PERS health and retirement invoices & 2) ICMA R/C deferred compensation (457) plan invoices in lieu of City checks or warrants.

FISCAL IMPACT: None.

PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

BACKGROUND: Currently, Highland issues warrants (checks) requiring two signatures for all payroll and accounts payable items with the exception of Federal & State payroll taxes and employee payroll direct deposits. It is mandated that Federal & State taxes be remitted by electronic fund transfer. Cal PERS is requesting that cities start remitting health and retirement invoices by EFT instead of a city warrant or check. To accommodate this would have little impact upon staff. If approved, it would be prudent to do the same for the City's deferred compensation (457) plan that is administered by ICMA R/C.

This item was presented to the Finance/Personnel subcommittee on March 10, 2020. The Finance Personnel Subcommittee recommends paying for Cal PERS health & retirement invoices and ICMA R/C 457 plan invoices via EFT instead of City checks (warrants).

Approved _____ Motion _____ Second _____ Agenda Item No. 7

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

B Hughes

City Clerk

City Manager

RESOLUTION NO. 2020-

A RESOLUTION OF THE CITY OF HIGHLAND, CALIFORNIA AUTHORIZING ELECTRONIC FUND TRANSFERS (EFT) TO THE CALIFORNIA PUBLIC EMPLOYEE RETIREMENT SYSTEM (CAL PERS) AND THE INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION (ICMA R/C)

WHEREAS, currently, the City of Highland is required by Federal Law to remit Federal payroll taxes (Federal taxes, Medi-Care & Social Security) via EFT in lieu of a City warrant; and

WHEREAS, currently, the City of Highland is also required by State Law to remit State payroll taxes via EFT in lieu of a City warrant; and

WHEREAS, it is City policy to pay for all expenditures via a City warrant requiring two authorized signatures, unless otherwise required to do so or unless using an EFT would make the process safer and more efficient (subject to City Council approval); and

WHEREAS, the City Council of the City of Highland does hereby find that using EFT to pay Cal PERS Health & Retirement invoices and ICMA Retirement Corporation 457 Plan invoices, safer and more efficient; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Highland does hereby authorize the use of Electronic Fund Transfers (EFT) for the purposes of paying health & retirement invoices for the California Public Employee Retirement System (Cal PERS) and paying retirement invoices for the International City/County Management Association Retirement Corporation (ICMA R/C).

APPROVED AND ADOPTED this 14th day of April, 2020.

_____
Larry McCallon, Mayor

ATTEST:

_____
Betty Hughes, City Clerk

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer CD
Jon Billings, Chief of Police

SUBJECT: CAL-ID contract through the San Bernardino County Sheriff's Department.

RECOMMENDATION: The City Council approves the proposed CAL-ID contract with San Bernardino County and authorizes the City Manager to sign the contract.

FISCAL IMPACT: Highland currently has budgeted $64,650 for FY 2019/2020 & $65,500 for FY 2020/2021 for this service.

PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

BACKGROUND: In 1990 the City Council approved an agreement to participate in the CAL-ID program through the San Bernardino County Sheriff's Department. The CAL-ID Telecommunications Network was established in 1985 as a statewide system to transmit and access fingerprint data between local agencies and the California Department of Justice. San Bernardino CAL-ID was established soon after to utilize the state network and provide fingerprint services to San Bernardino County and its municipalities.

The City Council renewed the agreement in 2010 for the ten-year period of 7/1/2010-6/30/2020. The proposed agreement is for the next ten-year period of 7/1/2020-6/30/2030.

Approved _____	Motion _____	Second _____	Agenda Item No. 8
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

City Clerk

City Manager

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

SAN BERNARDINO COUNTY

Contract Number

_____

SAP Number
N/A

Sheriff/Coroner/Public Administrator

Department Contract Representative	John Ades, Captain
Telephone Number	(909) 387-0640
Contractor	City of Highland
Contractor Representative	Joseph A. Hughes, City Manager
Telephone Number	909-864-6861
Contract Term	July 1, 2020 to June 30, 2030
Original Contract Amount	
Amendment Amount	
Total Contract Amount	
Cost Center	

IT IS HEREBY AGREED AS FOLLOWS:

WHEREAS, a region encompassing the areas of the Counties of Riverside and San Bernardino (county service area) has been formed for implementation and operation of Identification Systems; and

WHEREAS, the costs of the Regional System will be allocated to the users within the aforesaid Counties based upon an agreed percentage for the San Bernardino County area and for the Riverside County area; and

WHEREAS, there will be costs for implementation, operation, and maintenance of a local subsystem within San Bernardino County (hereinafter referred to as COUNTY); and

WHEREAS, in accordance with California Penal Code Section 11112.4, a local Remote Access Network (RAN) Board has been established for the area of San Bernardino County comprised of the following members: A member of the Board of Supervisors, the Sheriff, the District Attorney, the Chief of Police of the CAL-ID Member City having the largest number of sworn personnel, a Chief of Police selected by all other police chiefs within the County, a mayor selected by the City selection committee established pursuant to Government Code Section 50270 and a member-at-large chosen by the other members; and

WHEREAS, the County of San Bernardino and CITY desire to enter into an agreement for the implementation and operation of all Biometric Identification Systems and DNA Services for the benefits of the citizens of their jurisdictions;

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

I. SCOPE OF WORK

A. CITY agrees to be users of the Identification Systems and DNA Services established for the county service areas. CITY's use of the system under this agreement shall be through the local subsystems for the San Bernardino County area.

B. The Regional RAN Board shall approve procedures and policies for operation and use of the Regional Identification Systems. The local RAN Board shall approve such policies and procedures for the local subsystems for the San Bernardino County area. The Sheriff of the COUNTY shall be responsible for managing and operating the local subsystems within the COUNTY consistent with directions of the local RAN Board. All such procedures and policies shall be consistent with the technical requirements of the Regional Systems.

C. The Sheriff's Department shall invoice, and the CITY agrees to pay, annual fees charged for participation in these Identification Systems based upon a per capita fee established by the RAN Board and multiplied by the most recent State of California Department of Finance Population Estimates.

D. CITY shall pay to the Sheriff's Department of COUNTY within thirty (30) days of entering into this agreement its fees assessed under this agreement. CITY shall pay its annual fee by August 1st or fifteen (15) days after approval of CITY's budget, whichever is later. Payments under this agreement shall be placed in an interest bearing trust account and the interest earned on such funds shall be applied for expenses of the Identification Systems. Any revenue generated in excess of expenses will be retained to fund equipment replacement, upgrade and expansion, and personnel costs.

E. Any amendments to this agreement shall be in writing and approved by the parties before becoming effective.

II. TERM AND TERMINATION

A. The term of this agreement shall commence upon execution by both parties and shall continue through June 30, 2030. Either party may terminate this agreement by giving notice of termination to the other party on or before July 1 of any year to terminate this agreement as of the subsequent July 1. Any nonmember party that would like to utilize the Identification System must notify and be approved by the local RAN Board before July 1 of any year to enter this agreement as of the subsequent July 1.

III. NOTICES

A. All notices required to be given under this agreement shall be delivered to the other parties by registered or certified mail, postage prepaid to the City Clerk or San Bernardino County Sheriff as applicable. The addresses of the parties hereto, until further notice, are as follows:

CONTRACTOR: City of Highland
Joseph A. Hughes, City Manager
27215 Base Line
Highland, CA 92346

COUNTY: San Bernardino County Sheriff's Department
Bureau of Administration/Contracts Unit
655 E. Third Street
San Bernardino, CA 92415-0061

IV. GENERAL TERMS AND CONDITIONS

A. Following approval of the budget for the local subsystems for the San Bernardino County area, COUNTY's Sheriff shall fiscally manage the funds and expenditures of the Identification Systems and establish a separately identifiable account for fees assessed pursuant to the terms of this agreement.

B. Any user of the systems which is allowed to enter into program participation may be required to pay its fair share of the start-up, implementation, and equipment costs prior to participation in the Systems. Any such new users may be subject to additional assessments as recommended by the local RAN Board.

C. Each user of the Identification Systems within the San Bernardino County area shall be required to be a party to an agreement with the COUNTY setting forth obligations and responsibilities of users so that all such users are treated consistently and fees are charged to all users based on their percentage of the population of all users within the San Bernardino County area of the Regional Systems.

D. Any disputes over charges under this agreement will be resolved by the local RAN Board for the San Bernardino County area consistent with the terms of this agreement.

V. INDEMNIFICATION AND INSURANCE REQUIREMENTS

A. **INDEMNIFICATION.** CITY agrees to indemnify and hold harmless SAN BERNARDINO COUNTY, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any negligent act or omission of CITY in connection with this agreement.

The SAN BERNARDINO COUNTY agrees to indemnify and hold harmless CITY, from any and all liabilities for injury to persons and damage to property arising out of any negligent act or omission of SAN BERNARDINO COUNTY, its officers, employees, agents, and volunteers in connection with this agreement.

In the event that SAN BERNARDINO COUNTY and/or CITY is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under the contract, SAN BERNARDINO COUNTY and/or CITY shall indemnify the other to the extent of its comparative fault.

B. **INSURANCE**. Both CITY and COUNTY are self-insured public entities for purposes of professional liability, general liability, and Workers' Compensation. CITY and COUNTY warrant that through their program of self-insurance, they have adequate professional liability, general liability and Workers' Compensation to provide coverage for liabilities arising out of CITY and COUNTY's performance pursuant to this agreement.

VI. FULL UNDERSTANDING

A. This contract represents the full and complete understanding of the parties with respect to the subject matter hereto; this contract supersedes Contract Number 90-1318 and all prior oral and written agreements or understanding between the parties with respect to the subject matter hereto. This contract shall be governed by the laws of the State of California. Venue for any lawsuit pertaining to this contract shall be Superior Court of California, County of San Bernardino, San Bernardino Division. Any amendment to this contract shall be in writing signed by both parties.

COUNTY OF SAN BERNARDINO

►

Curt Hagman, Chairman, Board of Supervisors

Dated:

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

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

By

Deputy

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

By ►

(Authorized signature - sign in blue ink)

Name Joseph A. Hughes

(Print or type name of person signing contract)

Title City Manager

(Print or Type)

Dated:

Address 27215 Base Line

Highland, CA 92346

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
►	►	►
Richard D. Luczak, Deputy County Counsel		John Ades, Captain
Date 3/3/2020	Date	Date 3/3/2020

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Records Destruction Authorization

RECOMMENDATION: That the City Council approve the destruction of certain records.

FISCAL IMPACT: Minimal – utilizing existing service with Shred-It.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

BACKGROUND: In compliance with the city-wide records retention schedule adopted by the City Council on February 25, 2020, the Director of Administrative Services and City Clerk request approval to destroy the records. The list has been reviewed and approved by the City Attorney.

The following records shall be retained for six years after audit and may be subsequently destroyed. Staff is requesting approval be given to destroy records in this category which are dated for tax years 1988-1993.

1. IRS Tax Forms (W2, W4)
2. Time Cards/Sheets
3. IRS Tax Forms (1099, 1096)

The following records shall be retained for five years after audit and may be subsequently destroyed. Staff is requesting approval be given to destroy records in this category which are dated for tax years 1988-1993.

1. Payroll Reports
2. Payroll, Tax Reports

Approved _____ Motion _____ Second _____ Agenda Item No. 9

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

B Hughes

City Clerk

City Manager

The following records shall be retained for two years after audit and may be subsequently destroyed. Staff is requesting approval be given to destroy records in this category which are dated for tax years 1988-1993.

1. Reports, Labor Distribution

The following records shall be retained for five years after termination and may be subsequently destroyed. Staff is requesting approval be given to destroy records in this category which are dated for years 1988-1993.

1. Retirement

The following records shall be retained for two years after current year. Staff is requesting approval be given to destroy records in this category which are dated as follows:

1. Audio and/or Video Recordings

   Building Code Appeals Board - 04/2001; 08/2003
   Candidate Forum - 10/1996
   City Council and/or Redevelopment Agency - 06/1991-07/1991; 02/1993-06/2010
   Community Trails Subcommittee - 02/1993-09/1993; 01/1996-06/2010
   Design Review Board - 04/1993-06/2009
   Historic & Cultural Preservation Board - 02/1993-06/2010
   Housing Appeals Board - 03/1993; 06/1994
   Planning Commission - 06/1992; 01/1993-06/2010
   Public Nuisance Hearing Board - 12/1993-03/1995; 06/1999-06/2010
   Public Works Subcommittee - 11/2000
   Street Naming Committee - 12/1994; 05/1995; 02/1996-02/2009

The following records shall be retained for two years after being closed. Staff is requesting approval be given to destroy records in this category which are dated as follows:

1. Public Records Request - 2002-2012

CITY OF HIGHLAND

RECORDS DESTRUCTION FORM

DEPARTMENT/DIVISION	Total # of Boxes:
Human Resources	7

DEPARTMENT HEAD APPROVAL:	DESTRUCTION METHOD:
I hereby certify that the records to be disposed of are in compliance with the current retention schedule for the City of Highland. I certify these records are not the subject of any claim, litigation, investigation or audit. Department Head Signature — Date: 3/13/20	The scheduled records listed below are to be disposed of in the manner checked below: ☒ Shredding (outside vendor) ☐ Discard

A. Description of Record(s)	B. Inclusive Dates of Documents
IRS Tax Forms (W-2)	Tax years 1988-1993
Payroll Reports	Tax years 1988-1993
Payroll, Tax Reports	Tax years 1988-1993
Reports, Labor Distribution	Tax years 1988-1993
Retirement	Tax years 1988-1993
Time Cards/Sheets	Tax years 1988-1993

APPROVALS:

City Attorney _____ Date _____

I certify that such destruction meets the requirements of the City's Records Retention Schedule approved by City Council Resolution No. 2020-008.

City Clerk _____ Date _____

C:\MyFiles\WPDATA\Forms\destroy records and disposal form.wpd

CITY OF HIGHLAND

RECORDS DESTRUCTION FORM

DEPARTMENT/DIVISION	Total # of Boxes:
Finance/Accounting	1

DEPARTMENT HEAD APPROVAL:	DESTRUCTION METHOD:
I hereby certify that the records to be disposed of are in compliance with the current retention schedule for the City of Highland. I certify these records are not the subject of any claim, litigation, investigation or audit. Department Head Signature _____ Date 3/13/20	The scheduled records listed below are to be disposed of in the manner checked below: ☒ Shredding (outside vendor) ☐ Discard

A. Description of Record(s)	B. Inclusive Dates of Documents
IRS forms (1099 & 1096)	Tax years 1988-1993

APPROVALS:

_____ _____

City Attorney Date

I certify that such destruction meets the requirements of the City's Records Retention Schedule approved by City Council Resolution No. 2020-008.

_____ _____

City Clerk Date

CITY OF HIGHLAND

RECORDS DESTRUCTION FORM

DEPARTMENT/DIVISION City Clerk	Total # of Boxes: 20

DEPARTMENT HEAD APPROVAL:	DESTRUCTION METHOD:
I hereby certify that the records to be disposed of are in compliance with the current retention schedule for the City of Highland. I certify these records are not the subject of any claim, litigation, investigation or audit. Betty Hughes — Department Head Signature 03/30/2020 — Date	The scheduled records listed below are to be disposed of in the manner checked below: ☐ Shredding (outside vendor) ☑ Discard

A. Description of Record(s)	B. Inclusive Dates of Documents
Audio Cassette Tapes	
Building Code Appeals Board	04/2001; 08/2003
Candidate Forum	10/1996
City Council and/or Redevelopment Agency	06/1991-07/1991; 02/1993-06/2010
Community Trails Subcommittee	02/1993-09/1993; 01/1996-06/2010
Design Review Board	04/1993-06/2009
Historic & Cultural Preservation Board	02/1993-06/2010
Housing Appeals Board	03/1993; 06/1994
Planning Commission	06/1992; 01/1993-06/2010
Public Nuisance Hearing Board	12/1993-03/1995; 06/1999-06/2010
Public Works Subcommittee	11/2000
Street Naming Committee	12/1994; 05/1995; 02/1996-02/2009
Public Records Request	2002-2012

APPROVALS:

_____ _____

City Attorney Date

I certify that such destruction meets the requirements of the City's Records Retention Schedule approved by City Council Resolution No. 2020-008.

_____ _____

City Clerk Date

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph Hughes, City Manager

REVIEWED BY: Lawrence A. Mainez, Community Development Director

PREPARED BY: Kim Stater, Assistant Community Development Director

SUBJECT: Review of the City's 2019 General Plan Implementation Annual Report in accordance with Government Code Section 65400 and 65588.

RECOMMENDATION: Staff recommends the City Council receive and file the 2019 General Plan Annual Report.

FISCAL IMPACT: The fiscal impact includes staff time to prepare the report.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

BACKGROUND: The City's General Plan includes a comprehensive, long-term plan for the physical development of both the City and any land outside the City's boundaries that the City determines relates to its Planning. The General Plan contains ten (10) Elements: Land Use, Circulation, Public Services and Facilities, Conservation Open Space, Public Health and Safety, Noise, Housing, Economic Development, Community Design and Airport.

California Government Code Sections 65400 and 65588(a) require that a legislative body provide an annual review of its General Plan to its legislative body and submit that report to the Office of Planning and research (OPR) and the Department of Housing and Community Development (HCD) no later than April 1st of each year. Staff submitted a draft of the report in advance of the deadline and will resubmit a final report if there are amendments. The reporting criteria include the status of the Plan, progress in its implementation, progress in meeting its share of regional housing needs, and local efforts to remove governmental constraints.

Approved _____	Motion _____	Second _____	Agenda Item No. 10
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

City Clerk

City Manager

The attached Report provides a brief response to each of the program descriptions and objectives cited in the General Plan Elements. In total there are 86 Goals, 640 Polices, and 43 Action Items listed within the City's General Plan. The Housing Element includes an additional 60 Objectives. As General Plan Items are implemented over time, they help the City achieve its long-term Vision for development at build-out.

SUMMARY: The City of Highland is satisfactorily implementing its General Plan as illustrated in the attached "General Plan Implementation – Annual Review Tables for 2019." The Implementation Table is a work in progress and is updated throughout the year.

HCD requires a separate template for the Housing Element. Information in this report assists the State in tracking affordability and infill development.

Attachment: 2019 City of Highland General Plan Implementation Annual Report including Housing Element

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
Chapter 2 – Land Use Element				
Land Use	GOAL 2.1 Create opportunities for a diverse population to interact, exchange ideas, and establish and realize common goals as a unified community.			
		1) Actively plan and promote the development of the Town Center, Golden Triangle and other designated mixed-use areas.		On-going Two Compass Blueprint Grants: 1. Town Center Implementation Project (3/31/08) – SCAG, SANBAG; 2. Base Line Corridor Study – VMT to BRT (7/2011). Each site promoted heavily during the City's annual participation at the International Council of Shopping Centers (ICSC) convention including 2019.
		2) Ensure that the Town Center and Golden Triangle promote safe and convenient pedestrian environments for residents, employees and visitors through the implementation of Land Use and Community Design Element policies and guidelines and Development Code standards.		On-going The "Base Line Improvement Project" between the 210 Freeway and Cole Street completed in 2015. Installed landscaped medians and parkways, decorative lighting, decoratively paved intersections, class II bike lanes and wayfinding signs, upgrade sidewalks and streets within the Town Center. It implemented the existing design policies established by the City to meet this goal. A new retail store (Family Dollar) in the Town Center completed construction in 2014 and grocery store (Smart & Final) in 2017. Pedestrian and vehicular traffic movements were designed to promote a cohesive, walkable center, connecting with the adjacent restaurants, pharmacy, churches, daycare and elementary school. The Greenspot Village and Market Place Specific Plan, located within the Golden Triangle, was approved in June 2013. The 104-acre plan comprehensively coordinates pedestrian and vehicular movements throughout the mixed use project. Commercial site approvals to accommodate nearly. 500,000 square feet of commercial development approved in May 2014. City/RDA and State Local Partnership Program-funded street and storm drain improvements were completed along Greenspot Road in 2017, fronting development along the north and south sides of the road. These improvements included, among other things, class II bike lanes and wayfinding signs, a bio-swale for water quality management, sidewalks, and lighting which dramatically improved safe pedestrian and bicycling environments. Improvements at the southwest corner of Greenspot Road and Boulder Avenue are anticipated in 2019 with the development of a new retail project that will also greatly benefit pedestrian movement for residents, elementary and middle

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				school students nearby. In the Town Center at Base Line and Church Avenue these features were installed in conjunction with the new Smart and Final grocery store in 2017. The plaza offers shade, landscaping and lighting to promote a safe and inviting pedestrian space at this vital intersection connecting retail, educational and religious uses.
		3) Retain and provide a hierarchy of community gathering places, including the Town Center, park lands, a community center and plaza areas within new commercial, office and industrial complexes.		On-going. A new pedestrian plaza was constructed at the northeast corner of Base Line and Church Avenue in conjunction with the new Smart and Final grocery store in 2017. The plaza offers shade, landscaping and lighting to promote a safe and inviting pedestrian space at this vital intersection connecting retail, educational and religious uses. In 2018, the Highland Historic District and the Highland Town Center were both included in the San Bernardino County Transportation Authority's Points of Interest Pedestrian Plan (PIPP). In preparation of the PIPP, SBCTA has analyzed the existing pedestrian environment and has recommended improvements for safety and comfort of pedestrians, including improved pedestrian gathering places. Application is currently being made to the Active Transportation Program (ATP) to fund the recommended improvements, as well as other things.
		4) Encourage future development to provide functional public spaces that foster social interaction.		On-going The Greenspot Village and Marketplace contains several open plaza areas throughout its Specific Plan within the multi-tenant shopping areas. These areas will be furnished to encourage outdoor dining and gathering for the public. The Specific Plan also contains a landscaped walking paseo that will connect commercial, residential and off-site pedestrian movements through the project and into the City's Master Trail System. Incorporated pedestrian plaza at the corner of Church Avenue and Base Line as part of the Smart & Final development in 2017. Outdoor dining and gathering opportunities were provided at the most recent restaurant developments within the Golden Triangle at Jersey Mikes, Jamba Juice and Wing Stop in 2018. In 2019 outdoor seating and plazas were included in conjunction with the expansion of the Highland Crossings center (Mountain Mike's Pizza) on the south side of Greenspot Road, east of the 210 Freeway at the City's request. The Highland Historic District is included in a current grant application to the ATP. When funded, it is envisioned that the improvements within the Historic District will include improved parking with landscape fingers, improved sidewalks, improved handicap access, benches, trash receptacles, pedestrian level lighting, bikeways and wayfinding signs, bicycle racks, bulb-outs, a round-about, and a pedestrian Plaza, much of which is included in recommendations of SBCTA's PIPP.
Land Use	GOAL 2.2 Preserve and enhance the quality and character of Highland's			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
	existing residential neighborhoods.			
		1) Maintain the integrity of existing residential neighborhoods by preventing through traffic wherever possible, prohibiting encroachment by incompatible uses, and providing appropriate buffers between residential and nonresidential uses, as well as between single- and multiple-family areas.		On-going with case-by-case consideration of each design review application. The most recent example being the Smart & Final development on Base Line.
		2) Where conversion of a residential area to nonresidential uses is proposed, ensure that such conversion occurs in an orderly manner with minimal disruption to adjacent residential areas.		A General Plan Amendment and Zone Change on the east side of Palm Avenue, south of Base Line was approved in 2017, converting Single Family Residential to Office Professional land use designations. One conversion from residential to a land surveyor office has been approved. The appropriate setbacks, land use intensity, lighting, parking and circulation were required to ensure no negative effect to the adjacent residential uses occurred. The Zone Change effectuated 2018 included the rezoning of low-density residential to the permanent preservation of open space along Greenspot Road for biological resources. This will not conflict with future residential uses.
		3) Ensure that all new development is designed in a manner that preserves the quality of life in existing neighborhoods.		On-going. 2018 - Special consideration has been given to the Kiel 54 tract to ensure that the lot sizes and layout were similar to the adjacent neighborhoods and that the circulation was complimentary, not invasive. Approval of the 60-unit assisted living facility on Base Line is in keeping with the adjacent multi-family development of Mountain Breeze Apartments. The Crestwood Community 49-unit condominium project is in keeping with the adjacent single-family and mobile home developments. There will be no through-traffic from the project to the surrounding neighborhoods.
		4) Continue to implement the City's neighborhood improvement efforts in working with neighborhood stakeholders to create and implement long-term plans.		Code Enforcement Residential Rental Inspection Program. Neighborhood Watch Programs. CPF for Multi-family Housing Program. CDBG Code Enforcement Enhancement Program.
Land Use	GOAL 2.3 Provide a variety of urban, suburban and rural housing opportunities that are adequate to meet the City's share of regional housing needs.			
		1) Provide a broad range of, and encourage innovation in, housing types that incorporate high quality design and construction.		On-going Glenrose Ranch PD - 119 detached condos – Completed build out in 2019. Greenspot Village & Marketplace Specific Plan approved in 2014 with 800 total multi-family units. An application was submitted in 2019 by Rexco for 200 apartment units (1/4 the Specific Plan buildout). Diversified Pacific – 80 units, R-1 (10-000) tract nearing completion. Mediterra Planned Development mixed use project approved in 2016 (306 single and multi-family units). Mastercraft Greenspot 13 (TR 16448), detached SFDs nearing completion 2018 - 60-unit assisted living facility entitled,

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				Crestwood 49 condos entitled, & Bloosom Trails – small lot SFR issued a 3-year extension of time.
		2) Maintain residential areas that provide for and protect rural lifestyles, and protect natural resources and hillsides in the rural areas of the City.		The Medieterra Specific Plan will dedicate natural open space to be preserved in perpetuity. It will be transferred to a conservation organization with the appropriate endowment.
		3) Maintain residential areas that provide for a suburban lifestyle, including ownership of single-family housing.		On-going as listed in Policy 1 above.
		4) Ensure that new residential development provides appropriate community amenities, including common open space.		Examples include Greenspot Village and Marketplace Planning Area 1, Glenrose Ranch, Mastercraft Base Line, & Blossom Trails which all incorporated open space and shared community amenities.
		5) Continue the innovative use of land resources and development of a variety of housing types and sizes within the City by using the Planned Development designation.		Greenspot Village & Marketplace Specific Plan approved in 6/11/2013.
		6) Require the preparation of a specific plan, planned unit development, conditional use permit or similar mechanism for residential development within areas designated Planned Development.		11/2005 Glen Rose Ranch PD. 6/11/2013 Greenspot Village and Marketplace Specific Plan. Mediterra and MasterCraft entitled. Hispano PD; approved in 2017 Crestwood Communities 49 condos approved in 2018 with a CUP.
		7) Require that Planned Development projects provide a greater level of community amenities and cohesiveness, achieve superior design and create a more desirable living environment than could be achieved through conventional subdivision design and requirements.		Glenrose Ranch PD Greenspot Village and Marketplace Specific Plan Mediterra PD MasterCraft Base Line PD Hispano PD
		8) Encourage provision of low- and moderate-cost housing, as well housing for other identified special housing needs groups, consistent with the other provisions of the General Plan and the City's Redevelopment Agency Plan and housing goals.		In 2014, the Highland Housing Authority purchased 2 acres of land adjacent to an existing 2 acre ownership that will accommodate expansion of an existing 184-unit affordable senior housing project known as Jeffrey Court. In 2019 the City's Housing Authority reentered negotiations with the developer of the adjacent Jeffrey Court Senior Apartments.
		9) Review the zoning and subdivision codes and include clear incentives for the provision of housing to meet the needs identified above, including, but not limited to, density bonuses of up to 25 percent over the densities indicated in the Land Use Element.		Updated Density Bonus Ordinance, June 2012.
Land Use	Goal 2.4 Provide lands for retail and service commercial uses in sufficient quantity to meet the needs of Highland residents.			
		1) Maximize sales-tax-generating uses through the strategic location of commercial areas, particularly at freeway interchanges, at major intersections, and within the Town Center and Golden Triangle (see also Town Center, Golden Triangle and Victoria Avenue Corridor Community Policy Areas).		7/2006 San Manuel Village & SR330/SR210 (Highland Ave/Boulder Ave). 2018 - Acquisition of San Bernardino County Flood Control District prop. @ n/e corner of SR210 & Greenspot Road. Continued negotiations of ENA with the SBCFCD and commercial developer. In 2019 additional environmental studies were performed and escrow opened on the property in question. Should

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				close in 2020. 2019 – Continued to meet with property owners on south side of Greenspot Road, east of SR210 to encourage shared circulation and access to maximize development in Golden Triangle.
		2) Consistent with maintaining an image of the City of Highland as a quality residential community, reserve vacant lands at heavily traveled locations that are not appropriate for residential use for commercial, office, mixed-use or other nonresidential uses.		On-going through the City's zoning policies.
		3) Prevent future strip commercial development by encouraging lot consolidation within commercially designated areas and by limiting commercial designations to areas of sufficient size to accommodate larger scale, quality development.		On-going, case-by-case. Most recent example is the Helo Property at Base Line between Seine and Stoney Creek. The property owner is working to acquire additional land to create an appropriately sized commercial development.
		4) Establish minimum increments for the design of commercial development, permitting individual commercial lots to be developed while ensuring that the benefits of large-scale, high quality developments are realized.		Standard condition of approval requiring reciprocal access and parking with contiguous parcels (i.e. Implemented with the Family Dollar/Bakers/CVS project on Base Line. Also discussed with Lowe's center and easterly ownership on Greenspot Road).
		5) Specifically encourage the consolidation of individual parcels along Base Line to provide a sufficient land area for vibrant commercial uses.		Standard condition of approval and applied to Highland Crossings as well as CVS/Bakers and project north of City Hall (Highland Plaza).
		6) Designate areas for Planned Commercial uses to provide a means for the development of mixed-use commercial/office projects that recognize the site-specific constraints of designated parcels.		Completed.
		7) Require that development within areas designated Planned Commercial be through use of a specific plan pursuant to Government Code Section 65450, a planned unit development, conditional use permit or similar mechanism.		Helo Property – Base Line (between Seine & Stoney Creek) Buster Property – Base Line (between Church Ave & Palm Ave.)
		8) Ensure that uses and development intensities within Planned Commercial areas provide appropriate transitions to adjacent land uses and are consistent with the provisions of the Highland General Plan.		Aysar Helo Property – Base Line (between Seine & Stoney Creek) 2015 - Extension of time granted and plan check begun for car wash expansion and circulation improvements
		9) Require development in areas designated Village Commercial to establish commercial and office-related land use types that recognize and are compatible with the historical, small town nature of the original Highland townsite.		Renovation and reestablishment of the "Belle" tavern in 2014. Adjacent hair salon renovation in 2015. Ceramics studio approved and renovations completed in 2017. Conversion of smog shop to landscaping design/installation business office approved with significant improvements to the circulation, parking, fencing and exterior paint. 2018/2019 review proposed coffee shop and office uses at the northwest corner of Palm Ave and Main Street. Modifications made to the plans to keep the uses in compliance with this goal of having a small town feel to the District.
		10) Establish a clear preservation plan for the Village area, along with a historic preservation ordinance.		Currently the City has an Historic Preservation Plan & Design Guidelines for exterior paint, fencing & roofing. US Secretary of the Interior's Guidelines utilized for more complicated projects. The City maintains its status as a state

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				Certified Local Government by maintaining these regulations and standards.
Land Use	Goal 2.5 Promote a mix of attractive employment-generating areas with a mix of uses that provide a sound and diversified economic base and that are compatible with the community's overall residential character.			
		1) Require development in areas designated for Office Professional uses to provide areas for the establishment of office-based working environments for general, professional and administrative offices, as well as necessary support uses.		On-going on Palm Avenue including 2017 rezoning. New office projects include Precision Engineering and Champion Plumbing both of which underwent a design review process and made significant site improvements and interior upgrades.
		2) Require development in areas designated for Business Park uses to provide for light industrial, research and development, and/or office-based firms seeking a pleasant and attractive working environment, as well as for business support services and commercial uses requiring extensive land areas.		Work Program item to establish a "High Tech Highland" program to promote this policy. 2019 – A new light industrial building was constructed by Transition Properties at the northwest corner of 5th Street and Church Ave. It had upgraded architectural amenities and landscaping to enhance the use and its important gateway location adjacent to the 210 Freeway. A second, complimentary building was approved and is likely to be constructed in 2020. It will replace an aged mid-century office building and storage yard, significantly upgrading the site.
		3) Require development in areas designated for Industrial uses to provide for light industrial, research and development, and office based firms seeking an attractive and pleasant working environment and a prestige location.		2012 - H&H Contractors business park project at Palm and 5th; BP Development at Northwest corner of 5th St. & Church Ave; 2017-2019 - Transition Properties.
		4) Work with the San Bernardino International Airport Authority to ensure that future airport planning activities promote Highland's economic development objectives.		On-going Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Airport Overlay Ordinance – Ord No. 342, and 343 2016-2019 - Airport Gateway Specific Plan currently being drafted. Multi-agency effort.
Land Use	Goal 2.6 Maintain an organized pattern of land use that minimizes conflicts between adjacent land uses.			
		1) Require that new development be at an appropriate density or intensity based upon compatibility with surrounding existing and planned land uses.		On-going. 2019 – An example would be the Mastercraft 13-lot tract currently under construction at Greenspot Road and Blossom Trail Drive. This new development was required to be compatible with the density of the existing adjacent tract 15252 and 11613.
		2) Where a question of compatibility exists, require the new use to conform to the lower intensity use.		On-going.
		3) Ensure that residential infill development respects the design character of the		On-going Post-flood Reconstruction of single family homes in the East Highlands Village

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		surrounding neighborhood by balancing the provision of density incentives with appropriate design concepts.		required to compliment the density, massing and architecture of the existing homes by meeting the design criteria established for this distinctive neighborhood. Single home completed in 2012, 2013, 2015 and 2019. Mastercraft Highland Hills anticipated soon. Infill density incentives were carefully considered when the City rezoned property on Greenspot Road. The permanent set-aside of environmentally sensitive habitat was balanced with a slight increase in density on either side so that the City's housing balance would not be compromised.
		4) Ensure that land uses develop in accordance with the Land Use Plan and Development Code in an effort to attain land use compatibility.		On-going
		5) Promote compatible development through adherence to Community Design Element policies and guidelines.		On-going. 2016 - Standards established along Greenspot Road and Base Line with the City's construction of median and right-of-way improvements in the Golden Triangle and Town Center policy areas.
		6) Require developers to consider and address project impacts upon surrounding neighborhoods during the design and development process.		On-going Coordinate with owners/developers at the mandatory pre-application meetings.
		7) Require new or expanded uses to provide mitigation or buffers, including greenbelts or landscaping, between dissimilar uses or existing uses where potential adverse impacts could occur.		On-going Implemented in the Paseo provided in the Greenspot Village & Marketplace Specific Plans to buffer between commercial and residential uses. Other examplse included the residential buffer behind new Smart & Final and O'Reilly Auto Parts.
		8) Prohibit future multiple-family development in existing single family designated neighborhoods.		On-going as needed.
		9) Require landscape and/or open space buffers to maintain a natural edge for proposed private development directly adjacent to natural, public open space areas.		On-going Implemented in the Greenspot Village & Marketplace Specific Plan and Mediterra Specific Plan.
		10) Aggressively review planning efforts of other jurisdictions to minimize potential incompatibilities with City land uses and preserve economic vitality.		On-going. This policy was discussed with the City of San Bernardino during their potential rezoning of a residential property to industrial at 6th Street that could negatively affect an existing single family neighborhood in Highland. Some recommendations were taken.
Land Use	Goal 2.7 Encourage natural resource and open space preservation through appropriate land use policies that recognize their value and through the conservation of areas required for the protection of public health and safety.			
		1) Within the eastern portions of the City, utilize lower densities to protect agricultural lands, scenic resources and topographic features.		Being implemented as part of the Mediterra Planned Development. 2019 – Staff reviewed a draft Agricultural Conservation Easement to satisfy the project's Mitigation Measure to preserve agricultural lands in Highland.
		2) Preserve agricultural lands within the eastern portions of the City as commercial operations if possible, or within residential		Being implemented as part of the Mediterra Planned Development. 2019 – Staff reviewed a draft Agricultural Conservation Easement to satisfy the

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		developments if not. Utilize Planned Developments with joint ownership or agricultural uses or placement of low density housing within an overall grove setting.		project's Mitigation Measure to preserve agricultural lands in Highland.
		3) Permit mineral extraction activities and expansion of existing operations only where the following findings can be made: • Potential significant impacts related to loss of significant biological resources have been mitigated to an acceptable level, as have potential significant impacts of noise, air pollutant emissions, dust and hazardous materials; • Significant impacts will not be created on lands used or planned for residential use; • Public health and safety will be protected; • Haul routes have been identified, and will be utilized, which will not create significant impacts within residential areas and will not negatively impact access into commercial/industrial areas; • The municipal revenue-generating characteristics of the proposed operation are such that a positive fiscal benefit will accrue to the City of Highland and to its residents; and • The analysis of fiscal benefits shall account for the incremental capital and maintenance costs for the area circulation system created by the high intensity of truck use associated with the operation.		Upper Santa Ana River Wash and Land Management Plan. Approved. Implementation underway. Robertson's Ready Mix Mining expansion Conditional Use Permit, adopted June 2, 2009 (CUP-007004) Cemex Mining expansion Conditional Use Permit, adopted June 2, 2009 (CUP-007-005)
		4) Preserve areas designated as Open Space to provide for recreation, preservation of scenic and environmental values, managed production of resources (agriculture, water reclamation and conservation, mineral extraction) and protection of public safety.		3/2009 dedication of approx. 93 acres of national parkland to the City of Highland located near the easterly terminus of Base Line – (East Highlands Ranch PUD DIF Agreement). 4/2011 awarded a $130,000.00 State Nature Education Facilities Grant for the City's Natural Parkland Interpretive Signage program. Mediterra Specific Plan to preserve the adjacent hillside natural open space buffering the San Bernardino National Forest. Extended in 2019 for an additional 3 years. Zone Change from approximately 192 acres from Agricultural/Equestrian to Open Space approved in 2018.
		5) Promote joint development with adjacent jurisdictions.		On-going Coordination occurring between Highland and the County of San Bernardino to incorporate portions of the Santa Ana River. Met several times. 2019 – Joint project by Highland and Redlands to expand non-motorized transportation; specifically the project titled "Highland Redlands Regional Connector" located in the general vicinity of Boulder Avenue and Greenspot Rd.
Land Use	Goal 2.8 Coordinate land use			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
	planning programs between local, regional, state and federal jurisdictions.			
		1) Notify neighboring jurisdictions and adjacent developments when considering changes to the City's existing land use pattern adjacent to City boundaries.		On-going Adjacent jurisdictions are notified by mail for each project requiring discretionary land use approval by the City. Comments commonly received by Redlands and San Bernardino.
		2) Cooperate with neighboring jurisdictions through review and comment on proposed changes to existing land use patterns that could affect the City of Highland.		On-going. Continue to meet with City of San Bernardino Staff to discuss the Highland Hills Specific Plan located on the north side of Highland Avenue, east of SR330 as well as the Motel 6 on Highland Avenue.
		3) Establish regular lines of communication with local, regional, state and federal agencies whose planning programs may affect Highland residents and businesses.		On-going. Much discussion with local, state and federal agencies with respect to development along the Greenspot corridor.
Land Use	Goal 2.9 Establish and maintain logical City boundaries that reflect existing service capabilities, social and economic interdependencies, citizen desires and City costs and revenues.			
		1) Work with the Local Agency Formation Commission (LAFCO), the City and County of San Bernardino, and area residents to promote the establishment of better-defined boundaries that would facilitate more efficient provision of municipal services and an economically viable community.		No interest on behalf of the City of San Bernardino at this time.
		2) Consider annexation of such areas where the following findings can be made: • The proposed annexation is consistent with goals and objectives of the General Plan. • Significant benefits will be derived by the City and affected property owners and/or residents upon annexation. • There exists a significant social and economic interdependence and interaction between the City of Highland and the area proposed for annexation. • There exists a significant social and economic interdependence and interaction between the City of Highland and the area proposed for annexation.		On-going.
		3) Work with the City of San Bernardino to provide buffers in areas where existing or planned land uses in one city are incompatible with adjacent areas in the other.		Commenced in 2009, asked surrounding cities to refer project notices to the City for review and comment. 2019 – Worked with the City of San Bernardino on a project of theirs for a warehouse in the vicinity of 6th St and Sterling Ave, surrounded by single family homes in Highland. San Bernardino did require some redesign with respect to walls for noise mitigation and emergency access from the west.
Land Use	GOAL 2.10 Create a new			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
	Town Center where Highland residents, employees and visitors can live, shop, work, recreate and socialize in a vibrant, safe and pedestrian friendly environment.			
		1) Ensure quality design through adherence to the Town Center design guidelines and policies in the Community Design Element.		CVS/Baker's/Family Dollar project, Highland Plaza Revitalization project, Base Line Beautification project and the Paseo Del Oro Planned Development. Smart & Final project on Base Line completed in 2017. 2019 – Continued review of a proposed project at the northwest corner of the 210 and Base Line. Staff is working with the developer to ensure the project, at a minimum, meets the Town Center design guidelines, approved circulation patters, and compliments adjacent development and gateway policies.
		2) Ensure that the Town Center maintains a mix of uses attractive to broad segments of Highland's population and that stimulate activity during day and evening hours, every day of the week.		On-going. 2019 – Continued review of a proposed project at the northwest corner of the 210 and Base Line. Staff is working with the developer to ensure the project, at a minimum, meets the Town Center design guidelines, approved circulation patters, and compliments adjacent development and gateway policies
		3) Provide access to multiple modes of travel, including pedestrian, bicycle, transit and automobile.		Base Line Beautification project. Completed west of the 210 freeway in 2014 & east of freeway in 2016. 2019 – City entered the environmental review phase of the Highland Redlands Regional Connector Project to encourage, and make safer pedestrian and bicycle connections between the two cities.
		4) Work with property owners to implement the Town Center Vision.		On-going. Base Line Beautification Project Designs approved in 2008. Continue coordinating with Buster Property and Canaan Development. CVS/Baker's/Family Dollar and Smart and Final.
		5) Protect surrounding single-family neighborhoods from incompatible uses.		Paseo Del Oro and Canaan Development projects will ensure new single family will create a buffer between new commercial uses near Base Line & Buckeye Street/Church Avenue.
		6) Provide transition areas/buffers between land uses within the Town Center and with surrounding neighborhoods.		Paseo Del Oro and Canaan Development projects will ensure new single family will create a buffer between new commercial uses near Base Line & Buckeye Street/Church Avenue.
		7) Connect the Town Center physically and visually with the Historic Village District with pedestrian connections, historically compatible architecture, signage, landscaping and other streetscape elements.		CVS/Baker's. Family Dollar store. Smart & Final Base Line Beautification Project Design. 2013-14 & 2018 Public Works Grant Application to improve circulation and street design on Palm Avenue and Pacific Street. Unsuccessful thus far, but will continue to make applications as new grants and funding rounds occur.
		8) Explore opportunities to relocate historic structures onto the Town Center site in prominent locations.		
		9) Require new development to provide for public plazas and other gathering places.		Smart and Final 2017.
		10) Prohibit freestanding drive-through commercial structures and convenience commercial uses, except at the major		Amended Policy in 2008 to permit drive-throughs on the south side of Base Line between Palm and Bonita Ave.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		intersection of Palm Avenue and Base Line and along the south side of Base Line between Palm Ave and Bonita Ave.		
Land Use	Goal 2.11 Revitalize the Base Line Corridor by concentrating commercial uses at strategic intersections and by redeveloping aging, mid-block commercial areas with new residential development.			
		1) Revitalize the Base Line Corridor with infill development of vacant land and redevelopment of aging commercial areas with residential development, consistent with the Land Use Plan.		Barnes and Seeley Court Residential Developments (Gardner Construction). Olive Street Residential Development (Dr. Williams) 60-unit Assisted Living Facility - 2018
		2) Specifically encourage the consolidation of individual parcels along Base Line to provide a sufficient land area for vibrant commercial uses.		Aysar Helo, Base Line between Seine Avenue & Stony Creek. Project extension of time granted and construction of car wash and circulation improvements expected in the future.
		3) Prohibit the development of parcels not fronting on Base Line for commercial use except as part of an integrated commercial project that will take its access from, and focus on Base Line.		Aysar Helo, Base Line between Seine Avenue & Stony Creek. Project extension of time granted and construction of car wash and circulation improvements expected in the future.
		4) Limit new access for commercial uses to Base Line, Del Rosa Drive, Sterling Avenue, Victoria Avenue, Central Avenue, Stoney Creek and Boulder Avenue.		Aysar Helo – Base Line between Seine Avenue and Stony Creek. Paseo Del Oro – Base Line at Buckeye/Church Avenue. CVS/Bakers/Family Dollar at Base Line /Palm Avenue. Smart & Final in 2017.
		5) Consolidate existing access to accommodate future medians.		Base Line Beautification Project in the Town Center Policy Area and Brightwater Senior Living facility.
		6) Facilitate conversion of existing residential parcels along the rear of commercially designated areas along Base Line on a block-byblock, rather than on a parcel-by-parcel basis.		On-going
		7) Ensure quality commercial and residential development through adherence to the Community Design Element policies and guidelines and Development Code standards.		On-going
Land Use	Goal 2.12 Create a signature, mixed-use master-planned community that integrates commercial, office and residential uses in a unique environmental setting.			
		1) Require commercial designs within this area to relate to adjacent major roadways and the freeway.		Highland Crossroads (Lowe's and LA Fitness) Draft development design from Greenspot Road east of the 210 Freeway. 2019 – Addition of Mountain Mikes pizza in Highland Crossings center restaurant with upgraded outdoor dining and pedestrian plaza.
		2) Concentrate office and big box retail uses along 5th Street.		Greenspot Village & Marketplace Specific Plan approved in 2014. Entitlements extended in 2017 allowing development through 2020.
		3) Provide adequate transitions and/or buffers between residential and nonresidential uses within the area.		Greenspot Village & Marketplace Specific Plan. Entitlements extended in 2017 allowing development through 2020.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		4) Require residential development to provide adequate amenities such as common open space and recreation areas.		Greenspot Village & Marketplace Specific Plan. Entitlements extended in 2017 allowing development through 2020.
		5) Require commercial development to provide functional public spaces and/or plazas for shoppers and visitors.		Greenspot Village & Marketplace Specific Plan. Entitlements extended in 2017 allowing development through 2020. 2019 – Addition of Mountain Mikes pizza in Highland Crossings center restaurant with upgraded outdoor dining and pedestrian plaza.
		6) Land use intensity will be determined upon the adoption of a specific plan, planned unit development, conditional use permit or similar mechanism.		Greenspot Village & Marketplace Specific Plan. Entitlements extended in 2017 allowing development through 2020.
		7) Ensure quality design through adherence to the Community Design Element policies and applicable Development Code standards.		Greenspot Village & Marketplace Specific Plan. Entitlements extended in 2017 allowing development through 2020.
		8) Orient uses along City Creek to take advantage of views of and connections to open space and recreational amenities.		Greenspot Village & Marketpalce Specific Plan. Entitlements extended in 2017 allowing development through 2020.
		9) Actively participate in future San Bernardino International Airport planning activities to minimize potential negative impacts on Highland's economic development opportunities and quality of life.		Participating in the development of a Specific Plan for area around the SBIA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2020.
Land Use	Goal 2.13 Transform the 5th Street Corridor into a major employment center and gateway to the San Bernardino International Airport.			
		1) Continue to coordinate with the City of San Bernardino and the San Bernardino International Airport Authority for future planning on and around the airport.		Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2020.
		2) Continue to plan and promote the 5th Street Corridor as the major industrial entryway into the San Bernardino International Airport.		Drainage and street improvements along 5th Street, west of Palm Avenue.
		3) Develop a comprehensive design and branding program for the 5th Street Corridor, promoting it as a unified, business-friendly employment center.		Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion In 2020.
		4) Ensure exceptional circulation through adherence to the policies of the Circulation Element.		On-going.
		5) Protect and enhance the integrity and desirability of industrial sites from nonindustrial uses.		On-going.
		6) Improve landscaping along the edges and median of 5th Street and the boundaries of the corridor.		Joint effort with IVDA & San Bernardino 2019 – Landscape median design and parkway landscaping installed along the 5th Street frontage of Transition Properties, west of Church Ave.
		7) Ensure quality development through Development Code standards and the Community Design Element policies and guidelines.		Participating in the development of a Specific Plan including design standards for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2020.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		8) Until nonconforming residential uses transition out of the area, provide adequate transitions and/or buffers between existing residential neighborhoods and industrial or other incompatible land uses.		Attempted to require such buffers in conjunction with a San Bernardino project on 6th street at the terminus of McKinley to the south. Some recommendations were implemented by San Bernardino.
		9) Work with San Bernardino International Airport Authority to ensure that future planning activities encourage consistency with adopted City land use plans and minimize impacts on Highland's economic development opportunities and quality of life.		On-going Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Airport Overlay Ordinance – Ord No. 342, and 343
Land Use	Goal 2.14 Establish the Victoria Avenue Corridor as the major entryway into the San Bernardino International Airport.			
		1) Concentrate commercial uses along Victoria Avenue at Base Line, Pacific Street and Highland Avenue.		Application for Arco Rehab & Motel Project approved in 2014. Completed in 2017. Real Journey's charter school and Food 4 Less gas station both approved in 2018, construction completed in 2018/2019 – located at the southeast corner of Highland and Victoria Avenues.
		2) Allow for a mix of commercial and residential uses in appropriate areas through the Planned Development land use designation.		On-going.
		3) Provide residential opportunities in mid-block areas between 9th Street and Pacific Avenue.		17 Lot small lot subdivision at Victoria and Pacific (Sanchez) approved in 2017. Bella Terra housing tract on Palm Ave constructed near Palm Avenue and Cypress Street in 2010.
		4) Encourage the consolidation of parcels to promote quality, planned development.		On-going.
		5) Consolidate access points along Victoria Avenue to improve traffic flows.		On-going. Will continue to review in conjunction with the Airport Gateway Specific Plan.
		6) Create a major business park node at the southern terminus of Victoria Avenue to maximize employment opportunities adjacent to the airport.		On-going. Will continue to review in conjunction with the Airport Gateway Specific Plan.
Land Use	Goal 2.15 Create a one-of-a-kind, high-quality, master-planned estate community in the Seven Oaks area that incorporates substantial scenic, open space, recreation and trail amenities.			
		1) Ensure trail connections to existing or planned local and regional open space and trail systems.		Coordinating with the County of San Bernardino on the Santa Ana River Trail Project. Connection to occur through the Seven Oaks Policy Area and Mediterra Planned Development. Continued to meet in 2019 as the trail continues to be constructed easterly by the County. 2019 – The Cities of Highland and Redlands are jointly sponsoring the construction of 2 non-motorized trails along Boulder Ave/Orange St and Palm

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				Ave/Alabama St.
		2) Provide extensive open space linkages within the site to connect to adjacent open space resources.		Mediterra Planned Development provides these linkages. Future development through the Seven Oaks Policy Area is expected to as well.
		3) Continue to collaborate with the City of Redlands, the County of San Bernardino and property owners.		2019 – The Cities of Highland and Redlands are jointly sponsoring the construction of 2 non-motorized trails along Boulder Ave/Orange St and Palm Ave/Alabama St.
		4) Ensure that sufficient access, including emergency access, is provided to support future development.		On-going. Considered on a case-by-case basis.
		5) Ensure that adequate public services and facilities keep pace with future development.		The appropriate Development Impact Fees are collected by each new project to ensure public facilities are sufficient. Public services are evaluated continuously by the City's management and public safety officials.
		6) Provide appropriate habitat corridor linkages in collaboration with applicable habitat conservation planning.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.
		7) Implement future development guidance of the Seven Oaks area by means of a specific plan or similar mechanism.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.
		8) Require that hillside development minimize alteration of the natural landforms and natural vegetation, while maximizing viewshed protection.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.
		9) Limit grading to the amount necessary to provide stable areas for structural foundations, street rights-of-way, parking facilities and other intended uses.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.
		10) Minimize import/export associated with grading.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.
		11) Consider clustered development, especially in connection with such recreation amenities as a golf course, in future planning activities for the site.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.
		12) Maintain the Greenspot Agricultural Preserve until such time future development is proposed or more detailed planning is initiated. In the event that proposed development would impact the Agricultural Preserve, the City shall evaluate the viability of incorporating the Preserve into the development, consistent with the City adopted *Rules and Procedures for the Administration of Agricultural Preserves and Contracts.*		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.
Chapter 3 – Circulation Element				
Circulation	Goal 3.1 Provide a comprehensive transportation system that facilitates current and long-term circulation in and through the City.			
		1) Require new development proposals to		Developing design concept to convert existing 4-way stop control at

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		ensure that all mid-block street segments operate at LOS "D" or better during the peak hours of traffic. (Note: Because of the location of the Palm Avenue/Pacific Street intersection within the Historic District, consideration will be given to alternatives to traffic signal mitigation. Alternatively, the City may elect to accept a lower LOS to retain the historic character of the District.)		Palm/Pacific intersection to a roundabout as an alternative to traffic signal Implemented through traffic impact analysis as development occurs. Retained consultant and performed a feasibility study and determined a single lane roundabout is achievable at the Palm/Pacific intersection.
		2) Ensure that all intersections operate at LOS "D" or better during the peak hours of traffic.		Implemented through traffic impact analysis as development occurs
		3) Ensure that the City's street system be designed and constructed to accommodate the traffic generated by buildout of the General Plan land use designations.		Implemented through traffic impact analysis as development occurs Implemented through the Capital Improvement Program
		4) Maintain flexibility in the cross-sections and configuration of streets within topographically rugged or environmentally sensitive areas as long as mid-block street segments and intersections operate at LOS "D" or better.		Implemented through TIA and development plan review process as development occurs
		5) Design and employ traffic control measures (e.g., install traffic signals, provide access restrictions, etc.) to ensure city streets and roads function as intended.		Implemented through TIA and site plan/development plan review process as development occurs
		6) Periodically update the General Plan master traffic study to maintain its relevance and correspondence to the General Plan land use designations and the design and construction of new and existing City streets.		To be implemented at a future date
		7) Monitor the intensity of land use to keep traffic on any arterial in balance with roadway capacity.		Implemented as development occurs
		8) Require development proposals with the potential to generate traffic volumes or other impacts not adequately evaluated in the Circulation Element and the General Plan Program EIR to prepare a traffic analysis consistent and compatible with the City's Master General Plan Traffic Model.		Implemented thru site plan/development plan review process as development occurs
		9) Restrict the number of access points and intersections along arterials to preserve mid block and intersection capacities and to maintain public safety.		Implemented as development occurs
		10) Encourage major employers to reduce vehicular trips by offering incentive concepts discussed in the General Plan Circulation Element, including but not limited to reduced transit passes and preferential parking for ridesharing.		Saint Adelaide Church parking lot park and ride.
Circulation	Goal 3.2 Provide a well-maintained roadway system.			
		1) Maintain and rehabilitate all components of the circulation system, including roadways, sidewalks, bicycle facilities, pedestrian		Implemented through CIP On-going

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		facilities and traffic signals.		In 2017, completed the West Highland Bikeway, consisting of full-width street pavement rehabilitation, continuous sidewalks, enhanced transit stops, class II bike lanes and wayfinding signs along 2.3-miles of Base Line from Del Rosa Drive to Cole Avenue, connecting existing bike lanes, sidewalks and transit routes in Highland Town Center to the east terminus of Base Line and the west city limits, resulting in 5.8-miles of continuous bikeway on Base line, all the way through the City of Highland. In 2017, completed construction of 09-miles of full-width street pavement rehabilitation and Class II bike lanes and wayfinding signs on Palm avenue between 5th Street and Base Line. In 2017, completed construction of 2.5-miles of Class II bike lanes and wayfinding signs on 9th Street between 9th Street and Highland Avenue. In 2017, completed construction of 1.4-miles of Class II bike lanes and wayfinding signs on Victoria Avenue between 9th Street and Highland Avenue. In 2017, completed the 5th Street improvements, consisting of full-width street pavement rehabilitation, enhanced transit stops, class II bike lanes and wayfinding signs along 1-miles of 5th Street from Victoria Avenue to Palm Avenue. Currently developing the Highland/Redlands Regional Connector, 4.7-miles of continuous multi-use trail, bikeway and walkway between Redlands and East Highland Ranch, providing a non-motorized alternative for thousands of high school students residing in East Highland to reach Citrus Valley High School in Redlands. Currently developing the Alabama Street/City Creek Bikeway, a 2.3-mile long multi-use trail between Redlands and the Base Line Village in Highland. Currently planning and seeking grant funding to design and construct the Highland/San Bernardino Bikeway and Walkway Connector, consisting of new bikeways and sidewalk gap closures that will result in a continuous 13-mile long non-motorized path connecting Highlands extensive bikeway and walkway networks to Cal State University in San Bernardino, and many K-12 schools, parks, churches and a variety of other services along the way. Road-diets are being implemented to discourage high traffic volumes in residential neighborhoods along 9th Street and Pacific avenue, two major school

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				pedestrian routes.
		2) Establish and maintain a roadways pavement management program (PMP) that sets forth budgeting, timelines and schedules for maintenance of existing roadways in the community.		First 5-year PMP completed construction of 11 miles of pavement rehabilitation and 72 miles of pavement maintenance in 2019. Second 5-year PMP to be adopted in 2020.
		3) Continue to study the need and feasibility of providing additional all-weather crossings along critical roadways, and develop an implementation plan and schedule, if appropriate.		Boulder Ave. Bridge constructed; Greenspot Rd Bridge constructed; Base Line Bridge in environmental phase for future construction scheduled to begin in April 2021; Orange Street Bridge in environmental phase for future construction scheduled to begin in 2022.
		4) Coordinate maintenance or enhancement of transportation facilities with related infrastructure improvements.		Implemented through CIP. Example: mining CUP
		5) Develop and implement programs and policies that require additional improvements or mitigation from industries or entities that generate heavy truck traffic and pavement impacts.		Implemented through TIA and pavement impact studies for specific projects & coordinated with truck generators
Circulation	Goal 3.3 Preserve and enhance uniquely scenic or special visual resource areas along appropriate routes for the enjoyment of all travelers.			
		1) Designate the following roadways as Scenic Highways and establish guidelines that protect visual resources in the community and allow for the development of additional recreational opportunities: • Boulder Avenue • Base Line (east of City Creek) • Palm Avenue • Greenspot Road • Church Street • Highland Avenue (east of City Creek)		- Construction of undergrounding SCE transmission overhead lines in the Golden Triangle has been completed.
		2) Attractively landscape and maintain Highland's Secondary Highways, Special Secondary Highways, Major Highways, Primary Arterials, and Modified Primary Arterials and prepare/implement distinctive streetscape improvement plans.		Construction of landscape median on Greenspot Road from SR 210 to Boulder Avenue in Golden Triangle completed. Construction of landscape median on Base Line from Cole Avenue to SR 210 in Town Center completed. Construction of landscape median on Palm Ave between Cypress St and north of 9th St completed. Construction of landscape medians on Base Line between SR-210 and Boulder Avenue completed. Landscape median gap closure on Base Line between Marigold Avenue and Church Street completed. Construction of landscape median and parkways on Boulder Avenue between

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				San Manuel Village Entrance and Greenspot Road currently in design phase, and is scheduled for construction in 2020.
		3) Take such actions as may be necessary to protect scenic routes, including but not limited to: • regulation of land use and intensity of development; • detailed land and site planning; • control of outdoor advertising; • careful attention to and control of grading and landscaping; and • careful design and maintained appearance of structures and equipment.		Sign Code Update adopted in February 11, 2011. Implemented as development occurs.
Circulation	Goal 3.4 Provide a safe circulation system.			
		1) Establish the local street system within developing neighborhoods through a cooperative public/private planning process.		Through development review process & HMC.
		2) Require new development to install and maintain streets within planned residential areas as private streets in accordance with development standards set forth in the Development Code and other applicable standards and guidelines.		Through development review process & HMC. Toll Bros Project (TR16914) was required to meet City private street standards
		3) Promote the principle that streets have multiple uses and users, and protect the safety of all users.		Though development review process & HMC. Constructed 25 miles and acquired funding for an additional 6 miles of bike lanes on streets throughout the City. Construction of a new trail node kiosk at the Santa Ana River bridge on Old Greenspot Road has been completed. Installation of bicycle parking racks at 6 locations in the City has been completed. Installation of 63 new bike wayfinding signs and funding acquisition for 50 more throughout the City has been completed. Funding acquisition to construct 4 rest stops along two of the City's Class I bikeways has been completed.
		4) Require new development to provide pedestrian paths and linkages through projects, locating linkages to avoid conflicts with motorized traffic.		Though development review process & HMC. Greenspot Village & Marketplace Specific Plan with paths & trail linkage. ~~Harmony Specific Plan w/ combined sidewalk & Class I bikeway.~~ Community trail on Base Line from Palomino Street to Tract 15960 north boundary
		5) Discourage high-speed, through traffic on local streets with appropriate traffic-calming measures (e.g., traffic enforcement, bulb-outs, lane striping, chokers, etc).		Through development review process & HMC. Construction of the Base Line Beautification and Safety Improvement Project has been completed. Construction of the 9th Street Safety Improvement Project road-diet has been completed. Construction of the Base Line Safety Improvement Project has been completed. Constructed 25 miles and acquired funding for an additional 6 miles of bike lanes on streets throughout the City. Construction of a new trail node kiosk at the Santa Ana River bridge on Old Greenspot Road has been completed. Installation of bicycle parking racks at 6 locations in the City has been completed. Installation of 63 new bike

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				wayfinding signs and funding acquisition for 50 more throughout the City has been completed. Funding acquisition to construct 4 rest stops along two of the City's Class I bikeways has been completed. Tract 18935, (Diversified Pacific) constructed two mid-block oval medians for traffic calming on Aplin Street. Currently making application to fund bikeways and road diets on Palm Avenue north of Base Line and on Pacific Street from Del Rosa Drive to Boulder Avenue
		6) Design access onto major arterial streets in an orderly and controlled manner.		Through development review process & HMC. Approved Panda Express / Jack in the Box, and Greenspot Village & Market Place with access restriction / limitation onto Base Line and Greenspot Road.
		7) Utilize shared driveways in common areas to minimize disruptions to traffic and pedestrian/bicycle flow.		Through development review process & HMC. Shared driveway between Highland Plaza and Highland Civic Center Plaza on Base Line between Cole Ave and Reedy St. Shared driveways required of Panda Express/Jack on Base Line at Seine Avenue. Shared driveways required of Transition Properties on Fifth Street at Church Avenue.
		8) Implement street design features such as the use of medians, bus turnouts and consolidated driveways to minimize mid-block traffic congestion.		Through development review process & HMC. - Construction of landscape median and bus turnouts on Greenspot Road from SR 210 to Boulder Avenue in Golden Triangle has been completed. - Construction of landscape median on Base Line from Cole Avenue to SR 210 in Town Center has been completed. - Construction of landscape median on Palm Ave between Cypress St and north of 9th St has been completed. - Construction of landscape medians on Base Line between SR-210 and Boulder Avenue has beencompleted. - Construction of landscape median gap closure on Base Line between Marigold Avenue and Church Street has been completed. - Construction of landscape median and parkways on Boulder Avenue between San Manuel Village Entrance and Greenspot Road is currently in the design phase, and is scheduled for construction in 2020.
		9) Support freeway improvements that remove through traffic from local streets.		Through development review process & HMC. Constructon of SR 210 / Greenspot Rd westbound on and off ramp improvements is completed. The SR 210 / Base Line bridge widening and ramp improvements is has completed the design and is scheduled for construction in march 2020. Widening of the SR210/5th Street undercrossing is currently in design..
		10) Provide adequate sight distances for safe vehicular movement on roadways and at intersections.		Through development review process & HMC.
		11) Encourage and improve pedestrian connections from residential neighborhoods to retail activity centers, employment centers, schools, parks, open space areas and		Through development review process & HMC. - Greenspot Village & Marketplace Specific Plan. - Highland/Redlands Regional Connector Project, a non-motorized

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		community centers.		transportation project, connecting residential neighborhoods to many activity centers, schools and the Santa Ana River Trail has been awarded federal funding and currently in environmental phase.
		12) Encourage barrier-free accessibility for all handicapped residents, employees and visitors throughout the City's circulation system.		Through development review process & HMC. Sidewalk and handicap ramp improvement via CIP projects.
		13) Support the planning of sidewalks of appropriate width to allow the provision of buffers to shield nonmotorized traffic from vehicles.		Through development review process & HMC. Implementation of Federal Safe Routes to School Programs. Curb-adjacent sidewalk is required to be 6-foot wide minimum; striped buffer minimum 12" to 18" wide is required for new bike lanes.
		14) Add raised, landscaped medians and bulb-outs, where appropriate, to reduce exposure to cross traffic at street crossings.		Through development review process & HMC. -Construction of landscape median and bus turnouts on Greenspot Road from SR 210 to Boulder Avenue in Golden Triangle has been completed. - Construction of landscape median on Base Line from Cole Avenue to SR 210 in Town Center has been completed. - Construction of landscape median on Palm Ave between Cypress St and north of 9th St has been completed. - Construction of landscape medians on Base Line between SR-210 and Boulder Avenue has been completed. - Construction of landscaped median gap closure on Base Line between Marigold Avenue and Church Street has been completed. - Construction of landscape medians and parkways on Boulder Avenue between San Manuel Village Entrance and Greenspot Road currently in design phase and is scheduled for construction in 2020. - Bulb outs will be constructed in Mediterra. -Bulbouts are being planned on Palm Avenue in the Historic District.
		15) When feasible, walkways should include pedestrian amenities such as shade trees and/or plantings, trash bins, benches and shelters.		- Through development review process & HMC. - The Base Line Beautification Project which includes construction of sidewalks and landscaping has been completed. - The Greenspot Road Project in the Golden Triangle which includes construction of sidewalks and landscaping has been completed. - The Highland/Redlands Connector Project which will construct 3 rest stops for bicyclist is in design. - The City Creek/Alabama Street Bikeways Project which will construct 1 rest stop for bicyclist is in design. - Pedestrian plaza included as a part of the Smart and Final project at the corner of Base Line and Church Avenue. - A Pedestrian Plaza with shade trees, trash bins, benches and bicycle parking is being planned on palm Avenue in the Historic District.
Circulation	Goal 3.5 Promote bus service and paratransit improvements.			
		1) Continue to support the regional bus system to provide intracity service, intercity service to major employment centers, and connection to regional transportation transfer points.		- Constructed sidewalks to access bus stops via CIP projects. - Constructed bus bays on Greenspot Road. - Constructed Bus pads completed on 5th Street and Base Line.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		2) Plan for the provision of areas within the City to be used as park and-ride regional bus and car pool facilities.		Saint Adelaide's Park & Ride lot – 2010.
		3) Work with Omnitrans to ensure that transit services are extended to serve residents in the eastern portion of the study area.		- Bus service reaches Church Street for Base Line & Greenspot Road. - Construction of bus stops and turnouts have been completed on 5th Street/Greenspot Road (Boulder Ave to Victoria Ave) to accommodate future extended bus service.
		4) Coordinate with Omnitrans to provide safe, clean and attractive bus shelters at bus stops and transfer stations.		Omnitrans maintains bus shelters in good condition. A new bus shelter has been installed on westbound Base Line west of Church Street. City and Omnitrans are working on an updated cooperative agreement regarding maintenance & operations of bus shelters. Omnitrans is currently working with the City to update bus stops with shelters, lights, and other amenities in the area within ½ mile of the Highland/San Bernardino Bi-City Bikeway and Walkway Connector project that is currently being proposed for ATP funding.
		5) Ensure accessibility of disabled persons to public transportation.		Constructed sidewalk widening around obstructions, new sidewalks and access ramps for improved access to bus stops via CIP projects.
		6) Investigate new opportunities to finance further transit service for the elderly, handicapped and recreational purposes.		
		7) Support privately funded local transit systems for commuter residents and maintain local transit systems for seniors and youth.		
		8) Design transit improvements to minimize impacts on other modes of travel.		As development occurs. Constructed bus bays on Greenspot road to minimize impacts to travel lanes. Have bus shelters on Base Line constructed at locations that do not block pedestrian paths. Omnitrans is currently considering a new shelter with an information banner at the northwest corner of Base Line and Palm Avenue.
Circulation	Goal 3.6 Provide a circulation system that reduces conflicts between commercial trucking, private/public transportation and land use.			
		1) Maintain designated truck routes for use by commercial trucking that link industrial and commercial activity areas with major roadways and regional transportation routes and minimize impacts on local traffic neighborhoods.		Implemented through the General Plan and posting of truck route signs.
		2) Provide appropriately designed roadways for the designated truck routes that can safely accommodate truck travel.		Implemented through design of CIP projects and development projects making sure roadways for designated truck routes have adequate width, configuration and pavement structural section.
		3) Develop berms and barriers where feasible along truck routes to minimize noise impacts to sensitive land uses.		Sound Wall completed on Boulder Ave as part of the Boulder Bridge projects.
		4) Provide sufficient loading areas to minimize interference with efficient traffic circulation.		Implemented through development review process. Constructed bus turn-out bays on Greenspot Road between SR-210 and Boulder Avenue within the Golden Triangle.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		5) Regulate on-street parking of trucks where necessary to discourage truck parking on primarily residential streets or where they are incompatible with adjacent land uses.		Implemented through the HMC.
		6) Conduct a study examining the interface between proposed truck routes, the complete roadway network, and adjacent land uses.		
		7) Evaluate truck route alternatives based on Caltrans Traffic Study guidelines.		
		8) Require as a part of the development review process for all new or expanding mineral extraction and all other heavy industry activities within the City, that the following information be provided: • A detailed plan of haul roads, indicating measures that will be taken to minimize aesthetic, noise, traffic, and particulate emission impacts to the surrounding land uses; • A traffic analysis that indicates both the number of projected trucks and their associated potential impact to city streets; • A "fair-share" mitigation analysis indicating the impacts and associated maintenance costs caused by the potential generation of future truck traffic; and • A comprehensive mitigation program, designed to run the life of the mineral extraction activity (including reclamation) that will: Cover the fair-share portion of surrounding roadway maintenance costs due to the increase in local truck activity, or Provide new or appropriate improvements to existing roadway facilities which in the opinion of the City would mitigate the impacts caused by the increase in local truck traffic.		Completed as part of EIR and CUP for CEMEX and Robertson expansion approvals (June 2, 2009). Constructed pavement rehabilitation to provide adequate pavement structural sections on 3rd St, 5th St, Greenspot Road, Base Line, Pacific Street, and Highland Ave, Sterling Ave, Victoria Ave, Palm Ave, Boulder Ave and Church Street.
		9) Work with private mining operators to establish specialized truck routes that: • Allow for the transport of raw and finished materials from quarries within the Santa Ana River Wash area to the Foothill Freeway on paved private haul roads; • Reduce, to the extent feasible, the movement of mining transport trucks on City streets; and • Mitigate, to the extent feasible, the noise, dust and vibration effects of such transport activities on surrounding land uses.		Same as #8 above. A mining CUP required the private mining haul road to be connected to 5th Street immediately west of the SR-210 eastbound on-ram, thereby reducing truck impact on City streets.
Circulation	Goal 3.7 Protect and encourage bicycle travel.			
		1) Develop a system of continuous and convenient bicycle routes to places of employment, shopping centers, schools, and other high activity areas with potential for		- Implemented through the General Plan. - West Highland Bikeway with wayfinding signage completed on Base Line from Del Rosa Drive to Cole Avenue.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		increased bicycle use.		- Greenspot Road Bikeway and Base Line Bikeway completed. - The Highland/Redlands Regional Connector Project, and the City Creek/Alabama St Bikeway Project, two non-motorized transportation projects, connecting residential neighborhoods to many activity centers, schools and the Santa Ana River Trail are in the environmental phase with construction scheduled for 2021. - The Highland/San Bernardino Bi-City Bikeway and Walkway Connector project, which would provide Highland residents with direct access to CSUSB, is being proposed to the Active Transportation Program (ATP) for funding.
		2) Encourage new development to provide reasonable and secure space for bicycle storage.		Implemented through the Development Review process.
		3) Provide bicycle racks at all public facilities and along major public streets.		Greenspot Road & Base Line bikeway projects included bicycle rack installation. Highland/Redlands Regional Connector Project includes bicycle parking. The Highland/San Bernardino Bi-City Bikeway and Walkway Connector project being proposed to the Active Transportation Program (ATP) for funding includes bike racks.
		4) Assure that local bicycle routes will complement regional systems and be compatible with routes of neighboring municipalities.		All completed or planned bike routes within the City are coordinated and consistent with the non-motorized plan for San Bernardino County. The Highland/Redlands Regional Connector Project, and the City Creek/Alabama St Bikeway Project, two non-motorized transportation projects, connecting residential neighborhoods in Highland and Redlands to many activity centers, schools and the Regional Santa Ana River Trail.
		5) Provide linkages between bicycle routes and other trails, such as the Santa Ana River Trail, within the City as appropriate.		Highland/Redlands Regional Connector Project, and the City Creek/Alabama Street Bikeway Project, will provide connections to the Regional Santa Ana River Trail. The proposed Highland/San Bernardino Bi-City Bikeway and Walkway connector project being proposed for ATP funding will connect the cities of San Bernardino and Highland resulting in 59 mile of continuous bikeway network between the two cities.
Circulation	Goal 3.8 Incorporate consideration of regional transportation implications into decisions made by the City of Highland and, conversely, incorporate consideration of the local transportation implications on the City of Highland into decisions made by other local agencies, as well as into decisions made by state and federal agencies.			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		1) Participate in a wide range of regional transportation planning and programs to improve the capacity, efficiency and safety of the shared circulation system.		On-going, Public Works Division works closely with Caltrans, SBCTA and surrounding cities on the regional transportation planning and programs.
		2) Participate in all regional transportation committees and regularly coordinate with other local agencies regarding their plans, programs and services that affect the quality and safety of the Highland roadway system.		Public Works Division regularly attends SBCTA Transportation Technical Advisory Committee meetings and SR 210 widening project meetings.
		3) Coordinate street system improvements and traffic signal coordination with regional transportation efforts.		On-going implementation with SBCTA. The City participated in the implementation of the valley-wide traffic signal coordination system. The City also completed citywide traffic signal coordination systems upgrade on 7 corridors in 2017.
		4) Coordinate signal construction and timing with Caltrans improvements in and around SR-30/I-210 off- and on-ramps.		The City coordinated on a regular basis with Caltrans to ensure traffic signals at freeway interchanges are well synchoronized with the City's traffic signals.
		5) Coordinate transit planning with the Southern California Association of Governments, SBCTA, Omnitrans and adjacent communities.		
		6) Work with the Southern California Commuter Rail Council and the San Bernardino Association of Governments and Omnitrans to establish a transit connection with the Metrolink Commuter Rail System.		
		7) Coordinate with Caltrans, the City of San Bernardino, the County of San Bernardino, the San Bernardino International Airport Authority and the San Manuel Band of Mission Indians to study the feasibility of a new freeway interchange at Victoria Avenue and to facilitate applicable roadway improvements.		As required by the City, Caltrans completed a Project Study Report in 2012, and SBCTA completed a feasibility study in 2014 of a proposed interchange on SR-210 at Victoria Avenue. The City is leading the effort to develop a cooperative agreement with the City of San Bernardino, IVDA, and San Manuel to fund the $4 million needed for the project environmental phase.
		8) Coordinate with human services agencies and public schools to reduce duplicate transportation where feasible.		
		9) Prior to permitting connection of roadways from adjacent jurisdictions into the City of Highland, ensure that regional benefits are not achieved at the expense of Highland residents and businesses. Where a potential for negative impacts to Highland residents and business exists, ensure that the agency proposing the connection provides sufficient mitigation such that the connection is not only of regional benefit, but also of benefit to the City of Highland.		Implement during response to project notices and review of encroachment permit applications from adjacent jurisdictions.
Circulation	Goal 3.9 Ensure adequate parking is made available to City residents, visitors, and businesses.			
		1) Locate new development and their access points in such a way that traffic is not encouraged to utilize local residential streets and alleys for access to the development and		Implemented through the development review process.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		its parking.		
		2) Investigate the implementation of Variable Parking District Overlays along Base Line, Highland Historic District and other areas where appropriate, to encourage the enhancement of existing parking-deficient development.		Developed an enhanced on-street parking concept on Palm Avenue in the Historic District.
		3) Assess the adequacy of existing or proposed on- and off-street parking as needed, especially in urban and commercial areas, to ensure that an adequate supply is provided.		Implemented through the Highland Municipal Code and development review process.
		4) Explore strategies for the management of parking supply, which can include parking fees, metered on-street parking and staggered work schedules.		
		5) Develop strategies for the control of parking demand such as improved transit service, amenities for bicyclists and rideshare vehicles.		Requires new developments to construct bikeways to reduce the need for driving and parking.
		6) Develop strategies for shared parking opportunities in mixed-use and multiple-use development.		
		7) Encourage the use of well-designed, aesthetically enhanced parking structures as an alternative to large, expansive surface parking lots in retail and employment centers.		
Chapter 4 – Public Services and Facilities Element				
Public Services & Facilities	Goal 4.1 Coordinate and balance the provision of public services with development activity to eliminate service gaps, maximize the use of public facilities, provide efficient and economical public services, achieve the equitable and legally defensible sharing of costs of such services and facilities, and maintain adequate service systems capable of meeting the needs of Highland residents.			
		1) Prior to permitting, ensure that all major extensions of services, facilities and utilities are comprehensively reviewed for related social, economic and environmental impacts and identify mitigation measures as appropriate.		On-going. All new development is responsible to construct and pay for their services and share of facilities.
		2) Ensure that proposed development, which requires the extension of public services and		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		facilities, will generate sufficient municipal income to pay for the operations, maintenance and replacement of those services and facilities by the City.		
		3) Ensure that existing residents and businesses are not burdened with the cost of financing infrastructure aimed at supporting new development or the intensification of existing development.		Development Impact Fees collected from new development.
		4) Continue to ensure that public water, sewer, drainage and other facilities needed for a project phase are constructed prior to or concurrent with initial development within that phase, unless otherwise approved by the City.		On-going.
		5) Continue to make the project sponsor of a proposed development ultimately responsible for ensuring the timely availability of all infrastructure improvements (including system wide improvements) needed to support the development.		On-going as part of land use entitlements.
		6) Continue to require that deficiencies in existing public services and facilities are corrected prior to or concurrent with proposed development.		All public service and facility providers are contacted via mail with a Project Notice and asked to comment on each new development proposal within the City.
		7) Continue to coordinate with public service and utility companies to assure the long-term provision of services including water, wastewater, solid waste, electricity, natural gas and other private utilities (e.g., cable, Internet, telephone) for City residents.		2014 – Extensive meetings with East Valley Water District and Southern California Edison related to ~~the Harmony Draft Specific Plan and other~~ City-wide service areas.
		8) Continue to direct future growth to areas with adequate existing facilities and services, or areas with adequate facilities and services committed, or areas where public services and facilities can be economically extended.		2014 – Extensive meetings with East Valley Water District and Southern California Edison related to ~~the Harmony Draft Specific Plan and other~~ City-wide service areas.
		9) Develop a public facility assessment reporting system as part of the Capital Improvement Program and in accordance with AB 1600 to monitor the capacity of existing facilities to ensure that new developments do not overwhelm existing facilities. The following are guidelines for developing the reporting system: • Identify and understand the demands for services that will be placed on Highland by regional demographic and economic changes. • Monitor the progress of current local development projects, and ensure that public service and facility plans, as well as their forecasts and funding mechanisms, reflect changing conditions. • Track the status of capital improvement program implementation.		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts. Fiscal impact analysis reports, which include public service costs, are required for new, large scale development.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		• Develop a community survey to identify public facility deficiencies and usage.		
		10) Conduct and maintain an inventory of the availability and adequacy of public services and facilities in coordination with the County and service agencies in the area. Use the information to coordinate capital improvement programs and to make determinations on the adequacy of community facilities.		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts
		11) Continue to follow the procedures established for the regular exchange of information regarding proposed development and availability and adequacy of public services and facilities.		Local public service providers invited to attend city's pre-application meetings with developers of new projects.
		12) Continue to utilize a proactive approach to assuring that the flow of information between service agencies is maintained.		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts
		13) Utilize performance standards to determine the adequacy of public services and facilities and to establish requirements, fees and exactions provided by new development in the City.		Fiscal impact analysis reports, which include public service costs, are required for new, large scale development.
		14) Maintain a development review process that places the ultimate responsibility on the project sponsor for ensuring that necessary infrastructure improvements (including system-wide improvements) needed to support new development are, in fact, available at the time they are needed.		Through entitlement process.
		15) Require the construction of public facilities as a condition of approval for a proposed development if the development exceeds the capacity of existing public facilities to support such development.		Through entitlement process.
		16) Continue to require that project applicants provide sufficient information in the application process so that the City may comprehensively determine the potential impacts and/or the need for improvements to existing services and facilities to support project buildout consistent with the City's performance.		Through entitlement process.
		17) Continue to require that all new development pay the applicable Development Impact Fees established by the City Council.		On-going
		18) Maintain flexibility in the collection and application of Development Impact Fees to permit the construction of master planned facilities in lieu of fees when the City determines that it is in the public interest to do so.		On-going. Needed clarifications will be part of DIF revised policy to be reviewed by the City Council 2018.
		19) Continue to require the construction of public facilities as a condition of approval where the value of the services and facilities needed to support buildout of a proposed		Reviewed with the adoption of City's Bi-annual Budget.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		development exceed established Development Impact Fees, as consistent with the City's performance standards. Require an agreement with the developer for reimbursement from future development fees for the excess costs. Such reimbursements shall be from future fees collected for the specific excess facilities, which the initial developer was required to construct.		
		20) In the event that the performance standards for public services and facilities are not being met, the following conditions shall apply: • Where the performance standards are not being met due to needs created by existing development, the City Council shall adopt in its Capital Improvement Plan a program to ensure that the performance criteria will be met at the earliest possible date. • In instances where the performance standards are being exceeded prior to approval of a proposed development as the result of existing development, require that the proposed development provide such facilities as are necessary to ensure that performance criteria are met for new public facilities and services provided to the development, and that existing public services and facilities are not further downgraded.		
		21) Review the development fee structure, user charges, and mitigation fees every five years in accordance with the provisions of AB 1600 to ensure that the charges are consistent with the costs of improvement and maintenance and that public services and facilities are being expanded in a cost-efficient manner. Utilize the City's performance standards for public services and facilities as the basis for this review.		Updated in 2014.
		22) Continue to require that planned communities participate in the development of public infrastructure, in addition to the payment of development impact fees, through the following methods: • An approved development agreement for all new specific plan or planned unit development projects that specifies the timing of infrastructure improvements in relation to project development. • An annual review of improvements conducted for all new specific plans and an annual report in a format that can be easily included in the City's infrastructure assessment and reporting system.		Greenspot Village and Marketplace Specific Plan.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		23) Continue to proactively monitor and review development proposals in surrounding areas to protect City interests and minimize impacts on the community.		On-going.
		24) Continue to work with the County on a system of requiring appropriate mitigation to ensure that new unincorporated development will not impact services and facilities in the City.		On-going.
		25) Continue to support an assessment district alternative to development impact fees for large-scale developments undergoing urbanization when a single owner or small number of owners is involved, and when it is in the public interest to do so.		Explore with the Greenspot Village and Marketplace Specific Plan, and Mediterra Planned Development.
		26) Continue to allow new development and the intensification of existing development only where and when adequate public services and facilities can be provided.		On-going
Public Services & Facilities	Goal 4.2 Provide a water system that produces high quality water, sufficient water pressure and necessary quantities of water to meet domestic demands.			
		1) Continue to work with the East Valley Water District to provide an efficient and economic distribution of adequate water supply and pressure to the District's service areas in Highland.		2015 – Received updates from East Valley Water District as they updated Sewer Master Plan and Water Master Plan. Provided input regarding future development needs within Highland.
		2) Ensure a high-quality water supply that meets or exceeds state and federal health standards.		
		3) Work with the East Valley Water District and local elected representatives to better define the future availability of water for the Highland community.		2015 – Worked closely with East Valley Water District staff to be informed of the ongoing state drought and new mandates issued by the Governor and Water Board.
		4) Work with the East Valley Water District to promote water conservation and education programs, such as public education programs available through the Environmental Learning Center in Highland.		In March 2013 the City approved a new East Valley Water District Corporate Campus on Greenspot Road. The project will have a water efficiency demonstration garden. 2015 - East Valley Water District is performing extensive outreach regarding water conservation in light of the state drought and mandates.
Public Services & Facilities	Goal 4.3 Provide a safe and effective sewer system that meets the needs of Highland residents, businesses and visitors.			
		1) Continue an ongoing dialogue with the East Valley Water District regarding funding and scheduling of any additional sewage facilities needed to serve the City.		2015 – Received updates from East Valley Water District as they updated Sewer Master Plan and Water Master Plan. Provided input regarding future development needs within Highland Sterling Natural Resources Center began construction.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		2) Work with relevant agencies to determine the long-term supply of reclaimed wastewater and service to potential future uses within the City.		2015 – Worked with East Valley Water District to stay informed regarding their development of a future water reclamation facility. Sterling Natural Resources Center began construction.
		3) Encourage Grey Water Recycling, especially for residential use irrigation.		
Public Services & Facilities	Goal 4.4 Maintain an effective drainage system that protects people and property from overflows and flood disasters.			
		1) Continue to improve any deficiencies in the City's drainage system and address the long-term needs associated with future development to minimize flood damage and adequately direct rainfall and subsequent runoff.		Through CIP program.
		2) Minimize the impact of development on the City's drainage system by reducing the amount of impervious surface associated with new development and encouraging site design features or landscaping that capture runoff. Encourage on-site retention of stormwater and compliance with requirements of the National Pollutant Discharge Elimination System.		Implemented through the City's Municipal NPDES Permit.
Public Services & Facilities	Goal 4.5 Minimize, recycle, and dispose of solid waste in an efficient and environmentally sound manner.			
		1) Ensure that solid waste generated within the City is collected and transported in a cost-effective manner and protects the public's health and safety.		Implemented through the Solid Waste Franchise Agreement.
		2) Continue to support an ongoing dialogue with the County Solid Waste Management on the rail haul access and other regional solutions for long-term limits on local landfill capacity.		Implemented through the City's participation with the County Solid Waste Advisory Task Force.
		3) Reduce the volume of solid waste material sent to landfills by continuing source reduction, recycling and composting programs in compliance with State law and encouraging the participation of all residents and businesses in these programs.		Implemented through the City's Statewide Landfill Diversion Mandates compliance and the Solid Waste Franchise Agreement.
		4) Increase the price paid for recycling glass and plastic from private vendors.		This is State Controlled. Not City's Jurisdiction.
Public Services & Facilities	Goal 4.6 Coordinate with private utility companies to ensure the adequate provision of electricity, natural gas and telecommunication infrastructure to existing and new			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
	development.			
		1) Continue to coordinate with the local gas and electric companies on the location and timing of additional energy facilities needed within the City.		On-going during entitlement process.
		2) Coordinate with private utilities to provide Highland residents, schools and businesses with an efficient telecommunications infrastructure, including telephone, cable and high-speed services, such as high-speed Internet.		On-going during entitlement process.
Public Services & Facilities	Goal 4.7 Ensure the provision of adequate law enforcement and police protection services and facilities.			
		1) Ensure that police services, response times, equipment, and the number of police personnel keep pace with growth and the changing needs of the community.		License Plate Reader technology placed at major intersections and on police cars in 2012. Close coordination with Police and Fire Departments regarding services within the Greenspot Village & Marketplace. Level and cost of services analyzed. Specific needs addressed in the Conditions of Approval and Fiscal Impact Analysis.
		2) Maintain and expand crime prevention and other public education programs.		On-going Crime Free Multi Family Housing, Neighborhood Watch, specialty trainings regarding personal safety available to the community at the Sheriff's Department, etc.
		3) Encourage the use of urban design strategies to help prevent crime, when feasible.		On-going through development review process.
		4) Ensure law enforcement services are involved in the development review process.		On-going.
Public Services & Facilities	Goal 4.8 Ensure the provision of adequate staffing, equipment and facilities to support effective fire protection and emergency medical services that keep pace with growth Policies			
		1) Work with the fire department to ensure that response time standards and a high level of service are maintained.		Entered into an agreement with San Manuel Band of Mission Indians (Fire Dept) to provide services to Greenspot Village & Marketplace. New permanent (and possibility interim) Fire Station #4 may be constructed within the Seven Oaks Policy Area if future development is approved. Level and cost of services analyzed. Specific needs addressed in the Conditions of Approval of each development project.
		2) Ensure the City has adequate fire training facilities, equipment and programs for firefighters and inspection personnel, and education programs for the general public.		Phase 2 of the future Fire Station No. 1 is planned to have a training facility (as funding becomes available).
		3) Coordinate and cooperate with the East Valley Water District to maintain and/or upgrade water facilities to ensure adequate water supply is available for fire suppression		Sterling Natural Resources Center began construction.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		operations.		
		4) Ensure the availability of adequate fire flow prior to the recordation of residential tracts or parcel maps and prior to the issuance of commercial building permits by requiring the testing of all fire hydrants in the vicinity of the project at the applicant's expense. In the absence of adequate flow, require either the installation of onsite fire protection devices or improvements that upgrade the area's water system to accommodate an adequate flow.		On-going through development review process.
		5) Ensure that development in Fire Hazard Zones comply with adequate fire safety standards (e.g., fuel modification zones, perimeter roads, greenbelts, etc.).		On-going as the Fire Marshal and Building & Safety Departments review new development plans.
Public Services & Facilities	Goal 4.9 Maintain cooperative school and public facility planning to ensure the provision of adequate school facilities and quality educational programs in a manner consistent with other City goals and policies on facility location, use, timing, funding, recreational and social joint use programs.			
		1) Continue to coordinate with local school districts on resolving issues such as joint use facilities, new facility locations and alternative use of vacant or underutilized sites in the City.		Continue to utilize joint use facility agreements at both San Bernardino City and Redlands Unified School Districts for outdoor recreation activities and indoor facilities needed for After School Activity Programs.
		2) Require that new development provide the necessary funding and/or resources to establish school facilities commensurate with the impact of development on school services. In cases where existing school capacity does not support new development, require the implementation of appropriate funding mechanisms, as permitted by law, to ensure the availability of adequate school facilities. Potential financing avenues include: • A contract with the developer to provide funds for schools • Land dedications • Lease back turnkey program • Special assessment district financing, such as Mello-Roos Community Facilities Districts, for the proposed area of development.		
		3) Encourage that all school impact fees collected from development projects be		On-going

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		allocated toward the acquisition of land and construction of schools that serve the residents of those projects.		
		4) Continue to coordinate development activity with local school districts by: • Participating with local school districts in joint planning efforts; • Establishing a joint task force comprised of representatives from the City, school district and development community to identify additional means of funding school construction; • Notifying school districts of proposed development applications early in the review process; • Requesting that school districts indicate the level of facilities available to serve development projects requiring discretionary review; and • Establishing a clear methodology for determining the impacts of development on the school facilities in the City.		
		5) Continue to work with local school Plan of Schools that outlines specific sites needed to meet the future demand for school facilities.		
		6) Explore the possibility of locating a major institution of higher learning in Highland.		Will be considered in conjunction with the "High Tech Highland" Work Program Item.
Public Services & Facilities	Goal 4.10 Ensure the continued development of cultural facilities and the provision of social services for Highland residents.			
		1) Encourage the development of cultural facilities in the City, especially in districts such as the Town Center and Historic District.		Work with the Highland Area Historical Society and Chamber of Commerce to consider sites for a future museum/Chamber office combined facility.
		2) Continue to work with surrounding jurisdictions to ensure the availability of regional cultural facilities to Highland residents.		
		3) Work with the County of San Bernardino to secure the availability of social services to Highland residents.		
Chapter 5 – Conservation Open Space Element				
Conservation Open Space	Goal 5.1 Preserve, maintain and create views and vistas			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
	throughout the community to enhance the visual experience of Highland.			
		1) Incorporate view corridor planning in related development efforts and capital improvement programs.		2014 – Base Line and Greenspot Road Beautification Projects complete. View corridors considered during planning of the Mediterra Planned Development.
		2) Along roadway-based view corridors, frame views of attractive features of the natural and built environment with appropriately placed median and street tree landscaping. Use of fire-resistant vegetation and ample spacing between trees and shrubs is encouraged to reduce the spread of fires.		2014 – Base Line and Greenspot Road Beautification Projects complete. View corridors considered during planning of the Mediterra Planned Development.
		3) Enforce hillside development standards that call for natural contour grading, environmentally sensitive design, shape and siting techniques, and fire-retardant building materials.		The Mediterra Planned Development incorporates hillside development standards.
		4) Work with San Bernardino County and the City of San Bernardino to develop consistent regulations for the protection of ridgelines, slope areas and hilltops within the surrounding foothill communities.		On-going.
		5) Require that all excess excavated material (waste materials) be properly removed and disposed of or otherwise reincorporated into the development plan without compromising natural contours or aesthetic qualities of the site.		Diversified-Pacific Tract 18935, 2015-2018.
		6) Require that hillside development be located below ridgelines and that structures themselves and accompanying landscaping conceal cut slopes and grading.		The Mediterra Planned Development incorporates hillside development standards.
		7) Encourage developers in high slope gradient areas to use raised floor systems and stepped footages to leave slope contours in a more natural state.		On-going.
		8) Retain existing vegetation within or alongside hillside development areas except where such vegetation poses a risk to buildings in high fire hazard zones (see Goal 6.5, Public Health and Safety Element). Use native, fire resistant, drought-tolerant plant material in fuel modification areas when existing vegetation can not be retained.		On-going.
		9) Preserve mature trees, natural hydrology, native plant materials and areas of visual interest.		On-going.
		10) Work with San Bernardino County and the City of San Bernardino to protect scenic resources located outside of the City, such as prominent ridges, slopes and hilltops.		
		11) Enact provisions in the municipal code to minimize soil erosion, restore natural drainage surfaces, attenuate slope instability and		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		reduce the amount of impermeable surface.		
		12) Index the percentage of impermeable surface to slope gradient.		On-going as needed.
		13) Develop different water-retention standards for single dwellings and larger tracts. Subdivisions should have overall implementation and water-retention strategies.		Implementing through the City's NPDES / WQMP Guidelines. In July 2010 the City adopted its own Water Efficient Landscaping Ordinance modeled after the States Model Ordinance.
Conservation Open Space	Goal 5.2 Achieve an orderly transition from agricultural uses to low-density residential /equestrian uses.			
		1) Ensure that farmlands converted to other uses are consistent with the East Highlands Ranch Planned Development.		Mitigation measures for Mediterra Planned Developments Mitigation measures for the Greenspot Rd/Pole Line General Plan Amendment and Zone Change
		2) Incorporate appropriate land use transitions and buffering techniques into new development.		On-going. Efforts made to allow seasonal farm stands (pumpkin patch and Christmas tree farms) on agricultural lots adjacent to single family homes with the appropriate mitigation.
		3) Incorporate appropriate edge treatment between the agricultural/equestrian uses and higher density residential uses through landscaped buffers, greenbelts, view fencing and parkways.		On-going.
		4) Preserve visual reminders of the City's agricultural heritage in park design, buffer zones, public use areas and landscape plans.		East Highlands Ranch preserved some orange groves into their parks and open space parcels. Aurantia Park will retain a 1 acre citrus grove.
Conservation Open Space	Goal 5.3 Continue to work with the East Valley Water District to meet the current and future water needs of its residents (see Public Services and Facilities Element, Section 4.2).			
		1) To the extent possible, preserve floodplain and aquifer recharge areas in their natural condition.		Adoption of the Upper Santa Ana River Basin and Land Management Plan in 2009 (Plan B).
		2) Continue to coordinate water resource policy with the East Valley Water District and other relevant agencies.		On-going.
		3) Expand outreach efforts, through the Environmental Learning Center and City-sponsored publications, to educate the public on water supply and water quality issues.		On-going. In March 2013, City approved a new East Valley Water District Campus with water efficient demonstration gardens. Similar efforts are being made to incorporate these features into the Sterling Natural Resources Center water reclamation plant on 6th Street and Del Rosa. On-going extensive outreach by East Valley Water District related to the state drought and subsequent water conservation mandates.
Conservation Open Space	Goal 5.4 Continue to preserve and enhance the water quality and natural habitat of its waterways.			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		1) In coordination with the East Valley Water District and the County of San Bernardino, continue to maintain and improve the hydrology and natural quality of the watersheds of Bledsoe Creek, Plunge Creek, Elder Gulch City Creek, Sand Creek, Warm Creek, Old City Creek Overflow Channel, Bald Ridge Creek, Santa Ana Canyon and the Santa Ana River.		On-going.
		2) Review and revise, as necessary, zoning and subdivision ordinance provisions related to protection of the City's watersheds, especially in areas that abut creek systems and natural vegetation and open space areas, to enhance the natural appearance of watershed areas without compromising flood control and safety considerations.		Updated City's Floodplain Ordinance in 2009.
		3) Cooperate with other agencies and participate in multijurisdictional efforts to improve watershed management practices.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). Continuing to coordinate SAWPA.
		4) Reevaluate the effect of engineering practices and specifications relative to storm channel design to avoid their appearance as "concrete ditches."		
Conservation Open Space	Goal 5.5 Continue to reduce urban runoff.			
		1) Use water quality best management practices (BMPs) in land planning, project-level site planning and procedural requirements as part of the Storm Water Quality Management Plan.		On-going. Implemented through the City's NPDES permit.
		2) Require best management practices for all parking lots and paved storage areas within industrial and commercial zones, for the City's street network, and within the City's parks and other civic facilities.		Continue annual water quality training for all City staff in development-related departments. Emphasis on new State and County regulations and permits.
		3) Require site design practices that capture and channel specified percentages of rainfall and other runoff to permeable surfaces.		The City's Public Services and Engineering Departments ensure compliance with state guidelines related to LIDs and BMPs.
		4) Conduct community outreach programs, in conjunction with the local water agency, to educate the public about reducing urban runoff.		Distribute information to public at local events such as the Citrus Harvest Festival and Discover Highland Night.
		5) Develop an informational brochure for residents and developers summarizing best management practices for reducing urban runoff.		Packet available at public counter.
		6) Retain water on site through the use of attractively landscaped retention basins and other measures to replenish aquifers.		Will be utilized on a large scale in the Mediterra Planned Development.
Conservation Open Space	Goal 5.6 Monitor and strengthen Highland's water conservation practices.			
		1) Continue to inspect, maintain and enhance City facilities for water conservation purposes.		On-going. Adoption of State Water Model Ordinance (July 2010).

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
				Drought and conservation information provided by East Valley Water District made available on the City's website. City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way (2016).
		2) Continue interdepartmental coordination of water use and conservation policies to improve City-facility water use.		On-going. Adoption of State Water Model Ordinance (July 2010). Drought tolerant landscaping and irrigation in all LMD's, R-O-W, Parks and Medians. City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way (2016).
		3) Continue to specify and install water-conserving plumbing fixtures and fittings in public facilities such as parks, community centers and government buildings in accordance with Title 24 of the California Code of Regulations.		On-going. Adoption of State Water Model Ordinance (July 2010). City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way)2016).
		4) Continue and expand water conservation outreach programs, in coordination with EVWD, to local schools, the public and the development community through the Environmental Learning Center, webpage links, incentive programs and community events.		On-going. Adoption of State Water Model Ordinance (July 2010).
		5) Ensure that the latest water-saving technologies for domestic and landscaping uses are incorporated into new developments or retrofitted into existing developments where intensification is proposed.		On-going. Adoption of State Water Model Ordinance (July 2010). City complying with the Governor's executive order and subsequent legislation regarding drought.
		6) Encourage the use of drought-tolerant plants and water-efficient landscape design.		On-going. Adoption of State Water Model Ordinance (July 2010). East Valley Water District is actively promoting.
		7) Encourage alternatives to lawns and turf uses, except for parks, playing fields, children's play areas and other specialized uses.		On-going. Adoption of State Water Model Ordinance (July 2010). East Valley Water District is actively promoting.
		8) In general, work to reduce turf landscaping. Where domestic water supplies are used in the irrigation of turf areas, encourage the use of tall fescue varieties or other warm season turf.		On-going. Adoption of State Water Model Ordinance (July 2010).
		9) Consider underground irrigation techniques to conserve water.		On-going. Adoption of State Water Model Ordinance (July 2010).
		10) To the extent possible, require the preservation of existing native trees and shrubs.		On-going. Adoption of State Water Model Ordinance (July 2010).
		11) Within each model home complex, require that homes incorporate a specified amount of drought-tolerant landscaping.		On-going. Adoption of State Water Model Ordinance (July 2010).
		12) Require residential builders to provide information, including a plant palette of xeriscape species, to prospective buyers of new homes within the City of Highland regarding drought-tolerant planting concepts.		On-going. Adoption of State Water Model Ordinance (July 2010).
		13) Where possible, require the extensive use of mulch in landscape areas to improve the water-holding capacity of the soil by reducing evaporation and soil compaction.		On-going. Adoption of State Water Model Ordinance (July 2010).

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		14) In new developments require, and in existing uses encourage, the installation of efficient irrigation systems that minimize runoff and evaporation. Such systems include: • Drip irrigation • Soil moisture sensors • Automatic irrigation systems with appropriate timing devices to minimize evaporation. • Subsurface, or underground, irrigation.		On-going. Adoption of State Water Model Ordinance (July 2010).
		15) Establish landscape maintenance districts along streets for water conservation purposes.		On-going. Adoption of State Water Model Ordinance (July 2010). City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities, right-of-way and LMDs.
Conservation Open Space	Goal 5.7 Maintain, protect and preserve biologically significant habitats, including riparian areas, woodlands and other areas of natural significance.			
		1) Continue participation, in cooperation with relevant agencies and jurisdictions, in the preparation, planning and implementation of Habitat Conservation Plans and preservation areas.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).
		2) Ensure that all development, including roads proposed adjacent to riparian and other biologically sensitive habitat, avoid significant impacts to such areas.		On-going.
		3) Require that new development proposed in such locations be designed to: • Minimize or eliminate the potential for unauthorized entry into the sensitive area; • Create buffer areas adjacent to the sensitive area, incorporating the most passive uses of the adjacent property; • Protect the visual seclusion of forage areas from road intrusion by providing vegetative buffering; • Provide wildlife movement linkages to water sources and other habitat areas; • Provide native vegetation that can be used by wildlife for cover along roadsides; and • Protect wildlife crossings and corridors.		On-going.
		4) Design lighting systems so as to avoid intrusion of night lighting into the sensitive area.		On-going. Standard Planning Division Conditions of Approval for development projects.
		5) As part of the environmental review process, require that projects determined to be		On-going. Standard Planning Division Conditions of Approval for development projects.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		located within a biologically sensitive area prepare documentation on the impacts of such development along with mitigation and mitigation monitoring programs.		
		6) Ensure that required biological assessments are conducted in cooperation with the California Department of Fish and Game and the U.S. Fish and Wildlife Service.		On-going. Beginning in 2017, the City and developers have been invited to a monthly meeting share proposed project with the State and Federal Resources Agencies. Four such meetings have taken place. The Agencies provide preliminary comments to ensure ongoing compliance and quality projects.
		7) Within existing natural and naturalized areas, preserve existing mature trees and vegetation.		On-going. Standard Planning Division Conditions of Approval for development projects.
		8) Within rural and hillside residential areas, permit only such natural vegetation to be removed as is necessary to locate home sites, construct access roads and ensure fire safety.		On-going.
		9) Enforce requirements that healthy, mature individual specimen trees be preserved in place, as per the City Municipal Code.		Tree Preservation Ordinance.
		10) Require builders and developers to prune, treat and maintain existing trees and plant new ones within future rights-of-way, public lands, common areas and development projects.		Tree Preservation Ordinance.
		11) Enforce the tree preservation ordinance as a means of managing the preservation of trees and their removal, where necessary.		Tree Preservation Ordinance.
		12) Require replacement at a 2:1 ratio of all mature trees (those with 24-inch diameters or greater measured 4½ feet above the ground) that are removed.		Tree Preservation Ordinance.
		13) Develop an outreach program to schools and the community about the preservation and management of the City's rich biological resources.		To be implemented as part of City's New Natural Parkland Environmental Interpretive Project (commencing in 2012).
Conservation Open Space	Goal 5.8 Protect, document and minimize disruption of sites that have archaeological significance.			
		1) Avoid significant impacts in all new developments within areas determined to be archaeologically sensitive through the following measures: • Conduct an archaeological records search with the Archaeological Information Center in order to identify potential on-site sensitivities; • In cooperation with a qualified archaeologist, develop mitigation measures for projects found to be located in or near sensitive areas or sites; and • Require that environmental review be conducted for all applications within the area		On-going. Standard Condition of Approval for all new land use entitlements. CEQA checklist updated in 2016 and 2017 to include Tribal Cultural Resources and other newly effective subjects.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		designated as archaeologically sensitive, including but not limited to grading, earth moving and stockpiling, and building and demolition permits.		
		2) Include the following statement as a condition of approval on all development projects: "If cultural resources are discovered during project construction, all work in the area of the find shall cease, and a qualified archaeologist shall be retained by the project sponsor to investigate the find, and to make recommendations on its disposition. If human remains are encountered during construction, all work shall cease and the San Bernardino County Coroner's Office shall be contacted pursuant to Health and Safety Code provisions."		On-going. Standard Conditions of Approval for all new land use entitlements. CEQA checklist updated in 2016 and 2017 to include Tribal Cultural Resources and other newly effective subjects.
		3) Coordinate with the San Manuel Band of Mission Indians when proposals for development projects are filed within the Areas of Sensitivity for Archaeological Resources (illustrated in Figure 5.2) through the following actions: • Notify the San Manuel Band of Mission Indians via notification mailings about proposed projects in archaeologically sensitive areas; and • Invite comments and suggestions to be forwarded to City staff and appropriate decision makers to aid the preservation and development review processes.		On-going. CEQA checklist updated in 2016 and 2017 to include Tribal Cultural Resources and other newly effective subjects.
Conservation Open Space	Goal 5.9 Manage mineral resources and extraction policies for short and long term safety, economic and land use compatibility considerations.			
		1) Identify any significant mineral resources within the City and, as feasible, protect them from encroachment by residential or other incompatible development, for future use.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).
		2) Adopt policies and procedures for mining and processing of mineral resources.		Implementation of SMARA Ordinance.
		3) Develop criteria for location and operation of mineral processing to minimize adverse impacts to the environment, watersheds, wildlife, aesthetic resources, public health and safety, and adjacent land uses.		Implementation of SMARA Ordinance. Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).
		4) Establish and implement Mining Reclamation Plans for any proposed mining operations in compliance with existing local, state and federal policies and statutes. Review land development proposals near resource areas or mining operations for land use		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		compatibility.		
		5) Require that mining plans include, but not be limited to the following: • Effects on terrain, natural and man-made slopes, permeability of soil, groundwater quality; • Protection of water quality through erosion, runoff and sedimentation control; • Protection of wildlife; • Control of noise, dust, vibration, smoke, odors and lighting; • Plans for rehabilitation and reclamation of lands; and • Proposed timing of extraction and reclamation activities • Offsite routes of travel.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009.
		6) Investigate the adoption of a reclamation fee program designed to mitigate remaining scars from previous quarry operations.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009.
		7) Pursue and implement a joint-powers agreement with adjacent cities and involved agencies for the management of natural resources located in the Santa Ana River Wash.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson's RM adopted in June 2009. Agreement with the City of Redlands for SMARA compliance.
		8) Permit non-mining uses within the designated Open Space District only if a finding is made that no significant impacts on future regional mineral resources will result from project approval.		On-going.
Conservation Open Space	Goal 5.10 Maintain a high-quality system of parks that meet the needs of all segments of the community.			
		1) Develop and periodically update a Parks and Recreation Master Plan, with direction from the Planning Commission and City Council, to identify specific future sites for additional parks and recreational open space.		On-going effort by Community Trails Staff and Commission to update and improve City Trails and Trails Master Plan.
		2) Supplement existing development fee program for parkland acquisition with other funding sources, grants and programs (fee sponsors, corporate sponsors, fund raising, for example).		"Mile Makers" and "Corporate Sponsorship" program initiated in March 2010. City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		3) Use the redevelopment process for the selection, acquisition and funding of additional parkland in western portions of the City.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		4) Prepare a phased strategy for developing new facilities.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		5) Assess areas of potential annexation into the City and, if necessary, negotiate an		Merged parcel in County (sphere of influence) north of East Highlands Ranch

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		agreement with the County of San Bernardino to provide parks meeting City standards within areas of eventual annexation into the City.		with natural open space parcels located within the East Highlands Ranch PUD (2009).
		6) Conduct periodic assessments of park and recreation facilities and services, including user surveys.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		7) Provide handicap access to all parks.		On-going.
		8) Develop a multi-dimensional recreation program for all citizen groups in Highland including exercise, arts and crafts and cultural enrichment.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		9) Provide a variety of activity options, including active and passive uses, within each park.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		10) Study the desirability of developing "specialty parks" such as skate, dirt bike, fishing and art parks.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		11) Evaluate the facilities and amenities of all City parks as part of the periodic update of the Parks and Recreation Master Plan.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		12) Conduct periodic user surveys on the design of public parks.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		13) Conduct service-area based design charettes with community members on park design.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		14) Give priority to the acquisition of large parcels for the development of Community Parks that accommodate athletic fields.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		15) Encourage design competitions for new and remodeled parks.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		16) Continue to implement the local park ordinance through developer dedication of parkland or in-lieu fees.		On-going.
		17) Require that new specific plans and planned unit developments (PUDs) incorporate sufficient park and recreation facilities along with natural open space areas, where appropriate, to serve the needs of their future residents.		On-going. Implemented ~~in Harmony Specific Plan and~~ Mediterra Planned Development.
		18) Given the residential focus in Highland, increase park standard acreage ratios above state required minimums.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		19) Connect newly developed parks, wherever practical, to the existing and future bicycle and recreational trail system.		On-going. Implemented in Mediterra Planned Development.
		20) Initiate a long-term program to correct park deficiencies.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		21) Adopt a density bonus program for development that includes usable park and open space lands above the City-required standard.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		22) Develop recreational opportunities within the Greenspot area.		On-going as opportunity presents itself within the corridor; Mediterra Planned Development contains two parks and a trail link to the local North Fork Trail as well as the US 1N16.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		23) Design parks in accordance with contemporary safety standards and "CPTED" (Crime Prevention Through Environmental Design) principles.		On-going. City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		24) Periodically evaluate parks for safety and maintenance.		On-going.
		25) Conduct evaluation of park improvements to test for safety compliance, crime prevention and effective maintenance.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		26) Pursue joint public/private development of recreation facilities, especially in areas where joint development would maximize use of existing facilities, as well as add new land to the facility.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010). City currently has joint use with Beattie Middle School/Highland Grove Elementary School and is currently researching opportunities within the San Bernardino City Unified School District.
		27) Develop and implement a facilities plan that indicates the potential development of recreational facilities, their costs and implementation at selected school sites.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010).
		28) Establish clear policies about the proper community use of school facilities including maintenance, scheduling, fees and regulations.		Ongoing.
		29) Locate parks and recreation facilities within convenient walking and biking distance of all neighborhoods.		Citywide. Implemented of the Mediterra Planned Development – Mediterra and Pines Park.
		30) Integrate park and recreation facilities with existing and future trail and bikeways, wherever practical.		Citywide. Implemented in the Mediterra Planned Development – Paseo Ramblas walking path and par course, 1N16.
		31) Prepare templates for proper on and off-site signage for all parks.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (tabled due to lack of funding in July 2010). Several new signs installed by the City's Trails Committee with donations from the community.
Conservation Open Space	Goal 5.11 Provide excellent opportunities and facilities for hiking, equestrian and bicycle use through the Multi-Use Trail Master Plan.			
		1) Require, where appropriate, that residential, commercial and industrial developments within the City dedicate and construct trail links within their boundaries as part of the Multi-Use Trail Master Plan.		On-going. Mediterra
		2) Provide equestrian, bicycling and pedestrian staging areas consistent with plan standards.		Natural Parkland and interpretive sign program completed in 2014.
		3) Support the acquisition of trail rights-of-way through dedication in conjunction with development activity or acts of philanthropy that occur prior to adoption of a route plan.		On-going. Kiel property dedicated in 2017. Portions of the Aplin Trail were dedicated and constructed with the development of the Diversified Tract (2016-2018). Portions of North Fork Trail dedicated with the Tentative Tract Map approval of Mediterra Planned Development (2016).
		4) Where possible, locate trail easements within City-required landscaping or other		On-going with each prospective residential tract or commercial development (where applicable).

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		easements.		
		5) Preserve, to the extent possible, existing formal and informal trail routes in the City, in particular routes that provide major northsouth and east-west access.		On-going. Work on other Flood Control access for trails. Incorporation of the federal and local City trails incorporated into the Mediterra Planned Development.
		6) Where an established trail is jeopardized by impending development or subdivision activity, require the dedication of trail easements, where appropriate, to establish a planned trail system alignment.		On-going. Incorporation of federal and local City trails incorporated into the Mediterra Mediterra Planned Development. City will ensure this is accomplished with future development of the Seven Oaks Policy Area which will preserve a direct connection to the Santa Ana River Trail.
		7) Require proposed development adjacent to trail systems to dedicate land for trailhead access points.		On-going. Incorporation of federal and local City trails incorporated into the Mediterra Mediterra Planned Development.
		8) Where feasible, use active and abandoned roads, flood control, utility and railroad rights-of-way, and other easements for potential sites for expanded trail use.		Natural Parkland and interpretive trail completed in 2014.
		9) Refine, adopt and implement the Multi-Use Trails Master Plan to include, at a minimum, the following: • Indication of an exact trail location (e.g., which side of street, channel, etc.); • Identification of each trail with a name, approximate length and type; • Specific design standards for each trail; • Identification of logical rest areas and facilities; • Establishment of sign standards and locations for the various types of trails; and • Suggested funding sources and implementation strategies.		On-going. Community Trails Committee adopted a Work Program to prioritize projects inclusive of grant research (adopted most recently in 2018).
		10) Work with local, state and federal agencies; adjoining cities and jurisdictions; interest groups; and private landowners, in an effort to promote a Citywide trail system, and to secure trail access through purchase, easement, or by other means.		On-going.
		11) Locate trail linkages to minimize conflicts with motorized traffic.		On-going.
Conservation Open Space	Goal 5.12 Develop and maintain trail and bikeway connections to recreational facilities, schools, existing transportation routes, natural features and regional trail systems.			
		1) Provide trail connections between and/or along the major city and surrounding regional facilities, sites and features indicated on the Multi-Use Trails Master Plan.		On-going. Continue coordination with the Santa Ana River Trail.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		2) Provide bicycle and pedestrian trails along major home-to-work, home-to-school and other travel routes, where appropriate.		On-going. Orange Street and Alabama Bikeways. .
		3) Seek to construct or assist in the construction of those portions of the San Bernardino County Regional Trail system that are located within Highland.		On-going.
		4) Require the dedication of trail easements, where appropriate, for establishing a planned trails system alignment, or where an established trail is jeopardized by impending development or subdivision activity.	Requesting dedication for Single-Family lots and installation for tracts	On-going.
		5) Where possible, designate and design new trail development near transit routes or heavily traveled areas.		On-going.
Conservation Open Space	Goal 5.13 Ensure the maximum safety and enjoyment of all trail system users.			
		1) Establish an educational program that will protect the health and safety of trail users by encouraging proper etiquette and procedures.		Trails Map and Information available on City's webpage. Adopt a Trail Program.
		2) Access should be provided to the maximum extent feasible to trail users of all abilities and all ages.		On-going. Develop new trail standard to provide hard finish surface for select trail segments.
		3) Adopt the following hierarchy of users on the City's trail system: • Bicyclists must yield right-of-way to all other users. • Runners must yield to hikers and equestrians (note: horses should not be on trails predominantly intended for bikes and pedestrians). • Hikers must yield to equestrians.		On-going.
		4) Implement two general levels of trail use: • Low Use and Natural Area: Standards shall apply to sections of the trail where terrain, remoteness, expected low usage, easement, or other restrictions make larger, multiple trails infeasible. • Urban (Maximum Accessibility): Standards define a relative flat, wide trail for use where little physical challenge is required and where wheelchair access can be accomplished. The grades are low, and the trail is wide and compacted or surfaced.		On-going. Develop new trail standard to provide hard finish surface for select trail segments.
		5) Require that cyclists adhere to the following requirements: • Alert hikers and equestrians of their presence. • Travel no faster than 15 mph, unless conditions warrant reduced speed.		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		• Slow to 5 mph when passing and dismount when necessary.		
		6) Promote adherence to the following code of off-road bicycling responsibility, as developed by the International Mountain Bicycling Association: • Ride on open trails only. • Control your bicycle. • Always yield trail. • Never spook animals. • Leave no trace. • Plan Ahead.		On-going.
		7) Maintain adequate line-of-sight on multiple use trails as determined by the City Engineer.		On-going.
		8) Incorporate, where feasible and without compromising safety, all compatible multiple uses on a single trail.		On-going.
		9) Where a single trail is not feasible or there is heavy use, provide alternate or parallel routes and/or design separate, dual trails.		On-going.
		10) Allow ample space in right-of-way for safe passage of users, for signing, fencing, separation of trails, trailheads and where appropriate, landscaping.		On-going.
		11) For trails in developed areas, provide a setback of at least 5 feet so that trail fence can be set back from the curb and planting strip.		On-going.
		12) Along narrow equestrian/hiking trails (less than 6 feet wide) with steep side slopes (greater than 30 percent), provide passing areas at regular intervals to allow hikers and other equestrians to pass.		On-going.
		13) Inform all trail users of the system's etiquette requirements through trailhead signs.		On-going.
		14) Reserve the right to temporarily close trails for safety and maintenance reasons, and post signs at convenient locations and outlets indicating the extent and probable length of closure.		On-going.
Conservation Open Space	Goal 5.14 Maintain and enhance the trail system's clear and informative signage.			
		1) Continue to use consistent and established sign styles and other symbols, for the trails system.		On-going. New mile markers installed along Shelton trail by volunteers in keeping with the City's established style (2018). Interpretive signs along the Natural Parkland Trail and at the Santa Ana River Bridge utilize a consistent design as well.
		2) To the extent possible, develop signs that use easily identifiable symbols, natural materials and colors, and vandal-resistant construction.		On-going. Mile markers installed in 2018 made of natural wood, stained for durability and marked with bright yellow paint.
		3) Place signs in clearly visible areas such as		On-going. Most recent examples are at the Natural Parkland Trail, Shelton Trail

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		at access points, trail heads, rest facilities and road crossings.		and Santa Ana River Bridge (2014-2018).
		4) Use positive rather than negative language, emphasizing permitted activities rather than extensive "No!" signing, where appropriate.		On-going. Currently working on City Creek Trail signs that will utilize this policy.
		5) Relate the number of signs to trail usage. More signage is appropriate in urban or high-use areas rather than natural or low use areas.		On-going.
		6) Develop a highly informative sign program incorporating such information as: • Destinations and mileage indicators along the trail route; • Connections to other trails and community facilities; • Areas where access is hazardous or restricted; • Areas in which dogs or other animals are not allowed; • Educational exhibits and informational displays; • Delineation of private property adjacent to trails; • Habitat restoration along or near trails; • Recognition of areas dedicated to or sponsored by an organization or individual; • Vista points, pullouts, or rest stops; • Etiquette or permitted and nonpermitted uses; and • Speed limits for bicyclists and equestrians.		Trails Map available on the City's webpage. Natural Parkland Signage Program planning completed. Signs installed in 2014. Community Trails Committee approved a Work Program and includes these goals an policies to be implemented.
Conservation Open Space	Goal 5.15 Develop a multi-faceted program of trail maintenance with public and private participation.			
		1) Monitor public use of trail system on a regular basis so that maintenance issues can be addressed on a timely basis.		"Adopted a Trail" program information available on the City's webpage.
		2) Enforce trail regulations as a means of controlling trail use, and ensure that regulations for different trail segments within various jurisdictions do not conflict.		On-going.
		3) Develop a program to enlist volunteers and volunteer organizations on trail development, operations and maintenance, education, and enforcement activities.		"Adopted a Trail" program information available on the City's webpage.
		4) Locate trailheads in areas of high visibility and access.		On-going.
		5) Develop or open to public use trails and/or easements only after a public agency (which may be the City of Highland) or private organization agrees to accept maintenance and liability responsibilities.		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		6) Conduct a feasibility study of a possible off-road vehicle park or recreation area.		City Council Work Program Item for 3rd Quarter 2010 – adoption of "Parks and Recreation Master Plan" (postponed due to lack of funding).
		7) Maintain an up-to-date map of all existing and proposed dedicated public trail easements in the General Plan.		Trails Map available on the City's webpage.
		8) Ensure that all proposed trails leading from the City into the San Bernardino National Forest are coordinated with the San Bernardino National Forest Service and consistent with the County of San Bernardino National Forest Land and Resource Management Plan.		On-going. Trails Map available on the City's webpage.
Conservation Open Space	Goal 5.16 Continue to encourage, support and adopt energy-conservation practices.			
		1) Consolidate and adopt energy-saving practices for all City departments.		Solar panels installed on roof of City's Environmental Learning Center. Solar panels installed on roof of City Hall and new Police Station in 2011.
		2) Monitor energy usage for all City facilities.		On-going.
		3) Provide information on free energy audits for the public given by public utilities.		
		4) Distribute energy-conservation information, in both English and Spanish, to residents and businesses through: • Links to energy agencies and utilities on City's homepage • Brochures available at City Hall and other public facilities • Information and tips on utility bills. • Outreach programs to schools and businesses. • Environmental Learning Center.		In formation available at the City's Environmental Learning Center and East Valley Water District.
		5) Coordinate energy-related policies and actions with local utilities and energy agencies.		PACE program MOU approved with SANBAG on April 2013. City entered into JPA with Ygrene PACE provider separately in 2016.
Conservation Open Space	Goal 5.17 Encourage site design practices that reduce and conserve energy use.			
		1) Encourage energy and environmentally sustainable designs such as "Green Development Standards"—in the design and approval of new projects.		PACE program MOU approved with SANBAG on April 2013. City entered into JPA with Ygrene PACE provider separately in 2016.
		2) Orient buildings on the site to maximize the natural ventilation provided by prevailing breezes.		Green Code.
		3) Incorporate passive solar design techniques including building orientation, energy-saving materials, roof overhangs, and window and door placement.		Green Code
		4) Increase minimum building insulation		Green Code

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		standards.		
		5) Encourage landscape design that cools buildings and blocks solar rays, such as the planting of deciduous trees on south and west facing elevations, and give Title 24 credit for landscaping.		Green Code
		6) Channel runoff to permeable surfaces through the design of roofs and rain gutter systems and drainage courses.		On-going. Implemented as part of the City's NPDES permit. Green Code
		7) Encourage energy-efficient retrofitting of existing buildings, where practical, throughout the City including assisting applicants in the installation of more efficient HVAC (heating, ventilation, air conditioning) systems.		RDA Home Improvement Program. Green Code
		8) Distribute and participate in incentive programs for incorporation of solar and photovoltaic panels (active solar) into existing or new buildings.		Green Code
		9) Establish a "green building" site design incentive program, such as density or height bonuses, reduced parking requirements, expedited plan check, and recognition programs.		City Council Work Program Item (2010/2011). Green Code
		10) Adopt LEED (Leadership in Energy and Environmental Design) design standards for public buildings.		Implemented with City's Environmental Learning Center, and new Police Station. Green Code
		11) Participate in the CEEP (Community Energy Efficiency Program) Certificate and Recognition Program.		City Council Work Program Item (2010/2011). Green Code
		12) Encourage a grey water recycling plan.		Green Code
Conservation Open Space	Goal 5.18 Continue to improve Highland's solid waste management and recycling efforts.			
		1) Continue to provide services to resident and businesses that facilitate community cleanup, curbside collections and diversion of oil and other hazardous waste materials		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements. Highland Improvement Team monthly cleanups for senior and disabled residents.
		2) Where joint programs offer improved efficiency or reduced cost, collaborate with other entities in waste recycling efforts.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.
		3) Maintain a comprehensive public education program, coordinated, in part, through the Environmental Learning Center, to stimulate recycling, reuse and waste reduction by its resident and businesses.		On-going. Public outreach and community events such as the Citrus Harvest Festival and Discover Highland Night.
		4) Continue to implement the policies and programs identified in the City's SRR (Source Reduction and Recycling Element) and HHW (Household Hazardous Waste Element), and develop measures to evaluate their		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		effectiveness.		
		5) Evaluate and update hazardous waste management programs and implement improvements based on current best practices.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.
		6) Evaluate and update community education programs on solid and hazardous waste disposal to insure that this information is as broadly available as possible, especially through the school system.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.
		7) Aggressively pursue polluters and develop a fine program for distributors of fliers and leaflets found in parking lots.		
Conservation Open Space	Goal 5.19 Continue to support air quality planning through land use policies, outreach efforts and coordination with regional air quality agencies.			
		1) Reduce locally generated emissions through traffic flow improvements (including signal synchronization) and construction management practices.		Implemented through coordination with SANBAG.
		2) Encourage the use of public transit within the City through coordination with regional transit providers and publication of routes and timetables on the City website and publications.		Coordinated with Omni-trans by placing brochures in the City Hall Lobby.
		3) Encourage land use planning and urban design that reduces vehicle trips through mixed and multi-use development, consolidation of commercial development along major arterials, provision of pedestrian connections from residential to retail areas, and development of a multi-use Town Center.		On-going. Mixed-use Development Standards adopted in 2006. Greenspot Village & Marketplace Specific Plan. ~~Harmony Draft Specific Plan.~~
		4) Establish performance standards for clustering residential areas near commercial services where mixed use is not feasible.		On-going. Mixed-use Development Standards adopted in 2006.
		5) Expand citizen and business outreach and education programs, disseminated and conducted in the Environmental Learning Center, relating to policies that improve air quality		On-going.
		6) Provide incentives such as permit streamlining for industrial/commercial or residential development projects that meet or exceed air quality practices.		
		7) Encourage employers to develop trip reduction plans to promote alternative work schedules, ridesharing, telecommuting and work at-home programs, employee education and preferential parking.		Implemented through City's Trip Reduction Ordinance.
		8) Conduct City staff in-service training, in conjunction with regional air quality agencies, on the latest policies, techniques, programs and technology for air quality planning.		Planning staff attends these regional training opportunities.
		9) Work with SANBAG to develop guidelines		Working with SANBAG and SCAG to implement SB375 (Sustainable

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		for the location and design of land uses that are sensitive to air pollution.		Communities Strategy).
		10) Reduce particulate emissions from roads, parking lots, construction sites and agricultural lands to the maximum extent practical through dust suppression, street cleaning and other practices.		On-going.
		11) Establish grading and building permitting procedures so that all construction involving demolition or earth movement reduces fugitive dust emissions through the appropriate techniques (e.g., wetting).		On-going.
		12) Incorporate the provisions of SCAQMD Rule 403 (Fugitive Dust) into City land use administration rules and procedures.		On-going.
		13) Continue comprehensive efforts to reduce energy consumption.		PACE Program (SANBAG) MOU April 2013.
		14) Offer incentives to home-based businesses, carpool networks and park-and-ride facilities.		
		15) Evaluate the desirability of developing a multi-modal, transit hub in the City.		
Chapter 6 – Public Health and Safety Element				
Public Health & Safety	Goal 6.1 Minimize the risk to public health and safety and disruption to social, economic, and environmental welfare resulting from seismic and geologic activities.			
		1) Ensure that all new development, including facilities required for the provision of emergency services following a seismic or geologic event, adhere to proper construction design criteria.		On-going.
		2) Enforce the requirements of the Alquist-Priolo Earthquake Fault Zoning Act and require the preparation of reports pursuant to the Act as part of the development review process for all new projects.		On-going.
		3) Continue efforts to upgrade seismically hazardous (unreinforced masonry) buildings within the City, including compliance with the Unreinforced Masonry Building Mitigation Plan.		On-going. URMs in the City's Historic District have been identified. Enforcement of the Mitigation Plan is applied as required. Yerton property rehabilitated and occupied in 2016.
		4) Continue to evaluate all new development within the Alquist-Priolo Earthquake Fault Zone.		On-going.
		5) Continue to evaluate the compatibility of critical, essential, high occupancy, and normal to low risk uses in areas of potential liquefaction during the review of all discretionary and ministerial actions.		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		6) Continue to review building and zoning codes to determine the need for specific standards for siting and seismic design criteria, especially for critical, essential, high occupancy and normal to low risk structures.		On-going. Most recent development affected by these standards include Mediterra and the Chris Collinsworth SFR. The Building Official, Planning and Engineering Divisions worked closely with the appropriate technical experts.
		7) Review existing critical and emergency structures for any significant siting, design, or construction problems that would make them vulnerable in an earthquake, and incorporate findings of the review into emergency operations plans and long-term programs for upgrading or relocating vulnerable facilities.		On-going. City staff held a community outreach meeting in the Historic District where many structures are URMs or are not bolted to their foundations. Staff provided information regarding the State's Bolt and Brace Program.
		8) Continue to monitor new building materials used for earthquake stability and fire resistance and incorporate such materials into plan checks when applicable.		On-going.
		9) Continue to enforce as part of the development review process site-specific analysis of soils and other conditions related to the onsite impact of maximum credible seismic and geologic events.		On-going.
Public Health & Safety	Goal 6.2 Protect people and property from hazards related to slope instability.			
		1) Continue to enforce hillside development guidelines for proposed development within or nearby slope instability areas of the City.		On-going.
		2) Require appropriate structural design measures for proposed development within hillside or steep slope areas.		On-going.
Public Health & Safety	Goal 6.3 Reduce the risk to life and minimize physical injury, property damage, and public health hazards from the effects of a 100-year storm or 500-year storm and associated flooding.			
		1) Review all proposed development to ensure that structures designed for human occupancy are accessible in the event of a 100-year storm and are protected from the 100-year storm to a point one foot above the floodplain.		On-going.
		2) Continue to evaluate the compatibility of critical, essential, high occupancy, and normal to low risk uses in areas within the 100-year floodplain during the review of all discretionary and ministerial actions.		On-going.
		3) Require a drainage study be completed by a qualified engineer prior to all proposed development to certify that the proposed development will be adequately protected and that implementation of the development will not create new downstream flood hazards.		On-going.
		4) Require all development in the City and its		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		sphere of influence comply with discharge permit requirements established by the Regional Water Quality Control Board.		
		5) Encourage proposed development to balance or enhance the natural landscape features of a site in order to reduce the amount of impervious surfaces built within the City.		On-going.
		6) Continue to work with the San Bernardino County Flood Control District and the United States Army Corps of Engineers to receive and implement updated flood control measures and information.		Greenspot Village & Marketplace, Blossom Trails, Development 1, Seven Oaks Policy Area have all implemented this policy.
		7) Utilize flood control methods that are consistent with Regional Water Quality Control Board Policies and Best Management Practices (BMPs).		On-going.
Public Health & Safety	Goal 6.4 Protect life and property from the potential short- and long-term risks of transporting, storing, treating, and disposing of hazardous materials and wastes in the City.			
		1) Ensure compliance with current federal, state, and local regulations governing hazardous materials transport, storage, treatment, and disposal by working with appropriate agencies.		On-going compliance review by Public Services Department and Fire Marshal.
		2) Require that new facilities involved in the production, use, storage, transport or disposal of hazardous materials locate a safe distance from land uses that may be adversely impacted by such activities. Conversely, do not allow new sensitive facilities, such as schools, child-care centers, and senior centers, to be located near existing sites that use, store or generate hazardous materials.		On-going.
		3) Identify City roadways along which hazardous materials are routinely transported. If essential facilities, such as schools, hospitals, child care centers or other facilities with special evacuation needs are located along these routes, identify emergency response plans that these facilities can implement in the event of an unauthorized release of hazardous materials in their area.		
		4) Provide information to the public on regulations that address the transport, storage, treatment, and disposal of hazardous materials and wastes.		Public outreach at local events such as the Citrus Harvest Festival and Discover Highland Night.
		5) Maintain a variety of effective citywide programs for household hazardous waste collection.		On-going efforts by the Public Services Department.
Public Health & Safety	Goal 6.5 Protect life and property from wildland–urban			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
	interface fires.			
		1) Review the vulnerability of new development in areas with the potential for wildland-urban interface fires and incorporate appropriate mitigation measures in the conditions of approval.		Enforcing California Building Code Chapter 7A in Very High Fire Hazard Safety Zones as of July 1, 2008. Adopted Updated State Fire Zone Maps.
		2) Ensure the adequate protection of proposed and existing development in areas subject to wildland-urban interface fires and balance the need for fire prevention measures with the need to preserve significant biological resources.		On-going. Will be Implemented in the Mediterra Planned Development.
		3) In areas designated as Fire Hazard Zone I and Fire Hazard Zone II, and as set forth in the Municipal Code, continue to incorporate additional fire safety standards, such as: • Secondary or alternative access for all new development in a fire safety review area; • Increased setbacks from fuel modification areas and fire hazard areas; • Perimeter roads adjacent to development; or • Maintained fuel modification zones.		On-going. Will be Implemented in the Mediterra Planned Development.
		4) Prepare, develop, and distribute public information on the prevention of urban and wildland fires.		Encouraging citizen groups to establish Fire Save Councils.
		5) Continue to update the fire department five-year plan to identify fire hazards and risks, and ensure present and future fire protection needs.		
		6) Continue efforts to develop and maintain public fire prevention education and hazard abatement, in cooperation with other appropriate agencies.		Encouraging citizen groups to establish Fire Save Councils.
		7) Enforce the Fire Sprinkler ordinance for all newly constructed buildings.		On-going.
		8) Require all development to meet the emergency water service standards established by the East Valley Water District.		On-going.
		9) Encourage the use of fire proof construction materials.		On-going.
Public Health & Safety	Goal 6.6 Maintain effective emergency preparedness and response programs and coordinate with appropriate public agencies and neighboring jurisdictions to develop a regional system to respond to daily emergencies and major catastrophes.			
		1) Maintain the City's emergency plan including inventory of all local emergency resources.		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		2) Continue to support area wide mutual aid agreements and communication links with San Bernardino County authorities and other participating jurisdictions.		On-going.
		3) Evaluate the adequacy of access routes to and from hazard areas relative to the degree of development or use (e.g., road width, road type, length of dead-end roads, etc.).		On-going.
		4) Establish a working relationship with local amateur radio clubs and secure their voluntary participation in disaster recovery efforts.		On-going.
		5) Ensure adequate provision of public information to residents and businesses on actions to minimize damage and facilitate recovery from a natural disaster.		On-going.
Public Health & Safety	Goal 6.7 Reduce risk to people and property by limiting the type and intensity of development within identified aircraft potential zones and ensure adequate public notification of aircraft activities to residents in overflight areas.			
		1) Require the review of all new development in proximity to the San Bernardino International Airport for compliance with Federal Aviation Administration (FAA) requirements and the California Airport Land Use Planning Handbook with adopted plans.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009). Began coordination with affected agencies to adopt the Airport Gateway Specific Plan. All new project proposals are identified and information provided to the San Bernardino International Airport and Inland Valley Development Agency for comment.
		2) Evaluate the compatibility of airport uses, activities, and operations with all new development in proximity to the San Bernardino International Airport prior to approval and protect sensitive uses, such as residences, schools, hospitals, and libraries from overflight areas.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009). Began coordination with affected agencies to adopt the Airport Gateway Specific Plan. All new project proposals are identified and information provided to the San Bernardino International Airport and Inland Valley Development Agency for comment.
		3) Require letters of advisement incorporating information in Conditions, Covenants and Restrictions (CCRs) or Real Estate Disclosures, which report where projects occur within the projected 65 Community Noise Equivalent (CNEL) and established Airport Influence Areas (AIA).		On-going. Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009). Required for each new housing tract as well as applicable non-residential projects.
		4) Encourage notification requirements and establishment of a buyer awareness program for areas of Highland within established Areas of Special Compatibility Concern.		On-going. Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009).
		5) Actively participate in San Bernardino International Airport planning efforts to: encourage economic advantages for the City;		On-going. Continue to coordinate with the affected agencies to adopt the Airport Gateway Specific Plan that will address economic feasibility and

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		discourage intensification of negative impacts on Highland; ensure adequate mitigation of impacts and preservation of land values; and encourage aircraft arrivals and departures southwest of the Airport.		related planning, zoning and circulation improvements that should be implemented.
Public Health & Safety	Goal 6.8 Reduce mobile and stationary source air pollutant emissions through cooperation and endorsement of the San Bernardino Regional Air Quality Plan and support of feasible techniques, incentives, and regulatory measures to achieve significant air quality improvements and any necessary air quality related lifestyle and economic changes while sustaining continued economic growth.			
		1) Ensure consistency of Federal, State, and County legislation with Highland's Air Quality goal and policies.		On-going.
		2) Participate in formulating regional policies and solutions to air quality problems established by the San Bernardino County Regional Air Quality Plan.		Regional Greenhouse Gas Inventory and Reduction Plan – draft released by SANBAG on June 6, 2013
		3) Create and integrate innovative local emissions reducing pilot programs into city plans for future government facilities and equipment.		Installation of solar panels on City Hall, new Police Station, and Environmental Learning Center.
		4) Support the development and use of alternative fuel sources for transportation-related activities to reduce local government energy demand.		City purchased and utilizes a hybrid pool car.
		5) Participate in the establishment of public private partnerships for the provision of innovative public and private transportation services and systems where the enhancement of the local and regional air quality is a major goal.		Adopt and enforce state-mandated requirements.
		7) Support current incentive programs that recognize and reward developments using new and innovative emission reduction techniques such as innovative efficient window glazing, wall insulation, and ventilation systems; efficient air conditioning, heating, and appliances; use of passive solar design, and solar heating systems; use of energy cogeneration and/or use of waste energy; and landscape techniques that reduce water consumption and provide passive solar		

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		benefits.		
		8) Develop transportation demand management programs and incentives to reduce home to work vehicle trips. Examples of programs and incentives include: • Employee ride share and transit incentives in public agencies. • Employee ride share and transit incentives for employers with more than 25 employees at a single location. • Working with private agencies in the implementation of teleconferencing and telecommuting for employers with more than 25 employees at a single location. • Working with SANBAG to develop a public/private telecommunications center in San Bernardino County.		
		9) Reduce work trips in the City and peak period auto travel by enforcing the City's Transportation Demand Ordinance; supporting current staggered, flexible, and compressed work schedules in public agencies; working with private agencies to encourage work schedule flexibility programs for employers with more than 25 employees in a single location; educating City residents on the advantages of ride sharing and public transit; and encouraging the development of job-intensive uses within designated employment centers for local residents.		City Hall implemented a 9/80 work week.
		10) Reduce vehicle emissions by supporting the design and implementation of the Citywide system of bikeways and pedestrian trails as a non-polluting circulation alternative by requiring as part of the development review process the installation of planned bicycle routes, paths, and lanes where designated; and the construction of necessary bicycle parking and storage areas within convenient commercial, employment and recreation activity areas.		On-going.
		11) Reduce the number of vehicles driven to work by requiring as part of the development review process that preferential parking be included in parking lot designs to high occupancy vehicles, vanpools, and shuttle services, if applicable.		
		12) Continue to encourage the integration of air quality planning with land use and transportation planning in the design, review, and development processes by: • Ensuring that site designs facilitate rather than discourage pedestrian movement between commercial development and residential or		On-going. Base Line and Greenspot Beautification Programs. Greenspot Village & Marketplace Specific Plan.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		office uses (e.g., locate buildings adjacent to the street with parking behind such that pedestrians need not walk through parking lots to reach their destination; provide clear pedestrian paths and connections, etc.). • Supporting the mixed use overlay in the zoning ordinance as a means to enhance pedestrian movement throughout the City. • Providing for increased intensity of development in designated locations along existing and proposed transit corridors. • Supporting location and operational standards in the development code for ancillary employee services, including but not limited to child care, restaurants, banking facilities, convenience markets, at major employment centers for the purpose of reducing midday vehicle trips. • Continuing to develop interconnected traffic signal control system in all new projects, roadway improvements. Move forward with programs to retrofit existing signals on all streets where traffic volume and delay time is significant. • Enforcing parking lot design guidelines that encourage reciprocal parking designs and/or agreements between adjacent developments, provide for the consolidation of driveways along major commercial corridors such as Base Line, and require parking areas be efficiently designed so as to minimize internal circulation conflicts. • Integrating, where appropriate and feasible, traffic improvements (e.g., dedicated turn lanes and pockets, bus turnouts and shelters, restripe traffic lands for optimal traffic flow) into capital improvement projects that improve the efficiency of transportation systems. • Continuing to ensure that all new development applications include an air quality improvement summary per SCAQMD and SCAG Air Quality Handbook Guidelines, which describe the general methods used in development design to reduce air emissions.		
		13) Regulate the location and design of sensitive receptors (schools, day care facilities, hospitals and the like) from excessive and hazardous emissions to air pollution, and continue to support site plans that separate and/or buffer residential and sensitive receptors from freeways, arterials, point sources, and hazardous material locations.		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		14) Reduce particulate emissions from construction sites, grading activities, temporary roads and parking lots, and agricultural operations by enforcing requirements that minimize fugitive dust.		Implemented through development review and CEQA mitigation.
		15) Enforce compliance of new development with the Tree Preservation Ordinance.		On-going.
		16) Reduce particulate and stationary emissions attributed to the removal, transportation and processing of mineral resources by enforcing required permits and physical barrier requirements that minimize the effects of dust from day-to-day operations of mineral extraction, transportation, and processing facilities.		Implemented through the adoption of CUPs for CEMEX and Robertson's RM.
Chapter 7 – Noise Element				
Noise	Goal 7.1 Protect sensitive land uses and the citizens of Highland from annoying and excessive noise through diligent planning and regulation.			
		1) Enforce the City's Noise Control Ordinance consistent with health and quality of life goals and employ effective techniques of noise abatement through such means as a noise ordinance, building codes and subdivision and zoning regulations.		On-going.
		2) Encourage the use of site planning and architectural techniques such as alternative building orientation and walls combined with landscaping to mitigate noise to levels consistent with interior and exterior noise standards.		On-going.
		3) Require mitigation where sensitive uses are to be placed along transportation routes to ensure compliance with interior and exterior noise standards.		On-going.
		4) Consider the compatibility of proposed land uses with the noise environment when preparing, revising or reviewing development proposals.		On-going.
		5) Prevent the siting of sensitive uses in areas in excess of established 65 dBA CNEL without appropriate mitigation. Special attention should be paid to potential development within the 65 dBA CNEL noise contour of the San Bernardino International Airport and mining operations of the Santa Ana River.		On-going.
		6) Work with San Bernardino International Airport Authority to ensure that future airport planning activities encourage consistency with		On-going Began coordinated efforts with affected agencies to adopt an Airport Gateway

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		adopted City land use plans and minimize impacts on Highland's economic development opportunities and quality of life.		Specific Plan. Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		7) Require that site-specific noise studies be conducted by a qualified acoustic consultant utilizing acceptable methodologies while reviewing the development of sensitive land uses or development that has the potential impact sensitive land uses. Also require a site-specific noise study if the proposed development could potentially violate the noise provisions of the General Plan or City ordinance.		On-going. 2018 - Recent examples include the Smart & Final grocery store, Transition Properties warehousing/distribution facilities and several smaller residential and non-residential projects.
			1) Coordinate with school districts to ensure that schools are located and designed so that: • interior noise in classrooms does not exceed 45 CNEL • noise exposure does not exceed 65 CNEL at classroom buildings; and • noise exposure does not exceed 70 CNEL on playgrounds and athletic fields.	On-going.
			2) Coordinate with the San Bernardino International Airport Authority to minimize flight patterns over the City.	On-going.
			3) When site and architectural design features cannot sufficiently reduce adverse noise levels, or cannot be economically provided, require the provision of noise barriers/berms, provided that noise barriers: • are sufficiently massive to prevent significant noise transmission and high enough to shield receiver from noise source; • noise barriers exhibit a minimum acceptable density of four pounds per square foot (equivalent to 3/4-inch plywood): • contain no cracks or openings; and • minimize the effect of flanking by bending the barrier back from the noise source at the end of the barrier.	On-going.
			4) Require landscaping treatment to be provided in conjunction with noise barriers to provide visual relief	On-going. 2018 - Smart & Final and Transition Properties warehousing/distribution

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			and to reduce aesthetic impacts.	facilities.
			5) Require realtors representing homebuyers in the vicinity of the gun club to inform new buyers of the existence of potential noise impacts associated with gunfire.	The Inland Fish and Gun Club on Boulder/Orange Street ceased operations. Noise impacts from the Redlands Gun Club on Orange Street must be identified in the CC&Rs of new residential projects.
			6) Maintain a noise complaint file to document areas of excessive noise in the City.	On-going.
Noise	Goal 7.2 Encourage the reduction of noise from transportation-related noise sources such as automobile and truck traffic.			
		1) Guide the location and design of transportation facilities to minimize the exposure of noise on noise-sensitive land uses.		2018 - Transition Properties warehousing/distribution facility.
		2) Employ noise mitigation practices, as necessary, when designing future streets and highways, and when improvements occur along existing road segments. Mitigation measures should emphasize the establishment of natural buffers or setbacks between the arterial roadways and adjoining noise-sensitive areas.		On-going. Smart & Final (2017).
		3) Require that development generating increased traffic and subsequent increases in the ambient noise level adjacent to noise sensitive land uses provide appropriate mitigation measures.		
		4) Minimize truck traffic through residential neighborhoods.		On-going.
		5) Encourage the development of alternative transportation modes such as bicycle paths and pedestrian walkways to minimize the number of automobile trips and noise.		Implemented in the Town Center, and Greenspot Village & Market Plan. Palm/Alabama and Boulder/Orange Street Bikeways making progress towards construction.
			1) Maintain roadways so that the paving is in good condition to reduce noise-generating cracks, bumps and potholes.	Implementation of the 5-Year CIP.
			2) Use the daily design capacity identified in the General Plan and the posted speed limit to quantify the design noise levels adjacent to transportation routes for mitigation purposes.	Enforcement of truck routes especially related to designated sand and gravel hauling routes.
			3) Require evaluation of highway and arterial roadway extensions for potential noise impacts on existing and future land uses.	On-going.
			4) Consider the effects of truck routes, truck traffic, posted speed limits and future motor vehicle volumes on noise levels adjacent to transportation routes when	On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			planning improvements to the circulation system.	
			5) Work with Caltrans to landscape or install mitigation elements along freeways and highways adjacent to existing residential subdivisions or noise-sensitive uses to beautify the landscape and reduce noise, where appropriate.	2019 – The City and Caltrans agreed upon beautification improvements to be installed in coordination with the 210 and Base Line widening beginning in 2020.
			6) Monitor proposals for future transit systems and require noise control to be considered in the selection of transportation systems that may affect the City.	
Noise	Goal 7.3 Protect residents from the effects of "spill over" or nuisance noise.			
		1) Enforce the City's Noise Control Ordinance so that new projects located in commercial or entertainment areas do not exceed stationary-source noise standards at the property line of proximate residential or commercial uses, as appropriate.		On-going for all projects.
		2) Prohibit new industrial uses from exceeding commercial or residential stationary-source noise standards at the most proximate land uses, as appropriate. (Industrial noise may spill over to proximate industrial uses so long as the combined noise does not exceed the appropriate industrial standards.)		On-going. Transition Properties warehouse/distribution facility reviewed in compliance with this policy.
		3) Require that construction activities employ feasible and practical techniques to minimize noise impacts on adjacent uses. Particular emphasis shall be placed on the restriction of hours in which work other than emergency work may occur.		On-going.
		4) Require that the hours of truck deliveries to commercial properties abutting residential uses be limited unless there is no feasible alternative or there are overriding transportation benefits by scheduling deliveries at another hour.		Required as a Condition of Approval for all new applicable projects.
		5) Ensure that buildings are constructed to prevent adverse noise transmission between differing uses located in the same structure and individual residences in multi-family buildings.		
			1) As a condition of approval, limit non-emergency construction activities adjacent to existing noise-sensitive uses to daylight hours between 7:00 a.m. and 6:00 p.m. Discourage construction on weekends or holidays except in the case of construction proximate to schools where these operations	On-going. Also, this item will be address in an upcoming Municipal Code Amendment in March 2020 to ensure Planning and Building & Safety Division construction hours are the same and in compliance with the latest acceptable standards.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			could disturb the classroom environment.	
			2) Ensure that the design and placement of air conditioning units and pool equipment within residential areas is accomplished in a manner that does not intrude upon the peace and quiet of adjacent noise-sensitive uses.	This is a Condition of Approval for each residential development.
			3) Encourage the use of portable noise barriers for heavy equipment operations performed within 100 feet of existing residences or make applicant provide evidence as to why the use of such barriers is infeasible.	Mediterra Condition of Approval.
Chapter 8 – Housing Element				
(See Attached HCD Forms)				
Chapter 9 – Economic Development Element				
Economic Development	**Goal 9.1 Maintain a balance of land uses that generates consistent and sufficient revenue for public services now and in the future.**			
		1) Provide an appropriate mix of retail development in focused commercial centers along commercial corridors.		Retail development focused in Greenspot Village & Marketplace Specific Plan and town center and Highland Crossroads.
		2) Promote the expanded the Business Park and Industrial land use designations in the southern parts of the City to capture regional demand and growth potential from future airport development.		The City working with surrounding agencies to adopt the Airport Gateway Specific Plan that will address local and regional circulation and land use along this corridor.
		3) Promote the emerging Highland Town Center as a mixed-use zone capable of capturing a wide range of public, commercial and residential development.		Promote sites at the International Council of Shopping Center conferences in Nevada and Southern California.
		4) Promote quality in-fill housing along corridors and on infill sites in adjacent neighborhoods to support retail development.		On-going. 2019 - Mastercraft 13 and Richmond American Glenrose Ranch constructed on Greenspot Road, and Kiel 54 and Mastercraft 46 planned on Base Line.
		5) Promote a mix of housing types and range of prices necessary to provide a diverse labor force.		On-going. 535 medium density units approved in the Greenspot Village & Marketplace. 2019 – A conceptual development plan received from Rexco for 200 multi-family apartment units also in GVMP.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		6) Establish and apply updated criteria and procedures for reviewing the fiscal effect and overall project quality of new development proposals, zone changes and revitalization efforts.		Fiscal Impact Analyses required for the environmental consideration of new development of significant size.
		7) Evaluate the effect of new retail and office development on the capture of local shopping dollars.		On-going.
Economic Development	Goal 9.2 Consolidate and revitalize commercial development that provides attractive and convenient shopping, service and professional uses, and entertainment opportunities for its residents.			
		1) Consolidate commercial development into selected intersections along Base Line.		
		2) Develop implementation plans for a new Highland Town Center, which include: • a phased development approach; • a conceptual design plan and design guidelines to ensure quality development; and • a marketing and business assistance program.		On-going with the gradual development of Bakers, CVS, Family Dollar and Smart & Final.
		3) Target key retail sectors to maintain a strong, local share of sales tax revenue.		Ongoing.
		4) Create physical and visual linkages between Highland's historic district and the emerging Town Center.		CVS/Baker's/Family Dollar. Smart & Final Design for Town Center street arch approved by City Council in 2009. Base Line Beautification Program includes historic street lamp designs.
		5) Promote additional commercial development around major freeway interchanges.		On-going. 2019 – Completion of construction of Jack in the Box and Panda Express at the northeast corner of the 210 Freeway and Base Line. Continue to work with the development team to establish a functional circulation and site plan that will encourage retail development at the northwest corner of the 210 Freeway and Base Line.
		6) Develop strategies to attract visitors who are traveling to and from mountain resort destinations.		Implemented through the installation of large freeway oriented business signage. Conceptual plans prepared, but not yet approved by the City.
		7) Study the desirability of establishing an Infill Development Incentive program for targeted sites along major corridors and in adjacent neighborhoods.		No action
		8) Inventory, map and disseminate information on vacant, underutilized properties and in existing commercial centers in redevelopment project areas to realtors and developers.		Map available on City's website and provided to the general public and Chamber of Commerce. Map disseminated at ICSC events.
		9) Participate in San Bernardino International Airport planning efforts to enhance		Consideration of a joint IVDA, City of San Bernardino and Highland Specific

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		compatibility with Highland's economic development objectives and quality of life.		Plan for areas around the SBIAA – Airport Gateway Specific Plan.
Economic Development	Goal 9.3 Continually monitor and enhance Highland's business promotion and economic development activities and programs.			
		1) Establish, maintain, use and update a list of targeted industries and professional organizations for business promotion and location/relocation in Highland.		On-going. Achieved and placed on the City's webpage. To be updated in 2020.
		2) Prepare focused market analyses of its best opportunities in both the retail and business/industrial sectors.		On-going. Achieved and placed on the City's webpage. To be updated in 2020.
		3) Coordinate business promotion activities with the Chamber of Commerce.		Attend and speak at monthly quarterly events.
		4) Continue to update economic development opportunities on the City's homepage.		On-going. To be comprehensively updated in 2020.
		5) Continue and promote the City's well-publicized, user-friendly and competitive permit assistance program.		
		6) Establish partnerships with local real estate professionals to develop strategies for promoting and marketing opportunities within Highland.		City Staff has on on-going relationship with two local real estate companies who assist the City as needed.
		7) Undertake periodic market demand updates as part of the City's economic development strategy.		Information frequently provided by private developers and used to update City strategies.
Economic Development	Goal 9.4 Continue prudent fiscal management and balanced land use policies that increase public revenues commensurate with the growth of public infrastructure and services.			
		1) Maintain steady growth in key public revenue sources, such as property taxes and sales taxes, in order to provide high quality public services and capital facilities.		Continued development of the Golden Triangle Policy Area and within the Town Center Policy Area.
		2) Establish the desired level of service for public services such as fire, police, public works and community services, and prioritize these public service areas for the allocation of revenues for ongoing operations and maintenance costs.		On-going effort during bi-annual budget preparation, Work Program and Capital Improvement Program.
		3) Evaluate the effectiveness and reliability of existing sources of funding that provide funds for public improvements needed to support projected growth, such as redevelopment monies, development impact fees and grants.		On-going.
		4) Maintain a Capital Improvement Program (CIP) that establishes required capital improvements projects, priorities and revenue		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		sources for each capital project.		
		5) Explore alternative funding sources in light of uncertain and changing State financial arrangements with cities, researching the applicability of new grants and funding sources to provide funding for CIP projects.		On-going.
		6) Evaluate the feasibility of local financing approaches to provide future sources of funding for public services, such as: property based landscape and lighting districts, business improvement districts, special taxes and special assessments.		On-going. Community Facilities Districts (CFDs) considered on case-by-case request.
		7) Maintain retail competitiveness to provide a reliable tax base for increased public municipal revenues needed to support growth.		
		8) Coordinate with the Chamber of Commerce and the business community to maintain a business attraction program that will provide a mix of good paying jobs and increased sales tax revenues		
		9) Implement land use policies that address a balance of land uses to generate a mix of jobs, increase public revenues and promote fiscal stability.		General Plan and zoning designations upheld and adjusted on a case-by-case basis to address changes in the marketplace.
Economic Development	Goal 9.5 Develop one of the Inland Empire's most sought after and successful industrial and business park districts along the 5th Street corridor.			
		1) Promote light industrial and business park uses along 5th Street.		On-going.
		2) Continue proactive and cooperative planning efforts as a member of the Board of the San Bernardino International Airport.		Consideration of a joint IVDA, City of San Bernardino, Highland Specific Plan for areas around the SBIAA.
		3) Develop and implement streetscape improvement plans for 5th Street as a major gateway corridor to the airport area.		On-going. CIP and IVDA.
		4) Adopt design guidelines for the creation of a high quality business park environment including architectural standards, signage, landscaping and parking.		Consideration of a joint IVDA, City of San Bernardino, Highland Specific Plan for areas around the SBIAA. Work Program Item.
		5) Limit nonconforming development that might compromise the integrity of the area as an industrial/business park center.		Addressed in the City's Non-Forming Municipal Code standards.
	Goal 9.6 Continue to play an active role in providing timely information about employment opportunities and workforce education.			
		1) Support career education programs in local schools such as the Regional Occupation Program, career academies, internships, job shadowing, Career Speaker Programs, Career		Real Journeys Academy charter middle school and high school approved and opened in 2018. Anticipated attendance of 1,200. The City Annually supports a high school "shadowing" program in conjunction

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		Day and other programs.		with the Redlands Unified School District and Optimist Club.
		2) Tailor job training and placement programs to all economic segments of the community.		
Chapter 10 – Community Design Element				
Community Design	Goal 10.1 Create a unified and attractive community identity within the context of diverse neighborhoods and land uses.			
		1) Continue to designate primary and secondary entry points for gateway monumentation into the City.		Town Center Entry Arch Sign on Base Line proposed. Work Program Item. Monument sign on Base Line located on east end of SR210 proposed.
		2) Incorporate the City logo in public spaces and public facilities.		On-going. New Trails Logo on Trail Signs and Patches. City Logo on City Street Signs. San Manuel Village Freeway Signage. City logo on Base Line Interchange retaining walls and bridge fencing.
		3) Identify, preserve and enhance view corridors of major landmarks, community facilities and natural open space in the planning and design of all public and private projects.		On-going. Implemented in Mediterra Planned Development.
		4) Continue to identify opportunities to incorporate public art in conjunction with redevelopment and capital improvements projects.		On-going. Retail center at southwest corner of Greenspot and Church St. Base Line Interchange Project includes Citrus packing logos on bridge monument signs.
		5) Pursue unifying streetscape elements for major corridors, including coordinated streetlights, landscaping, public signage, street furniture and hardscaping.		Base Line Beautification Program. Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge, Greenspot Bridge. Base Line Interchange Project includes new interchange landscaping and hardscaping
		6) Ensure that the design of all public facilities fits well into its surroundings and incorporates symbolic references to the City of Highland.		On-going.
Community Design	Goal 10.2 Create attractive and visually unified major arterial corridors through specialized streetscape and landscape improvement plans.			
		1) Incorporate unifying and consistent streetscape elements—landscaped parkways and medians, regularly spaced trees, street lighting and street furniture—for the City's major arterial corridors.		Base Line Beautification Program completed. Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge and Greenspot Bridge.
		2) Incorporate City-themed design features		Base Line Beautification Program.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		such as banners, gateway and monument signage, and specialized landscaping in appropriate areas and as a part of streetscape improvement plans.		Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge and Greenspot Bridge.
			1) Develop plans for design enhancements at key intersections to include specialized paving, enlarged setbacks and accent landscaping and signage.	Base Line Beautification Program with intersection pavers. Greenspot Road Beautification Program. 5th Street Bridge, Boulder Bridge and Greenspot Bridge.
			2) Continue to underground utility lines along the City's arterial corridors.	On-going. City's Underground Utility Ordinance requires utility undergrounding by new development. Rule 20A Funding.
			3) Develop sign guidelines for major arterials.	Airport Gateway Specific Plan.
			4) Develop a specialized streetscape plan for 3rd and 5th Streets featuring a formal street and landscape plan along with appropriate gateway and monument signage for the developing industrial/business park area.	Consideration of a joint IVDA, City of San Bernardino, Highland Airport Gateway Specific Plan for areas around the SBIAA.
			5) Develop specialized streetscape plan for Victoria Avenue featuring formalized landscaping and signage that identifies the entrance to Highland and the San Bernardino International Airport.	
			6) Methodically upgrade existing structures to improve aesthetics and compatibility with adjacent uses along corridors.	Highland Plaza across the street from City Hall (RDA project).
			7) Lower the height of street monument signs to street level.	Sign Code Update 2010.
			8) Choose median tree species that reflect the historic traditions of the City and are consistent with indigenous vegetation.	
			9) The use of fire resistant plants and trees is encouraged, especially in areas near the foothills. If palms, or other similar trees, are used, space trees far enough apart to keep fire from traveling from one tree to another, an occurrence more likely during Santa Ana wind conditions.	On-going. Fire Modification Plans approved for Mediterra Planned Development including a list of species (2016).
Community Design	Goal 10.3 Create a Town Center that is visually distinctive and vibrant and combines retail, residential, civic, cultural and recreational uses.			
		1) Heighten the sense of arrival to the Town Center through differentiated edge treatment including entry signs, specialized landscaping,		Town Center Street Sign Arch design approved by City Council. Base Line Beautification program.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		street furniture and differentiated paving.		
		2) Encourage an appropriate mix of retail, office and civic uses to ensure the economic viability of the area.		
		3) Encourage compactness. Successful town centers stimulate energy and pedestrian activity by concentrating uses.		Pedestrian plaza features installed by Smart & Final, Bakers, and CVS.
		4) Provide convenient and consolidated parking where cars are screened from view, wherever possible.		Parking located along the rear of Bakers and CVS.
		5) Provide comfortable pedestrian amenities—quality sitting areas, wide paths and shade—along with specialized and engaging design features, such as interesting fountains or public art, which draw and maintain people's attention.		A pedestrian plaza with benches was most recently installed in 2017 with the construction of Smart & Final at the intersection of Base Line and Church Ave.
		6) Design plazas and people gathering places to be consistent with the policies described in "People Gathering Places" of this Element.		2017 - Smart & Final constructed plaza at the intersection of Base Line & Church Avenue.
		7) Incorporate references to the City's history and regional setting in the Town Center design.		CVS/Baker's/Family Dollar/Paseo del Oro Draft Specific Plan. Smart & Final
			1) Require future development within the Town Center to demonstrate consistency with the Town Center Vision, General Plan policies and, where applicable, the Mixed Use design guidelines contained within the Development Code.	On-going.
Community Design	Goal 10.4 Encourage mixed and multi-use development that is attractively designed, convenient, and contains the desired mix of retail, office and residential uses.			
		1) Encourage design flexibility in mixed/multi-use development by allowing both a vertical and/or horizontal mix of uses.		
		2) Locate mixed/multi-use development in areas of high visibility and accessibility.		Greenspot Village & Marketplace Specific Plan, approved in 2014.
		3) Segregate residential parking from commercial and office parking.		On-going.
		4) Provide each residential use with its own private space (such as balconies, patios, terraces or upper level private gardens and plazas) along with larger communal spaces such as lobbies, central gardens or courtyards, and convenient connections to the street and retail uses.		On-going. Richmond American Glenrose Ranch.
		5) Where a vertical mix of uses occurs, site retail or office uses on the ground floor, with residential and/or office uses above. Also, encourage architectural detailing that differentiates each use.		

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		6) Locate commercial/retail uses near the sidewalk to provide high visibility from the street.		Will encourage in the Town Center Policy Area.
		7) Minimize the visual impact of surface parking by providing berms, landscape buffering and/or locating parking lots to the rear or side of buildings or below buildings.		On-going.
		8) In multi-use development, locate retail and commercial development close to street for higher visibility and residential uses behind for convenience and privacy.		Smart & Final.
Community Design	Goal 10.5 Encourage the development of attractive, vibrant and convenient commercial centers through careful application of design policies and development standards.			
		1) Design highly visible entrances to retail activity centers through accent landscaping and lighting, enhanced intersection features, monument signs and other design amenities.		On-going.
		2) Design commercial centers with a unifying design theme, but add visual interest through rich architectural detailing, varied massing and rooflines, and accent lighting and landscaping.		East Highlands Village Shopping Center, CVS/Baker's/Family Dollar, Highland Crossings and Highland Crossroads
		3) Locate buildings and building frontages close to the street and street corners with parking behind or to the side of the buildings. Where this is not possible or practical, ensure that street-facing parking is shielded through landscaping or berms.		On-going.
		4) Provide ample landscaping for internal parking areas using landscaped bays and overstory shade trees.		On-going.
		5) Clearly delineate pedestrian routes from parking areas to retail uses to allow easy and safe pedestrian movement.		On-going.
		6) Encourage pedestrian-scale features such as shaded sitting areas, fountains, arcades, canopies and/or awnings, customized signage and strategically located secondary entrances.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area. Smart & Final (2018) and Highland Crossings (2019).
		7) Provide people-gathering places and amenities such as miniplazas, courtyards, benches, outdoor eating areas, specialized landscaping, accent lighting, public art, shade, trash receptacles and water fountains.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area. Smart & Final (2018) and Highland Crossings (2019).
		8) Link newly developed retail activity centers, where practical, to surrounding residential or office uses through clear and safe pedestrian and bicycle connections.		Smart & Final (2018)
		9) Encourage internal access between adjacent properties in order to minimize curb cuts along major thoroughfares.		On-going. Bakers / Family Dollar (2017).
		10) Provide walls when necessary for security		

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		and/or privacy from adjoining residential uses. When walls are necessary, pedestrian breaks should be provided for access to commercial uses.		
		11) Encourage creative wall design to avoid a blank appearance and utilize landscape buffers as an alternative to walls to facilitate pedestrian linkages to commercial areas.		
Community Design	Goal 10.6 Maintain and enhance single-family neighborhoods with attractive streetscapes, compatible architecture and a high quality of life.			
		1) Incorporate landscaped parkways, consistently spaced street trees, continuous sidewalks and pedestrian-scale streetlights, wherever possible.		On-going
		2) Require new and infill development to be of compatible scale, materials and massing relative to existing development.		East Highlands Village and Historic Village Districts. Base line Corridor
		3) Encourage a variety of architectural styles, massing, floor plans, façade treatment and elevations to create visual interest along the street.		On-going
		4) Encourage street facing architecture by placing entries and porches at the front of the residence and connecting them to the sidewalk by a pathway.		
		5) Encourage a blend of compatible architectural styles that contain rich façade detailing, varied rooflines and quality materials incorporated on all four sides of the residence.		Mediterra Planned Development (2017).
		6) Site garages back from the street and minimize street frontage devoted to driveways and vehicular access.		William Homes SF Housing Project on Palm Ave (2010).
		7) Consider small lot developments with rear allies that position the garage and driveway to the back of the site to avoid garagedominated streetscapes.		Paseo Del Oro Specific Plan on Church Ave, north of Base Line.
		8) Maintain, improve and/or develop parkways with canopy street trees, providing shade, beauty and a unifying element to residential streets.		On-going in all new development projects.
		9) Encourage maximum landscape coverage of the front yard area as defined by the front setback.		On-going.
		10) Where desirable, encourage traffic-calming measures such as the actual or visual narrowing of streets through widened parkways, canopy trees and neck-down curbs at intersections.		Mediterra Planned Development.
		11) Design front-yard fencing that is low-scale, partially transparent and of compatible color, style and materials as the primary		On-going.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		residence. Long and solid fences and walls are discouraged unless placed along the side or rear yards.		
		12) In areas of small lot development, incorporate design features that connect it with adjoining areas such as consistent setbacks, building height and pedestrian connections.		Richmond American "Serrano" & Mastercraft Highland Park.
		13) Establish design and development standards for entire single family developments from the start—remain consistent with enforcing requirements and standards.		On-going.
Community Design	Goal 10.7 Improve the visual quality of Base Line with mid-block corridor residential developments that are compatible with adjoining residential uses.			
		1) Buffer mid-block residential development from arterials through minimum setback requirements, landscaped parkways and semitransparent fencing.		Proposed in Mastercraft's Highland Park Draft plans.
		2) Design the street-facing façades of corridor development to include extensive architectural detailing, varied surface treatment and interesting rooflines to convey an attractive domestic character.		Proposed in Paseo Del Oro Draft plans.
		3) Provide highly visible and well-lit connections to adjacent residential and commercial development.		
		4) Encourage visual continuity along mid-block residential development through landscaped parkways, regularly spaced street trees and rhythmic variations of residential façades, styles and colors.		Proposed in Mastercraft's Highland Park Draft plans.
		5) Reduce the visual impact of parking through consolidated parking arrangements, shared driveway access, alley-accessed designs, landscape buffers and recessed, covered parking structures.		Implemented in Richmond American's "Serrano" project.
		6) Encourage visual breaks in appropriately scaled walls and fencing along the corridor to balance privacy needs with aesthetic impacts. Long continuous blank walls are highly discouraged.		Implemented in Richmond American's "Serrano" project.
		7) With multiple-family development, require that each unit have garage parking and a reasonable amount of usable private space including elevated decks, terraces, porches or rear yards.		Implemented through the City's multi-family development standards.
		8) On large project sites, encourage design flexibility by using maximum dwelling units per acre as a parcel average to allow for greater provision of on-site open space and project amenities.		Implemented in Richmond American's "Serrano" project.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		9) Require lot consolidation for lots under same ownership, wherever practical, to encourage more flexible design solutions and viable parcel sizes.		On-going.
		10) Provide pedestrian access and connections to nearby retail, transportation, recreation and educational centers, where practical.		Mediterra Planned Development.
		11) Require new and infill development to be of compatible scale, materials and massing relative to existing development.		Mastercraft 13 at Greenspot Road, Mastercraft 43 on Base Line, and Kiel 54 on Santa Ana Canyon Road.
Community Design	Goal 10.8 Ensure that industrial and business park development is professional and attractive in appearance through coordinated site planning, signage and architectural design guidelines.			
		1) Strengthen the image of industrial and business park areas through entry monument signage, distinctive landscaping and complementary architectural design elements.		2014/2015 Work Program Item - "High Tech Highland" initiative.
		2) Encourage contemporary, clean and distinctive industrial buildings with clearly visible entrances.		2014/2015 Work Program Item - "High Tech Highland" initiative.
		3) Avoid long, blank building walls by incorporating vertical and/or horizontal façade articulation and modulation and varying use of color, materials and landscaping.		2014/2015 Work Program Item - "High Tech Highland" initiative.
		4) Promote the use of 5th Street as a gateway to San Bernardino International Airport through improved signage, gateway monumentation and skyway landscaping.		Greenspot Road Beautification Project entry sign.
		5) Capitalize on the access to industrial areas created by nearby State Route 30 through improved signage and gateway monumentation.		2014/2015 Work Program Item to develop gateway signage for Greenspot Village & Mraketplace.
		6) Provide incentives for consolidating smaller industrial lots into larger parcels.		Transition Properties warehouse/distribution project.
		7) Screen parking, storage and service areas from public view with landscaped walls, berms and appropriate landscaping treatments.		Transition Properties warehouse/distribution project.
		8) Where practical, underground or screen utilities and utility equipment or locate and size them to be as inconspicuous as possible.		New development condition of approval. Implemented through the City's commercial and residential design guidelines.
		9) Reduce the impact of industrial uses on adjacent neighborhoods and commercial areas by buffering them with walls and landscaping and/or by locating service, delivery and loading areas as far as possible from adjacent uses and public streets.		2019 - Transition Properties warehouse/distribution project.
		10) Encourage adjacent industrial buildings to create shared outdoor gathering places that are landscaped and provide relaxing environments for staff and employees.		2019 - Transition Properties warehouse/distribution project.
		11) Locate restaurants and other convenience		Farmer Boys Restaurant on 5th Street and Palm Ave.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		retail and service uses in close proximity to industrial uses to reduce unnecessary workday car trips by employees and business clients.		
Community Design	Goal 10.9 Support and strengthen public and private efforts to preserve historic structures and neighborhoods.			
		1) Encourage restoration and preservation of existing historic residences, buildings and neighborhoods that reflect the architectural character and streetscape patterns of early Highland.		Distribution of Newsletter describing preferred restoration methods & funding. Grant funding available for exterior painting, window and door replacement.
		2) Assist eligible property owners to use federal and state incentives for the restoration and maintenance of historic properties, such as the State of California's Mills Act, which allows for a reduction in property taxes for qualified owners.		Mills Act available and advertised.
		3) Develop a clear pedestrian and vehicular connection between the City's emerging Town Center and the existing Historic District.		2014 & 2018 Public Works applied for a grant to improve portions of Palm Avenue and Pacific Street.
		4) Design and incorporate entry signs, informational plaques, streetscape improvements and other edge and boundary treatments at points of entry into the district and at other points of interest.		Plaque Program / District Identification Signs in place.
		5) Update the design guidelines pamphlet for rehabilitation, remodeling and new construction within the historic district.		On-going. Achieved.
		6) Review and enhance the City's community outreach program for historic preservation through links on the City's webpage, incentive programs for property owners, sponsorship of community events and other efforts.		Neighborhood Pride Program. Citrus Harvest Festival.
		7) Link the City's agricultural past to its current preservation efforts.		Citrus Harvest Festival.
			1) Evaluate the desirability of adopting and applying a historic district overlay zone, which would include design review standards for rehabilitation, remodeling and new construction, to Highland's historic area.	Completed.
			2) Evaluate the desirability of adopting and applying design guidelines or special zoning to the small East Highland Village historic neighborhood.	Adopted in 2009.
			3) Develop a walking tour of the historic district, with informational placards along the way, to promote interest in the district.	On-going. Achieved.
			4) Study the feasibility and possible	

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			extent of adaptive reuse of residential and commercial buildings in the Historic Village District on a parcel-by-parcel basis.	
			5) Develop design guidelines for the adaptive reuse of historic residential buildings for commercial uses and commercial buildings for residential uses.	Completed.
Community Design	Goal 10.10 Guide the development of a variety of attractive, engaging and convenient public spaces, including plazas, pedestrian areas and recreational open space.			
		1) Design plazas with: • Ample seating space; • A central focal point or amenity of interest such as public art or fountain; • Proximity to and visibility to and from the street; • Combinations of sun and shade; • All age groups in mind; and • Public space framed by surrounding buildings.		Greenspot Village & Marketplace Specific Plan.
		2) Locate plazas in areas of high visibility such as near streets or along sidewalks or pedestrian paths.		
		3) In areas of heavy pedestrian use, provide wide sidewalks that allow room for window shopping, pedestrian passage, outdoor dining and landscape buffers.		Greenspot Village & Marketplace Specific Plan.
		4) Incorporate civic, regional or vernacular design elements such as historical markers and educational exhibits, where appropriate.		New Police Station Memorial Park at the s/e corner of Central Avenue and Base Line. Dedicated in May 2012.
		5) Incorporate pedestrian scaled, distinctive lighting fixtures in community facilities and other public places with occasional or frequent evening use.		5th Street and Base Line.
		6) Design recreational amenities and parks with all age groups in mind and incorporate architectural and landscape elements consistent with City or regional design themes.		
		7) Incorporate small sitting areas and/or shaded courtyards close to shopping areas but buffered from parking and traffic impacts.		Smart and Final pedestrian plaza 2017.
		8) Adopt standards for civic and mini-plazas containing seating, tree and amenity requirements.		
Community	Goal 10.11 Promote			

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
Design	attractive, appropriately scaled and well-coordinated signs.			
		1) Continue to develop and enhance the City's graphics and sign program for street signs, parks, public facilities and other civic areas.		
		2) For commercial centers along arterial corridors, encourage monument signs that are clearly visible, identify key uses and reflect the design theme of the development.		
		3) Within commercial centers, use complementary, yet distinctive, sign styles.		On-going.
		4) Within commercial centers, encourage high quality signage, including wall signs, raised letter signs, projecting double-faced signs and customized logos, which complement the architecture of the building or center of which it is a part.		On-going.
		5) Discourage signs that incorporate blinking or flashing elements, pole structures, roof signs or the use of temporary lettering or structures.		On-going. Implemented through City's Sign Code.
		6) Encourage and develop smaller-scale, customized, pedestrian oriented signs within the Town Center.		Sign Code Update.
			1) Develop a sign guidelines manual with examples of appropriate signs of various scales for arterials, commercial centers and the Town Center. Maximum height limits would need to be defined.	Sign Code Update.
Community Design	Goal 10.12 Encourage development that is energy efficient and environmentally sustainable.			
		1) Encourage landscaping practices that increase energy efficiency and conserve natural resources such as:		On-going. Implemented through the City's new Water Efficiency Ordinance.
		2) Planting trees and incorporating landscaped berms to provide shade and wind buffering		On-going.
		3) Using native and drought-tolerant landscaping ("xeriscaping") and drip irrigation to conserve water resources.		On-going. City facilities and LMD converted.
		4) Encourage designs that channel runoff to permeable surfaces.		On-going.
		5) Encourage transit-oriented, infill development to make efficient use of existing land.		
		6) Encourage site planning and building orientation that maximizes solar and wind resources for cooling and heating.		
		7) Encourage the use of ecologically sound building materials such as those made of recycled content and contain low amounts of volatile organic compounds (VOCs).		Adopted most recent Cal Green Building Standard Code.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		8) During construction, require developers and builders to protect topsoil in order to reduce dust and runoff impacts.		On-going. Enforcement of NPDES and BMPs
		9) Encourage local recycling and composting initiatives at the neighborhood level.		
			1) Participate in the CEEP (Community Energy Efficiency Program) Certificate and Recognition Program.	City Council Work Program Item (2009/2010) – "Establish a Green Building Site Design Incentive Program (LEED & CEED)" -
			2) Adopt LEED (Leadership in Energy and Environmental Design) design standards for public buildings.	City Council Work Program Item (2009/2010) – "Establish a Green Building Site Design Incentive Program (LEED & CEED)"
			3) Provide "green planning" site design incentives, such as density or height bonuses, reduced parking requirements, reduced processing fees and expedited plan checks.	City Council Work Program Item (2009/2010) – "Establish a Green Building Site Design Incentive Program (LEED & CEED)"
			4) Continue to use water and energy conservation practices in all public buildings and on City property.	
			5) Sponsor community outreach and educational programs that encourage local schools to study and participate in green building design practices.	Public outreach during local events such as the Citrus Harvest Festival and Discover Highland Night.
Community Design	Goal 10.13 Appropriately buffer the boundaries between differing land uses and provide transitions where necessary.			
		1) Encourage the use of landscaped walls or fences that buffer residential areas from commercial uses to allow privacy and noise absorption.		
		2) Reduce the visual impact of freestanding walls by varying their alignment, adding landscaping and/or berms, incorporating decorative surface detailing and choosing materials similar to adjacent residential uses.		On-going.
		3) Locate service lanes, storage and noise-generating uses away from adjoining residential or commercial areas to buffer light industrial and business park areas.		
		4) Link newly developed commercial centers, where practical, to adjoining residential uses.		Gump & Paseo Del Oro
		5) Encourage transitions that define boundaries but that also preserve a sense of openness and connectivity. For example, perimeter subdivision walls can contain occasional breaks to provide access to open space and adjoining areas.		
		6) Reconsider subdivision design to reduce or eliminate perimeter block walls to allow more houses and structures to face the street.		Paseo Del Oro

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
		7) Encourage use of landscaped trellises and accent landscaping at development entries rather than walls or structures.		
		8) Develop visual and functional transitions to the Town Center and Historic District through entry signs, specialized street lights, widened sidewalks and differentiated paving.		City Council Work Program – "Palm Ave Streetscape Design Guidelines" Summer 2012.
Chapter 11 – Airport Element				
Airport	Goal 11.1 Reduce exposure of people to aircraft noise and overflights, and ensure adequate public notification through buyer awareness measures.			
		1) Limit the development of sensitive land uses located within the 65 decibel (dB) Community Noise Equivalent Level (CNEL) contour.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		2) Require acoustical analysis and noise mitigation measures for sensitive land uses, especially residential uses, in areas significantly impacted by noise.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		3) Ensure compliance of new development with noise standards in the Code of Federal Regulations and California Airport Noise Regulations.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		4) Ensure adherence to standards in the California Building Code (CBC) that govern acceptable interior noise levels associated with exterior airport noise sources.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		5) Participate in planning activities relative to the location and activity of airports and minimize negative impacts on economic development objectives and quality of life in the City.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
			1) Disseminate the latest information on noise mitigation through site planning review and construction techniques.	
			2) Review and respond aggressively to any proposals involving new flight patterns, more intense operations over the City, or relocation or extension of runways that would create the potential for noise impacts on sensitive land uses within the City.	2019 - Attended second annual Airport Environmental Mitigation meeting. Ongoing.
			3) Work with the San Bernardino International Airport Authority to encourage restrictions on hours of operation to minimize noise impacts.	On-going as projects are proposed.

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
Airport	Goal 11.2 Reduce the risk to people and property by limiting the type and intensity of development in identified impact areas, ensuring adequate emergency response facilities within or adjacent to airport uses, and requiring adequate public notification of safety policies and procedures.			
		1) Evaluate land use compatibility and safety issues in designated Airport Influence Areas (AIAs) by: • Coordinated planning with regional planning authorities • Compliance with applicable Airport Master Plans, Federal Aviation Administration (FAA) requirements and the California Airport Land Use Planning Handbook.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		2) Limit the type and intensity of development in designated Airport Influence Areas (AIAs).		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		3) Avoid siting sensitive uses, especially residences, schools and hospitals, nearby airport runways or along approved flight paths.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		4) Encourage the development of open space areas in Highland adjacent to designated airport safety zones.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		5) Encourage notification requirements and establish a buyer awareness program for areas of Highland within established Areas of Special Compatibility Concern.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
		6) Work with the San Bernardino International Airport Authority to ensure that Airport Plans enhance economic advantage, minimize negative impacts to land values and protect Highland's quality of life.		Consider a joint IVDA, City of San Bernardino, SBIA, and Highland Specific Plan for area around SBIA. This was postponed due to loss of RDA in 2011.
			1) Establish occupancy requirements (i.e., noise mitigation and height restrictions) within established airport easement or overflight areas as a condition of approval for new development.	On-going Adoption of SBIA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343
			2) Require letters of advisement incorporating information in Conditions, Covenants and Restrictions (CCRs) or Real Estate Disclosures, which report where projects occur within established 65 Community Noise Equivalent (CNEL) and an established	Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) **Implementation Plan - Annual Review**				**Implementation & Progress:**
General Plan Element:	Goals:	Policies:	Actions:	
			Airport Influence Area (AIA).	
Airport	Goal 11.3 Promote the development of the 5th Street Corridor as an attractive employment center and gateway to the San Bernardino International Airport.			
		1) Coordinate proactive airport planning efforts with the City of San Bernardino and the San Bernardino International Airport Authority.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Began coordinated efforts to adopt a 3rd & 5th Street Specific Plan.
		2) Promote the 5th Street Corridor as a visually unified, business friendly employment center.		Greenspot Road Beautification Project complete in 2015.
		3) Provide adequate transitions and/or buffers between existing residential neighborhoods and industrial and other incompatible land uses.		
		4) Participate in Airport planning efforts to promote compatibility with the City's General Plan.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Began coordinated efforts to adopt a 3rd & 5th Street Specific Plan.
		5) Ensure consistency with appropriate Airport Land Use Compatibility Plans, once adopted.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Began coordinated efforts to adopt a 3rd & 5th Street Specific Plan.
		6) Encourage flexible development standards that account for changes in market demand related to airport cargo, storage and distribution.		
			1) Develop a comprehensive gateway boulevard streetscape improvement plan for 5th Street.	CIP & IVDA. Began coordinated efforts to adopt a 3rd & 5th Street Specific Plan.
			2) Develop comprehensive design guidelines for the landscaping, architecture and streetscapes within the 5th Street Corridor.	CIP & IVDA. Began coordinated efforts to adopt a 3rd & 5th Street Specific Plan.

Please Start Here

General Information	
Jurisidiction Name	Highland
Reporting Calendar Year	2019
Contact Information	
First Name	Kim
Last Name	Stater
Title	Assistant Community Development Director
Email	kstater@cityofhighland.org
Phone	9098648732
Mailing Address	
Street Address	27215 Base Line
City	Highland
Zipcode	92346

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

v 12 23 19

Annual Progress Report

January 2020

Jurisdiction	Highland	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes
1					2	3	4	5							6	7	8	9	10
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project (Auto-calculated Can Be Overwritten)	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes+
Summary Row: Start Data Entry Below								0	0	0	0	0	11	1	12	8	0	0	
	278-113-05	7497 Golondrina	New SFR	DRA-19-014	SFD	O	11/13/2019						1	0	1	1	0	No	Approved 2/24/20
	1192-351-10	7477 Victoria Ave	NEW SFR 1,544	DRA-19-012	SFD	O	9/26/2019						1	0	1	1	0	No	Approved 11/25/19
	1192-501-04	26775 Cypress St	NEW SFR 1,305	DRA-19-013	SFD	O	10/12/2019						1	0	1	1	0	No	Approved 2/6/20
	278-262-12	7793 Elm St	NEW SFR	DRA-19-007	SFD	O	6/11/2019						1	0	1	1	0	No	Approved 9/29/19
	1192-511-01	26590 6th Street	26590 6th Street	DRA-19-006	SFD	O	4/3/2019						1	0	1	1	0	No	Approved 4/3/19
	1200-561-18	28318 Burns	Gonzalez Home	DRA-19-005	SFD	O	3/14/2019						0	1	1	1	0	No	Approved 6/13/19
	1192-531-12	26543 6th Street	26543 6th Street	DRA-19-003	SFD	O	1/24/2019						1	0	1	1	0	No	Approved 4/8/19
	278-121-16	25619 Base Line	4 Plex	DRA-19-002	2 to 4	R	1/8/2019						4	0	4	0	0	No	Withdrew by Applicant
	1191-381-36	San Francisco	San Francisco	DRA-19-001	SFD	O	1/3/2019						1	0	1	1	0	No	Approved 3/6/19
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		
															0		0		

Jurisdiction	Highland	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table A2
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement								Affordability by Household Incomes - Building Permits									Affordability by Household Incomes - Certificates of Occupancy											Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units		Notes
1					2	3	4							5	6	7								8	9	10								11	12	13	14	15	16	17	18	19	20		21
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure (R=Renter, O=Owner)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement/ Date Approved	# of Units issued Entitlements	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Building Permits Date Issued	# of Units issued Building Permits	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness	How many of the units were Extremely Low Income*?	Was Project APPROVED (along GC 65913.4(b)? (SB 35 Streamlining) Y/N	Infill Units? Y/N*	A Assistance Programs for Each Development (see instructions)	Deed Restriction Type (see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)	Number of Demolished/Destroyed Units*	Demolished or Destroyed Units*	Demolished/Destroyed Units Owner or Renter*	Notes*
Summary Row: Start Data Entry Below							0	0	0	0	0	6	1		7	0	0	0	0	0	2	3		5	0	0	0	0	0	0	14		14	6	5						6	6	6	
	1191-351-18	6930 San	ADU	20180083	ADU	O						1		2/2/2018	1									1									1		N	Y								
	1192-511-01	26580 6th Street	New SFR 1,304 sf	20181144	SFD	O						1		4/3/2019	1									0									0		N	Y				Area comps for sale and rental				Building Permit expired
	1192-351-10	7477 Victoria	New SFR 1,544 sf	20181095	SFD	O						1		4/3/2019	1									0									0		N	Y				The valuation of the structure				Currently in Building
	1200-561-18	28318 Burns	New SFR 5,146 sf	20190833	SFD	O							1	6/13/2019	1									0									0		N	Y				The valuation of the structure				
	1210-202-47	7965 Cortez St	New SFR 1,855 sf	20190795	SFD	O						1		8/26/2019	1									0									0		N	Y				The valuation of the structure provided by the homeowner is $201,958. Land value is approximately $100,000				Currently in Building Permit plan check.
	0287-121-14	25597 Base Line	2 New SFRs; 1,350 sf each	20190629	SFA	O						2		4/16/2019	2									0									0		N	Y				The valuation of the structures provided by the homeowner are $238,589 and $250,861. Land value is approximately $100,000				
	1210-421-65	29795 Cabo Del Oeste	The Orchard at Highland Hills	20180297	SFD	O									0							1	9/6/2018	1							1	4/2/2019	1		N	Y							
	1210-421-63	7575 Henslee Drive	The Orchard at Highland Hills	20180299	SFD	O									0							1	9/6/2018	1							1	4/2/2019	1		N	Y							
	1210-421-62	29781 Cabo Del Oeste	The Orchard at Highland Hills	20180298	SFD	O									0							1	9/6/2018	1							1	8/29/2019	1		N	Y							
	1210-521-47	7601 Henslee Drive	The Orchard at Highland Hills	20180301	SFD	O									0							1	9/6/2018	1							1	5/29/2019	1		N	Y							
	1210-421-64	7587 Henslee Drive	The Orchard at Highland Hills	20180300	SFD	O									0							1	9/6/2018	1							1	3/11/2019	1		N	Y							
	1191-381-36	7211 San Francisco	New SFR 1,640 sf	20190624	SFD	O									0						1		7/24/2020	1									0		N	Y				The valuation of the structure provided by the homeowner is $276,369. Land value is approximately $100,000				
	1210-421-65	29795 Cabo Del Oeste	The Orchard at Highland Hills	20180622	SFD	O									0							1	5/24/2018	1							1	4/2/2019	1		N	Y							
	1210-421-62	29781 Cabo Del Oeste	The Orchard at Highland Hills	20180623	SFD	O									0							1	5/24/2018	1							1	8/29/2019	1		N	Y							
	1210-421-63	7575 Henslee Drive	The Orchard at Highland Hills	20180624	SFD	O									0							1	5/24/2018	1							1	4/2/2019	1		N	Y							
	1210-521-47	7601 Henslee Drive	The Orchard at Highland Hills	20180626	SFD	O									0							1	5/24/2018	1							1	5/29/2019	1		N	Y							
	1210-421-64	7587 Henslee Drive	The Orchard at Highland Hills	20180625	SFD	O									0							1	5/24/2018	1							1	3/11/2019	1		N	Y							
	1191-381-55	7242 Vine Street	New SFR 1,322 sf	20190501	SFD	O						1		7/14/2015	1						1		7/3/2019	1									0		N	Y				Area comps for sale and rental units are at the highest end, moderate income				
	1192-021-09	7356 McKinley Ave	New SFR 1,415 sf	20190265	SFD	O						1		1/29/2019	1									0									0		N	Y				The valuation of the structure provided by the homeowner is $199,921. Land value is approximately $100,000				
	1192-531-12	26543 6th Street	New SFR 2,045 sf	20190207	SFD	O						1		4/8/2019	1						1		7/1/2019	1									0		N	Y				The valuation of the structure provided by the homeowner is $186,725. Land value is approximately $100,000				
	1201-502-48	7905 Prairie Rose Way	Glenrose Ranch	20180697	SFD	O									0							1	8/23/2018	1							1	3/11/2019	1		N	Y							
	1201-502-49	7901 Prairie Rose Way	Glenrose Ranch	20180698	SFD	O									0							1	8/23/2018	1							1	3/11/2019	1		N	Y							
	1201-502-51	7915 Prairie Rose Way	Glenrose Ranch	20180700	SFD	O									0							1	8/23/2018	1							1	3/11/2019	1		N	Y							
	1201-502-50	7909 Prairie Rose Way	Glenrose Ranch	20180699	SFD	O									0							1	8/23/2018	1							1	3/11/2019	1		N	Y							
	1192-081-31	26064 Cypress Street	SFR 1499 SF, 2 car garage	20180563	SFD	O						1		5/17/2018	1									0									0		N	Y				Area comps for sale are, at the very least, moderate income				Still in Building Plan Check
	1192-081-31	26064 Cypress Street	ADU 1200 SF	20180563	ADU	O						1		5/17/2018	1									0									0		N	Y				Area comps for sale and rental units are, at the very least, moderate income				Still in Building Plan Check
	1210-101-39	7419 Via Del Dena	Custom SFR	20180568	SFD	O									0							1	11/8/2018	1									0		N	Y							Building Permit expired.
	1201-401-02 & 1201-431-81	Greenspot Road, west of Church St	TTM 20060 Blossom Trails	Reso 2018-002	SFD	O							137	3/13/2018	137									0									0		N	Y							Extension of time granted for 3 years. No activity in 2019
	1191-181-01 & 1191-191-06	Base Line, north side, near McKinley	Assisted Living Facility	Reso 2018-008	5+	R							60	5/17/2018	60									0									0		N	Y							60 Unit Assisted Living Facility. No activity in 2019
	1200-041-02	Highland Ave, west of Boulder Ave	Crestwood Communities	Reso 2018-016	SFA	O							49	11/6/2018	49									0									0		N	Y							Condominium Complex. No activity in 2019
	278-102-11	7398 Golondrina	Marrassi Morris SFR	DRA-18-011	SFD	O				1				10/11/2018	1					1			4/7/2020	1									0		N	Y				The valuation of the structure provided by the owner is $150,000. Land value is approximately $50,000				Under construction
	1210-121-04, 05, 06	Kemper Lane	Kemper Homes	DRA-18-008	SFD	O							3	12/20/2018	3							3	8/14/2019	3									0		N	Y							
															0									0									0		

Jurisdiction	Highland	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1	2									3	4
Income Level		**RHNA Allocation by Income Level**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Very Low	Deed Restricted	349											349
	Non-Deed Restricted												
Low	Deed Restricted	246											246
	Non-Deed Restricted												
Moderate	Deed Restricted	280										18	262
	Non-Deed Restricted			1		6	9		2				
Above Moderate		625		3	6	18	70	17	3			117	508
Total RHNA		1500											
Total Units				4	6	24	79	17	5			135	1365

Note: units serving extremely low-income households are included in the very low-income permitted units totals

Cells in grey contain auto-calculation formulas

Jurisdiction	Highland	
Reporting Year	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C
Sites Identified or Rezoned to Accommodate Shortfall Housing Need

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Type of Shortfall	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Type of Shortfall	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	Highland	
Reporting Year	2019	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Single Family Rehabilitation	Assist 217 lower income & 171 moderate income hhs	2006-2014	Partially completed. Terminated in 2012 due to loss of RDA.
	Increase grant amount to $25,000	1/1/2007	Completed, but will be terminated in 2012 due to loss of the RDA.
	Continue to provide no-interest rate loans. 100 loans annually	Annually	Completed, but at a rate of 50-60 loans per year. Terminated in 2012 due to loss of RDA.
Single Family Rehabilitation	Assist 217 lower income & 171 moderate income hhs	2006-2014	Partially completed. Terminated in 2012 due to loss of RDA.
	Increase grant amount to $25,000	39083	Completed, but will be terminated in 2012 due to loss of the RDA.
	Continue to provide no-interest rate loans. 100 loans annually	Annually	Completed, but at a rate of 50-60 loans per year. Terminated in 2012 due to loss of RDA.
	Continue to participate in the "World Changes" Program.	Annually	Completed, but Program to be terminated due to loss of City RDA.
Rental Rehabilitation	Develop a program to rehab single & multi-family rentals	Funding 2012/2013	No action due to lack of funding.
	Continue rental inspection program	On-going	In place and on-going.
Code Enforcement	Prohibit owners of substandard housing from claiming depreciation etc. on State income tax.	by June 2011	No action.
	Windshield surveys to identify areas with substandard housing and identify services.	Commence 6 months following Housing Element adoptin.	Completed.
	Enforce Prop Maintenance Ord. HMC Section 15.52, and provide owners with info on Neighborhood Pride Grant.	On-going	Program terminated due to loss of City RDA.
Neighborhood Quality	Continue the Neighborhood Enhancement Program (NEP), and continue the Crime-free Multi-family Housing Program.	On-going	The NEP program was eliminated due to loss of City RDA. The City substituded a new program called "CPF for Multi-family Housing" (which involves Code, Police, and Fire) to improve individual multi-family projects.
	Implement Neighborhood Pride Grant program	5 year objective	Program terminated due to loss of City RDA.
Inclusionary Housing and Fees	Inclusionary Housing Ordinance	2006	In place and on-going. Current balance approximately $569,000.
	Review in-lieu fee established for the Inclusionary Housing Ordinance.	December 2010, and biannually thereafter	Most recently completed in 2018. On-going.
	Evaluate Development Impact Fees to ensure they are minimum necessary to cover actual costs etc.	Review bi-annually.	Completed in 2019
	Assist in the development of adequate housing of lower and moderate income households by providing a comprehensive menu of opportunities.	various timeframes for individual projects throughout 2006-2014	On-going
Regulatory Relief	Encourage the development of multifamily housing types by permitting units by right in multi-family zoned sites as identified in the HE.	one year from HE adoption	Planning Commission hearings conducted on May 17, 2011 and June 21, 2011. City Council adopted development code and zone changes in October, 2011.
	Update the Land Use and Development Code to address updates to density bonus laws.	Adopt updates as needed.	Completed to acknowledge mot recent changes in state law.
	Increase staffing in the Redevelopment Department to increase efficiency and implementation of the City's housing programs	As funds are available.	Completed in 2006 - hired a second housing technician. Subsequently in 2011/2012 entire department eliminated due to loss of City RDA.
	Incentivize lot consolidation for high density multi-family projects by expediting the process for sites identified in the HE.	On-going.	Completed.
Developer Outreach	Amend the Land Use and Development Code to include pre-application conference and advertise benefits on City's website and "come home to highland" website	On-going.	Pre-application process in place and ongiong. Standing meetings every Thursday at 10am. Meetings are scheduled two weeks from reception of project description.
	Conduct an annual citywide analysis to assess and document the City and RDA housing activities in annual report to HCD	On-going	On-going.
	Continue to offer the City's brochure on zoning, development requirements, development fees and permitting procedures in City Hall and online	On-going	Complete. City's Municipal Code available on-line.
	Continue to utilize a digital database to track development applications and periodically post summaries on City's website	On-giong.	Complete and on-going.
Innovative and Efficient Housing	Encourage development on sites identified in the land resources section of the HE by providing inventory on City's website	Within 3 months of adoption of the Housing Element.	Completed
	Discuss mixed-use housing development opportunities with property owners in the PD and Mixed-use Districts	On-going.	Completed in 2011-2012
	Explore opportunities for incentivizing residential green building and renovation efforts	City Council Goal for 2009/2010	Completed. Revised program evaluted in 2012. Adopted most recent Green Code in 2019.
	Complete the filing of tentative tract map on the City owned land at Lillian Lane and provide land for residential developer	Map finaled in February 2010	Completed.

	Continue to allow flexibility in design and development standards through PD and Mix-use District and policies provided in the Community Design Element of the General Plan	On-going	Completed and oni-going. Examples include Harmony, Mediterra, Blossom Trails, Woodbridge, Mastercraft Planned Developments.
	Contact Southern California Edison (SCE) and The Gas Company to obtain latest information on energy efficient building technology	On-going.	Completed. Annual meetings with City staff and utilities. City also adopted the most current Cal Green Code in 2019 which promotes energy efficient building technology.
	Reduce energy waste by reviewing all residential buildings for compliance with Title 24	On-going	Completed. City also adopted the most current Cal Green Code in 2019 which promotes energy efficient building technology.
Residential High Density Special (R-4 zone)	Amend the General Plan and Land Use and Development Code to allow for the creation of a land use and zoning district called Residential High Density Special (HDS) and R4 that allows development between 20-30 du/ac	Within 1 year of Housing Element adoption.	Completed. Refer to City Council Ordinance Nos. 361 & 362 adopted in October 2011.
	Establish a Residential High Density Special Overlay on approximately 35 acres illustrated on page 8-20 of HE to accommodate a portion of the City's regional housing needs	Within 1 year of Housing Element adoption.	Completed. Refer to City Council Ordinance Nos. 361 & 362 adopted in October 2011.
	Develop and implement a formal on-going monitoring procedure to ensure sufficient residential capacity for units affordable to lower income households is maintain on sites identified to accommodate the regional need for lower income households	Established concurrently	Completed. A mapping program is in place to monitor housing development in the City. A pdf of this Annual Report is posted on the City's webpage.
Town Center Policy Area	The City will explore the adoption of a Transit Oriented Development Project in the Town Center Policy Area	conduct discussion with Planning Commission and City Council by October 2011	Completed in 2012.
Second Units	Encourage the development of attached or detached second units per HMC Section 16.44.180	advertise the second unit ordinance on the City's website within 3 months of HE adoption	Completed & updated per the latest State legislation in 2019.
Homeowner Assistance Programs	Update the City's down payment assistance program to expand to maximum funding amount and adjust the terms to meet current market needs	in 2007 program terms changed to provide 10% of the home cost	Completed. Terminated in 2012 due to loss of City RDA.
	Apply to become a subordinate locality with the CalHFA which will allow the layering of first and second mortgages with below market interest rates	Apply in 2010.	No action. Terminated in 2012 due to loss of City RDA.
	Provide additional homeownership resources to City residents by providing info at City Hall and on City's website`	October 2010.	Completed.
Rental Assistance	Support the Housing Authority's Housing Choice Voucher program by providing info at City Hall and City's website	On-going.	Will be included in the City's 2020 update of our Website.
	Subsidize and restrict existing rental projects, Raintree Apartments and Base Palm Apartments	provide resources to subsidize 32 vl income units and 48 l income units during planning period	Terminated due to loss of RDA.
	Increase the affordable housing supply by actively seeking additional opportunities to subsidize and place long-term affordable covenants on market-rate rental units	contact market-rate apartment property owners	On-going. The City actively worked with Mary Erickson Community Housing in 2018 & 2019 to design, construct and covenant apprxoimately 80 units. ENA recorded, however, a final project was financial infeasible. The City is currently in negotiations with an alternative developer of the property.
Priority Services	Provide housing element to the water and sewer service providers and assist them in drafting policies to provide priority water and sewer service to affordable housing projects	provide HE and offer assistance upon adoption	Completed.
Redevelopment Subsidies	Continue to provide redevelopment agency subsidies to the development community in order to offset the cost of providing affordable housing	On-giong.	Completed for Golden Triangle Policy Area then terminated due to loss of RDA.
Fair Housing Mediation	Increase awareness of the City's partnership with the Inland Fair Housing & Mediation Board (IFHMB) by providing a link to their website on the City's website and City's annual newsletter, etc.	October 2010.	Completed.
	Contribute to the regional evaluation of discriminatory housing practices by participating in the SB County Analysis of Impediments to Fair Housing.	Spring of 2010	Completed.
Housing Preservation Program	Seek to reduce foreclosures by providing educational information to residents and refer concerned homeowners and homebuyers to nonprofits and provide information on the City's website	December 2010.	On-going
	Establish a program to provide outreach to owners of affordable projects to ensure they understand ways to ensure affordability, such as partnering with the City or affordable housing organization	October 2010.	On-going
Housing for Disabled Persons	Enact a process for disabled individuals or those acting on their behalf to make request for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices, and/or procedures of the City.	Spring 2010.	Included in the City's Business Friendly Ordinance. Also, the City readily complies with all new disabled laws and policies.

	Provide information materials on Southern California Edison's Customer Assistance Program at City Hall	December 2008.	Completed.
Emergency Shelters, Transitional Housing, and Permanent Supportive Housing	Update the Land Use and Development Code to permit emergency shelter in the Business Park District, which has the capacity to provide at least one year-round shelter	January 2010.	Completed. Ordinance No. 376 adopted in February 2013.
	Establish emergency shelter, transitional housing, & permanent supportive housing subcommittee, amend the Land Use & Development Code to permit emergency shelters without discretionary approval in BP, conditionally permit SRO units in BP, & permit Transitional and Permanent Supportive Housing as residential uses.	2012	Completed. Subcommittee met in January 2012 to review draft Ordinance, and Ordinance No. 376 adopted in February 2013.
	Update the zoning code to differentiate between residential care facilities serving six or fewer residents	December 2010.	Draft Ordinance completed and also includes exemptions for facilities 14 & fewer. Ordinance part of Municipal Code clean up scheduled for 2020.
Affordable Housing Preservation	Monitor existing publicly assisted affordable housing and provide technical assistance for those that might convert to market rents	On-giong.	On-going
	Update contact list of housing advocacy groups, public agencies, and non-profit organizations	update annually beginning in January 2010	On-going
	Compile a list of all available lower and moderate income housing assistance programs and post on City's website and provide to developers during pre-application conferences	December 2010.	Completed and on-going. Will update again with the City's redesign of our website in 2020.
Mobile Home Preservation	Based on GC Section 65863.7, require the submission of a report detailing impacts of any proposed mobile home park conversion with the filing of any discretionary permit	require a report for each proposed conversion	On-going as needed.
	Require all condominium and mobile home conversion applicants to relocate displaced residents	implement on a project by project basis during planning period	Policy in place. On-going as needed.
	Define and distinguish manufactured housing from mobile homes and travel trailers, as set forth in HUD codes and define process for approving or disapproving such uses	Adopt definitions	Completed.
Collaborative Partnership	Contact local affordable housing service providers to discuss partnering. The City will commit a portion of their lower income housing funds and specifically target service providers with experience with 0-30% AMI projects	December 2010.	On-going. Most recent partnership with Mary Erickson Community Housing and Corporation for Better Housing. Negotiation Agreement approved partial grant funding in place. Unfortunately, the project was financially infeasible. The City is now partnering with an alternative developer - Housing Ventures I. In preliminary negotiations.
	Continue to maintain a roster of affordable housing developers	On-giong.	On-going

Jurisdiction	Highland	
Reporting Period	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Highland	
Reporting Period	2019	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)

This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in Government Code section 65583.1(c)(2).

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA+ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1+
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income									

Jurisdiction	Highland	
Reporting Period	2019	(Jan. 1 - Dec. 31)

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1						4
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Highland	
Reporting Year	2019	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	2
Above Moderate		3
Total Units		**5**

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Housing Applications Summary	
Total Housing Applications Submitted:	9
Number of Proposed Units in All Applications Received:	12
Total Housing Units Approved:	8
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	**Rental**	**Ownership**	**Total**
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph Hughes, City Manager

REVIEWED BY: Carlos Zamano, Public Works Director/City Engineer CZ

PREPARED BY: Paul Toor, Program Manager/Project Manager PT

SUBJECT: Design Services Proposal/Engineering Resources of Southern California, Inc. Pavement Management Program, Sector E Pavement Rehabilitation (Project str20001)

RECOMMENDATION: It is recommended that the City Council:

1. Approve proposal from Engineering Resources of Southern California, Inc. (ERSC) to provide engineering design services for Sector E Pavement Rehabilitation (Project str20001); and

2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount.

FISCAL IMPACT: The proposed fee, based on actual time and material, is not-to-exceed $160,850. It will be funded 100% with City Measure I local pass-thru funds. The 10% contingency amount of $16,085 will be used to cover any additional services if needed and requested by City staff during the design phase of the project.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

BACKGROUND: Implementation of the 5-Year City-wide Pavement Management Program (PMP) is an UP- priority item in the 2019/2020 Work Program. This 5-Year Program includes $13,520,000 of preventive maintenance and rehabilitation improvements to existing pavement on various street segments located City-wide that are grouped into 5 Sectors: A, B, C, D and E. (Attachment A)

City Council Work Program

Approved _____	Motion _____	Second _____	Agenda Item No. 11
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

B Hughes
City Clerk

City Manager

Implementation of the City's PMP commenced in FY 2016-17. To date, the City has completed pavement rehabilitation work in Sectors A, B, C and D. Sector E is the last phase of the approved 5 year PMP.

Sector E Pavement Rehabilitation involves rehabilitation of 24 street segments, approximately 5.6 miles listed as follows: (Attachment B)

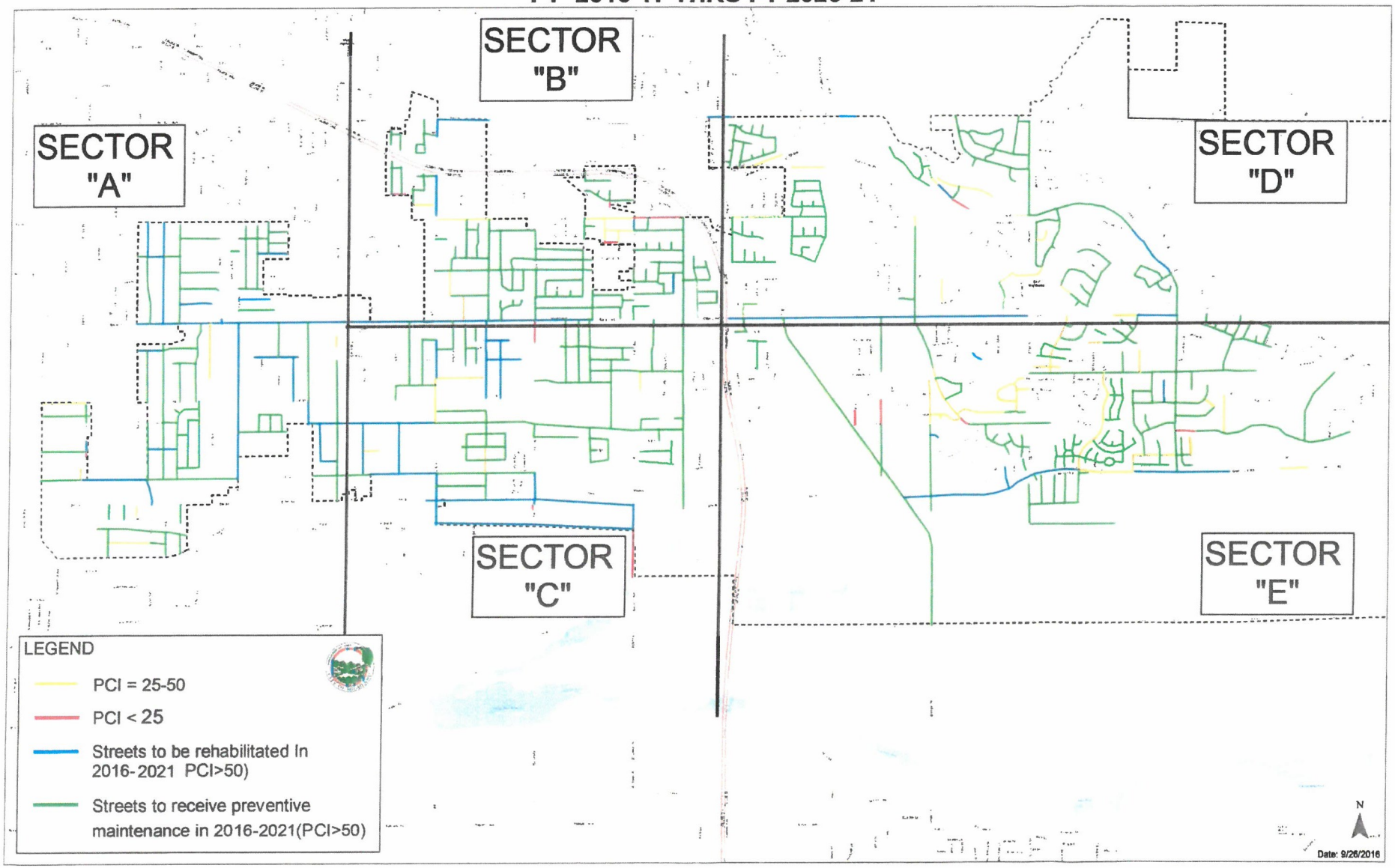
	STREET	FROM	TO
1.	Brightspot Rd.	Carro Amano Ln.	665' E/O Weaver St.
2.	Carro Amano Ln.	Lochinvar Rd.	Aplin St.
3.	Cloverhill Dr.	Water St.	Base Line
4.	Club View Dr.	Water St.	Whitegate Ln.
5.	Club View Dr.	Whitegate Ln.	Greenspot Rd.
6.	Gold Buckle Rd.	Goldbuckle Rd.	Weaver St.
7.	Gold Buckle Rd.	Greenspot Rd.	Goldbuckle Rd.
8.	Greenspot Rd.	Alta Vista	W. Edge of Plunge Creek Bridge
9.	Greenspot Rd.	Merris St.	Goldbucket Rd.
10.	Santa Ana Canyon Rd.	Weaver St.	585' E/O Weaver St.
11.	Unicorn Way	Belt Ln.	7784 Unicorn Wy.
12.	Belt Ln.	Silverbuckle Rd.	Unicorn Wy.
13.	Double A Ln.	Highland Grove Ln.	North End
14.	Gold Buckle Ct.	Goldbuckle Rd.	North End
15.	Greenspot Road	Blossom S.	Church St.
16.	Greenspot Road	Church Street	Merris Street
17.	Greenspot Road	Gold Buckle Road	Weaver Street
18.	Greenspot Road	Weaver Street	630 Feet E/O Weaver St.
19.	Greenspot Road	630 Feet E/O Weaver St.	Alta Vista
20.	Highland Grove Ln.	Chanticleer Rd.	Weaver St.
21.	Lochinvar Court	Lochnivar Road	North Cul-De-Sac
22.	Lochinvar Rd.	Chanticleer Rd.	Weaver St.
23.	Webster St.	Eucalyptus Ave.	Cherokee Rose Dr.
24.	Atlantic Avenue	Boulder Avenue	East End

The estimated construction cost estimate for this project is $3,134,000. ERSC has proposed to provide the project design services for a not-to-exceed amount of $160,850. The scope of services includes field reviews, measurements and geotechnical investigations to determine pavement treatment types; preparing contract documents, plans, specifications and cost estimates, and providing technical assistance during the bid advertisement and construction phases (Attachment C). It should be noted that Atlantic Avenue from Boulder Avenue to East end was intended to be completed with Sector D pavement rehabilitation project but this segment was delayed due to additional design effort required to address some drainage/pavement related issues. Therefore, this segment of Atlantic Avenue is being added to Sector E in order to ensure timely completion of this work.

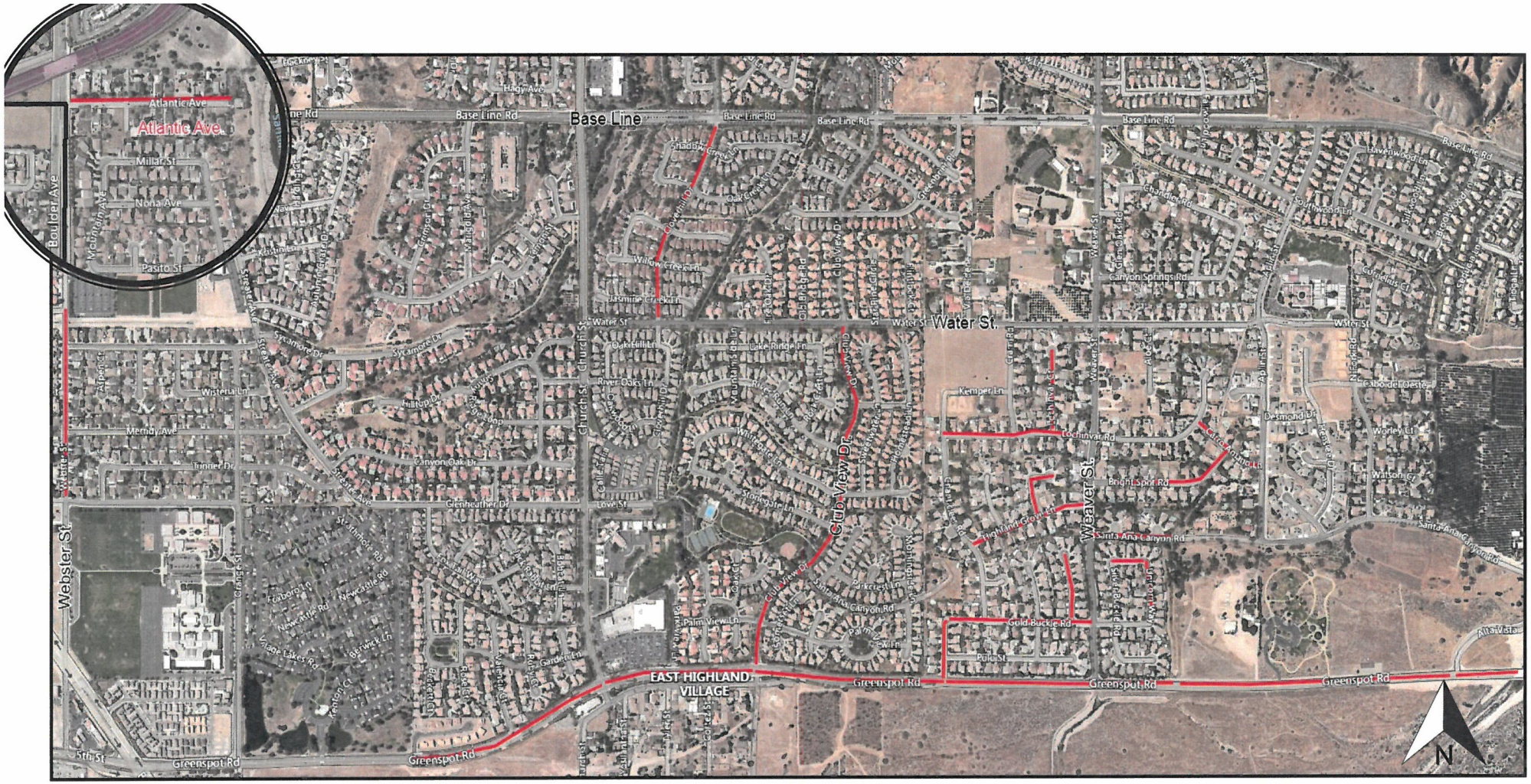
ERSC has an on-going contract with the City for various engineering support services. They have provided similar design services for numerous pavement improvement projects with an experienced team in their Redlands office.

ATTACHMENT 'A'

5-YEAR PAVEMENT MANAGEMENT PROGRAM
STREET LOCATIONS
FY 2016-17 THRU FY 2020-21



ATTACHMENT 'B'



str20001—PMP SECTOR E—PAVEMENT REHABILITATION

PROJECT LOCATION MAP

City Boundary Line

Pavement Rehab

ATTACHMENT 'C'

03017.2024

~~March 11, 2020~~
Revised March 26, 2020

Mr. Carlos Zamano, P.E.
Assistant Public Works Director
City of Highland
27215 Baseline
Highland, CA 92346

SUBJECT: *REVISED PROPOSAL FOR* PAVEMENT MANAGEMENT PROGRAM - SECTOR E PAVEMENT REHABILITATION - PROJECT str20001

Dear Carlos,

In response to the City's invitation, ***Engineering Resources of Southern California, Inc. (ERSC)*** is pleased to present our *revised* proposal for engineering services related to the City's proposed Pavement Management Program, Sector E, Pavement Rehabilitation, str20001. Contained in our proposal is a description of the project as we understand and method to accomplish, proposed design efforts, project team information, quality control measures, estimated personnel resource needs and fee, and schedule for the project.

A. PROJECT REVIEW / UNDERSTANDING AND PLAN TO ACCOMPLISH

In pursuing efforts to complete implementation of its comprehensive 5-Year Pavement Management Program (PMP) the City is proposing rehabilitation of 15 streets in Sector E, located in the southeast portion of the City. The project is funded with SB – 1, local Measure I, and RAC grant funds. The City has stated as a goal to complete design by the end of June, advertise in July and start construction in September, 2020, to optimize use of available grants, particularly the CalRecycle RAC Grant.

Scope of work will also likely include design for features and/or replacements not yet identified nor quantified to protect the pavement investment from drainage damage and assure ADA compliance. Therefore, provision will need to be made in proposed services. Additionally, formal striping/marking plans are anticipated to be required for the single arterial street, Greenspot Road.

Noted also during an inspection was the flood channel crossing of Webster Street. It is located in SBCFCD right-of-way, and therefore may entail coordination/permitting from that agency.

To accomplish the assignment we propose to conduct site visits to assess condition/location of the drainage related issues and of ADA compliance issues concerning damaged or missing ramps. As

for our previous practice and as suggested we will access Google Earth or other publicly available sites and prepare plans, in color, on 11" x 17" size sheets for pavement rehabilitation and ADA ramp and needed drainage repairs.

To further assist we will contract with a subconsultant geotechnical firm, Aragon Geotechnical, Inc.(***AGI***) to do a visual inspection of all streets and additional subsurface investigation for the single arterial, Greenspot Road. Findings will be incorporated into the plans and specification documents.

Additionally the firm of Precision Engineering Surveyors, Inc.(PES), will be accessed for any topo survey required.

We will throughout the document preparation stage maintain proactive communication with the City and will conduct a final review with the City staff prior to completion.

B. SCOPE OF PROPOSED SERVICES

Engineering services will be conducted by ***ERSC,*** teaming with ***AGI*** to validate the City's proposed rehabilitation measures. Upon City's concurrence of proposed methods for rehabilitation we will proceed with preparation of documents required for bidding and construction, that is plans, specifications and cost estimates for the project. Additionally, we will assist with bidding, attendance at preconstruction meeting, limited construction phase services as requested and defined herein, preparation of record plans, and attend quarterly Utility Coordination Meetings. Services to be completed are as follows:

1. Research utility companies and request records and review with particular interest for the buried facilities which would affect overlay construction on the streets. Most numerous will be sewer and storm drain manholes, valve covers, and to a lesser extent electric or communication company buried vaults. This information will be added to the plans. Subsequent notifications will be made to utility companies if necessary.

2. ***AGI***'s experienced personnel will provide pavement surface inspection to re-validate the need and extent of pavement rehabilitation identified in Attachment A, as it is understood that pavement condition information is six years old. Using previous pavement rehabilitation method(s) as a guide, recommendation will be made for pavement treatments for local and collector streets. Information provided will include estimated quantity of crack repair required. Pavement areas and crack repair quantities will be measured during AGI's inspection.

3. AGI will conduct a more detailed geotechnical evaluation, that is coring, followed by laboratory testing of the single arterial listed in Attachment A, that is Greenspot Road. Detailed proposed services are contained in the firm's proposal which accompanies.

4. The City's Attachment A street list will be used for purposes of identification of the location, scope, and extent of work. Areas of the streets indicated on Attachment A will be verified by field and/or use of Google Earth. Aerial view plans of local, collector and arterial street(s) of Attachment A will be prepared, utilizing Google aerial data, City GIMS file and County Assessor maps, in color on 11" x 17" size sheets, 24 plan sheets anticipated.

   Rehabilitation of the streets of Attachment A is expected to include overlay, with and without total mill/removal, crack seal and repair, bump grind, slurry seal, and removal and replacement or dig outs of severely distressed areas, which will be field identified marked and measured by AGI for purposes of plan preparation and quantity and cost estimates. Provision for removal and replacement of soft and/or wet areas where encountered will also be included in the specifications and bid schedule.

5. ***ERSC*** staff will conduct an inspection and measurements to identify ADA compliance issues of all the streets listed on Attachment A to identify damaged ramps to be repaired or replaced and of new ramps where required. Inspection of Attachment A streets will also include notation of issues and deficiencies related to drainage and of issues to be addressed to protect the pavement, that is, widening of the pavement, edge treatment or installation curb and gutter or cross gutter if required.

   Pavement rehabilitation budget of Attachment A does not include the cost of concrete improvements or ADA compliance. Thus, estimated costs will be added to the pavement rehabilitation amount.

6. Upon completion of the pavement surface inspection of Attachment A streets, and more rigorous inspection, coring and evaluation by ***AGI*** of the Greenspot Road, a summary report of findings and recommendations will be prepared and submitted for City review.

7. ***ERSC*** & ***AGI*** project managers will then schedule a meeting and consult with the City and seek City concurrence of proposed rehabilitation methods.

8. Upon reaching concurrence with the City of the rehabilitation methods to be used, we will then initiate preparation and final design/preparation of the documents required for bidding and construction of pavement rehabilitation and other repairs identified.

   Street areas of Attachment A, verified by AGI, will be utilized to determine quantities for the selected method of rehabilitation. Pavement rehabilitation will be defined by type of work that, is overlay and thickness of asphaltic concrete(AC), crack seal and repair, bump grind, R&R, slurry seal, if any, and identified on the 11" x 17" plans of the local, collector or arterial streets. Displayed and also labeled and quantified will be sewer and storm drain manholes and valve cover grade adjustments. Pavement rehabilitation plans for local and collector streets will include stop legends, striping, crosswalk(s) and marking replacements and blue RPM's.

Separate striping and marking plans will be prepared for Greenspot Road, a distance of about 8,700 lineal feet, requiring 7 or 8 plan sheets. Centerline striping, stop marking and legends and hydrant RPM'S for all other streets will be added to the pavement rehabilitation plans.

9. Prepare a specification document with detailed bid schedule, General Conditions, contract documents and special provisions. Detailed unit price bid schedule format will be used. Items will be defined in terms of tons for asphalt concrete overlay and leveling construction area and/or tons for R & R or dig outs, and individual count for other work items.

10. Identification of ADA replacements will be by reference to City Standards wherever possible. Where not applicable, a custom designed detail will be prepared to fit the site. Thus, some reference to existing right-of-way may be required.

    Similarly, replacement or installation of new curb and gutter, cross gutter or pavement to better manage drainage will be with the use of City Standards or custom designed features.

11. Prepare quantity and cost estimates for the project in detail and format matching that of the bid schedule. Quantities will be determined as defined previously and checked for accuracy and provided to the City for review.

12. For installation or removal and replacement of improvements, identified only during field inspections, conduct field measurements and/or survey required, prepare design, plan and details, inclusion in specification and quantity and cost estimate.

13. Plans, specification and estimates will be prepared and submitted for review at 65%, 95% and 100% completion stages. We will review project sites with City staff prior to submission of 100% submittal to ensure plans have adequately addressed drainage issues and ADA compliance.

14. Conduct project management throughout the design and document preparation process, which will include project progress and review meetings.

15. Conduct bid period assistance which will consist of submittal of three copies of documents to the City, placement of advertisements in at least three trade journals with PDF electronic copies, responding to questions during the bid period and preparation of addenda as required (no charge if due to omissions or conflicts in design).

16. Assist the City in the construction stage which will include preparation of agenda and attendance at a preconstruction meeting and issue a summary of meeting minutes to all attendees.

17. During the construction period ***ERSC's*** Project Manager will answer questions regarding specifications and the design drawings (RFI's) and will assist the City in issuance of contract change orders as required.

18. Incorporate "As-Built" notations prepared by the contractor and project inspector and provide record drawings, mylar, to the City.

19. Attend quarterly utility coordination meetings, and project progress meetings with the City staff and other meetings related to the project.

C. QUALITY CONTROL MEASURES

Quality control measures to be utilized for the project to help ensure delivery of a quality project in a timely manner will include the following:

- Site visit and inspection to validate the City's initial plan for maintenance and rehabilitation and consultation with the City to reach concurrence on measures to be utilized.

- Oversight by Principal Engineer/Project Manager during preparation of the inspection process and preparation of plans for the various types of pavement repair.

- Monitor project costs by preparation of preliminary and final cost estimates provided for review to the City.

- Monitor delivery status vs. schedule and alert staff of the City of failure to meet milestones.

- Thorough review by the Project Manager and another ***ERSC*** Principal Engineer of the plans, specifications and estimate prior to the 90% submittal stage to City and also at the 100% stage when ready for approval and signature including field review of critical project sites.

D. PROJECT TEAM

Project team will consist of Steve Latino, P. E., Principal Engineer and Project Manager, Ben Booth, EIT, Design Engineer and Assistant Project Manager, Reza Toorzani, P. E.and Jazz Goodie, as Lead CAD Technician, E II and other technical and administrative staff. Reza Toorzani will assist in preparation of the specification document and conduct plan review.

Jazz Goodie will prepare and/or oversee and guide preparation of the aerial-resource base maps for the pavement rehabilitation. She will be assisted in this endeavor by other CAD technicians, likely Katherine and Stephania Hernandez. In unison this team will translate ***AGI's*** and the City's recommendations to the plan documents.

Mr. Booth will prepare the quantity cost estimates, will be the primary staff member responsible for interaction with the City and together with Mr. Latino and Reza Toorzani, conduct plan reviews.

Steve Latino, P. E., will conduct the independent quality assurance reviews, provide review of the documents and preparation of cost estimates and monitoring of the schedule, as well as, final review and signature.

As indicated, Aragon Geotechnical Inc., will conduct pavement inspection to re-validate the need, method and extent of pavement rehabilitation identified by the City. Their findings will be presented to the City for concurrence before starting design. ***AGI's*** proposal accompanies.

- Fernando Aragon, P.E., G.E., will be responsible for ***AGI's*** efforts assisted by Luis Arguello III, E.I.T.

Resumes for Steve Latino, Reza Toorzani and Ben Booth of ERSC, and Fernando Aragon and Luis Arguello of Aragon Geotechnical, Inc. accompany for your information.

E. PERSONNEL RESOURCE ALLOCATION AND FEE

Accompanying this proposal is a spread sheet displaying the personnel resources necessary to complete the project including titles, hourly rates and hourly compensation. From this is derived the estimated fee for the project. It is therefore proposed that the work outlined in this proposal will be completed for an amount not to exceed $160,850.

F. PROJECT SCHEDULE

Presented in the tabulation below is a description of tasks, projected completion dates and deliverables required for the project consistent with the tasks outlined in Section B and the City s specified completion dates.

PROJECT SCHEDULE – PROJECT NO. str20001
BID ADVERTISEMENT OBJECTIVE – JULY 2020
PREPARED MARCH 9, 2020

ERSC JOB NO. 03-017.2024

TASK & PROCESS	COMPLETION DATE	DELIVERABLE
Submit Proposal to City	March 10, 2020	Proposal letter
Council Consideration and Approval	April 14, 2020	

Receive Notice to Proceed & Authorize Geotechnical Investigation	April 15, 2020	N/A
1ST utility notification	April 16, 2020	Letter notice
Field inspection with City to review and refine scope	April 16, 2020	Notes of findings and direction received
Prepare base plan sheets (+/-26) for AGI use(11"x17" in color)	April 17-30, 2020	Street plans w/addresses
Conduct Inspection of Streets to Identify ADA & Drainage Issues	April 30-May1, 2020	Notes, plan markups of findings and recommendations
Consult w/City re ADA & Drainage issues	May 4, 2020	Summary email of decisions
Complete pavement investigation (AGI)	May 19, 2020	Report of findings, and recommendations
Review Mtg re AGI Report	May 26, 2020	Summary email of decisions
Prepare Initial PS&E submittal	June 26, 2020	±65% complete plans, specs & preliminary estimate
Prepare 2nd utility notification, if necessary	June 30, 2020	Letter Notice
Review previous submittal and prepare 90% PS&E submittal to City	July 10, 2020	90% PS&E
Field review	July 15, 2020	Notes
3rd utility notification, if necessary	July 20, 2020	Letter notice
City completes review of 90% PS&E	July 24, 2020	N/A
Final submittal to City	August 11, 2020	100% PS&E(w/3 hard copies)
Advertise project	August 20, 2020	PS&E(pdf) to plan rooms
Open bids	September 10, 2020	Bid tabulation/review
Council award	September 22, 2020	Award Notice to Contractor
Preconstruction meeting	October 13, 2020	Meeting agenda & minutes
Start construction	October 26, 2020	Notice to proceed

ERSC, acknowledges that the US Department of Homeland Security's, E-Verify System shall be utilized to confirm the employment eligibility of all persons employed by ***ERSC*** during the term of the project to perform employment duties and all persons, including subconsultants assigned by ***ERSC*** to perform the work pursuant to the proposal.

We thank you for the opportunity to provide additional services to the City. Should there any question concerning the content of the proposal please contact me.

Very truly yours,

Steven Latino, P.E., T.E., MBA
Director of Engineering

JGE:aw
enc.

cc: Paul Toor, P.E.

ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA, INC.
REVISED DESIGN COST ESTIMATE - CITY OF HIGHLAND
PAVEMENT MANGEMENT PROGRAM-SECTOR E PAVEMENT REHABILITATION str20001

03/11/20
JGE

TASK NO.	TASK DESCRIPTION	STAFF CLASSIFICATION						ERSC LABOR	DIRECT EXP	SUBS.	SUB TASK TOTAL	TASK TOTAL	PHASE TOTAL
		PM/PE SL	E V RT	E II BB	ET II VARIOUS	ADMIN I CB	INSP HD						
		$135.00	$ 125.00	$ 95.00	$ 89.00	$ 43.00	$ 97.00						
1.0	PRELIMINARY ENGINEERING												$ 78,182
	Planning											$ 1,300	
	CDBG Docs							$ 0			$ 0		
	Coord/Mtg							$ 0			$ 0		
	Funding Alloc. Admin.							$ 0			$ 0		
	Prelim. R/W Coord							$ 0			$ 0		
	Project Planning re Approach	4		8				$ 1,300			$ 1,300		
	Research											$ 1,510	
	Utilities-Notice # 1					2		$ 86			$ 86		
	& Review re SMH &Valve Covers				16			$ 1,424			$ 1,424		
	Survey/Mapping											$ 17,912	
	Allowance for Topo Survey/Mapping			4	8			$ 1,092		$ 5,000	$ 6,092		
								$ 0			$ 0		
	Prepare Aerial Base Maps for 15 Streets			12	120			$ 11,820			$ 11,820		
	+/- 26 shts, 11" x 17", Titles												
								$ 0			$ 0		
	Pavement Insp/Inv.& Report-AGI	2		6	6			$ 1,374		$ 25,570	$ 26,944	$ 26,944	
	And Review Mtg w/City												
	Project Field Insp/Meas'ments											$ 4,418	
	Curb & Gutter Insp/Meas.			8			8	$ 1,536			$ 1,536		
	Field Walk/Insp-Drainage Issues			8			8	$ 1,536			$ 1,536		
	Field Walk/Insp, ADA Damage issues			6			8	$ 1,346			$ 1,346		
	Att A Street Area Measurements							$ 0			$ 0		
	Preliminary Design & Plan Prep											$ 23,118	
	Street Pave Rehab Plans(26 plan shts)	2		16	130			$ 13,360	$ 100		$ 13,460		
	+/- 50 Plan Strips							$ 0			$ 0		
	C & G R & R	1		12	15			$ 2,699			$ 2,699		
	ADA Ramp R & R	1		8	12			$ 1,963			$ 1,963		
	Utility Relocation Identification	1		6	4			$ 1,061			$ 1,061		
	Quantity & Cost Estimates	1		40				$ 3,935			$ 3,935		
	Coordination/Mtgs/Proj Mgmnt											$ 2,980	
	Project Management	8		16				$ 2,600			$ 2,600		
	Aragon Geotechnical Rpt Review							$ 0			$ 0		
	Utility Notice # 2 & Follow-Up			4				$ 380			$ 380		
	Document Review												
	Phase Hours/Totals	20	0	154	312	2	24	$ 47,512	$ 100	$ 30,570	$ 78,182	$ 78,182	$ 78,182

SCOPE : PAVEMENT REHAB.-+/- 29,000 LF
PLAN SHEETS: 26(11" x 17")
TOTAL NO. STRIPING SHTS-+/-8

ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA, INC.
DESIGN COST ESTIMATE - CITY OF HIGHLAND
PAVEMENT MANGEMENT PROGRAM-SECTOR E REHABILITATION str20001
ERSC JOB NUMBER: 03-017.2024

TASK NO.	TASK DESCRIPTION	STAFF CLASSIFICATION						ERSC LABOR	DIRECT EXP	SUBS.	SUB TASK TOTAL	TASK TOTAL	PHASE TOTAL
		PM/PE $135.00	E V $ 125.00	E II $ 95.00	ET II $ 89.00	ADMIN $ 43.00	INSP $ 97.00						
	FINAL DESIGN												$ 82,668
	Plans											$ 32,746	
	Cover Sheet/Const Notes/Loc. Map			2	8			$ 902			$ 902		
	Gen'l Notes/Sht Index/Vicinity Map(2 shts)			6	36			$ 3,774			$ 3,774		
	Sections and Details(1 sht)			12	24	4		$ 3,448			$ 3,448		
	Pavement Rehab Plans-+/- 26 Shts			16	120			$ 12,200	$ 250		$ 12,450		
	Greenspot Road Striping Plan, +/- 8 shts			12	60			$ 6,480			$ 6,480		
	Final C & G & ADA Ramps Details			16	24			$ 3,656			$ 3,656		
	100 % Site Walk/Inspection		4	8			8	$ 2,035			$ 2,036		
	Atlantic Avenue Repairs											$ 12,994	
	Topo Survey and Mapping			4	4			$ 736		$ 6,640	$ 7,376		
	Site Insp w/City & Summary of Repairs			8		2		$ 846			$ 846		
	Plot Sections and Gutter Profile			12	12			$ 2,208			$ 2,208		
	Amend Street Plan for Repairs/Profile and Repair Details			12	16			$ 2,564			$ 2,564		
	Specifications	8	12	30		12		$ 5,946			$ 5,946	$ 5,946	
	Engineer's Estimate	4		36				$ 3,960			$ 3,960	$ 3,960	
	Add-on Installations/R & R's	4		12	20			$ 3,460			$ 3,460	$ 3,460	
	Plan Check/Review	6	12	16	20			$ 5,610			$ 5,610	$ 5,610	
	Bid Support												
	Advertise Project	2		4		6		$ 908			$ 908	$ 3,873	
	Bid Document Preparation(3 ea)			1		4		$ 267	$ 220		$ 487		
	Pre-Bid Meeting							$ 0			$ 0		
	Questions/Addendum	8		12		6		$ 2,478			$ 2,478		
	Bid Opening/Tab/Evaluation							$ 0			$ 0		
	Bid Review & Award Letter							$ 0			$ 0		
	Proj Mgmnt/Construction Services											$ 5,038	
	Project Managment	30						$ 4,050			$ 4,050		
	City Meetings	8		8									
	Utility Notices	1				1		$ 178			$ 178		
	Quarterly Utility Coord Mtgs.	6						$ 810			$ 810		
	Construction Phase Services											$ 9,041	
	Pre-Construction Mtg Services		8	12		5		$ 2,355			$ 2,355		
	Const period Services, RFI's/CCO's		12	32		6		$ 4,798			$ 4,798		
	Prepare Record Plans			6	12			$ 1,638	$ 250		$ 1,888		
	Phase Hours/Totals	77	48	277	356	46	8	$ 75,308	$ 720	$ 6,640	$ 82,668	$ 82,668	$ 82,668
	Project Hours and Totals	97	48	431	668	48	32	$ 122,820	$ 820	$ 37,210	$ 160,850	$ 160,850	$ 160,850

PWCR#: 1000001646

PRECISION
Engineering Surveyors, Inc.

Precision **E**ngineering **S**urveyors, Inc. **CSL LS6495**
7231 Boulder Ave #531 Highland, CA 92346
909.862.6326 – Phone 909.862.6328 - Fax
DOT UDBE/SMBE CERTIFICATE NO. C8765
STATE OF CA SBE NO.1019240

February 27, 2020

ESTIMATOR DEPARTMENT:

RE: TOPOGRAPHIC SURVEYINGT ESTIMATE – ATLANTIC AVENUE EAST OF BOULDER AVENUE TO EAST END, IN THE CITY OF SAN BERNARDINO, CA

Precision **E**ngineering **S**urveyors **(LS 6495)** is pleased to submit this proposal for Topographic Surveying services for the above referenced project. The items in this scope may be deleted or revised to meet your specific requirements. Upon review of the improvement plans we have determined a scope of services as follows:

SCOPE OF SERVICES
TOPOGRAPHIC SURVEYING

Provide topographic survey for each of the following operations:

1. **Topographic Survey**
   a. Cross sections at ±25' intervals to determine source of drainage issues (approx. 1100' total along Atlantic Avenue).
   b. Provide topographic map showing elevations and contours.

2. **Research/Calcs**- Review improvement plans and perform calculations and research necessary for survey.

Total Estimated Cost $5,775.00

This estimate is based on surveying each item in separate continuous move ins. Cost includes field supervision, scheduling and coordination as well as performing all calculations necessary and preparing and checking grade sheets for efficient surveying. Only items noted above are included in this estimate.

Two-man field crew: $235.00 hr.
Office Land Surveyor: $125.00 hr.

Should you have any questions regarding this proposal, please do not hesitate to contact me at (909) 862-6326
Sincerely,

Fernando Padilla
Chief of Surveys

PRECISION
Engineering Surveyors, Inc.

Precision **E**ngineering **S**urveyors, Inc. **CSL LS6495**
7231 Boulder Ave #531
Highland, CA 92346
909.862.6326 - Phone
909.862.6328 – Fax
fernando@precisionsurveyor.com

Steve Latino, PE, TE | Sr. Principal Engineer

Mr. Latino's 16 year professional career has focused on providing services as a local municipal employee. This includes work in the areas of: Traffic and Transportation, Capital Improvement Projects (both design and construction management), and Land Development. Before joining ERSC in 2017, he most recently served as the Engineering Director/City Engineer for the City of Hemet where he oversaw a department of 8 staff members. He was responsible for all aspects of municipal engineering during his tenure at the City of Hemet, including: the review and approval of public infrastructure plans, land development review, traffic and transportation related design and planning, as well as CIP management and delivery.

Due to his extensive time served in the Public Sector, Mr. Latino is very knowledgeable of local regulations as well as working with various agencies including Western Riverside Council of Governments (WRCOG), Riverside County Transportation Commission (RCTC), San Bernardino County Transportation Authority (SBCTA), and Caltrans. He is well versed in project delivery and the challenges projects face due to local, regional and statewide regulatory requirements. With his experience prior to Hemet in the City of Ontario, Mr. Latino is familiar with both Riverside and San Bernardino Counties. His ability to design and review plans includes intuition that can easily be overlooked by someone who may not have delivered a municipal project from start to finish. Additionally, he is very familiar with the assembly of construction specifications and bid packages and is well versed in the Greenbook: Standard Specifications for Public Works Construction as well as the Caltrans Standard Specifications.

Education
BS, Civil Engineering, Purdue University, West Lafayette, IN

MBA, Business Administration
University of Redlands, Redlands, CA

Registrations / Certifications
CA, Civil Engineer No. C73430
CA, Traffic Engineer No. 2902

Affiliations
American Public Works Association
Institute of Transportation Engineers

Areas of Expertise
Quality Assurance/Quality Control
Municipal Fiber Optic Design Services
Traffic and Transportation
Municipal Engineering

Select Project Experience:

40th Street Widening Project, City of San Bernardino, San Bernardino, CA — Project Engineer during the design of the 40th Street Widening Project in San Bernardino. 40th Street is to be widened to allow 4 travel lanes, new sidewalk, and drainage improvements. The project stretches from Victoria Ave to Kendall Drive. The project requires ROW take from existing residences and businesses in the project vicinity to provide adequate length. Also included is traffic signal modifications at Electric Ave. and drainage modifications.

State Street Gap Closure Project, City of San Bernardino, San Bernardino, CA — Project manager for roadway design and environmental clearance for the Street; a vital transportation corridor. The final four lane roadway will improve traffic circulation from Baseline Street to SR210 Freeway. State Street will be a four-lane roadway with a center median and bike lanes connecting Baseline Street to State Route 210. The design also includes a new roadway in the portion of the project where no transportation infrastructure exists, rehabilitating existing portions to updated standard, and connecting to existing portions to the north and south. ROW acquisition is required to complete the project.

Golden Avenue Bridge, City of Placentia, Placentia, CA — Project Manager during the development of plans for the bridge replacement project in Orange County. Plan and profile views were created for the proposed bridge layout and the existing Carbon Creek flood control channel below. Considerations during geometric layout included aligning with existing streets, identification of existing utilities and storm drains, proposing new storm drain locations, an adequate bridge width to accommodate future traffic, pedestrian and bike flows, and the placement of the OC Bike Loop that is planned to run within the Carbon Creek channel which has

entrance/exit ramps on either side of the bridge. Bridge design was provided by Biggs Cardosa Associates, Inc.

Riverside Drive Street Widening, Signal Modifications, Signing and Striping, City of Lake Elsinore, Lake Elsinore, CA – Project Manager in the development of program documents and planning and design activities related to the reconstruction of an existing campground located along Riverside Drive on the westerly end of Lake Elsinore. Steven coordinated completion of all CalTrans requirements to facilitate completion of the project.

Washington Street at Fred Waring Drive Triple Left Turn Lanes Project – Project Manager for the design of intersection modifications incorporating a third left turn lane in each direction to reduce traffic during peak hours. The scope also included CEAQ document preparation, utility coordination and PS&E.

Riverside Drive Widening Project, City of Jurupa Valley, Jurupa Valley, CA – Project engineer during widening of Riverside Drive to accommodate two lanes in each direction plus a continuous left-turn lane/painted median from Day Creek Channel on the east to Wineville Avenue, a distance of approximately 4,700 linear feet.

Grove Avenue at Fifth Street Traffic Signal, Ontario, CA – Designed, bid and constructed a new traffic signal at the intersection of Grove Avenue and Fifth Street. The project features two closely spaced T-intersections, which required the installation of a raised median at one of the intersections to limit traffic to right-turn ingress/ egress.

Riverside County Transportation Commission Metro Link Projects, City of Riverside, Riverside CA — Assisted in the update of PS&E package to current standard for the Downtown Station Ticket, Vending and ADA Upgrades as well as La Sierra Parking Lot Expansion. This included the redesign of plans, coordination with the City of Riverside, Utility Relocation, and Water Quality Management Plans.

City of Ontario Municipal Fiber Optic Network Project, Ontario, CA — Project manager for the design of the City's Municipal Fiber Optic Network. The work consisted of proofing 60,000 linear feet of existing duct banks and the design and installation of approximately 390,000 linear feet of new conduit and fiber optic cable. The work also included design of 3 Points of Presence (POPS), entrances into 25 municipal buildings, 4 well sites and 149 traffic signals.

Highway Safety Improvement Program Traffic Signals, Ontario, CA — Wrote, obtained and managed grants for three traffic signals in the City of Ontario (Grove Avenue at Sixth Street, Grove Avenue at Princeton Street, and Vineyard Avenue at Francis Street). Project cost was approximately $860,000 for the three locations and included roadway realignments, utility coordination, new signal equipment installation and traffic signal interconnect. This project required implementation of the Caltrans Local Assistance Procedures Manual for reimbursement and project management.

Roundabout Design Guidelines, City of Ontario, CA – During his tenure in the Traffic and Transportation Division at the City of Ontario, Mr. Latino developed guidance utilizing the FHWA ROUNDABOUTS: An Informational Guide for the developers within the City designing roundabouts. The analysis included CAD details looking at inner circle speeds, approach speeds, and sight distances and ultimate led to a document which included design parameters as well as allowable landscaping and monumentation. In addition, standard signing and striping details were created for single lane roundabouts to meet the needs of the City.

Fire Station #9 (Parkside Specific Plan) Roundabout Design, Ontario, CA – Developed roundabout geometry for a 100-foot single lane urban round about located in the Parkside Specific Plan, connecting a public street and a private park drive to Archibald Avenue. The roundabout looked at how to provide appropriate pedestrian

access, maintain access to the proposed fire station, and how to provide angled parking along the park site.

Highway Safety Improvement Program Traffic Signals, Ontario, CA – Wrote, obtained and managed grants for three traffic signals in the City of Ontario (Grove Avenue at Sixth Street, Grove Avenue at Princeton Street, and Vineyard Avenue at Francis Street). Project cost was approximately $860,000 for the three locations and included roadway realignments, utility coordination, new signal equipment installation and traffic signal interconnect. This project required implementation of the Caltrans Local Assistance Procedures Manual for reimbursement and project management.

California Statewide ITS Architecture and System Plan, Caltrans – Managed the development of necessary documents and reports for programming of Statewide Intelligent Transportation Systems infrastructure. Aided in the design of the California Statewide ITS Architecture and System Plan website in conjunction with CALTRANS.

Traffic Signal Timing (Development and Implementation), Various Agencies – During his tenure with Kimley-Horn and Associates, Mr. Latino was responsible for the design of various traffic signal timing plans including work with both Econolite systems as well as 170/2070 controllers. Mr. Latino not only was responsible for the design of the timing plans, in agencies such as the City of Chino, Mr. Latino was tasked with inputting the plans and then field adjusting them to guarantee better progression.

On-Call Traffic Engineering Plan Check, Extension of Staff, City of Ontario, CA – Project Manager providing on-call plan check services for new development including Traffic Signal, Signing and Striping and Street Lighting. Provided assistance with various CIP projects, as well as development review. Provided direct coordination with the City Attorney, Developers and City Staff on several Specific Plans and EIR/TIA reviews.

Reza Toorzani, PE | Engineer V

Mr. Toorzani joined the ERSC team in 2003, with more than 26 years of rich and extensive experience. He has gained particular skill in design, and a distinguished reputation for the overall supervision of large and complicated projects, insuring that the contracted works meets the required specifications. He has managed several site supervision teams and played a major role in completing projects according to program and within budget. In addition, Mr. Toorzani has practiced as an analyst, designer and site superintendent in the implementation of major civil infrastructure projects mainly in the United States and Iran.

Since joining the ERSC team, Mr. Toorzani has focused his extensive experience and expertise on the design and peer review of various structures. His design experience includes large scale solar projects, walls and foundations, reinforced concrete box storm drains and substructures and block enclosures and small wood framed structures at pump station and large metal buildings. Has conducted peer review for conical wind turbine foundations in the City of Palm Springs, Con-Span bridge structures along the Cactus Valley Wash in the City of Hemet and reinforced concrete structures crossing the East Garden Grove/Wintersburg Channel in the City of Huntington Beach.

Education
BS, Civil Engineering, Southern University and A&M College, Baton Rouge, LA

MS, Civil Engineering, New Jersey Institute of Technology, Newark, NJ

Registrations / Certifications
CA, Civil Engineer No. C74906
DE, Civil Engineer No. C13235

Affiliations
American Concrete Institute

Areas of Expertise
Construction Management
Structural Engineering
Structural Analysis
Material Analysis

Select Project Experience:

40th Street Widening Project, City of San Bernardino, CA – Project Engineer during the design of the 40th Street Widening Project in San Bernardino. 40th Street is to be widened to allow 4 travel lanes, new sidewalk, and drainage improvements. The project stretches from Victoria Ave to Kendall Drive. Also included is traffic signal modifications at Electric Ave. and drainage modifications.

Base Line, Water Street, and Greenspot Storm Drain Improvements, City of Highland, CA – Project Engineer during preparation of construction plans, specifications and cost estimates for storm drains ranging from 24-inch to 48-inch in size in East Highland in Base Line, Water Street, Club View and Greenspot. The work also included hydrology and hydraulic analysis, construction management and inspection of the project.

San Jacinto Area Master Drainage Plan Line "E-2", City of San Jacinto, CA – Project Engineer to prepare construction plans for MDP Lines E-2 and E-2A in the City of San Jacinto and Hemet. The project reach for MDP Line E-2 is over 7100 feet along State Street between Menlo Avenue and MDP Line E and over 250 feet for MDP Line E-2A along Esplanade Avenue. The size of the storm drain facilities are from 36-inch to 72-inch diameter. The scope of work included hydrology analysis to determine the 10-and 100-year storm runoff within the MDP facilities watershed. using CivilDesign software. The Hydraulic calculations for the proposed MDP facilities was performed utilizing Water Surface Profile Gradient (WSPG) program, latest version by CivilDesign.

San Jacinto Area Master Drainage Plan Line "H". City of San Jacinto, CA – Project Engineer to prepare a feasibility study to evaluate alternative alignments for MDP Line H, H-2 and H-3 per the current City of San Jacinto MDP. The scope of work also included preparation of construction plans for the most cost-effective alignment of the above facilities. The project included evaluation of the existing drainage facilities at the intersection of Ramona Expressway and State Street; to mitigate drainage deficiencies as required. It also

includes Rational Method Hydrology using CivilDesign software to determine the 10- and 100-year storm runoff. The Hydraulic calculations for the proposed MDP facilities was performed utilizing Water Surface Profile Gradient (WSPG) program, latest version by CivilDesign.

Montgomery Channel Repairs, City of Banning. CA – Project Engineer for preparation of plans for reconstruction of Montgomery Channel at Wilson Street for the Riverside County Flood Control and Water Conservation District (RCFC & WCD). The work included modification to the main channel, the existing junction structure, hydraulic analysis, construction details, cost estimates and specifications. The plans were prepared per the RCFC & WCD guidelines and the drafting standard.

CSPD Line 3-5, and Master Drainage Plan (MDP) Update, City of Colton, CA – Project Engineer for a Master Plan Update and the design of a regional drainage facility to convey 1,000 cfs from a 2,045-acre area. The MDP included hydrology and hydraulic analysis, preliminary design and sizing of drainage facilities, cost estimates and a project report for the 3-5 and 3-8 watersheds within the City of Colton. Storm Drain Project 3-5 required the installation of 11,500 feet of 108- and 120-inch reinforced concrete pipe from Valley Boulevard south to the Santa Ana River, including the installation of approximately 1,700 feet of 108-inch RCP by boring and jacking methods at multiple locations. The final design of the facilities included the preparation of construction plans and specifications meeting the requirements of the San Bernardino County Flood Control District, utility coordination and relocation, preparation of right-of-way documentation and coordination of construction permits from the State of California and the Union Pacific Railroad.

Water Line Relocation, Soboba Band of Luiseño Indians in conjunction with Eastern Municipal Water District, San Jacinto, CA – Project Engineer for feasibility study and design to facilitate the relocation of the 12" CML&C water line that provides service to the Horseshoe Grande Mobile Home Park, The design was created in accordance to EMWD's standards regarding size, materials, as the maintenance of the line is not to be assumed by the Tribe. ERSC expects upon completion of the relocation that the waterline will connect to the existing tie in points at the north and south sides of the site.

Reach 16 24-inch Recycled Water Pipeline, Eastern Municipal Water District, Hemet, CA – Project Engineer during the preparation of plans and specifications for the construction of approximately 17,500 lineal feet of Eastern Municipal Water District 24-inch reclaimed water pipeline in California Avenue's alignment from Simpson Road to Devonshire Avenue in the west Hemet area. Items of work included coordination between the City of Hemet, Caltrans, Metropolitan Water District and the Riverside County Flood Control and Water Conservation District. Survey services and aerial mapping were coordinated to secure a 300-foot topographic map. Property descriptions were prepared as were easement plats. Potholing and geotechnical services were acquired and coordinated by ERSC staff. Construction drawings were prepared and electronic files created in Integraph together with estimates of probable costs, bid notices, special conditions and provisions and environmental documents sufficient to complete a negative declaration. Work also included preparation of pipeline construction cost estimates, preparation of construction specifications including bid sheets, special conditions, standard drawings and schedule of values.

Ben Booth, EIT | Engineer II

Mr. Booth has a broad base of experience in various disciplines such as site development, streets and roads, and grading and drainage, wastewater treatment, rail design and surveying. Mr. Booth is a recent graduate from Arizona State University and interned with notable companies such as Schuler Constructors, PACE, and HDR during his undergraduate studies. He recently worked for a local private engineering consultant where he served as a chairman surveyor and a design engineer. Projects recently undertaken by Mr. Booth involving the design and drafting of sewer, grading, and street plans include the following significant assignments.

Education
BS, Civil Engineering,
Arizona State University,
Tempe, AZ

Registrations / Certifications
CA, Engineer-In-Training
No. 162121

Areas of Expertise
Sewer and Water Eng. Services
Land Development Services

Similar Related Experience:

Pavement Management Program, Signing and Striping, City of Highland, CA – Engineer II in the development of street/signing & striping plans and engineering estimates for residential pavement rehabilitation in Highland and San Bernardino, CA. Benjamin assisted in the drafting of plans as well as the construction cost and quantity estimates for the following notable projects:

- Project str17005A | Project Status: Completed in 2018 | Construction Cost: 1.443 million
- Project str17005 B, C & D | Project Status: Under Construction | Construction Cost: 2.514 million
- Project str19001 | Project Status: Under Construction | Construction Cost: 1.777 million
- Victoria Avenue | Project Status: Under Construction | Construction Cost: 1.443 million

Big Bear Alpine Zoo Parking Lot, County of San Bernardino Special Districts Office, City of Big Bear, CA – Project Engineer designer for the design and necessary construction drawings to accommodate an approximate total of 160 parking stalls; 153 standard stalls and 7 ADA compliant stalls for the new Big Bear Alpine Zoo.

La Cadena and 8th Street Intersection Reconfiguration, City of Colton, CA – Project Engineer designer during reconfiguration of the La Cadena & 8th Street intersection. Staff created a concept considering the wishes of City staff and council members that would reconfigure the intersection. The new concept included a free right bypass lane protected by raised median for north west traffic on La Cadena. Traffic from surrounding residential streets would stop at the new intersection with turn restrictions and channeled through raised medians for additional traffic calming. The reconfiguration of the intersection also required reconfiguration of existing drainage improvements.

Perimeter Wall, Grading, Street Improvement, LA County, CA – Assisted in the design of a perimeter wall plan and driveway entrance for an SCE substation in Palmdale, CA. Benjamin made design modifications to the proposed perimeter wall and grading that surrounded the electrical powerplant. He also drafted signing and striping plans for the front entrance deceleration lanes and erosion control plans for the areas that were disturbed by construction.

Site Development for New Apartment Complex, Los Alamitos, CA – Responsible for designing the conceptual and precise grading plans for a 4-acre residential apartment complex in Los Alamitos, CA. Benjamin assisted with pre-development and post-development hydrology studies with the use of Orange County CivilDesign software. He drafted Rational Method and Unit Hydrograph Method hydrology maps. Using the hydrology results, he designed detention basins and storm drain lines for the site.

ARAGÓN GEOTECHNICAL, INC.
Consultants in the Earth & Material Sciences

February 17, 2020
Project No. TR-20-1270

Engineering Services of Southern California, Inc.
1861 West Redlands Boulevard, Building 7-B
Redlands, CA 92373-3119

Attention: Mr. John Egan, P.E.

Subject: Proposal for Limited Pavement Evaluation & Investigation
PMP – Sector E Pavement Rehabilitation Project No. str20001
City of Highland, California

Dear Mr. Egan:

In accordance with the request for proposal forwarded by Engineering Resources of Southern California, Inc. (ERSC) dated February 4, 2020, Aragón Geotechnical, Inc. (AGI) is pleased to submit this proposal to provide professional pavement engineering services for Sector E within the City of Highland. Project street segments are presented in Attachment "A".

SCOPE OF WORK

AGI's scope of field investigation & exploration services will include:

a) For Greenspot Road, AGI will:
   i. Locate, paint, and notify Dig Alert for a total of 14 core locations;
   ii. Identify, field mark, and locate by address R&R areas on plans provided by ERSC;
   iii. Obtain a no-fee encroachment permit from the City of Highland for coring and sampling operations;
   iv. Core and sample the 14 core locations of existing HMA, base (if present), and;
   v. Perform Dynamic Cone Penetrometer (DCP) tests at all of the cored locations to help characterize subgrade stiffness.
b) For all other street segments, a pavement surface evaluation will be performed by experienced AGI personnel to evaluate the existing pavement conditions of all remaining streets, including pavement distress type and severity.
c) For all street segments, AGI will revalidate the need and extent of pavement rehabilitation identified in Attachment A. In the case where rehabilitation recommendations presented in Exhibit A are no longer valid, AGI shall recommend updated/appropriate pavement rehabilitation treatments for each street segment.

16801 Van Buren Blvd., Bldg. B
Riverside, CA 92504
Tel: 951.776.0345 • Fax: 951.776.0395
www.aragongeo.com

d) Attend pre-construction meetings.
e) Provide street areas and crack repair quantities for each street segment, if needed.

It is understood that it is the City's goal to complete the design for this project by the end of June 2020, advertise the project in July and start construction in September 2020. Majority of the streets have various levels of missing curbs and gutters, as well as ADA facilities (i.e., sidewalks and curb ramps). The project objective is to improve the existing roadway surface with minimal work on existing curb and gutters necessary to correct drainage deficiencies and ADA compliance. All work will be done within existing City of Highland street rights-of-way.

HMA cores, base (if any), and subgrade samples will be transported to our Riverside laboratory for processing. Select samples will be tested in order to characterize subgrade conditions. Pavement rehabilitation methodologies include, but are not limited to, R&R, Cold Central Plant Recycling (CCPR), scrub seal, bump and grind, crack seal/repair, cold planning, inlay, and overlay. A slew of rehabilitation alternatives will be incorporated into our preliminary evaluation report in addition to core dimensions, subgrade material classification, and laboratory test results. Approximate core and R&R locations will be presented on base maps prepared by ERSC.

Upon completion of our preliminary evaluation, it would be prudent for AGI, ERSC, and City of Highland representatives to hold a project meeting to discuss the proposed rehabilitation alternatives. Requested changes would be made and a summary report finalized.

AGI TEAM MEMBERS

AGI's primary team members who will share responsibilities for the subject project are listed below. AGI strongly believes in collaborative interactions between our scientists, engineers and field quality control personnel to optimize solutions and minimize design problems. Our professionals will be supported by geotechnical and/or public works inspectors, materials technicians and full-time clerical staff. Project technicians are generally selected by the AGI project manager based on their expertise, project complexity or special requirements, however listed below are the likely professionals who have the most experience on similar projects to that which the City is requesting. Resumes are presented in Appendix A.

Team Member/ Role	Registrations/Certifications	Years of Experience	% Available
C. Fernando Aragon, PE, GE Principal Engineer Project Manager	CA Registered Civil Engineer, No.72277 CA Registered Geotechnical Engineer, No. 2994 Caltrans TL-0111 Certification Nuclear Gauge Operator Certification Radiation Safety Officer Certification	18	60%
Luis Arguello III, EIT Project Engineer Project Manager	CA Engineer-In-Training, No. 151825 NV Registered Civil Engineer, No. 027098 ACI Field Testing Technician, No. 1322983 Caltrans TL-0111 Certification Nuclear Gauge Operator Certification	7	60%
Mark G. Doerschlag, PG, CEG Senior Geologist Soil Investigation Project Lead	CA Registered Geologist, No. 5629 CA Certified Engineering Geologist, No. 1752 Nuclear Gauge Operator Certification	37	50%

	Radiation Safety Officer Certification		
Kelly Lauritsen Senior Field Technician	Caltrans TL-0111 Certification (Expired) Nuclear Gauge Operator Certification	33	75%
Omar Lorrabaquio Senior Field & Lab Technician	ACI Field Testing Technician, No. 1085832 Caltrans TL-0111 Certification Nuclear Gauge Operator Certification	11	50%
Eric Doerschlag Lab Technician	Caltrans TL-0111 Certification Nuclear Gauge Operator Certification	3	50%
Daniel Flores Senior Field Technician	Caltrans TL-0111 Certification Nuclear Gauge Operator Certification	19	50%
Justin Long Field Technician	ACI Field Testing Technician, No. 1404593 Caltrans TL-0111 Certification Nuclear Gauge Operator Certification	10	50%
Cesar Lopez Senior Lab Technician – Soils	ASTM Aggregate Base Testing Technician	30	50%
Michael Lozano Field Technician	ACI Field Testing Technician, No. 1141435 Caltrans TL-0111 Certification Nuclear Gauge Operator Certification	12	50%
Miguel Robles Senior Lab Technician	ACI Strength Testing Technician, No. 1268530 ACI Aggregate Testing Technician, Level 1, No. 1268530 ACI Lab Testing Technician, Level 1, No. 1268530 Caltrans TL-0111 Certification Nuclear Gauge Operator Certification	7	50%

Closure

We are able to initiate work upon receipt of your authorization and project plans. We estimate it will take approximately 4 to 5 days to perform the field work, 1 to 2 weeks to complete lab testing, and 2 to 3 weeks to complete the final report from date of authorization. An AGI project manager will oversee this project and see it through completion. Our cost estimate to provide services for this project is $22,236. A copy of our estimate is attached as Exhibit No. 1.

Thank you very much for the opportunity to be of service on this project. Please call us at (951) 776-0345 if we may be of further assistance.

Respectfully submitted,
ARAGÓN GEOTECHNICAL, INC.

Luis Arguello III

Luis Arguello III, M.S.
Project Manager, E.I.T. 151825

C. Fernando Aragón

C. Fernando Aragon
Project Engineer, RCE 72277

Attachments: Attachment "A"
Exhibit No. 1 - Cost Estimate Matrix
Fee Schedule
Appendix - Resumes

ATTACHMENT "A"

5-YEAR PAVEMENT MANAGEMENT PROGRAM
REHABILITATION COST FOR STREETS WITH PCI LESS THAN 50
SECTOR E

NO.	STREET SECTIONS	FROM	TO
1	Brightspot Rd.	Carro Amano Ln.	665' E/O Weaver St.
2	Carro Amano Ln.	Lochinvar Rd.	Aplin St.
3	Cloverhill Dr.	Water St.	Base Line
4	Clubview Dr.	Water St.	Whitegate Ln.
5	Clubview Dr.	Whitegate Ln.	Greenspot Rd.
6	Goldbuckle Rd.	Goldbuckle Rd.	Weaver St.
7	Goldbuckle Rd.	Greenspot Rd.	Goldbuckle Rd.
8	Greenspot Rd.	Alta Vista	W. Edge of Plunge Creek Bridge
9	Greenspot Rd.	Merris St.	Goldbucket Rd.
10	Santa Ana Canyon Rd.	Weaver St.	585' E/O Weaver St.
11	Unicorn Wy.	Belt Ln.	7784 Unicorn Wy.
12	Webster St.	Eucalyptus Ave.	Cherokee Rose Dr.

5-YEAR PAVEMENT MANAGEMENT PROGRAM
REHABILITATION COST
SECTOR E (PCI>50)

NO.	STREET SECTIONS	FROM	TO
1	Belt Ln.	Silverbuckle Rd.	Unicorn Wy.
2	Double A Ln.	Highland Grove Ln.	North End
3	Goldbuckle Ct.	Goldbuckle Rd.	North End
4	Greenspot Road	Blossom S.	Church St.
5	Greenspot Road	Church Street	Merris Street
6	Greenspot Road	Gold Buckle Road	Weaver Street
7	Greenspot Road	Weaver Street	630 Feet E/O Weaver St.
8	Greenspot Road	630 Feet E/O Weaver St.	Alta Vista
9	Highland Grove Ln.	Chanticleer Rd.	Weaver St.
10	Lochinvar Court	Lochnivar Road	North Cul-De-Sac
11	Lochinvar Rd.	Chanticleer Rd.	Weaver St.

COST ESTIMATE MATRIX

PMP - Sector E Project No. str20001

Task/Test	Personnel Grade	Rate (per hour) or Unit Charge (per test)	Hours or Units	Extension
Field Services				
Pavement Inspection	Project Engineer	$120	40	$4,800
Marking R&Rs	Senior Technician	$120	40	$4,800
Vehicle		$0.65	120	$78
Core Drilling Technician	Senior Technician	$120	14	$1,680
Sampling	Senior Technician	$120	14	$1,680
Core Patch	Equipment	$25	14	$350
Professional Traffic Control	Contractor	$2,500	1	$2,500
Locate Cores, Permit, USA	Staff Engineer	$110	8	$880
Testing Vehicle & Equipment		$0.65	120	$78
			Subtotal:	$16,846
Laboratory Testing				
R-Value Test	Laboratory	$350	2	$700
Sand Equivalent	Laboratory	$80	14	$1,120
Core Measurements	Laboratory	$15	14	$210
Moisture Determinations	Laboratory	$20	14	$280
			Subtotal:	$2,310
Office Services				
Data Analysis & Design	Senior Engineer	$135	4	$540
Report Preparation	Project Engineer	$115	6	$690
Lab & Report Figures	Draftsperson	$75	4	$300
Pavement Design and Analysis	Senior Engineer	$135	4	$540
Meetings	Senior Engineer	$135	2	$270
Report Preparation	Geotechnical Asst.	$50	4	$200
Coor./Report/Management	Sr Eng/Geo	$135	2	$270
Presenting City with Bid Options	Senior Engineer	$135	2	$270
			Subtotal:	$3,080
			Overall Project Estimate :	$22,236

If required services are less than estimated, the above amounts will be reduced accordingly; if the quantity of hours for any particular task is exceeded, they will be charged on a time and materials basis in accordance with our current Fee Schedule. All above field rates are prevailing wage.

ARAGÓN GEOTECHNICAL, INC.
16801 Van Buren Blvd.
Riverside, California 92504
(951) 776-0345

FEE SCHEDULE

Aragón Geotechnical, Inc. (AGI) provides consulting services in the fields of soils and foundation engineering, engineering geology, earthquake engineering, fault studies, material testing, groundwater geology, environmental studies and other special inspection services. Compensation for services will be based on the following fee schedule.

LABORATORY TESTING

Soil Tests

Compaction Test (6" mold) ASTM D1557-Method C	$	210
Compaction Test (4" mold) ASTM D1557-Methods A&B	$	175
Relative Density - CA Test 216	$	250
Consolidation Test - ASTM D2435-Method A	$	200
Time Consolidation Test (per increment)	$	40
Direct Shear Test (drive-tube sample)	$	180
Direct Shear Test (remolded sample)	$	210
Direct Shear Test (residual)	$	230
Moisture-Density Test - ASTM D293	$	20
Expansion Index Test - ASTM D4829	$	155
Atterberg Limits - ASTM D4318 & CA Test 204	$	165
Sieve Analysis of Soils - ASTM D6913	$	200
Hydrometer Analysis (w/ Sieve) - ASTM D422	$	240
Material Passing the #200 Sieve - ASTM D1140	$	60
Moisture Content of Soils - ASTM D2216	$	20
Specific Gravity of Soils - ASTM D854	$	200
R-Value of Soil or Aggregate - CA Test 301	$	350
California Bearing Ratio Test - ASTM D1883	$	450
Rock Point Load Test	$	50
Unconfined Compression Test	$	220
Soil-Cement Compression Test .- ASTM D1633	$	65
Soil-Cement Trial Batch		Quote
Dry Preparation of Soils - ASTM D421	$	100
Permeability Test - ASTM D2434		Quote
Triaxial Compression Test - ASTM		Quote

Chemical Tests

pH Value of Soils - ASTM D4972	$	120
Corrosion Series - CA Test 643	$	200
Sulfate Content - CA Test 417	$	40
Chloride Content - CA Test 422	$	40

Aggregate Tests

Sieve Analysis w/ Wash - ASTM C136 / T 27 / CA Test 202	$	130
Moisture Content - AASHTO T265 / CA Test 226	$	20
Sand Equivalent - AASHTO T176 / CA Test 217	$	80
Organic Impurities - ASTM C40 / Cal Test 213	$	75
Fine Specific Gravity - AASHTO T84 / ASTM C128	$	150
Coarse Specific Gravity - AASHTO T85 / ASTM C127	$	120
Cleanness Value - CA Test 227	$	165
Durability Index - CA Test 229	$	120
Flat & Elongated - D4791	$	185
Crushed Particles - AASHTO T335/ CA Test 205	$	175
Uncompacted Void Content - AASHTO T304	$	175
Unit Weight of Aggregate - ASTM C29	$	105
Clay Lumps & Friable Particles - ASTM C142	$	110
LA Rattler - ASTM C131/C535 & CA Test 211	$	200
Lightweight Pieces of Aggregate - ASTM C123	$	450
Sodium Sulfate Soundness - ASTM C88 (Per Sieve)	$	110
Fine Aggregate Resistance - ASTM D7428	$	600

Concrete & Masonry Tests

Concrete Compressive Strength - ASTM C39	$	25
Mortar Compressive Strength - ASTM C780	$	30
Grout Compressive Strength - ASTM C1019	$	35
Prism Compressive Strength - ASTM C1314	$	120
Concrete Flexural Strength - ASTM C78 / CA Test 523	$	75
Core Compressive Strength - ASTM C42	$	35
Specific Gravity of Core - ASTM 642	$	75
Concrete Shrinkage Bars - ASTM C157 (Set of 3)	$	350
Concrete Trial Batch - ASTM C192		Quote
Shotcrete Compressive Strength - ASTM C1604	$	50
Shotcrete Nozzleman Qualification - ACI 506.4	$	40
Concrete Trial Batch - ASTM C192		Quote

DBE No. 45365
SBE No. 1182800
DIR No. 1000008509

ARAGÓN GEOTECHNICAL, INC.
16801 Van Buren Blvd.
Riverside, California 92504
(951) 776-0345

Asphalt Tests

% Oil by Ignition Method - ASTM D6307 / AASHTO T308	$	145
% Oil by Chemical Method - ASTM D2172	$	400
% Oil & Gradation RAP - CA Test 384	$	240
Gradation of Extracted Aggregate - ASTM D5444	$	130
Ignition Correction Factor - ASTM D6307 / AASHTO T308	$	450
Moisture Content - AASHTO T329	$	20
Density of Core (SSD) - ASTM D2726 / AASHTO T166	$	25
Density of Core (Coated) - AASHTO T275 / ASTM D1188	$	35
Core Measurements - ASTM D3549	$	15
Air Void Determination - ASTM D3203 / AASHTO T269	$	30
Max Specific Gravity (Rice) - ASTM D2041 / AASHTO T209	$	130
Preparation by Marshall Method - ASTM D6926 (Set of 3)	$	140
Marshall Stability - ASTM D6927 (Set of 3)	$	100
Asphalt Mix Design - Marshall Method		Quote
Preparation by Hveem Method - ASTM D1561 (Set of 3)	$	200
Hveem Stability - ASTM D1560 (Set of 3)	$	265
Asphalt Mix Design - Hveem Method		Quote
Prep by Superpave Method - ASTM D6925 / T 312 (LTMD)	$	550
Hamburg Wheel Tracking - AASHTO T324 (Each)	$	1,050
Prep by Superpave Method - ASTM D6925 / T 312 (Ea Pt.)	$	145
Asphalt Mix Design - Superpave Method		Quote
RAP Testing for JMF - LP-9 & Cal Test 384	$	2,500
Tensile Strength Ratio - AASHTO T283	$	950
Centrifuge Kerosene Equivalent - CA Test 303	$	200
Swell Test (Drive-Tube Sample) - CA Test 305	$	180
MVS Test - CA Test 307	$	240
Asphalt Mix Design - Cold In Place Recycled		Quote

Steel & Other Tests

Tensile & Bend Test (#3 to #8) - ASTM A370 & E290	$	250
Tensile & Bend Test (#9 to #11) - ASTM A370 & E290	$	300
Tensile & Bend Test (#14 +) - ASTM A370 & E290		Quote
Thickness and Density of SFRM - ASTM E605	$	150
Cohesion/Adhesion of SFRM - ASTM E736 (Kit Only)	$	60

Emulsion & Binder Tests

Raveling Test of Cold Mixed Emulsified - ASTM D7196		Quote
Wet Track Abrasion Test - TB 100	$	145
Sayboll Furol Viscosity - AASHTO T59	$	120
Sieve Test (%) - AASHTO T59	$	105
Storage Stability - AASHTO T59	$	190
Residue by Distillation - AASHTO T59	$	175
Particle Charge - AASHTO T59	$	105
Penetration - AASHTO T49	$	110
Ductility - AASHTO T51	$	150
Solubility in Trichlorethylene - AASHTO T44	$	180

PROFESSIONAL & TECHNICAL STAFF

Principal Engineer (per hour)	$	155
Principal Geologist (per hour)	$	155
Senior Engineer (per hour)	$	135
Senior Geologist (per hour)	$	135
Project Engineer (per hour)	$	120
Project Geologist (per hour)	$	120
Staff Engineer (per hour)	$	110
Staff Geologist (per hour)	$	110
Project Manager / Supervising Technician (per hour)	$	120
Field Technician / Special Inspector (Prevailing Wage)	$	120
Field Technician / Special Inspector (Not Prevailing Wage)	$	85
Draftsperson (per hour)	$	75
Technical Word Processing (per hour)	$	50
Travel Time (per hour)	$	95
Mileage (per mile)	$	0.65
Per Diem (per day)	$	200
Mobile Lab Mobilization/Demobilization (each occurrence)	$	1,500

Overtime for technical personnel will be charged at the base rate times 1.5 per hour for time in excess of 8 hours, but less than 12 hours, per day and Saturdays. Time over 12 hours per day, Sundays and holidays will be charged at the base rate times 2. There is a minimum charge of 4 hours. Refer to comments below.

EFFECTIVE JANUARY 2020

Comments - Project related expenses will be billed as follows:

(1) Out-of pocket expenses and subcontractors at cost plus 20%. (2) Reproduction: $0.30 per page; $10.00 per plan sheet; postage at cost. Facsimile Transmission: $7.50 (up to 10 pages). (3) Travel Time: at the hour rate shown above, portal to portal. (4) For work which requires overnight lodging away from home, the per diem charge above will be charged. (4) This estimate is good for 60 days. (5) Refer to signed contract for additional details.

DBE No. 45365
SBE No. 1182800
DIR No. 1000008509

C. FERNANDO ARAGÓN, M.S., P.E., G.E.

CIVIL ENGINEER, GEOTECHNICAL ENGINEER



EDUCATION

- Loyola Marymount University of Los Angeles, B.S., Civil Engineering
- University of California, Berkeley, M.S., Civil Engineering with emphasis in Geo Engineering

PROFESSIONAL REGISTRATIONS

- Registered Civil Engineer, California, No. 72277 [Exp. 6/30/20]
- Registered Geotechnical Engineer, California, No. 2994 [Exp. 6/30/20]
- California Department of Transportation, Certificate of Proficiency, Expires: 9/2019
- Governor's Office of Emergency Services – Disaster Services Worker – Volunteer

PROFESSIONAL AFFILIATIONS AND HONORS

- American Society of Civil Engineers
- ASTM International – Participating Member
- Member of Tau Beta Pi National Engineering Honor Society
- Member of Chi Epsilon National Civil Engineering Honor Society
- Association of Drilled Shaft Contractors (ADSC), The International Association of Foundation Drilling, 2004-2005 graduate student scholarship recipient
- University of California at Berkeley, 2004-2005 graduate fellowship

PROFESSIONAL HISTORY

1997-Present: **Aragón Geotechnical Inc.**, Riverside, California; Soils Technician (Laboratory and Field) to Engineering Assistant, Staff Engineer, Project Engineer to President.

5/2002-8/2002: **Kiewit Pacific Company**, Santa Fe Springs, California; Engineering Field Intern.

1996-1997: **Aragón Geotechnical Consultants, Inc.**, Riverside and Lake Arrowhead, California; Engineering Assistant; Soils Technician (Laboratory and Field.)

16801 Van Buren Blvd., Bldg. B
Riverside, CA 92504
Tel: 951.776.0345 • **Fax:** 951.776.0395
www.aragongeo.com

EXPERIENCE SUMMARY

As a Field and Laboratory Technician for Aragón Geotechnical Consultants, Inc., and Aragón Geotechnical, Inc. inspected large and small grading projects; also, performed Laboratory soil mechanics tests, including: Moisture-density tests on "undisturbed" soil samples, Expansion Index tests, Consolidation and Hydro-collapse tests, Maximum-density/Optimum Moisture Content Determinations (Proctor), Atterberg Limits Determinations, and Grain-size Distribution Tests.

As a Field Engineering Intern for Kiewit Pacific Company, inspected the installation of materials at various construction sites; aided Mechanical and Civil Engineers with submittals; hired subcontractors for installation of various construction components at different projects, and surveyed and prepared "as built" pipelines profile plans.

Mr. Aragon has designed septic systems, drafted geologic maps, prepared boring logs and laboratory results, managed projects, overseen materials testing for the CCRL, AMRL and Caltrans approved laboratory, and prepared calculations for reports. Mr. Aragon has also managed all laboratory and field quality control and quality assurance services. Mr. Aragon has experience in slope stability, settlement analyses, liquefaction analyses, bearing capacity calculations, aggregate analyses, geotechnical investigation reports and recommendations.

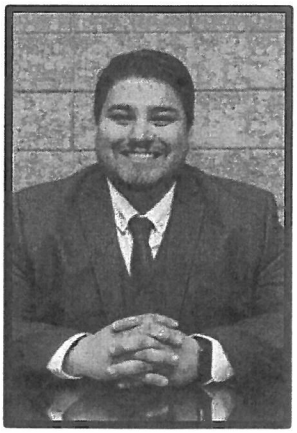
Mr. Aragon has extensive experience in the field of pavement engineering, including experience with distressed pavement evaluations, pavement structural section design, hot asphalt concrete mix designs, cold recycled asphalt mix designs, quality control and quality assurance testing for hot asphalt concrete and cold recycled asphalt, and plan preparation and specifications for rehabilitation projects, including replacement of facilities and recycling of existing materials.

Mr. Aragón has been the quality control or quality assurance engineer on over 250 street improvement projects for cold in-place recycled asphalt, cold central plant recycled asphalt, soil stabilization and hot mix asphalt projects. As quality control engineer, reviewed submittals, presented as a Just-In-Time training Instructor, reviewed field and laboratory testing data and provided recommendations for on-site challenges during construction.

Mr. Aragón has been the Geotechnical Engineer on several utility improvement projects throughout the State of California including but not limited to stormdrains, waterlines, electrical lines, sewer lines, fiber optic lines and gas lines. Mr. Aragón has severed and continues to serve as an on-call Geotechnical Engineer to for contractors, municipal agencies and developers.

Luis Arguello III, M.S., E.I.T/P.E.

PROJECT ENGINEERING/MANAGER



EDUCATION

- San Diego State University, B.S., Civil Engineering (emphasis Geotechnical Engineering)
- California State Polytechnic University, Pomona, M.S., Civil Engineering (emphasis Geotechnical Engineering)

PROFESSIONAL REGISTRATIONS

- Registered Civil Engineer, Nevada No. 027098
- Registered Engineer In-Training, California No. 151825
- American Concrete Institute – Field Technician – Grade I No. 01322983
- California Department of Transportation, Certificate of Proficiency
- Portable Nuclear Gauge Safety Certified

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers Associate Member
- California Geo-Institute Member
- American Society for Testing and Materials Committee

PROFESSIONAL HISTORY

2012-2016: **Aragón Geotechnical Inc.**, Riverside, California; Staff Engineer
2016-Present: **Aragón Geotechnical Inc.**, Riverside, California; Project Engineering/Manager

EXPERIENCE SUMMARY

Mr. Arguello has worked on various Geotechnical and Materials Engineering projects in Southern California. Luis has worked on various stages of projects, from proposal preparation, sampling and testing, and final report preparation. His technical experience includes slope stability analyses, settlement analyses, liquefaction analyses, bearing capacity calculations, AutoCAD drafting, aggregate analyses, geotechnical investigation reports and recommendations, distressed pavement evaluations, pavement structural section design, project management, hot asphalt concrete mix design reviews, Cold In-Place Recycling (CIR) and Cold Central Plant Recycling (CCPR) quality control and quality assurance, and plan preparation and specifications for rehabilitation projects.

Currently, Mr. Arguello is responsible for implementing a successful project initiation while planning, executing, and overseeing the progress of a project up to completion. Coordinating and communicating with field technicians and representatives is essential when challenges arise and problem solving is required. Mr. Arguello is happy to contribute and perform lab, field, or inspection work when the need arises.

16801 Van Buren Blvd., Bldg. B
Riverside, CA 92504
Tel: 951.776.0345 • **Fax:** 951.776.0395
www.aragongeo.com

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph Hughes, City Manager

PREPARED BY: Carlos Zamano, Public Works Director/City Engineer CZ

SUBJECT: 5th Street Interchange Project / Request to SBCTA for Funding under Measure I Valley Interchange Phasing Program

RECOMMENDATION: That the City Council authorize the City Manager to submit a Letter to SBCTA requesting funding under the Measure I Valley Interchange Phasing Program for the 5th Street Interchange Project.

FISCAL IMPACT: The total project cost of the 5th Street Interchange project, including environmental, design, right-of-way and construction, is estimated to be $15,969,000. It is anticipated that the project will be funded by three agencies as follows:

Caltrans	$1,250,000(already committed by Caltrans)
SBCTA	5,590,000(currently being proposed to SBCTA)
Highland	8,656,000
	$15,496,000

The City's project share is estimated to be $8,656,000. Similar to the arrangements made with SBCTA for the Base Line Interchange Project, the City's project share of the 5th Street Interchange Project could be funded via a Term Loan Agreement with SBCTA, whereby 1/3 of the City's project share ($2,885,333) would utilize a portion of the 8.6 million traffic mitigation fee previously paid by IVDA, and 2/3 of the City's project share ($5,770,667) would utilize the City's future allocations of Measure I Arterial Program funds from SBCTA.

It should be noted that the City's project share could potentially be less than $8,656,000 if the City is able to negotiate funding contributions from CEMEX/Robertson's Ready Mix, or is successful in securing a Federal EDA Grant or other future grant funds for this project.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

City Council Goal

Approved _____	Motion _____	Second _____	Agenda Item No. 12
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

B Hughes
City Clerk

City Manager

BACKGROUND: There are 3 specific Measure I funding programs administered by SBCTA that are particularly relevant to the City of Highland:

1. Local Road Program – Measure I funds under this program are regularly remitted to the City for the City's use to improve or maintain the City's roadway network.

2. Arterial Program – Measure I funds under this program are allocated to the City but kept by SBCTA until requested by the City for use to increase capacity of the City's arterial streets in order to accommodate future development, or to alleviate deficiencies resulted from new development. The use of the City's allocated Measure I Arterial funds requires the City to provide local match funds from its Development Impact Fee (DIF) Program. Instead of using the City's allocated Measure I Arterial funds on arterial streets, via agreements with SBCTA, the City has been utilizing such funds to pay for 2/3 of the City's share of the Base Line Interchange Project currently under construction.

3. Valley Freeway Interchange Program – Measure I funds under this program are not allocated to the City. SBCTA utilizes these funds to pay for the Public (SBCTA) share of an interchange improvement project. Existing Interchanges located in the Valley area of San Bernardino County that were ranked No. 1 thru No. 10 automatically qualify for Measure I funding under this program to improve the interchange to its ultimate configuration, as long as the city provides funding to pay for the Development (City) share of the project cost. For example, the SR-210/Base Line interchange was ranked No. 2; therefore, automatically qualifies for SBCTA funding under this Interchange Phasing Program, with SBCTA paying 58.1% and the City paying 41.9% of the $34.9 million project cost.

   For existing interchanges that were ranked No. 11 or lower, Measure I funds could also be available on a first-come-first-serve basis, under the Freeway Interchange Phasing Program, to partially improve an existing interchange to its interim configuration, as long as the city provides the required local match fund. This Freeway Interchange Phasing Program is intended for smaller interchange projects that cost less than $10 million.

   The SR-210/5th Street Interchange was ranked No. 21. SBCTA has identified in the Freeway Interchange Phasing Program that Measure I funds can be used to pay for the Public (SBCTA) share to partially improve this interchange to its interim configuration, including widening of the northbound off-ramp and widening of the north half of Greenspot Road between the on and off-ramps.

The City is proposing that SBCTA approves the use of Measure I Freeway Interchange Phasing Program funds to pay for the Public (SBCTA) share ($5,590,000) of the total project cost ($15,496,000) allowing the City to <u>fully</u> improve all 4 ramps of the 5th Street Interchange, and both sides of Greenspot Road, to their <u>ultimate</u> configuration. The City will be the lead agency and will construct the proposed ultimate improvements in 2 phases.

Please refer to the attached letter to SBCTA for detailed description of the scope and funding source relative to each of the two proposed project phases.

City of HIGHLAND Inc. 1987

April 15, 2020

Dr. Raymond Wolfe
Executive Director
San Bernardino County Transportation Authority
1170 W. 3rd St., Second Floor
San Bernardino, CA 92410

Subject: Valley Freeway Interchange Phasing Program
SR-210/5th Street Interchange

Dear Dr. Wolfe:

Pursuant to action taken by the Highland City Council on April 14, 2020, City of Highland would like to initiate development of phased improvements for the SR-210/5th Street Interchange under the Measure I Valley Freeway Interchange Phasing Program approved by San Bernardino County Transportation Authority (SBCTA) in December 2016.

City of Highland, as lead agency, will implement the proposed SR-210/5th Street Interchange improvements in two phases as follows:

Phase 1 – Eastbound On and Off Ramps ($2,537.000)

Proposed Phase 1 improvements include construction of one additional turn lane at the eastbound off-ramp terminus (from 2 to 3) and one additional travel lane on the eastbound on-ramp (from 2 to 3). The total cost for this phase is estimated to be $2,537,000. Since this phase has a construction cost of less than $3 million, it will be processed thru Caltrans as a Streamlined Oversight Project.

Phase 2 – Westbound On and Off Ramps and 5th Street ($12,959,000)

Proposed Phase 2 improvements include the following 3 components:

A. Westbound On and Off-Ramps ($1,752,000) – Construct longer transition length on the westbound off-ramp between the westbound freeway exit lane and the four turn lanes at the westbound off-ramp terminus. Construct one additional travel lane (from 2 to 3) on the westbound on-ramp.

B. 5th Street between City Creek Bridge and Westbound Ramps ($9,989,000) – Widen 5th Street to ultimate width. On 5th Street between eastbound and westbound on and off-ramps, construct tie-back walls under the freeway bridge, and add one additional travel lane (from 4 to 5) and one additional turn lane (from 2 to 3); On 5th Street between City Creek Bridge and eastbound on and off-ramps, add two additional travel lanes (from 4 to 6) and one additional turn lane (from 0 to 1).

Mayor Larry McCallon | **Mayor Pro Tem** Penny Lilburn | **City Council** Jesse Chavez | **City Council** Anaeli Solano | **City Council** John P. Timmer | **City Manager** Joseph A. Hughes

27215 Base Line, Highland, CA 92346
Tel: (909) 864-6861 • Fax: (909) 862-3180 • Web: www.cityofhighland.org

C. Sand and Gravel Trucks Access ($1,218,000) – On the north side of 5th Street immediately west of the eastbound off-ramp, construct a new westbound exclusive right-turn lane. On the south side of 5th Street immediately west of the eastbound on-ramp, construct an additional eastbound exclusive right-turn lane (from 1 to 2). Construct a new traffic signal at the future private truck haul road connection to 5th Street immediately east of City Creek Bridge.

Attached is a layout exhibit showing the proposed interchange improvements. Also attached is a summary of project cost estimates, which have been escalated by an annual rate of 4% over 2.5 years for Phase 1 and 4.5 years for Phase 2.

Project Funding

Pursuant to the attached percentage table from the SBCTA Development Mitigation Nexus Study, the project cost of the SR-210/5th Street Interchange is allocated as follows:

Public Share (SBCTA Measure I Freeway Interchange Program Fund)	55.9%
Development Share (City Development Impact Fee)	44.1
	100%

Out of the Local Development Share of 44.1%, the project cost of the SR-210/5th Street Interchange is supposed to be allocated as follows:

Highland	93.4%
San Bernardino	5.2
Redlands	1.4
	100%

However, for implementation of this interchange project, Highland will accept responsibility of the full amount of local share, and will work with San Bernardino and Redlands separately relative to their potential financial participation in this project.

At the request of City of Highland, Caltrans has committed a lump sum financial contribution of $1,250,000 toward the construction of the proposed Phase 1 improvements. (See attached Caltrans letter.) This Caltrans contribution will be used to reduce the Phase 1 cost before the remaining Phase 1 cost is split between SBCTA and Highland.

Therefore, Phase 1 will be funded as follows:

Phase 1 Cost	$2,537,000
Caltrans Contribution	1,250,000
Remaining Phase 1 Cost	$1,287,000
SBCTA (55.9%)	$ 719,433
Highland (44.1%)	567,567
	$1,287,000

It should be noted that Component C of the proposed Phase 2 improvements is specifically intended to accommodate access of sand and gravel trucks from Robertson's Ready Mix and CEMEX onto 5th Street and the SR-210/5th Street Interchange. For implementation of this interchange project, City of Highland will accept responsibility of the full cost of Component C of the Phase 2 improvements, and will work with Robertson's Ready Mix and CEMEX separately relative to their potential financial participation in this project component. Any amount of future contribution from Robertson's and CEMEX will be used to offset the City's project share.

Therefore, Phase 2 (Component A and B) will be funded as follows:

Phase 2 Component A	$1,752,000
Phase 2 Component B	9,989,000
	$11,741,000

SBCTA (55.9%)	$6,563,219
Highland (44.1%)	5,177,781
	$11,741,000

And Phase 2 (Component C) will be funded as follows:

Highland (100%)	$1,218,000

In summary, the total project cost of $15,496,000 will be funded as follows:

Caltrans	$1,250,000
SBCTA	7,282,652
Highland	6,963,348
	$15,496,000

The City understands that the Valley Freeway Interchange Phasing Program has a focus on lower-cost projects with a total project cost of less than $10 million, and accordingly, SBCTA maximum project share of any phased interchange project is limited to its project share percentage of a $10 million project. Therefore, SBCTA maximum project share for the SR-210/5th Street Interchange Project is limited to 55.9% of $10,000,000, or 5,590,000.

In conclusion, the total project cost of $15,969,000 will be funded as follows:

Caltrans	$1,250,000
SBCTA	5,590,000
Highland	8,656,000
	$15,496,000

Other Considerations

It should be noted that, in 2015, shortly before establishment of the Measure I Valley Freeway Interchange Phasing Program by SBCTA in 2016, City of Highland constructed the full widening (from 4 to 6 lanes) of 5th Street (Greenspot Road) immediately east of the SR-210/5th Street Interchange westbound on and off-ramps, and constructed the full widening of the westbound off-ramp terminus (from 2 to 4 turn lanes) using

100% of City funds. These improvements would have been eligible for shared funding with SBCTA under the Interchange Phasing Program.

It should also be noted that, as a part of the SBCTA current project to add two mixed-flow lanes on SR-210 and to improve the SR-210/Base Line Interchange in Highland, two auxiliary lanes will be constructed between the Base Line Interchange and the 5th Street interchange, and an 1,000'-long eastbound acceleration lane will be extended from the eastbound on-ramp at the 5th Street Interchange. The City's proposed additional interchange improvements at the 5th Street Interchange will compliment and greatly enhance the functionality of the freeway improvements currently under construction by SBCTA.

The City of Highland looks forward to developing the proposed phased improvements at the SR-210/5th Street Interchange in concert with SBCTA under a cooperative agreement with regard to funding and project delivery.

Sincerely,

_____

Joseph Hughes, City Manager

CC: Carlos Zamano, Public Works Director/City Engineer

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS
8	SBD	210	30.10/30.47		

REGISTERED CIVIL ENGINEER DATE

PLANS APPROVAL DATE

REGISTERED PROFESSIONAL ENGINEER No. Exp. CIVIL STATE OF CALIFORNIA

THE STATE OF CALIFORNIA OR ITS OFFICERS OR AGENTS SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF SCANNED COPIES OF THIS PLAN SHEET

-

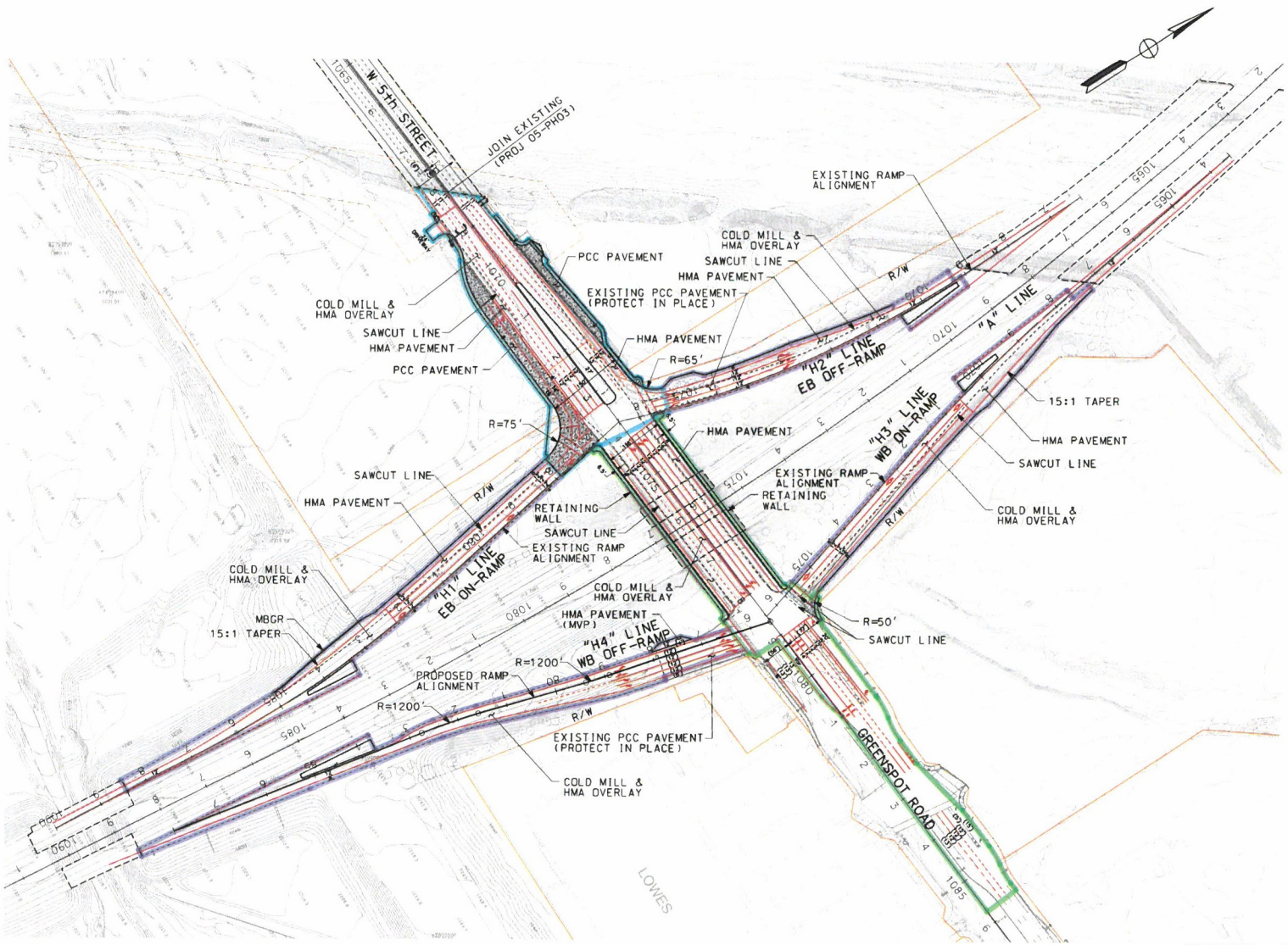
HDR ENGINEERING,INC.
2280 MARKET STREET-SUITE 100
RIVERSIDE, CA 92501-2110

REVISED BY | DATE REVISED

CALCULATED-DESIGNED BY | CHECKED BY

CONSULTANT FUNCTIONAL SUPERVISOR

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
Caltrans



LEGEND
- PHASE 1 STREET IMPROVEMENTS
- PHASE 2 STREET IMPROVEMENTS
- PHASE 3 RAMP IMPROVEMENTS
- EXISTING BRIDGE STRUCTURE

5TH ST - SR210 IMPROVEMENTS
LAYOUT EXHIBIT
SCALE: 1" = 100'

NOT FOR CONSTRUCTION

OCTOBER 2018

EXH-01

LAST REVISED => DATE PLOTTED => $DATE
00-00-00 TIME PLOTTED => $TIME

BORDER LAST REVISED 4/11/2008

RELATIVE BORDER SCALE IS IN INCHES 0 1 2 3

USERNAME => $USER
DGN FILE => $PEQUEST

CU

EA 0J0800

City of Highland

SR-210 / 5th Street-Greenspot Road Interchange Improvements

Preliminary Cost Estimate

Summary per Phase and Segment

February 26, 2020

	Construction Cost	Mobilization - Demobilization (10%)	Contingency (25%)	Design and Environmental Studies (25%)	Construction Engineering (15%)	Subtotal	Right of Way		Environmental Mitigation	Total	Escalated Costs
							Acres	Cost			
Phase 1 - EB Ramps											
EB Off-Ramp	$ 338,700	$ 33,900	$ 93,200	$ 93,200	$ 55,900	$ 614,900		$ -	$ -	$ 614,900	$ 720,000
EB On-Ramp	$ 855,600	$ 85,600	$ 235,300	$ 235,300	$ 141,200	$ 1,553,000		$ -	$ -	$ 1,553,000	$ 1,817,000
Phase 1 Totals	$ 1,194,300	$ 119,500	$ 328,500	$ 328,500	$ 197,100	$ 2,167,900		$ -	$ -	$ 2,167,900	$ 2,537,000
Phase 2 - WB Ramps & 5th Street/Greenspot Road											
WB Off-Ramp	$ 230,200	$ 23,100	$ 63,400	$ 63,400	$ 38,000	$ 418,100		$ -	$ -	$ 418,100	$ 530,000
WB On-Ramp	$ 531,800	$ 53,200	$ 146,300	$ 146,300	$ 87,800	$ 965,400		$ -	$ -	$ 965,400	$ 1,222,000
W 5th Street	$ 1,154,200	$ 115,500	$ 317,500	$ 317,500	$ 190,500	$ 2,095,200	0.69	$ 300,600	$ 300,600	$ 2,696,401	$ 3,412,000
EB & WB Truck Turn Lanes PCC Paving	$ 180,000	$ 18,000	$ 49,500	$ 49,500	$ 29,700	$ 326,700		$ -	$ -	$ 326,700	$ 414,000
Half Signal for Truck Egress	$ 350,000	$ 35,000	$ 96,300	$ 96,300	$ 57,800	$ 635,400		$ -	$ -	$ 635,400	$ 804,000
Widening below SR-210	$ 2,863,500	$ 286,400	$ 787,500	$ 787,500	$ 472,500	$ 5,197,400		$ -	$ -	$ 5,197,400	$ 6,577,000
Phase 2 Totals	$ 5,309,700	$ 531,200	$ 1,460,500	$ 1,460,500	$ 876,300	$ 9,638,200		$ 300,600	$ 300,600	$ 10,239,401	$ 12,959,000

Notes:
Today's date 2-26-2020
Phase 1 assumed to start construction 2.5 years from today, with a duration of 12 months
Phase 2 assumed to start construction 4.5 years from today, with a duration of 18 months
Annual Escalation rate 4%

Table 4. Estimate of Development's Fair Share Percentage of Interchange Costs, by Jurisdiction and Sphere

Fwy	Interchange	Fair Share %	2013 Cost ($mill)	Buy Down	Chino	Chino Sphere	Montclair	Montclair Sphere	Upland	Upland Sphere	Ontario	Fontana	Fontana Sphere	Rancho Cucamonga	Rialto	Rialto Sphere	Colton	Colton Sphere	San Bernardino	San Bernardino Sphere	Loma Linda	Loma Linda Sphere	Redlands	Donut Hole	Redlands Sphere	Highland	Yucaipa	Hesperia	Hesperia Sphere	Victorville	Victorville Sphere	Adelanto	Apple Valley	Apple Valley Sphere
SR-60	Ramona	31.3%	$30.240		53.6%	16.7%	7.7%	22.0%																										
	Central	58.8%	$15.800		91.8%	0.9%	0.6%	6.7%																										
	Mountain	46.2%	$15.000		49.6%						50.4%																							
	Euclid	44.5%	$6.000		43.0%						57.0%																							
	Grove	48.3%	$50.810		1.2%						98.8%																							
	Vineyard	60.3%	$50.810		6.7%						93.3%																							
	Archibald	56.1%	$7.900								100.0%																							
I-10	Monte Vista	24.1%	$21.900				73.5%		2.2%	24.3%																								
	Grove/4th	17.1%	$128.000	($3.26)					13.7%		63.7%			22.6%																				
	Euclid	17.4%	$9.030						60.0%		40.0%																							
	Vineyard*	60.0%	$83.550								100.0%																							
	Cherry	35.4%	$80.700	($1.23)								36.0%	64.0%																					
	Beech	50.0%	$113.903									69.9%	30.1%																					
	Citrus	38.4%	$58.500									99.4%	0.6%																					
	Alder	50.0%	$99.450									71.2%				28.8%																		
	Cedar	30.0%	$60.400									11.9%			19.5%	68.6%																		
	Riverside, Phase I	27.4%	$27.300	($2.3)											65.9%	7.9%	26.2%																	
	Riverside, Phase II	27.4%	$10.000	($0.3)											65.9%	7.9%	26.2%																	
	Pepper, Phase I	34.0%	$8.340													1.8%	91.9%	2.2%	4.1%															
	Pepper, Phase II	34.0%	$7.700	($7.1)												1.8%	91.9%	2.2%	4.1%															
	Mt. Vernon	5.1%	$31.810														100.0%																	
	Tippecanoe	34.6%	$78.000	($33.9)															50.0%		50.0%													
	Mountain View	37.8%	$50.895																20.0%		70.0%	6.1%	3.9%											
	California	47.8%	$44.533																		37.9%	22.4%	14.6%	25.2%										
	Alabama	50.5%	$41.600																				34.9%	65.1%										
	University	17.9%	$5.200																				100.0%											
	Wabash	35.8%	$40.000																				12.5%		87.5%									
	Live Oak	37.0%	$18.630																				1.0%				99.0%							
	Wildwood	50.0%	$35.410																								100.0%							
I-15	6th/Arrow	50.0%	$91.300										10.0%	90.0%																				
	Baseline	50.0%	$58.400	($9.8)								33.4%		66.6%																				
	Duncan Canyon	77.3%	$35.800	($2.0)								99.1%	0.9%																					
	Sierra	80.3%	$12.724									27.9%	1.4%		64.6%	6.1%																		
	Ranchero	57.5%	$60.000	($3.0)																														
	Joshua/Muscatel	58.7%	$71.100																									93.2%	5.9%					0.9%
	Mojave	55.4%	$50.000	($1.0)																								95.0%	5.0%					
	Eucalyptus	57.4%	$61.000																									77.1%		7.9%			11.2%	3.8%
	Bear Valley	31.3%	$25.000																									53.2%		46.8%				
	La Mesa	50.0%	$44.000																									15.0%		53.0%			31.0%	1.0%
I-215	University	15.8%	$28.000	($5.7)												2.2%			42.9%	54.9%										78.8%	1.6%		19.6%	
	Pepper/Linden	50.0%	$57.359																100.0%															
	Palm	35.7%	$10.929																50.0%	50.0%														
SR-210	Waterman	18.2%	$50.895																100.0%															
	Del Rosa	32.8%	$35.627																63.0%	9.0%						28.0%								
	Baseline	41.9%	$15.600																							100.0%								
	5th	44.1%	$8.000																5.2%				1.4%			93.4%								
Total			$1.947	($71.6)																														

*Subject to make-up provision, with interchange having been added subsequent to the first Nexus Study

DEPARTMENT OF TRANSPORTATION
PROGRAM PROJECT MANAGEMENT
464 WEST FOURTH STREET, MS 1229
SAN BERNARDINO, CA 92401-1400
MAIN (909) 383-4561
DIRECT (909) 383-5908
FAX (909) 383-4960
TTY 711
https://dot.ca.gov/caltrans-near-me/district-8

Making Conservation a California Way of Life.

November 14, 2019

Ernie Wong
Public Works Director/City Engineer
City of Highland
27215 Base Line
Highland, CA 92346

Dear Ernie Wong:

This is in response to your letter regarding the proposed improvements along State Route 210 (SR210) and 5th Street/Greenspot Road to widen the eastbound on and off ramps in the City of Highland (City),

The Department of Transportation (Caltrans) has reviewed the City's request and is pleased to commit a lump sum financial contribution of $1,250,000 for the project in fiscal year 2020/2021. Caltrans approves the City to serve as the lead agency for all phases of the project. Caltrans will review the plans, specifications and estimates for the project and issue an encroachment permit to the City for construction when all reviews are completed. Caltrans will take the lead to prepare a draft Cooperative Agreement (Coop) describing the roles and responsibilities of each agency. We will provide the draft Coop to the City for review once it is ready.

An expenditure authorization (EA) 1J790 has been established for the project. Please reference this EA in future correspondence regarding the project. Mustapha Iaali will be the Caltrans Project Manager and the lead for the preparation of the Coop.
Since the construction cost of the project is estimated to be between $1-$3 million, it will be processed as a Streamlined Oversight Project (SOP). Mohammed Rahman will serve as Caltrans Project Manager for the SOP project.

We look forward to working with the City on this project which is expected to provide much needed congestion relief to motorists. If you have any questions or need additional information, please do not hesitate to contact me at (909) 388-7149 or Mustapha Iaali at (909) 383-5908.

Sincerely,

for Syed Raza
Deputy District Director
Program and Project Management

cc: Mustapha Iaali, Project Manager

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Lawrence A. Mainez, Community Development Director, and Maricela E. Marroquin, City Attorney

SUBJECT: **Designation of County Health Officer as City Health Officer**

RECOMMENDATION: Staff recommends the City Council adopt Resolution No.____ designating the County Health Officer as the City's Health Officer, and providing for the enforcement of State laws, statutes, orders and regulations relating to public health by the San Bernardino County Health Officer

FISCAL IMPACT: None.

PUBLIC NOTICE: No Public Notice is required prior to the City Council taking action on this item. However, the Agenda has been posted in the three (3) locations in accordance with City Council policy.

BACKGROUND:
After incorporation, the City adopted Resolution No. 87-1 requesting continuation of services from the County whereby the County would continue to provide all services to the City as it had prior to incorporation. Since incorporation, the City has treated the County's Health Officer as the City's Health Officer, and the County's Health Officer has acted in this capacity.

California Health & Safety Code Section 101460 requires that every governing body of a city appoint a health officer, except when the city has made other arrangements for the county to exercise the same powers and duties within the city, as are conferred upon city health officers by law. California Health & Safety Code Section 101375 authorizes

Approved _____	Motion _____	Second _____	Agenda Item No. 13
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

City Clerk

City Manager

the City Council to consent, by resolution or ordinance, for the County Health Officer of San Bernardino County to enforce and observe in the City (1) orders and quarantine regulations prescribed by the California Department of Public Health and other regulations issued under the California Health and Safety Code, and (2) statutes relating to the public health.

Staff is recommending that the City Council formalize the designation of the County Health Officer as the City's Health Officer, consistent with current practice thereby authorizing the County Health Officer of the County of San Bernardino to enforce and observe within the City orders, quarantine regulations, and rules prescribed by the State Department of Public Health and other rules and regulations issued under the provisions of the California Health and Safety Code, and statutes relating to the public health.

Attachments:

A – Resolution No. ____ designating the County Health Officer as the City's Health Officer.

ATTACHMENT - A

Resolution designating the County Health Officer as the City's Health Officer

RESOLUTION N0. 2020 _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, DESIGNATING THE COUNTY HEALTH OFFICER AS THE CITY'S HEALTH OFFICER, AND PROVIDING FOR THE ENFORCEMENT OF STATE LAWS, STATUTES, ORDERS AND REGULATIONS RELATING TO PUBLIC HEALTH BY THE SAN BERNARDINO COUNTY HEALTH OFFICER WITHIN THE CITY OF HIGHLAND

WHEREAS, the City was incorporated on November 24, 1987 as a general law city. On December 8, 1978, the City adopted Resolution No. 87-1 requesting continuation of services from the County whereby the County would continue to provide all services to the City as it had prior to incorporation;

WHEREAS, since incorporation, the City has treated the County's Health Officer as the City's Health Officer, and the County's Health Officer has acted in this capacity;

WHEREAS, the City wishes to more formally designate the County's Health Officer as the City's Health Officer;

WHEREAS, pursuant to California Health & Safety Code Section 101460, every governing body of a city shall appoint a health officer, except when the city has made other arrangements for the county to exercise the same powers and duties within the city, as are conferred upon city health officers by law; and

WHEREAS, pursuant to California Health & Safety Code Section 101375, the City Council may consent, by resolution or ordinance, for the County Health Officer of San Bernardino County to enforce and observe in the City (1) orders and quarantine regulations prescribed by the California Department of Public Health and other regulations issued under the California Health and Safety Code, and (2) statutes relating to the public health.

NOW, THEREFORE THE CITY COUNCIL HEREBY RESOLVES AND ORDERS AS FOLLOWS:

SECTION 1. The City of Highland hereby designates the San Bernardino County Health Officer to serve as the City's Health Officer. The San Bernardino County Health Officer shall have all powers and duties within the City as are conferred upon city health officers by law.

SECTION 2. The County Health Officer of the County of San Bernardino shall enforce and observe all of the following within the City:

1. Orders, quarantine regulations, and rules prescribed by the State Department of Public Health and other rules and regulations issued under the provisions of the California Health and Safety Code.

2. Statutes relating to the public health.

SECTION 3. No provision of this Resolution limits the authority of the City Council, the City Manager, or the City Disaster Council pursuant to Chapter 2.44 of the Highland Municipal Code, to adopt regulations pertaining to public health and safety.

SECTION 4. The City Manager is authorized to provide a copy of this Resolution to the County of San Bernardino County Health Officer, the Clerk of the Board of Supervisors, and the California Director of Public Health.

PASSED, APPROVED, and ADOPTED at a regular meeting of the City Council held this 14th day of April 2020.

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
LARRY MCCALLON
Mayor

ATTEST:

_____
BETTY HUGHES
City Clerk

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Lawrence A. Mainez, Community Development Director

SUBJECT: **Contract with San Bernardino County for Animal Control Services for FY 2020/2021 (Amendment No. 6)**

RECOMMENDATION: Staff recommends the City Council approve the contract with San Bernardino County for Animal Care and Control Services for FY 2020/21 in the amount of $467,172.00, and authorize the Mayor to sign the contract.

FISCAL IMPACT: This contract will expend $467,172.00 of General Fund dollars in FY 2020/21 for Animal Care and Control Services, which is an increase of 5% from last year's contract award. The increase reflects the County's increases in salary and benefit costs along with service and supply costs. The contract increase was anticipated at the time the City adopted its two year budget, therefore adequate funds will be available in the FY 2020/21 Budget for this contract extension. This contract extension will not include dog license canvassing. In addition, the existing Contract was amended in 2019 (Amendment No. 5) to highlight the potential plans to replace the County's existing animal shelter facility located in Devore. That being the case, the existing contract now includes a new term (Section I, City Service Responsibilities (L.)) which gives the City an opportunity to review the plans for the new animal shelter facility along with cost estimates to help the City determine if a proportional cost share model would be appropriate in the future. No estimates for the proportional share have been developed at this time and the County estimates it could take two (2) years to complete the new animal shelter facility. Should the City determine it would be in the best interest of the City to provide a proportional share to the County to construct a new animal shelter, a revision to the subject contract would be drafted for City Council review and approval in the future (also requiring a Budget Adjustment). At the date of this staff report, the County is still working on finalizing details for the new proposed animal

Approved _____	Motion _____	Second _____	Agenda Item No. 14
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

City Clerk

City Manager

shelter facility and had no update to present at this time.

PUBLIC NOTICE: No Public Notice is required prior to the City Council taking action on this item. However, the Agenda has been posted in the three (3) locations in accordance with City Council policy.

BACKGROUND/PROPOSAL: The proposed contract extension is considered Amendment No. 6 to a new service contract approved by the City Council on June 10, 2014. As noted in the Fiscal Section above, for this upcoming fiscal year, the contract for Animal Care and Control Services will increase by 5% from the current contact amount of $444,926.00. Also noted in the Fiscal Section above, the County is currently in the process of developing plans to replace its existing animal shelter facility in Devore. As provided in the contract Amendment No. 5, once their site assessment and design is completed the City will be provided an opportunity to review the County's plans for a new animal shelter facility along with cost estimates. At that time the City will determine if a proportional cost share model for facility construction would be appropriate in the future. No estimates for the proportional share have been developed at this time and the County estimates it could take two (2) years to complete the new animal shelter facility. Should the City determine it would be in the best interest of the City to provide a proportional share to the County to construct a new animal shelter, a revision to the subject contract would be drafted in the future for City Council review and approval.

The proposed contract does not include dog licensing canvassing at this time. The proposed Animal Control contract will provide the same level of service as the current year and the proposed contract amount is accounted for in the City's FY 2020-21 Budget.

A San Bernardino County Animal Care and Control representative will be available during the meeting to answer any questions the City Council may have. Copies of the existing and proposed contracts are attached for City Council review and consideration.

The City also received one (1) comment on this item, which is attached for City Council information.

Attachments:

- **A** - Proposed Amendment No. 6 Animal Control Services Contract FY 2020/2021
- **B** - Animal Control Services Contract FY 2014 (Contract No. 14-613), including Amendments No. 1 to 5
- **C** – Public Comment

ATTACHMENT A

Proposed Amendment No. 6 Animal Control Services Contract FY 2020/2021

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

SAN BERNARDINO COUNTY

Contract Number

14-613 A-6

SAP Number

N/A

Department of Public Health

Department Contract Representative	John Greswit
Telephone Number	(909) 388-0255
Contractor	City of Highland
Contractor Representative	Lawrence Mainez, Community Development Director
Telephone Number	(909) 864-8732
Contract Term	07/01/14 through 06/30/21
Original Contract Amount	$2,643,384
Amendment Amount	$467,172
Total Contract Amount	$3,110,556
Cost Center	9300261000

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 6

It is hereby agreed to amend contract No. 14-613, effective July 1, 2020, as follows:

Section III. Fiscal Provisions, Paragraph A is amended to read as follows:

A. The maximum amount of reimbursement under this Contract shall not exceed $3,110,556. The consideration to be paid to County, as provided herein, shall be full payment for all County's services and expenses incurred in the performance hereof, including travel and per diem. The maximum amount is a total dollar amount that includes the original contract amount and all subsequent amendments, broken down as follows:

Original Contract	$436,202	July 1, 2014 through June 30, 2015
Amendment No. 1	$436,202	July 1, 2015 through June 30, 2016
Amendment No. 2	$436,202	July 1, 2016 through June 30, 2017
Amendment No. 3	$444,926	July 1, 2017 through June 30, 2018
Amendment No. 4	$444,926	July 1, 2018 through June 30, 2019
Amendment No. 5	$444,926	July 1, 2019 through June 30, 2020
Amendment No. 6	$467,172	July 1, 2020 through June 30, 2021

Section V. Term is amended to read as follows:

This Contract is effective as of July 1, 2014, and is extended from its amended expiration date of June 30, 2020, to expire on June 30, 2021, but may be terminated earlier in accordance with provisions of Section VI of the Contract.

All other terms and conditions of Contract No. 14-613 remain in full force and effect.

COUNTY OF SAN BERNARDINO

►

Curt Hagman, Chairman, Board of Supervisors

Dated:

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

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

By

Deputy

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

By ►

(Authorized signature - sign in blue ink)

Name Larry McCallon
(Print or type name of person signing contract)

Title Mayor
(Print or Type)

Dated:

Address 27215 Base Line

Highland, CA 92346

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
►	►	►
Adam Ebright, Deputy County Counsel	Jennifer Mulhall-Daudel, HS Contracts	Trudy Raymundo, Director
Date	Date	Date

ATTACHMENT B

Animal Control Services Contract FY 2014 (Contract No. 14-613),
including Amendments No. 1 to 5

HUMAN SERVICES

COUNTY OF SAN BERNARDINO

Linda Haugan
Assistant Executive Officer

Reply to:
☒ **150 S Lena Road**
San Bernardino, CA 92415-0515

July 16, 2014

RECEIVED

JUL 21 2014

CITY OF HIGHLAND
CITY CLERK

Sam Racadio, Mayor
City of Highland
27215 Baseline Road
Highland, CA 92346

Dear Mayor Racadio:

Enclosed is your copy of County Contract 14-613 with the County of San Bernardino to provide Animal Care and Control Services. I will serve as the contract analyst for this contract. If you have any questions or require assistance, please feel free to contact me. Also, any notices pursuant to the contract should be sent to the address below:

County of San Bernardino
Human Services - Administrative Support Division
Attn: John Greswit, Contracts Unit
150 S. Lena Road
San Bernardino, CA 92415-0515

Please remember that any modification, change or addition to the scope of work or any other aspect of this contract must be executed via contract amendment. Any such amendment must first be submitted to this office for approval and usually requires prior approval from the County Board of Supervisors. As such, please understand that County staff does not have the authority to authorize any changes and any payment request based on an unauthorized change will not be honored.

Thank you for your assistance in this matter. If you have any further questions, please contact me at (909) 388-0255.

Sincerely,

John Greswit(sd)

John Greswit
Contract Analyst

Enclosure

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

June 24, 2014

FROM: **TRUDY RAYMUNDO, Director**
Department of Public Health

SUBJECT: **REVENUE CONTRACTS FOR ANIMAL CARE AND CONTROL SERVICES**

RECOMMENDATION(S)

Approve revenue contracts for the Department of Public Health, Animal Care and Control to provide animal care and control services to the following cities for a combined contract amount not to exceed $1,192,988, for the period of July 1, 2014 through June 30, 2015:

1. City of Highland - not to exceed $436,202 **Agreement No.14-613**
2. City of Rialto - not to exceed $303,078 **Agreement No.14-614**
3. City of Yucaipa - not to exceed $453,708 **Agreement No.14-615**

(Presenter: Brian Cronin, Chief of Animal Care and Control, 387-9152)

BOARD OF SUPERVISORS COUNTY GOALS AND OBJECTIVES

Maintain Public Safety.
Provide for the Health and Social Services Needs of County Residents.
Pursue County Goals and Objectives by Working with Other Governmental Agencies.

FINANCIAL IMPACT

Approval of this item does not impact Discretionary General Funding (Net County Cost). The Department of Public Health (DPH) will receive revenue in a total amount not to exceed $1,192,988 for the one-year contract period. The costs associated with providing these services are reimbursed by the cities and/or offset by the revenue collected on behalf of the cities by the County. Amounts were calculated based on current salary and benefit costs, and ongoing operating costs associated with the provision of these services. Adequate appropriation and revenue have been included in DPH's 2014-15 budget.

BACKGROUND INFORMATION

DPH's Animal Care and Control (ACC) program has provided animal care and control services to the unincorporated regions of the County for decades, and has also provided similar services to various cities within the County. Full scope animal care and control services include field services, licensing, low cost rabies and vaccination clinics, impounding and shelter services, after-hours emergency services, and final disposition. DPH has provided animal care and control services to the City of Highland residents since 1997; the City of Rialto residents since 1988; and the City of Yucaipa residents since 1990.

cc: PH-Greswit w/ agrees
Contractor c/o PH w/ agree
ATC-Accts Pay Mgr w/ agrees
EBIX-BPO c/o Risk Mgmt
PH-Raymundo
PH-Cronin
HS-Dalton; Fischer
CAO-Flood
File - w/ agree
jll 07/11/14

ITEM 65

Record of Action of the Board of Supervisors

APPROVED (CONSENT CALENDAR)
COUNTY OF SAN BERNARDINO
Board of Supervisors

MOTION	AYE	AYE	ABSENT	SECOND	MOVE
	1	2	3	4	5

LAURA H. WELCH, CLERK OF THE BOARD

BY _____

DATED: June 24, 2014

Rev 2-25-14

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Regina Dalton, Contracts Manager, 388-0241) on May 28, 2014; County Counsel (Phebe W. Chu, Deputy County Counsel, (387-5455) on May 30, 2014; Human Services Administration (Lynne Fischer, Administrative Analyst, 388-0253) on June 2, 2014; Finance (Sydney Flood, Administrative Analyst, 386-8393) on June 2, 2014; and County Finance and Administration (Art Gomez, Deputy Executive Officer, 388-0280) on June 6, 2014.

County of San Bernardino

FAS

STANDARD CONTRACT

FOR COUNTY USE ONLY

X New / Change / Cancel	FAS Vendor Code: CITYOFH638		SC	Dept.: PHL	A	Contract Number: 14-613
ePro Vendor Number: N/A						ePro Contract Number: N/A
County Department: Department of Public Health			Dept.: PHL	Orgn.: PHL		Contractor's License No.
County Department Contract Representative: John Greswit			Telephone: (909) 388-0255			Total Contract Amount: $436,202

Contract Type: ☒ Revenue ☐ Encumbered ☐ Unencumbered ☐ Other:

If not encumbered or revenue contract type, provide reason:

Commodity Code	Contract Start Date	Contract End Date	Original Amount	Amendment Amount
	7/01/14	6/30/15	$436,202	

Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.	Amount
AAA	PHL	2601		9520	93130	$436,202

Project Name: Animal Care and Control Services

Estimated Payment Total by Fiscal Year

FY	Amount	I/D	FY	Amount	I/D
14/15	$436,202	I			

THIS CONTRACT is entered into in the State of California by and between the County of San Bernardino, Department of Public Health Animal Care and Control, hereinafter called the County, and

Name: City of Highland — hereinafter called City

Address: 27215 Base Line

Highland, CA 92346

Telephone: (909) 864-8732

Federal ID No./Social Security No.:

IT IS HEREBY AGREED AS FOLLOWS:

WHEREAS, The San Bernardino County Department of Public Health, Animal Care and Control Division provides animal care and control services such as patrolling for loose dogs, picking up stray animals, attending to complaints and law violations, and sheltering of stray animals in the County of San Bernardino; and

WHEREAS, The City of Highland desires to contract with the County to provide such services within their city limits; and

WHEREAS, Article I, Chapter 1, Part 2, Division 1, Title 5, of the Government Code authorizes the County to assume certain City functions; and

WHEREAS, Title 1, Division 1, Chapter 2, Section 11.0208 and Title 3, Division 2, Chapters 1, 2, 3, 14 and 15 of the County Code remain in full force and effect as a City ordinance: and

WHEREAS, City desires that such services be provided by County and County agrees to perform these services as set forth below;

NOW THEREFORE, County and City mutually agree to the following terms and conditions:

TABLE OF CONTENTS

I. CITY SERVICE RESPONSIBILITIES 3

II. COUNTY RESPONSIBILITIES 4

III. FISCAL PROVISIONS 5

IV. CORRECTION OF PERFORMANCE DEFICIENCIES 6

V. TERM 6

VI. EARLY TERMINATION 7

VII. GENERAL PROVISIONS 7

VIII. CONCLUSION 9

ATTACHMENTS

ATTACHMENT A – COUNTY FEE SCHEDULE

I. CITY SERVICE RESPONSIBILITIES

A. The City shall compensate the County as set forth in Section III, Fiscal Provisions.

B. To facilitate the performance of functions as provided for in this agreement, it is hereby agreed that the City shall provide full cooperation and assistance to the County, its officers, agents, and employees.

C. Notwithstanding anything herein stated, it is agreed that in all instances wherein special supplies, stationery, notices, forms, and the like must be issued in the name of the City, the same shall be supplied by said City at its own expense.

D. In the performance of this Contract, the City, its agents, and employees, shall act in an independent capacity and not as officers, employees, or agents of the County.

E. Without the prior written consent of County, this Contract is not assignable by either party either in whole or part.

F. City agrees to provide or has already provided information on former County of San Bernardino administrative officials (as defined below) who are employed or represent the City. The information provided includes a list of former County administrative officials who terminated County employment within the last five years and who are now officers, principals, partners, associates or members of the business. The information also includes the employment with or representation of the City. For purposes of this provision, "County administrative official" is defined as a member of the Board of Supervisors or such officer's staff, Chief Executive Officer or member of such officer's staff, County department or group head, assistant department or group head, or any employee in the Exempt Group, Management Unit or Safety Management Unit.

G. Inaccuracies or Misrepresentations

If during the course of the administration of this agreement, the County determines that the City has made a material misstatement or misrepresentation or that materially inaccurate information has been provided to the County, this contract may be immediately terminated. If this contract is terminated according to this provision, the County is entitled to pursue any available legal remedies.

H. City shall notify County in writing of any change in mailing address within ten (10) days of address change.

I. City agrees to and shall comply with the following indemnification and insurance requirements:

1. Indemnification – County agrees to indemnify and hold harmless the City, its officers, employees, agents, and volunteers, from any and all claims, actions or losses, damages, and/or liability resulting from the County's negligent acts or omissions which arise from the County's performance of its obligations under this agreement.

City agrees to indemnify, defend (with Counsel selected by City and acceptable to County) and hold harmless the County, its officers, employees, agents, and volunteers, from any and all claims, actions, losses, damages, and/or liability arising out of its obligations under this agreement.

In the event, the County and/or City is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under the agreement, the County and/or City shall indemnify the other to the extent of its comparative fault.

Furthermore, if the County or City attempts to seek recovery from the other for Workers' Compensation benefits paid to an employee, the County or City agree that any alleged negligence of the employee shall not be construed against the employer of that employee.

2. Insurance – The County and City are self-insured public entities for purposes of professional liability, general liability, and Workers' Compensation. County and City warrants that through its program of self-insurance, it has adequate professional liability, general liability, and Workers' Compensation to provide coverage for liabilities arising out of County's and City's performance of this agreement.

J. City shall use recycled and recyclable products, whenever practicable, in fulfilling the terms of this Contract.

K. If any legal action is instituted to enforce any party's rights hereunder, each party shall bear its own costs and attorneys' fees, regardless of who is the prevailing party. This paragraph shall not apply to those costs and attorneys' fees directly arising from a third-party legal action against a party hereto and payable under Paragraph I of this Section, "Indemnification."

II. COUNTY RESPONSIBILITIES

A. Through its Public Health Department, or other such agency as the Board of Supervisors may designate, County shall provide the City with animal control services normally provided by the Department to the unincorporated area of the County. Such services may include, but are not limited to, public education and those services and functions performed under Title 1, Division 1, Chapter 2, Section 11.0208, and Title 3, Division 2, Chapters 1, 2, 3, 14 and 15 of the County Code. City recognizes and agrees that the County only has the authority under this agreement to enforce within the corporate limits of the City, State law, and the Chapters in the County Code that have been adopted by the City through a City Ordinance.

B. The County hereby agrees to provide the following specific functions:

1. Enforce all City ordinances pertaining to animals, including the issuing of citations as necessary for violations of said ordinance. If the City is considering adopting a new ordinance and requesting its enforcement by County, County may provide enforcement services of the new ordinance if all of the following elements are met: (1) a written request (along with a copy of the ordinance) is received by County sixty (60) days prior to the requested implementation date of the ordinance; (2) the Public Health Director or appointed designee, in his/her sole discretion, approves the City's request for enforcement services; (3) the cost of such services will not exceed the total amount of the contract.

2. Impound all animals caught at-large, including cats, and provide for the return of all licensed dogs whenever possible. Should the City or its agent order or cause any animal to be sheltered more than ten (10) days, the City shall be charged the daily impound fee as described in Attachment A. This charge shall be billed separately and is in addition to the usual quarterly billing.

3. Quarantine, as prescribed by law, all animals suspected to be rabid.

4. Investigate complaints of nuisance by animals upon request during routine patrol.

5. Remove dead animals on the public right-of-way.

6. Investigate reported dog bites.

7. Provide a night mechanism to answer the telephones from seventeen hundred hours (1700) to eight hundred (0800) hours Sunday through Saturday.

8. Enforce those sections of state law relating to damages to owners of livestock killed by dogs.

9. Accept and impound any and all un-owned animals that are brought to the County found stray in the City and any other such animals brought to the Shelter by the City or citizens of the City.

10. Provide a program whereby dog licenses may be issued by mail or clinics, and send renewal notices by mail to owners of currently licensed dogs together with an application for renewal.

C. The County shall provide a report consisting of the statistical information with the quarterly billing invoice.

D. The County and City shall determine any other level of service provided within the City and may request any additional service to be provided by County by written amendment to this agreement, and approved by the governing bodies of both the County and City.

E. All work performed by County shall be performed in County offices or at such locations as designated by the Public Health Director.

F. If any legal action is instituted to enforce any party's rights hereunder, each party shall bear its own costs and attorneys' fees, regardless of who is the prevailing party. This paragraph shall not apply to those costs and attorneys' fees directly arising from a third-party legal action against a party hereto and payable under Paragraph I of Section I, "Indemnification."

G. In the performance of this Contract, County, its agents, and employees, shall act in an independent capacity and not as officers, employees, or agents of the City.

H. The Public Health Director, or appointed designee, shall be authorized to approve revisions to the monthly report.

I. The County shall charge and collect fees (including routine services and licensing fees) from City residents at the rates currently in effect under County Code Section 16.0213A (b). The current rates in effect under County Code Section 16-0213A (b) are described in "County Fee Schedule" (Attachment A). City shall adopt County Code Section 16.0213A (b) as it relates to dog license fees within 90 days of the effective date of this Contract.

III. FISCAL PROVISIONS

A. The maximum amount of reimbursement under this Contract shall not exceed $436,202. The consideration to be paid to County, as provided herein, shall be full payment for all County's services and expenses incurred in the performance hereof, including travel and per diem.

B. Payment Method

1. County shall submit invoices to the City no later than 90 days following the period end dates noted in the schedule below. In addition to the invoices listed below, a final invoice may be submitted to the City no later than September 30 of the next fiscal year for any costs not billed in Invoice No. 4 but incurred on behalf of the City through June 30 of the current fiscal year. Quarterly invoices will be based on actual costs minus the revenue collected for the quarter pursuant to Section III, Paragraph C.

Invoice Number	Period End Date of the Current Fiscal Year
1	September 30
2	December 31
3	March 31
4	June 30

2 City shall process County's claim for payment within thirty (30) days following receipt of County invoice.

C. Determination of Actual Cost

1. County agrees to collect and maintain expenditure and workload data to be used in determining the actual cost of animal care and control services provided by the City during the term of the agreement.

2. Animal care and control field services costs shall be determined by the actual time worked in the City based on the County's Labor Distribution report and the associated services and supplies during the term of this contract.

3. Animal care and control shelter services costs shall be determined by the percentage of animals placed into the shelter originating from the City. The percentage shall be applied to the operating cost of the shelter.

4. Shelter revenues received by the County from residents of the City for animals of the City shall be applied to the quarterly invoices described in Section III, Paragraph B, Item 1, which shall have the effect of reducing the amount of the quarterly invoice owed by the City to the County. License revenues received by the County from residents of the City for animals of the City shall be remitted directly to the City by County. Such shelter and license revenues shall not include citation revenues collected by the County from residents of the City for failure to adhere to City and/or State regulations.

D. County shall receive all cooperation possible from the City to enable efficient enforcement of fee collection. County shall retain all fees and revenue derived from the enforcement of the City Ordinances pertaining to the animal care and control services provided by County.

E. County is not liable for the payment of any taxes, other than applicable sales or use tax, resulting from this Contract, however designated, levied or imposed, unless County would otherwise be liable for the payment of such taxes in the course of its normal business operations.

F. The City agrees to reimburse the County for actual costs resulting from an emergency response. These costs will be over and above the contracted amount.

IV. CORRECTION OF PERFORMANCE DEFICIENCIES

A. Failure by the City or County to comply with any of the provisions, covenants, requirements or conditions of this Contract shall be a material breach of this Contract.

B. In the event of a non-cured breach, the other party may, at its sole discretion and in addition to immediate termination and any other remedies available at law, in equity, or otherwise specified in this Contract:

1. Afford the City or County thereafter a time period within which to cure the breach, which period shall be established at sole discretion of the City or County; and/or

2. Terminate this Contract.

V. TERM

This Contract is effective as of July 1, 2014, and expires June 30, 2015, but may be terminated earlier in accordance with provisions of Section VI of the Contract.

VI. EARLY TERMINATION

The County may terminate this Contract immediately under the provisions of Section IV of this Contract. In addition, this Contract may be terminated without cause by the County or City by serving a written notice to the other party eight months in advance of termination. The Assistant Executive Officer for Human Services is authorized to exercise the County's rights with respect to any termination of this Contract.

VII. GENERAL PROVISIONS

A. When notices are required to be given pursuant to this Contract, the notices shall be in writing and mailed to the following respective addresses listed below.

City: City of Highland
27215 Base Line
Highland, CA 92346

County: *(Program Information)*
County of San Bernardino
Department of Public Health
Animal Care and Control
Attn: Chief of Animal Care and Control
351 N. Mountain View Ave., 3rd Floor
San Bernardino, CA 92415-0003

County: *(Contract Information)*
County of San Bernardino
Human Services
Attn: Contracts Unit
150 S. Lena Road
San Bernardino, CA 92415-0515

B. Nothing contained in this Contract shall be construed as creating a joint venture, partnership or employment arrangement between the Parties hereto, nor shall either Party have the right, power or authority to create an obligation or duty, expressed or implied, on behalf of the other Party hereto.

C. No waiver of any of the provisions of the Contract Documents shall be effective unless it is made in writing which refers to provisions so waived and which is executed by the Parties. No course of dealing and no delay or failure of a Party in exercising any right under any Contract Document shall affect any other or future exercise of that right or any exercise of any other right. A Party shall not be precluded from exercising a right by its having partially exercised that right or its having previously abandoned or discontinued steps to enforce that right.

D. Any alterations, variations, modifications, or waivers of provisions of the Contract, unless specifically allowed in the Contract, shall be valid only when they have been reduced to writing, duly signed and approved by the Authorized Representatives of both parties as an amendment to this Contract. No oral understanding or agreement not incorporated herein shall be binding on any of the Parties hereto.

E. If any provision of the Contract is held by a court of competent jurisdiction to be unenforceable or contrary to law, it shall be modified where practicable to the extent necessary so as to be enforceable (giving effect to the intention of the Parties) and the remaining provisions of the Contract shall not be affected.

F. This Contract shall be governed by and construed in all aspects in accordance with the laws of the State of California without regard to principles of conflicts of laws. The Parties agree to the exclusive jurisdiction of the federal court located in the County of Riverside and state courts located in the County

of San Bernardino, for any and all disputes arising under this Contract, to the exclusion of all other federal and state courts.

G. City and County hereby waive their respective rights to trial by jury for any cause of action, claim, counterclaim, or cross-complaint in any action, proceeding and/or hearing brought by either the City against the County or the County against the City on any matter arising out of or in any way connected with this Agreement, the relationship of the City and County, any claim of injury or damage or the enforcement of any remedy under any law, statute or regulation, emergency or otherwise, now or hereafter in effect.

H. City shall not offer, either directly or through an intermediary, any improper consideration such as, but not limited to, cash, discounts, service, the provision of travel or entertainment, or any items of value to any officer, employee or agent of the County in an attempt to secure favorable treatment regarding this Agreement.

The County, by written notice, may immediately terminate any Agreement if it determines that any improper consideration as described in the preceding paragraph was offered to any officer, employee or agent of the County with respect to this agreement. This prohibition shall apply to any amendment, extension or evaluation process once an Agreement has been executed.

City shall immediately report any attempt by a County officer, employee or agent to solicit, either directly or through an intermediary, improper consideration from the City. The report shall be made to the supervisor or manager charged with supervision of the employee or to the County Administrative Office. In the event of a termination under this provision, the County is entitled to pursue any available legal remedies.

VIII. CONCLUSION

A. This Contract, consisting of nine (9) pages and Attachment A, is the full and complete document describing services to be rendered to the City by County including all covenants, conditions and benefits.

B. The signatures of the Parties affixed to this Contract affirm that they are duly authorized to commit and bind their respective institutions to the terms and conditions set forth in this document.

C. **IN WITNESS WHEREOF,** the Board of Supervisors of the County of San Bernardino has caused this Agreement to be subscribed to by the Clerk thereof, and the City has caused this Agreement to be subscribed in its behalf by its duly authorized officers, the day, month and year written.

COUNTY OF SAN BERNARDINO

▶ Janice Rutherford

Janice Rutherford, Chair, Board of Supervisors

Dated: JUN 24 2014

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

Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino.

By: Alissa Foster
Deputy

City of Highland

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

By ▶

(Authorized signature – sign in blue ink)

Name: Sam Racadio

(Print or type name of person signing contract)

Title: Mayor

(Print or Type)

Dated: June 10, 2014

Address: 27215 Base Line

Highland, CA 92346

Approved as to Legal Form

▶

Phebe W. Chu, Deputy County Counsel

Date 6-12-14

Reviewed by Contract Compliance

▶ Regina Dalton

Regina Dalton, HS Contracts Unit

Date 6-16-14

Presented to BOS for Signature

▶

Trudy Raymundo, Director

Date 6/13/14

TITLE 1: GOVERNMENT AND ADMINISTRATION
DIVISION 6: COUNTY FEES
CHAPTER 2: Schedule of Fees.
Section: 16.0213A Health Services. **EFFECTIVE July 1, 2019**

(b) Animals:

(1) Animal handling:

(A) Owner redemption fee for pick-up/handling of dog or cat (does not include shelter and license fees):

(I) During normal operating hours..... $35.00

(II) Picked up between 6:00 p.m. & 7:00 a.m..... $80.00

(B) Pick-up, euthanasia, and disposal of owned dog or cat during normal operating hours:

(owner requested)..... $80.00

(C) Apprehension Fine/Penalty (leash law areas only):

(I) Loose animal violation:

(i) Fine/Penalty for first violation..... $50.00

(ii) Fine/Penalty for second violation.....$100.00

(iii) Fine/Penalty for third and each subsequent violation..... $250.00

(D) Trap rentals, per day: $4.00

(E) Animal pick-up: (See Section 32.0102)

(I) Animal pick-up during normal operating hours:

horses, cattle, goats, calves, sheep, and pigs:
(1hour minimum) $97.00/hour

(II) Animal picked-up after hours, between 6:00 p.m. & 7:00 a.m.:
(1 hour minimum).....$121.00/hour

(F) Animal Investigations:

(I) Investigation time.....$97.00/hour

(II) Vicious Animal Compliance Inspection.....$97.00/Inspection

(G) Quarantine of Animals (other than at shelter):

(I) At owner's home $97.00

(II) Quarantine break $97.00

(H) Owner Relinquishment of dog, cat, or other animal:

(I) Relinquish in field

(i) With proof of ownership.....$90.00

(ii) Without proof of ownership.....$134.00

(II) Relinquish in Shelter

(i) With proof of ownership.....$55.00

(ii) Without proof of ownership.....$99.00

(I) Develop a customized record or report.....$84.00/hour

(J) Digital photographs on disc (CD)

(I) Digital images up to 10 images.....$22.00

(II) Additional Images.....$2.20

(2) Animal licensing:

(A) Dog license fees:

(I) Unspayed/unneutered monthly fee $8.00

(II) Spayed/neutered monthly fee

(i) 1-23 months $2.00

(ii) 24-35 months $1.75

(iii) 36 or more months $1.50

(III) Spayed/neutered - owned by disabled persons or those 65 years of age or older (monthly) $1.00

(IV) Delinquent Fine/Penalty (waived if licensed within 30 days from time of notice) (does not include annual fee)..... $20.00

(V) Medically Determined monthly fee $2.00
(Animal is at high risk for Spay/Neuter surgery)

(B) New owner registration of currently licensed/registered animal $3.00

(C) Replacement dog tag.....$3.00

(D) Registration of dog currently licensed/registered in another jurisdiction and issuance of County tag..... $3.00

(3) Animal sheltering:

(A) Impound fee:

(I) Initial Impoundment..... $44.00

(II) Daily (after initial impoundment) $11.00

(B) State-mandated unaltered animal fine (Per CA Food and Agricultural Code 30804.7 & 31751.7):

(I) First Violation.....$35.00

(II) Second Violation.....$50.00

(III) Third Violation.....$100.00

(C) Euthanasia and Disposal Fee:

(I) Dogs.....$45.00

(II) Cats.....$40.00

(D) Dead animal disposal..... $15.00

(E) Spay/Neuter fee

(I) Dog (over 2 months) $55.00

(II) Cat (over 2 months) $40.00

(F) Spay/Neuter Deposit (refundable if animal is altered within 30 days of redemption):

(I) Dog (over 2 months).....$55.00

(II) Cat (over 2 months).....$40.00

(G) Adoption fee (persons 65 or older exempt - 1 per year)

(I) Dog..... $15.00

(II) Cat.....$10.00

(III) Puppy (under 4 months) $20.00

(IV) Kitten (under 4 months) $15.00

(H) Adoption fee (minimum bid) – horses $50.00

(I) Adoption fee (minimum bid) – donkeys $50.00

(J) Adoption fee (minimum bid) – pigs.....$20.00

(K) Adoption fee (minimum bid) – sheep.....$20.00

(L) Adoption fee (minimum bid) – goats..... $20.00

(M) Adoption fee – rabbits $5.00

(N) Adoption fee - chickens and other fowl $5.00

(O) Adoption fee – reptiles, exotic birds & other.....50% of retail price

(P) Microchip Fee $15.00

(Q) Vaccination Fees:

(I) Dogs – 5 in 1 ..... $10.00

(II) Cats – 4 in 1 ..... $7.00

(4) Kennel license:

(A) 5 - 30 dogs $256.00/year

(B) 31 - 60 dogs $311.00/year

(C) 61 - 100 dogs $366.00/year

(D) 101 - 150 dogs $421.00/year

(E) For each successive range of 50 dogs, add $55.00/year

(5) Cattery License:

(A) 5 - 30 cats $190.00/year

(B) 31 - 50 cats $310.00/year

(C) For each successive range of 10 cats, add $14.00/year

(6) Calf growers permit fees:

(A) 10 - 2,500 calves.....$185.00/year

(B) 2,501 - 5,000 calves..... $290.00/year

(C) 5,001 - 10,000 calves ..... $500.00 /year

(D) 10,001 calves or more..... $711.00/year

(7) Privately owned wild, exotic or non-domestic animals permit fee..... $256.00/year

(8) Game bird farm permit fee..... $110.00/year

(9) Pet grooming parlor permit fee..... $250.00/year

(10) Pet shop permit fee..... $236.00/year

(11) Petting zoo permit fee..... $263.00/year

(12) Public aquarium permit fee..... $110.00/year

(13) Animal menagerie permit fee..... $275.00/year

(14) Miscellaneous animal auction/swap meet permit fee..... $110.00/year

(15) Hog ranch permit fee:

(A) 10 to 2,500 hogs..... $274.00/year

(B) 2,501 to 5,000 hogs.....$479.00/year

(C) 5,001 to 10,000 hogs..... $855.00/year

(D) Over 10,000 hogs..... $965.00/year

(16) PVS Application fee..... $164.00

(c) Professional services: See Fee Schedule for the Department of Public Health which is maintained in the Office of the Clerk of the Board of Supervisors and reflects fees for professional services established by the Public Health Director in accordance with statutory requirements, actual costs of providing the services, and/or prevailing rates. The fees are periodically adjusted based on inflationary and other criteria commonly used in standard accounting practices.

SAN BERNARDINO COUNTY

F A S

STANDARD CONTRACT

FOR COUNTY USE ONLY

☐ New ☒ Change ☐ Cancel	FAS Vendor Code: CITYOFH638	SC	Dept.: PHL	A	Contract Number: 14-613 A-1
ePro Vendor Number: N/A					ePro Contract Number: N/A
County Department: Department of Public Health			Dept.: PHL	Orgn.: PHL	Contractor's License No.
County Department Contract Representative: John Greswit			Telephone: (909) 388-0255		Total Contract Amount: $872,404

Contract Type: ☒ Revenue ☐ Encumbered ☐ Unencumbered ☐ Other:

If not encumbered or revenue contract type, provide reason:

Commodity Code	Contract Start Date	Contract End Date	Original Amount	Amendment Amount
	7/01/14	6/30/16	$436,202	$436,202

Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No	Amount
AAA	PHL	2600		9520	93103	$ 436,202
						$
						$

Project Name: Animal Care and Control Services

Estimated Payment Total by Fiscal Year

FY	Amount	I/D	FY	Amount	I/D
15/16	$436,202	I			

THIS CONTRACT is entered into in the State of California by and between the County of San Bernardino, Department of Public Health, hereinafter called the County, and

Name: City of Highland hereinafter called City

Address: 27215 Base Line

Highland, CA 92346

Telephone: (909) 864 - 8732 Federal ID No. or Social Security No.:

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 1

It is hereby agreed to amend contract No. 14-613 as follows:

III. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

A. The maximum amount of reimbursement under this Contract shall not exceed $872,404. The consideration to be paid to County, as provided herein, shall be full payment for all County's services and expenses incurred in the performance hereof, including travel and per diem. The

Auditor-Controller/Treasurer Tax Collector Use Only

☐ Contract Database	☐ FAS
Input Date	Keyed By

maximum amount is a total dollar amount that includes the original contract amount and all subsequent amendments, broken down as follows:

Original Contract	$436,202	July 1, 2014 through June 30, 2015
Amendment No.1	$436,202	July 1, 2015 through June 30, 2016

V. TERM

Section V is amended to read as follows:

This Contract is effective as of July 1, 2014, and is extended from its original expiration date of June 30, 2015, to expire on June 30, 2016, but may be terminated earlier in accordance with provisions of Section VI of the Contract.

All other terms and conditions remain in full force and effect.

COUNTY OF SAN BERNARDINO

► _____
James Ramos, Chairman, Board of Supervisors

Dated: JUN 0 2 2015

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD
Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By _____
Deputy

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

By ► _____
(Authorized signature - sign in blue ink)

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

Title Mayor Pro Tem
(Print or Type)

Dated: 05/12/2015

Address 27215 Base Line
Highland, CA 92346

Approved as to Legal Form	Reviewed by Contract Compliance	Presented to BOS for Signature
► Phebe W. Chu, Deputy County Counsel	► Regina Dalton, HS Contracts Unit	► Trudy Raymundo, Director
Date 5/19/15	Date 5-18-15	Date 5/19/15

SAN BERNARDINO COUNTY

F A S

STANDARD CONTRACT

FOR COUNTY USE ONLY

☐ New ☒ Change ☐ Cancel	FAS Vendor Code: CITYOFH638	SC	Dept.: PHL	A	Contract Number: 14-613 A-2
ePro Vendor Number: N/A					ePro Contract Number: N/A
County Department: Department of Public Health			Dept.: PHL	Orgn.: PHL	Contractor's License No.
County Department Contract Representative: John Greswit			Telephone: (909) 388-0255		Total Contract Amount: $1,308,606

Contract Type: ☒ Revenue ☐ Encumbered ☐ Unencumbered ☐ Other:

If not encumbered or revenue contract type, provide reason:

Commodity Code	Contract Start Date	Contract End Date	Original Amount	Amendment Amount
	7/01/14	6/30/17	$436,202	$436,202

Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No	Amount
AAA	PHL	2600		9520	93103	$ 436,202
						$
						$

Project Name: Animal Care and Control Services

Estimated Payment Total by Fiscal Year

FY	Amount	I/D	FY	Amount	I/D
16/17	$436,202	I			

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

Name: City of Highland — hereinafter called City

Address: 27215 Base Line

Highland, CA 92346

Telephone: (909) 864 - 8732 — Federal ID No. or Social Security No.:

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 2

It is hereby agreed to amend contract No. 14-613 as follows:

III. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

A. The maximum amount of reimbursement under this Contract shall not exceed $1,308,606. The consideration to be paid to County, as provided herein, shall be full payment for all County's services and expenses incurred in the performance hereof, including travel and per diem. The

Auditor-Controller/Treasurer/Tax Collector Use Only	
☐ Contract Database	☐ FAS
Input Date	Keyed By

maximum amount is a total dollar amount that includes the original contract amount and all subsequent amendments, broken down as follows:

Original Contract	$436,202	July 1, 2014 through June 30, 2015
Amendment No.1	$436,202	July 1, 2015 through June 30, 2016
Amendment No.2	$436,202	July 1, 2016 through June 30, 2017

Paragraph G is added to read as follows:

G. The City understands the County is currently assessing staffing needs that support services provided to the City and support the County's animal control and shelter operations. If staffing is increased which support services provided to the City, the County will notify the City and seek a midyear increase in current contract costs based upon projected actual costs to provide services to the City.

V. TERM

Section V is amended to read as follows:

This Contract is effective as of July 1, 2014, and is extended from its amended expiration date of June 30, 2016, to expire on June 30, 2017, but may be terminated earlier in accordance with provisions of Section VI of the Contract.

All other terms and conditions remain in full force and effect.

COUNTY OF SAN BERNARDINO

►

James Ramos, Chairman, Board of Supervisors

Dated: MAY 24 2016

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

Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By ► _____
Deputy

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

By ► _____
(Authorized signature - sign in blue ink)

Name Larry McCallon
(Print or type name of person signing contract)

Title Mayor
(Print or Type)

Dated: May 10, 2016

Address 27215 Base Line

Highland, CA 92346

Approved as to Legal Form	Reviewed by Contract Compliance	Presented to BOS for Signature
►	►	►
Phebe W. Chu, Deputy County Counsel	Regina Dalton, HS Contracts Unit	Trudy Raymundo, Director
Date 5/16/16	Date 5-16-16	Date 5/16/16

SAN BERNARDINO COUNTY

F A S

STANDARD CONTRACT

FOR COUNTY USE ONLY

☐ New ☒ Change ☐ Cancel	FAS Vendor Code	Dept.		Contract Number
	CITYOFH638	SC	PHL A	14-613 A-3

ePro Vendor Number	ePro Contract Number
N/A	N/A

County Department	Dept.	Orgn	Contractor's License No.
Department of Public Health	PHL	PHL	

County Department Contract Representative	Telephone	Total Contract Amount
John Greswit	(909) 388-0255	$1,753,532

Contract Type: ☒ Revenue ☐ Encumbered ☐ Unencumbered ☐ Other:

If not encumbered or revenue contract type, provide reason:

Commodity Code	Contract Start Date	Contract End Date	Original Amount	Amendment Amount
	7/01/14	6/30/18	$436,202	$444,926

Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No	Amount
AAA	PHL	2600		9520	93103	$ 444,926
						$
						$

Project Name: Animal Care and Control Services

Estimated Payment Total by Fiscal Year

FY	Amount	I/D	FY	Amount	I/D
17/18	$444,926	I			

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

Name: City of Highland — hereinafter called City

Address: 27215 Base Line

Highland, CA 92346

Telephone: (909) 864 - 8732 — Federal ID No or Social Security No:

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 3

It is hereby agreed to amend contract No. 14-613 as follows:

III. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

A. The maximum amount of reimbursement under this Contract shall not exceed $1,753,532. The consideration to be paid to County, as provided herein, shall be full payment for all County's services and expenses incurred in the performance hereof, including travel and per diem. The

Auditor-Controller/Treasurer/Tax Collector Use Only	
☐ Contract Database	☐ FAS
Input Date	**Keyed By**

maximum amount is a total dollar amount that includes the original contract amount and all subsequent amendments, broken down as follows:

Original Contract	$436,202	July 1, 2014 through June 30, 2015
Amendment No 1	$436,202	July 1, 2015 through June 30, 2016
Amendment No 2	$436,202	July 1, 2016 through June 30, 2017
Amendment No.3	$444,926	July 1, 2017 through June 30, 2018

V. TERM

Section V is amended to read as follows:

This Contract is effective as of July 1, 2014, and is extended from its amended expiration date of June 30, 2017, to expire on June 30, 2018, but may be terminated earlier in accordance with provisions of Section VI of the Contract.

All other terms and conditions remain in full force and effect.

COUNTY OF SAN BERNARDINO

► Robert A Lovingood

Robert A. Lovingood, Chairman, Board of Supervisors

Dated. MAY 23 2017

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

Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By _____
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. 04.11.2017

Address 27215 Base Line

Highland, CA 92346

Approved as to Legal Form	Reviewed by Contract Compliance	Presented to BOS for Signature
► Phebe W. Chu	► Tanya Bratton	►
Phebe W. Chu, Deputy County Counsel	Tanya Bratton, HS Contracts	Trudy Raymundo, Director
Date 4-21-17	Date 5/11/17	Date 4-21-17

SAN BERNARDINO COUNTY

Contract Number
14-613 A-4

SAP Number

Department of Public Health

Department Contract Representative	John Greswit
Telephone Number	(909) 388-0255
Contractor	City of Highland
Contractor Representative	Lawrence Mainez, Community Development Director
Telephone Number	(909) 864-8732
Contract Term	07/01/14 through 06/30/19
Original Contract Amount	$1,753,532
Amendment Amount	$444,926
Total Contract Amount	$2,198,458
Cost Center	9300261000

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 4

It is hereby agreed to amend contract No 14-613, effective July 1, 2018, as follows

III. FISCAL PROVISIONS

Paragraph A is amended to read as follows.

A. The maximum amount of reimbursement under this Contract shall not exceed $2,198,458. The consideration to be paid to County, as provided herein, shall be full payment for all County's services and expenses incurred in the performance hereof, including travel and per diem. The maximum amount is a total dollar amount that includes the original contract amount and all subsequent amendments, broken down as follows.

Original Contract	$436,202	July 1, 2014 through June 30, 2015
Amendment No. 1	$436,202	July 1, 2015 through June 30, 2016
Amendment No 2	$436,202	July 1, 2016 through June 30, 2017
Amendment No. 3	$444,926	July 1, 2017 through June 30, 2018
Amendment No. 4	$444,926	July 1, 2018 through June 30, 2019

V. TERM

Section V is amended to read as follows:

This Contract is effective as of July 1, 2014, and is extended from its amended expiration date of June 30, 2018, to expire on June 30, 2019, but may be terminated earlier in accordance with provisions of Section VI of the Contract

All other terms and conditions remain in full force and effect.

BOARD OF SUPERVISORS

► Robert A Lovingood

Robert A Lovingood, Chairman, Board of Supervisors

Dated MAY 22 2018

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

Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By _____
Deputy

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

By _____
(Authorized signature - sign in blue ink)

Name Larry McCallon
(Print or type name of person signing contract)

Title Mayor
(Print or Type)

Dated 04 24 2018

Address 27215 Base Line

Highland, CA 92346

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
► Phebe W. Chu	► Jennifer Mulhall-Daudel	►
Phebe Chu, Deputy County Counsel	Jennifer Mulhall-Daudel, HS Contracts	Trudy Raymundo, Director
Date 5/14/18	Date 4/26/18	Date 5/14/18

SAN BERNARDINO COUNTY

Contract Number
14-613 A-5

SAP Number
N/A

Department of Public Health

Department Contract Representative	John Greswit
Telephone Number	(909) 388-0255
Contractor	City of Highland
Contractor Representative	Lawrence Mainez, Community Development Director
Telephone Number	(909) 864-8732
Contract Term	07/01/14 through 06/30/20
Original Contract Amount	$2,198,458
Amendment Amount	$444,926
Total Contract Amount	$2,643,384
Cost Center	9300261000

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 5

It is hereby agreed to amend contract No. 14-613, effective July 1, 2019, as follows:

Section I. City Service Responsibilities is amended to add Paragraph L as follows:

L The County is in the site assessment and design phase of developing plans to replace the County's existing animal shelter facility located in the community of Devore. The City acknowledges that the County will be replacing the existing animal shelter facility and both parties will have an opportunity to review plans and proposed cost to construct and operate the new facility. It is the County's intent that the new facility be designed specifically to meet the County's animal admission needs along with the County's current contract municipalities. The City will have the opportunity to review the plans for the new facility along with cost estimates and determine if the City desires to contract with the County in establishing a proportionate cost share model to receive animal care and control services from the County in the future It is projected the timeline to construct the new facility is approximately two years and a revision to the existing contract will be developed to include a proportionate cost share to construct and operate the new animal shelter facility to accommodate animals received from the City

Section III. Fiscal Provisions, Paragraph A is amended to read as follows:

A. The maximum amount of reimbursement under this Contract shall not exceed $2,643,384 The consideration to be paid to County, as provided herein, shall be full payment for all County's services and expenses incurred in the performance hereof, including travel and per diem. The maximum amount is a total dollar amount that includes the original contract amount and all subsequent amendments, broken down as follows:

Original Contract	$436,202	July 1, 2014 through June 30, 2015
Amendment No. 1	$436,202	July 1, 2015 through June 30, 2016
Amendment No 2	$436,202	July 1, 2016 through June 30, 2017
Amendment No. 3	$444,926	July 1, 2017 through June 30, 2018
Amendment No. 4	$444,926	July 1, 2018 through June 30, 2019
Amendment No. 5	$444,926	July 1, 2019 through June 30, 2020

Section V. Term is amended to read as follows:

This Contract is effective as of July 1, 2014, and is extended from its amended expiration date of June 30, 2019, to expire on June 30, 2020, but may be terminated earlier in accordance with provisions of Section VI of the Contract.

All other terms and conditions remain in full force and effect.

BOARD OF SUPERVISORS

► _____

Curt Hagman, Chairman, Board of Supervisors

Dated: APR 2 [illegible]

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

Laura H. Welch
Clerk of the Board of Supervisors
of the County of San Bernardino

By _____
Deputy

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

By ► _____
(Authorized signature - sign in blue ink)

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

Title Mayor
(Print or Type)

Dated 04/09/2019

Address 27215 Base Line

Highland, CA 92346

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
► _____	► _____	► _____
Adam Ebright, Deputy County Counsel	Jennifer Mulhall-Daudel, HS Contracts	Trudy Raymundo, Director
Date 4/17/19	Date 4/16/19	Date 4/17/19

ATTACHMENT C

Public Comment

Serrano

From the Desk of Anthony Serrano

Sent Via Email "bhughes@cityofhighland.org"

TO: Betty Hughes, MMC City Clerk
City of Highland
27215 Base Line
Highland, CA 92346
(909) 864-6861 ext. 226

Mr. Larry Mainez, Community Development Director
City of Highland
laminez@cityofhighland.org

Gary Leobold, General Manager
Attn: Amy "activities@easthighlandranch.com"
East Highlands Ranch MHOA
909-864-0215
gleobold@easthighlandsranch.com

Lt. Christy Hamrick, animal Control
Christy.hamrick@dph.sbcounty.gov

Mr. Greg Beck, Program Manager, Animal Control
gbeck@dph.sbcounty.gov

FROM: Anthony Serrano
7517 Mr. McDuff's Way
Highland, CA 92346
(909) 496-4733 Cell

DATE: Monday, April 6, 2020

SUBJECT: Recommendation - City of Highland and San Bernardino County Animal Control Contract 14-613; Amend Section II "County Responsibilities" to Include Subdivision Covenant, Code & Regulations; Investigations and Enforcement for Animal "Dog Barking, Pooping, Feces, and Contamination" Related Provisions

---

Ms. Hughes – per our telephone conversation this morning here is my written recommendation for the City of Highland and San Bernardino County Animal Control contract 14-613 that is scheduled to expire on June 30, 2020. I have attached a copy of the contract to this email.

Recommendation

I have reviewed the contract and the scope of services listed on pages 4-5 titled: "Count's Responsibilities" do not list and of the City's subdivision developments for "Covenants, Codes & Regulations," that are filed and recorded with the San Bernardino County Recorder's Office,

Problems

1. On March 21, 2020 I received an email from Mr. Greg Beck, Program Manager, San Bernardino County Animal Control in response to an ongoing late (9pm to the following day at 7am) night dog barking investigation and on paragraph 2 states in part: *"In question number 3 you requested a copy of San Bernardino County Animal Care and Control's Standard Practice Manual section related to enforcement of Covenants, Conditions and Restrictions (CCR's), there is no Standard Practice Section related to this function because San Bernardino County Animal Care and Control does not enforce CCR's for housing developments."*
2. I have reviewed the provisions of contract 14-613 and Mr. Beck is correct!
3. I have reviewed the 22-page CCR's that the City of Highland required me to accept and sign when I purchased my new home in the California Sunset Development during year 1990 and provides: ***"our 34-home development is governed by: "Declaration of Covenants, Conditions and Restrictions, and reservation of easements for California Sunset," recorded in Official Records San Bernardino County dated May 31, 1990 at 4:08pm number 90-213307 by First American Title Insurance Company and a complete copy of the 23-page document was provided in my October 3, 2019 complaint. Article 4 titled: "Use Restrictions" includes section 4 for "Animals" and other related sections as protections for the homeowners in this development,"***
4. Page 18 of the 22-page CCR's, Article VII, General Provisions, Section 1 Enforcement, (a) Enforcement Rights, (b) Violation of Covenant Deemed Nuisance states: ***"The result of every act or omission whereby any of the covenants contained in this Declaration are violated, is whole or in part, is hereby declared to be and constitutes a nuisance, and every remedy allowed by law or equity against a nuisance, either public or private, shall be applicable against every such result and may be exercised by the City, by any other governmental agency or by any Owner, including the Declarant, or by such Owner's successors in interest."***
5. Page 20 of the CCR's, Section 5 contains ***"Covenant Running with The Land"*** and the term of the CCR's is 50 years,
6. All 34 homeowners in my 34-home development have signed the CCR's and the CCR's are recorded as part of the deed,
7. The dog urine and feces is so bad we have not been able to use the side-yard for the past 6 years due to the ODOR. I know that dog urine is made of a combination of **ammonia, bacteria, hormones, and uric acid**. As the urine breaks down, the ammonia concentration increases, and sulfur-containing organic chemical substances known as mercaptans are then produced, and
8. Here is part of an article taken from "AAPAW" regarding dog feces:

> ***"IS DOG POOP DANGEROUS??***
>
> *Love, food, and shelter were all things you actively agreed to providing for your new pet when you purchased or adopted them. Sanitation and cleanup are also important facets of pet ownership that are critical to the health and well-being of your entire family.*
>
> *Dog feces is as high as 3rd on the list of contributors to contaminated water. Cleaning up after your dog is one guarantee in the life of every pet owner. Left un-checked, your yard can quickly turn into a mine field of feces in a week or less. On average, dogs do a number two twice per day which adds up to about 14 piles of poo in just one week, per dog. Contrary to popular belief, dog feces is not fertilizer and does not provide any benefit to the soil.*

Request

I am requesting that before the City of Highland staff are assigned to review and make a recommendation for the City Council's consideration for any contract renewal, a legal opinion be requested of San Bernardino County Counsel and consideration to amend the language in "Section II County Responsibilities" for any proposed contract renewal to include all provisions, investigations, and legal remedies for all City of Highland subdivision CCR's that have been recorded or to be recorded in the future with the San Bernardino County Recorder be included in any contract renewal.

If the San Bernardino County Animal Control Department is not agreeable, then consider "outsourcing" the animal control contract to the private sector?

Thank you.

W/attachments (Copy email and contract 14-613)

ATTACHMENT

Beck, Greg Sat, Mar 21, 1:35 PM (13 days ago)

to me, Nancy

Good Afternoon Mr. Serrano,

I have reviewed your submission. In your submission in questions numbered 1 and 2 you requested to be provided a copy of San Bernardino County Animal Care and Control's Standard Practice Manual sections related to the enforcement of San Bernardino County's Nuisance Animal Nosie ordinance, that section is attached to this email per your request. In question number 3 you requested a copy of San Bernardino County Animal Care and Control's Standard Practice Manual section related to enforcement of Covenants, Conditions and Restrictions (CCR's), there is no Standard Practice Section related to this function because San Bernardino County Animal Care and Control does not enforce CCR's for housing developments. In question number 4 you requested to confirm the date of your waiver request of the requirement for the two comparing party complaint was on file, I am currently unable to review the physical file to determine the date of the waiver application you submitted because I have currently been reassigned to assist with the County San Bernardino COVID 19 response, but I would not have contacted you requesting a log with the date, time and duration of your neighbor's dogs barking. If you would like to confirm the date on your complaint please contact Lt. Hamrick. The answer to question number 5 is yes, please complete the log to move forward with your nuisance noise complaint.

For additional information, San Bernardino County Animal Care and Control has suspended the enforcement of Nuisance Animal Nosie complaints due to COVID-19. I have attached the press release outlining San Bernardino County Animal Care and Control's modified services due to the COVID-19 response for your reference. For your nuisance animal noise case please complete and submit the log with the barking information that I have requested so that it can be approved and be placed in the complaint file so that when services return to normal the complaint will move forward.

Please feel free to contact Lt. Hamrick at (800) 472-5609 for assistance with your case through the duration of the COVID-19 response.

Greg Beck
Program Manager Animal Care and Control
Department of Public Health
Phone: 909-382-3926
Fax: 909-387-0125
351 N. Mt. View, Ave, 3rd Floor
San Bernardino, CA 92415-0003

Larry Mainez

From: Larry Mainez <lmainez@cityofhighland.org>
Sent: Thursday, April 02, 2020 9:03 AM
To: 'Anthony Serrano'
Cc: 'Kim Stater'; 'Beck, Greg'
Subject: RE: Anthony to Kim Stater Case A18-100205 Anthony Serrano and 5 Questions

Hello Anthony,
I hope you and your family are safe and healthy.

Per your request I will email you a copy of the City's Animal Control Service Contract this afternoon (by 3:00 p.m.).
In the future to avoid delay - you can also contact the City Clerk and obtain these types of city agreements/documents through the public records request process (the preferred process).

Also thanks for sending me the County's email correspondence. I agree with the County's response, and from the City's perspective adding a CC&R enforcement provision to the Animal Control Contract would not be appropriate – given the fact the City of Highland also does not enforce private CC&Rs.

See page 3-4

Stay Healthy –
Thanks

Lawrence A. Mainez
Community Development Director
City of Highland
27215 Base Line
Highland CA 92346
(909) 864-8732, Ext. 215

From: Anthony Serrano [mailto:anthonyaserrano@gmail.com]
Sent: Wednesday, April 01, 2020 9:35 AM
To: Larry Mainez
Subject: Fwd: Anthony to Kim Stater Case A18-100205 Anthony Serrano and 5 Questions

4-1-2020: Larry - if you have a copy of the City of Highland and San Bernardino County Animal Control contract for animal control services, just send me a copy of the contract?

Thank you.

Anthony Serrano
(909) 496-4733 Cell

---------- Forwarded message ---------
From: **Kim Stater** <kstater@cityofhighland.org>
Date: Mon, Mar 30, 2020, 2:09 PM
Subject: RE: Anthony to Kim Stater Case A18-100205 Anthony Serrano and 5 Questions

To: Anthony Serrano <anthonyaserrano@gmail.com>
Cc: Larry Mainez <lmainez@cityofhighland.org>

Hello Anthony,

I apologize for the delay in my response. I was out sick last week. Community Development Director Lawrence Mainez can assist you with questions related to the Animal Control contract. I have forwarded him a copy of your March 23rd e-mails.

Our staffing has been modified due to Corona virus concerns, so please be patient while you await his response. Stay well.

Best Regards,

Kim

Kim Stater

Assistant Community Development Director

City of Highland

27215 Base Line

Highland, CA 92346

(909) 864-8732, ext. 204

kstater@cityofhighland.org

From: Anthony Serrano [mailto:anthonyaserrano@gmail.com]
Sent: Monday, March 23, 2020 8:59 AM
To: Kim Stater
Subject: Fwd: Anthony to Kim Stater Case A18-100205 Anthony Serrano and 5 Questions

3-23-2020: Kim - who do I need to contact at the City of Highland to request a copy of the city's contract with San Bernardino County Animal Control for Animal Control services?

The reasons I ask are:

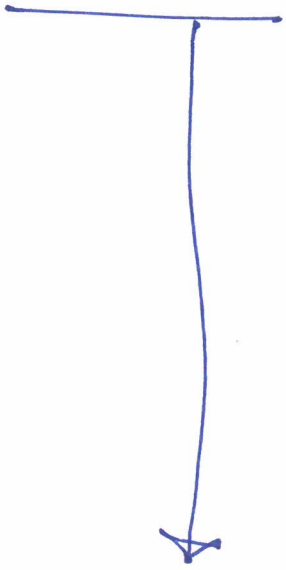
1. I have forwarded a copy of Mr. Greg Beck, Program Manager, email dated Saturday, March 21, 2020 and part of his response states Animal Control does not investigate "animal related provisions" contained in the Covenants, Conditions, and Regulations? And

2. Based on Mr. Beck's comment re the CCR's I simply would like to review a copy of the contract for any specific "exclusion" for the CCR's? If no mention of the CCR's is listed then let's put your City Attorney to work and amend the contract?

Your thoughts? Thank you.

Anthony Serrano

(909) 496-4733 Cell



---------- Forwarded message ---------
From: **Beck, Greg** <GBeck@dph.sbcounty.gov>
Date: Sat, Mar 21, 2020, 1:35 PM
Subject: RE: Case A18-100205 Anthony Serrano and 5 Questions
To: Anthony Serrano <anthonyaserrano@gmail.com>
Cc: Nancy Smith <nanmomtwo@yahoo.com>

Good Afternoon Mr. Serrano,

I have reviewed your submission. In your submission in questions numbered 1 and 2 you requested to be provided a copy of San Bernardino County Animal Care and Control's Standard Practice Manual sections related to the enforcement of San Bernardino County's Nuisance Animal Nosie ordinance, that section is attached to this email per your request. In question number 3 you requested a copy of San Bernardino County Animal Care and Control's Standard Practice Manual section related to enforcement of Covenants, Conditions and Restrictions (CCR's), there is no Standard Practice Section related to this function because San Bernardino County Animal Care and Control does not enforce CCR's for housing developments. In question number 4 you requested to confirm the date of your waiver request of the requirement for the two comparing party complaint was on file, I am currently unable to review the physical file to determine the date of the waiver application you submitted because I have currently been reassigned to assist with the County San Bernardino COVID 19 response, but I would not have contacted you requesting a log with the date, time and duration of your neighbor's dogs barking. If you would like to confirm the date on your complaint please contact Lt. Hamrick. The answer to question number 5 is yes, please complete the log to move forward with your nuisance noise complaint.

For additional information, San Bernardino County Animal Care and Control has suspended the enforcement of Nuisance Animal Nosie complaints due to COVID-19. I have attached the press release outlining San Bernardino County Animal Care and Control's modified services due to the COVID-19 response for your reference. For your nuisance animal noise case please complete and submit the log with the barking information that I have requested so that it can be approved and be placed in the complaint file so that when services return to normal the complaint will move forward.

Please feel free to contact Lt. Hamrick at (800) 472-5609 for assistance with your case through the duration of the COVID-19 response.

Greg Beck

Program Manager Animal Care and Control
Department of Public Health
Phone: 909-382-3926
Fax: 909-387-0125
351 N. Mt. View, Ave, 3rd Floor

San Bernardino, CA 92415-0003

Error! Filename not specified.

Our job is to create a county in which those who reside and invest can prosper and achieve well-being.

www.SBCounty.gov

County of San Bernardino Confidentiality Notice: This communication contains confidential information sent solely for the use of the intended recipient. If you are not the intended recipient of this communication, you are not authorized to use it in any manner, except to immediately destroy it and notify the sender.

From: Anthony Serrano [mailto:anthonyaserrano@gmail.com]
Sent: Friday, March 20, 2020 6:01 PM
To: Beck, Greg <GBeck@dph.sbcounty.gov>

Cc: Nancy Smith <nanmomtwo@yahoo.com>
Subject: Case A18-100205 Anthony Serrano and 5 Questions

3-20-2020: Mr. Beck - see the attachment. Thank you.

Anthony Serrano

(909) 496-4733 Cell

STAFF REPORT

TO THE CITY COUNCIL

DATE: May 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer

SUBJECT: Sheriff's Department Schedule A for FY 2020-2021

RECOMMENDATION: The City Council authorize the Mayor to execute the Schedule A contract (fiscal year 2020-2021) for Law Enforcement Services with the San Bernardino County Sheriff's Department & approve the budget adjustment in Attachment D.

FISCAL IMPACT: The fiscal impact of the Schedule A for 2020-2021 is $10,701,161 plus the actual cost of overtime and on-call pay budgeted at $200,000 & $33,500 respectively, for a total of $10,934,661.

PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

BACKGROUND: The proposed 2020-2021 Schedule A reflects an overall increase of $608,082 ($10,701,161-$10,093,079) over the final 2019-2020 Schedule A.

The reasons for the $608,082 increase (by line item) are included in attachment C. The detailed budget adjustment is included in attachment D.

The Law Enforcement Experience Modification line item is new and was introduced last year as a result of increasing insurance premiums due to litigation brought against the Sheriff's Department.

Attachments:
A. 2020-2021 schedule A (proposed) 37th amendment.
B. 2019-2020 schedule A (actual) 36th amendment.
C. Comparison of 2019-2020 schedule A (actual) to 2020-2021 schedule A (proposed).
D. Proposed budget adjustments (revenue & expenditure) for fiscal year 2020-2021.

Approved _____ Motion _____ Second _____ Agenda Item No. 15

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

B Hughes

City Clerk

City Manager

Attachment A

Proposed Schedule A for 2020-2021 (37th amendment)

SCHEDULE A
Law Enforcement Services Contract
City of Highland
2020-21

ROLLOVER

LEVEL OF SERVICE				FY 2020-21 COST
1	-	Captain	$	401,529 [1]
1	-	Lieutenant		327,008 [1]
6	-	Sergeant		1,675,494 [1]
3	-	Detective/Corporal		705,708 [1]
11	-	Deputy Sheriff Tier 1		2,318,393 [1]
12	-	Deputy Sheriff Tier 2		2,453,112 [1]
4	-	Sheriff's Service Specialist		335,296 [1]
1	-	Secretary		77,086 [1]
4	-	Office Specialist		307,740 [1]
1	-	Motor Pool Services Assistant		83,267 [1]
13	-	Marked Unit		224,653 [2]
5	-	Unmarked Unit		36,851 [2]
1	-	Mini Van		5,395 [2]
2	-	Command Staff Vehicle		19,948 [2]
3	-	Pickup truck		22,792 [2]
2	-	Ford Escape (COP)		12,732 [2]
1	-	Citizen Patrol		1,622 [3]
		Dispatch Services		432,763 [1]
59	-	HTs (Amortization, Access & Maintenance)		83,131
32	-	Taser Replacement (Amortized over 5-years)		10,752
		Administrative Support		41,981
		Office Automation		165,407
		Services & Supplies		46,800
		Vehicle Insurance		138,038
		Personnel Liability & Bonding		300,757
		Workers' Comp Experience Modification		32,930
		Law Enforcement Experience Modification		111,371
		County Administrative Cost		328,605
		Cost for FY2020-21	**$**	**10,701,161** [1]

Monthly Payment Schedule

1st payment due July 15, 2020:	$891,768
2nd through 12th payments due the 5th of each month:	$891,763

[1] 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.

[2] 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.

[3] No replacement cost is included for grant funded or donated vehicles.

Attachment B

Actual Schedule A for 2019-2020 (36th amendment)

SCHEDULE A
LAW ENFORCEMENT SERVICES CONTRACT
CITY OF HIGHLAND
FY 2019-20

Includes Safety and Safety Management & Supervisory MOU Increases effective 08-03-2019
Includes General Employee's MOU Increases effective 09-14-2019

LEVEL OF SERVICE			FY 2019-20 COST
1	-	Captain	$ 376,556 [1]
1	-	Lieutenant	302,463 [1]
6	-	Sergeant	1,551,794 [1]
3	-	Detective/Corporal	654,092 [1]
15	-	Deputy Sheriff Tier 1	2,957,762 [1]
8	-	Deputy Sheriff Tier 2	1,531,073 [1]
4	-	Sheriff's Service Specialist	328,151 [1]
1	-	Secretary	75,432 [1]
4	-	Office Specialist	301,365 [1]
1	-	Motor Pool Services Assistant	81,439 [1]
13	-	Marked Unit	217,227 [2]
6	-	Unmarked Unit	47,292 [2]
1	-	Mini Van	5,421 [2]
1	-	4x4 Vehicle (Captain)	10,019 [2]
3	-	Pickup truck	20,862 [2]
2	-	Citizen Patrol	12,752 [2]
1	-	Citizen Patrol Donated SUV (Equip & Comm Only)	1,614 [3]
		Dispatch Services	390,068 [1]
59	-	HTs (Amortization, Access & Maintenance)	86,730
32	-	Taser Replacement (Amortized over 5-years)	10,752
		Administrative Support	38,361
		Office Automation	170,707
		Services & Supplies	46,800
		Vehicle Insurance	124,659
		Personnel Liability & Bonding	282,965
		Workers' Comp Experience Modification	26,797
		Law Enforcement Experience Modification	111,017
		County Administrative Cost	328,909
		Revised Cost for 2019-20:	**$ 10,093,079** [1]
		Original Contract Amount for 2019-20	$ 9,692,454 [1]
		Increased cost	**$ 400,625** [1]

Monthly Payment Schedule

1st payment due July 15, 2019:	$807,710
2nd through 12th payments due the 5th of each month:	$807,704

Increased Cost Quarterly Payment Schedule

1st Quarter	$100,156.25
2nd Quarter	$100,156.25
3rd Quarter	$100,156.25
4th Quarter	$100,156.25
	$ 400,625.00

[1] 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.

[2] 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.

[3] No replacement cost is included for grant funded or donated vehicles.

Attachment C

Comparison of 2019-2020 schedule A (actual) to 2020-2021 schedule A (proposed)

	Proposed 2020/2021	Actual 2019/2020	Increase/ (Decrease) $	Increase/ (Decrease) %
Captain	**401,529**	**376,556**	24,973	6.63%
Lieutenant	**327,008**	**302,463**	24,545	8.12%
Sergeants	**1,675,494**	**1,551,794**	123,700	7.97%
Detectives	**705,708**	**654,092**	51,616	7.89%
Deputies	**4,771,505**	**4,488,835**	282,670	6.30%
Sheriff Service Specialists	**335,296**	**328,151**	7,145	2.18%
Secretary	**77,086**	**75,432**	1,654	2.19%
Office Specialists	**307,740**	**301,365**	6,375	2.12%
Motor Pool Services Assistant	**83,267**	**81,439**	1,828	2.24%
Marked Units	224,653	217,227	7,426	3.42%
Unmarked Units*	36,851	47,292	(10,441)	-22.08%
Mini Van	5,395	5,421	(26)	-0.48%
Command Staff Vehicles*	19,948	10,019	9,929	99.10%
Pickup truck	22,792	20,862	1,930	9.25%
Citizen Patrol Vehicles	14,354	14,366	(12)	-0.08%
Dispatch Services	**432,763**	**390,068**	42,695	10.95%
HTs	83,131	86,730	(3,599)	-4.15%
Additional MDCs	-	-	-	#DIV/0!
Tasers	10,752	10,752	-	0.00%
Admin Support	**41,981**	**38,361**	3,620	9.44%
Office Automation	165,407	170,707	(5,300)	-3.10%
Services & Supplies	46,800	46,800	-	0.00%
Vehicle Insurance	138,038	124,659	13,379	10.73%
Personnel Liability & Bonding	300,757	282,965	17,792	6.29%
Workers Comp Exp Modification	32,930	26,797	6,133	22.89%
Law Enforcement Exp Modification	111,371	111,017	354	0.32%
COWCAP	328,605	328,909	(304)	-0.09%
Startup Costs	-	-	-	#DIV/0!
	10,701,161	10,093,079	608,082	6.02%

*Lt vehicle moved from unmarked unit line item to command staff vehicle line item.

Attachment D

Proposed budget adjustments for fiscal year 2020-2021

Budget Adjustments Needed:

General Fund:	
Exp 001-2000-4560-Sheriff Contract	77,245
Rev 001-1450-7075-Residual Balance	77,245
COPS Grant Fund:	
Exp 021-8450-4560-Sheriff Contract	6,000
Rev 021-8450-9350-COPS Grant	6,000
Total Exp Budget Adjustments	83,245
Total Rev Budget Adjustments	83,245

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: City Manager Report and Comments
(Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)

RECOMMENDATION: Discussion and possible action.

Approved _____ Motion _____ Second _____ Agenda Item No. 16

Denied _____ Ayes _____

Continued _____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

City Clerk

City Manager

STAFF REPORT

TO THE CITY COUNCIL

DATE: April 14, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Council Member Comments
(Agency/Committee/AB1234 Reports, District Updates, etc.)

RECOMMENDATION: Discussion and possible action.

Approved _____	Motion _____	Second _____	Agenda Item No. 17
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

B Hughes
City Clerk

City Manager