

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

November 10, 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
Carlos Zamano - 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

CITY OF HIGHLAND • 27215 BASE LINE • HIGHLAND, CALIFORNIA 92346 • (909) 864-6861 ☎ • (909) 862-3180 📠

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.

This meeting is being held in person. Please be advised, facial coverings or masks must be worn in the Council Chambers. If you do not have a facial covering or mask, one will be provided to you. The number of persons permitted in the Council Chambers will be limited to the available seats in order to adhere to social distancing guidelines. Temperature checks will be taken prior to entering the Council Chambers.

If there are no available seats in the Council Chambers, accommodations will be made for members of the public to listen to the meeting outside the Council Chambers. Seating will not be provided outside the Council Chambers.

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email, 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 November 10, 2020 to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the November 10, 2020 agenda, please identify the agenda item number in the subject line. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

Members of the public will be permitted to make public comments in person.

**CITY COUNCIL REGULAR MEETING
NOVEMBER 10, 2020 - 6:00 p.m.**

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

To address the City Council, please complete a speaker form located at the entrance and give it to the City Clerk prior to the beginning of the meeting. Your name will be called when it is your turn to speak. State Law prohibits the City Council from taking action on any item not on the agenda. Individual speakers are limited to three minutes each.

Comments received via email by November 10, 2020, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Email comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

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 – October 27, 2020 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 712 for November 10, 2020, in the amount of \$1,335,094.64 and Payroll of \$106,360.61.
4. Resolution No. 2020-_____ Establishing Employee Salaries
RECOMMENDATION: That the City Council:
 1. Approve Resolution No. 2020-_____ establishing employee salaries;
 2. Approve the following budget adjustment: Transfer \$19,665 from 001-2100 (General Fund-Fund Balance) to be expended from 001-1450-3010 (General Government-Salaries); and
 3. Approve the attached job description.

5. Easement Acceptance/Morris (7398 Golondrina Drive)
RECOMMENDATION: That the City Council:
 1. Accept Grant of Easement for Road and Drainage purposes from Marisol Morris; and
 2. Direct the City Clerk to record the Grant of Easement.
6. Easement Acceptance/Sanchez (7995 Cortez Street)
RECOMMENDATION: That the City Council:
 1. Accept the Grant of Easement for Road and Drainage purposes from Daniel & Maria Sanchez; and
 2. Direct the City Clerk to record the Grant of Easement
7. Easement Acceptance/Jose A. Huisar – 3rd Street and 5th Street Corridors Improvement Project (Project No. str18001)
RECOMMENDATION: That the City Council:
 1. Accept the Grant of Easement for Road and Drainage purposes from Jose A. Huizar; and
 2. Direct the City Clerk to record the Grant of Easement.
8. Bid Award – Bid No. 2020-09, “City-Wide Traffic Striping and Pavement Marking Maintenance Contract”
RECOMMENDATION: That the City Council award the bid for Bid No. 2020-09, “City-Wide Traffic Striping and Pavement Marking Maintenance Contract,” to the responsive low bidder, Interstate Striping & Signs, Inc.

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

9. State Department of Parks and Recreation per Capita Grant Program Application Authorization Resolution
RECOMMENDATION: That the City Council adopt Resolution No. 2020-_____ authorizing the submittal of applications for per capita grant programs offered by the State Department of Parks and Recreation and authorize the City Manager or his/her designee to execute all documents on its behalf.
10. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
11. 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

Regular Meetings

November 24; December 8, (December 22 - no meeting)

2021

January 12, 26; February 9, 23; March 9, 23; April 13, 27; May 11, 25; June 8, 22; July (no meetings); August 10, 24; September 14, 28; October 12, 26; November 9, 23; December 14, (December 28 - no meeting)

I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before November 5, 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: November 5, 2020



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

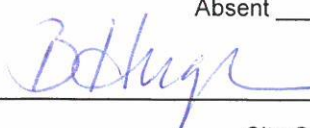
DATE: November 10, 2020

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. <u>1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



STAFF REPORT

TO THE CITY COUNCIL

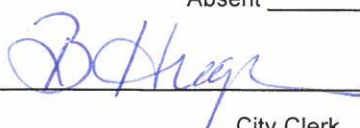
DATE: November 10, 2020

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – October 27, 2020 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

**MINUTES
CITY COUNCIL REGULAR MEETING
OCTOBER 27, 2020**

This meeting was conducted as a videoconference meeting in the Donahue Council Chambers, 27215 Base Line, Highland, California. All votes during the meeting were conducted by roll call.

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:05 p.m. by Mayor McCallon at the Donahue Council Chambers, 27215 Base Line, Highland, California.

ROLL CALL

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

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

None

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Solano, seconded by Council Member Timmer, to approve the consent calendar as submitted. 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 – September 22, 2020 City Council Regular Meeting
Approved the Minutes as submitted.
3. Minutes – September 29, 2020 City Council Special Meeting
Approved the Minutes as submitted.
4. Minutes – October 13, 2020 City Council Regular Meeting
Approved the Minutes as submitted.

5. Warrant Register
Approved Warrant Register No. 711 for October 27, 2020, in the amount of \$2,548,294.88 and Payroll of \$203,009.12.
6. Treasurer's Report for September 2020
Received and filed Treasurer's Report for September 2020.
7. Amendment to Reserve Fund Surety Policy for 2017 Tax Allocation Bonds (2017 Bonds) Issued by the Successor Agency
Authorized payment by wire transfer of an additional premium amount for an increase to the Policy Limit of the Surety Policy for the Debt Service Reserve Fund of the 2017 Bonds.
8. Automatic Aid Agreement between the City of Highland and the City of Redlands
Authorized the Mayor to execute the Automatic Aid Agreement and authorized Cal Fire Battalion Chief Sean Landavazo (Highland Fire Chief) to execute the Operating Plan attached to the Agreement.
9. San Bernardino County Municipal Separate Storm Sewer System – National Pollution Discharge Elimination System (NPDES) Permit Renewal Participation and Joint Defense Agreement Modification
Authorized the Mayor to execute the San Bernardino County Municipal Separate Storm Sewer System – National Pollution Discharge Elimination System (NPDES) Permit Renewal Participation and Joint Defense Agreement Modification on behalf of the City of Highland.
10. Easement Acceptance Juana Barajas – FY 2018-2019 Community Development Block Grant (CDBG) Pavement Improvements
 1. Accepted the Grant of Easement for Road and Drainage purposes from Juana Barajas; and
 2. Directed the City Clerk to record the Grants of Easement.
11. Construction Support Services for Two Federal Safe Routes to School Projects (str11005 and str11006)
 1. Approved a proposal from Willdan for construction support services in the amount of \$20,680.00 for Projects str11005 (9th Street) and str11006 (McKinley Street) and authorized the City Manager to approve proposal amendments up to 10% of the proposal amount.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

12. Use of Coronavirus Relief Funds (CRF) through the CARES Act (County)

Director of Administrative Services Dantuono gave a brief review of the staff report.

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Timmer, to:

1. Authorize the expenditures of the \$683,080 for the CRF funds (County portion) for the programs and amounts described in Attachment #1 and authorize staff to move any unexpended funds to the Public Health & Safety line item;
2. Authorize budget adjustments in the amount of \$683,080 (accounts listed in Attachment #1) in expenditures and revenues in fund 030-Major Grants Fund; and
3. Approve the Allocation Agreement in Attachment #2. Motion carried on a roll call vote, 5-0.

13. Cooperative Agreement with SBCTA for Base Line Interchange (Budget Adjustment)

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

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to authorize the Mayor to sign a budget adjustment in the construction phase of the Base Line Interchange Project within Cooperative Agreement C13027 (00-1000791). Motion carried on a roll call vote, 5-0.

14. Planning Commission Appointments

City Clerk Hughes opened envelopes from each Council Member and read the votes accordingly.

Council Member Chavez voted for Edward Amaya, Jarrod Miller, Jessica Sutorus, Chandra Thomas and Tamara Zaman.

Mayor Pro Tem Lilburn voted for Edward Amaya, Randy Hamerly, Jarrod Miller, Gail Shelton and Jessica Sutorus.

Mayor McCallon voted for Edward Amaya, Randy Hamerly, Jarrod Miller, Jessica Sutorus and Chandra Thomas.

Council Member Solano voted for Randy Hamerly, Tony Mauricio, Jarrod Miller, Gail Shelton and Jessica Sutorus.

Council Member Timmer voted for Richard Bowman, Randy Hamerly, Jarrod Miller, Jessica Sutorus and Chandra Thomas.

City Clerk Hughes stated based on the votes Edward Amaya, Randy Hamerly, Jarrod Miller, Jessica Sutorus and Chandra Thomas are the five members who will be appointed to the Planning Commission. There is a resolution before Council setting the terms for the expiration dates. Currently two of the terms would expire in May, 2021. The resolution would automatically extend those two terms out to 2025 with the other three terms remaining at May, 2023.

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Timmer, to appoint five members to the Planning Commission and adopt Resolution No. 2020-052 establishing the terms for Planning Commissioners. Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2020-052
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, PROVIDING FOR THE TERMS OF OFFICE FOR
PLANNING COMMISSIONERS

City Clerk Hughes stated we will now proceed to draw the names for term expiration dates. Each newly appointed member names will be placed into a box. The first candidate drawn was Jessica Sutorus and the second name being drawn was Randy Hamerly. Jessica Sutorus and Randall Hamerly terms will expire in May, 2025. The other members, Edward Amaya, Jarrod Miller and Chandra Thomas terms will expire in May, 2023.

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

City Manager Hughes stated regarding Covid-19 county-wide we now have 63,000 confirmed cases, testing county-wide is now up to 785,000 and deaths county-wide is 1,073. Unfortunately, hospitalization is starting to trend back up again. With that being said, the ICU and ventilators are both relatively flat and we are still in the purple tier. Hopefully tomorrow we will get some news regarding things trending down, and maybe look at getting into the red tier in the near future, but we will not know until tomorrow. Parks are still open for passive recreation only and as the Council is aware, the City now has its own Covid Compliant Business Program, and we are matching the County program of \$2,500 per business. The County hotline is still available at (909) 387-3911. He also would like to bring to Council's attention about voting starting next week. The polling locations will be at Highland Family YMCA, Highland City Council Chambers, Cram Elementary School, and the San Manuel Event Center. In-person voting will begin on October 31 through November 3. Hours for voting are October 31 from 10am to 6pm, November 1 from 10am to 6pm, November 2 from 10am to 6pm, and November 3 from 7am to 8pm. We have drop off locations in the City with one being in front of

City Hall and one at the Library. We also have a drop off box inside City Hall for those that prefer to do it that way. We are still planning to go back to regular City Council meetings in the Council Chambers starting on November 10 and we will be following the Covid-19 protocols. Face masks will be required, we will be doing social distancing and temperature checks of people before they come in.

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

Mayor Pro Tem Lilburn stated she is very thankful to the candidates who applied for the Planning Commission vacancies as each candidate was very well qualified. She was also pleased with the new process of candidate selection and is looking forward to working with the new members.

Mayor McCallon stated he agrees with Mayor Pro Tem Lilburn's statement. Also, it was very helpful to meet with each candidate in person.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 6:30 p.m. in memory of Ed Ford.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: November 10, 2020

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Leticia Nava-Cruz, Senior Accountant

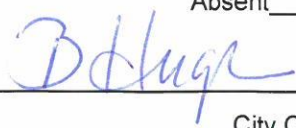
SUBJECT: Warrant Register #712

RECOMMENDATION: City Council to approve Warrant Register #712; Warrants in the amount of \$1,335,094.64 and Payroll in the amount of \$106,360.61.

FISCAL IMPACT: The total of Cash and Expenditures is \$1,441,455.25

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

BACKGROUND: See Printouts Attached.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>3</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

CITY OF HIGHLAND
WARRANT REGISTER #712
November 10, 2020

Warrants:

10/23/2020 Payroll Wire #515-518 & Ck #81732-81733	56,445.91
10/27/2020 Ck#81734-81775	1,012,172.76
11/3/2020 Ck#81776-81829 & Wire #1001700069-1001700071	266,475.97

Total Warrants \$ 1,335,094.64

Payroll:

10/23/2020 Direct Deposits #10117-10157	105,780.11
10/23/2020 Ck #593-594	580.50

Total Payroll \$ 106,360.61

Total Warrants & Payroll \$ 1,441,455.25

APPROVED BY:

Larry McCallon
Finance Subcommittee

Joseph A. Hughes
City Manager

John Timmer
Finance Subcommittee

Chuck Dantuono
Director of Administrative
Services/City Treasurer

10/21/2020 10:47:11AM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
515	10/23/2020	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			012.1170	15.07
			ICMA DEFERRED COMP 457: Payment	
			016.1170	15.07
			ICMA DEFERRED COMP 457: Payment	
			041.1170	683.81
			ICMA DEFERRED COMP 457: Payment	
			070.1170	407.46
			ICMA DEFERRED COMP 457: Payment	
			001.1170	5,845.66
			ICMA DEFERRED COMP 457: Payment	
			004.1170	591.51
			ICMA DEFERRED COMP 457: Payment	
			010.1170	311.93
Total :				7,870.51
516	10/23/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment	
			001.1145	636.35
			EPMC: Payment	
			004.1145	93.08
			EPMC: Payment	
			006.1145	19.54
			EPMC: Payment	
			010.1145	22.62
			EPMC: Payment	
			012.1145	2.34
			EPMC: Payment	
			016.1145	2.34
			EPMC: Payment	
			023.1145	6.55
			EPMC: Payment	
			024.1145	0.57
			EPMC: Payment	
			041.1145	31.21

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
516	10/23/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			042.1145	11.36
			PERS SURVIVOR: Payment	
			042.1145	0.80
			PERS SURVIVOR: Payment	
			070.1145	0.60
			EPMC: Payment	
			070.1145	51.39
			PERS: Payment	
			001.1145	14,210.10
			PERS: Payment	
			004.1145	2,242.63
			PERS: Payment	
			006.1145	640.76
			PERS: Payment	
			010.1145	830.99
			PERS: Payment	
			012.1145	195.44
			PERS: Payment	
			016.1145	195.39
			PERS: Payment	
			023.1145	93.53
			PERS: Payment	
			024.1145	84.49
			PERS: Payment	
			041.1145	445.95
			PERS: Payment	
			042.1145	295.75
			PERS: Payment	
			070.1145	734.10
			PERS SURVIVOR: Payment	
			001.1145	25.88
			PERS SURVIVOR: Payment	
			004.1145	4.04
			PERS SURVIVOR: Payment	
			006.1145	1.25

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
516	10/23/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS SURVIVOR: Payment	
			010.1145	1.08
			PERS SURVIVOR: Payment	
			012.1145	0.55
			PERS SURVIVOR: Payment	
			016.1145	0.54
			PERS SURVIVOR: Payment	
			023.1145	0.23
			PERS SURVIVOR: Payment	
			024.1145	0.04
			PERS SURVIVOR: Payment	
			041.1145	0.33
			Total :	20,881.82
517	10/23/2020	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			016.1140	50.63
			MEDICARE: Payment	
			023.1140	24.64
			MEDICARE: Payment	
			024.1140	37.69
			MEDICARE: Payment	
			041.1140	122.95
			MEDICARE: Payment	
			042.1140	76.01
			MEDICARE: Payment	
			070.1140	214.38
			FEDERAL TAXES: Payment	
			001.1120	10,727.14
			FEDERAL TAXES: Payment	
			004.1120	1,595.96
			FEDERAL TAXES: Payment	
			006.1120	449.94
			FEDERAL TAXES: Payment	
			010.1120	650.44
			FEDERAL TAXES: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
517	10/23/2020	000119 INTERNAL REVENUE SERVICE	(Continued)	
			012.1120	65.41
			FEDERAL TAXES: Payment	
			016.1120	65.38
			FEDERAL TAXES: Payment	
			023.1120	89.80
			FEDERAL TAXES: Payment	
			024.1120	246.79
			FEDERAL TAXES: Payment	
			041.1120	640.88
			FEDERAL TAXES: Payment	
			042.1120	245.86
			FEDERAL TAXES: Payment	
			070.1120	1,235.45
			SOCIAL SECURITY: Payment	
			001.1140	553.80
			MEDICARE: Payment	
			001.1140	2,918.27
			MEDICARE: Payment	
			004.1140	445.87
			MEDICARE: Payment	
			006.1140	128.23
			MEDICARE: Payment	
			010.1140	166.26
			MEDICARE: Payment	
			012.1140	50.63
			Total :	20,802.41
518	10/23/2020	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	4,082.53
			STATE TAXES: Payment	
			004.1130	680.27
			STATE TAXES: Payment	
			006.1130	175.62
			STATE TAXES: Payment	
			010.1130	314.68

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
518	10/23/2020	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			012.1130	42.43
			STATE TAXES: Payment	
			016.1130	42.41
			STATE TAXES: Payment	
			023.1130	23.73
			STATE TAXES: Payment	
			024.1130	83.86
			STATE TAXES: Payment	
			041.1130	279.33
			STATE TAXES: Payment	
			042.1130	92.68
			STATE TAXES: Payment	
			070.1130	531.32
			Total :	6,348.86
81732	10/23/2020	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	6.34
			ARROWHEAD UNITED WAY: Payment	
			004.1180	2.79
			ARROWHEAD UNITED WAY: Payment	
			041.1180	3.10
			ARROWHEAD UNITED WAY: Payment	
			070.1180	2.77
			Total :	15.00
81733	10/23/2020	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC SPECIFIED HEALTH INS: Payment	
			012.1181	1.78
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.78
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	104.88
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	8.80
			AFLAC ACCIDENT INSURANCE: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81733	10/23/2020	003804 AFLAC WWHQ	(Continued)	
			012.1181	4.33
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	4.32
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	9.35
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	4.28
			AFLAC CANCER INSURANCE: Payment	
			001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	208.76
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	16.96
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	7.58
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	7.58
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	8.24
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	70.73
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	8.13
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	8.14
			AFLAC DENTAL: Payment	
			001.1181	25.79
			AFLAC DENTAL: Payment	
			004.1181	1.54
			AFLAC DENTAL: Payment	
			041.1181	1.80
			AFLAC DENTAL: Payment	
			070.1181	1.53
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.38
			Total :	527.31

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
6		Vouchers for bank code : wfb		Bank total : 56,445.91
6		Vouchers in this report		Total vouchers : 56,445.91

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81734	10/27/2020	000030 SAN BERNARDINO COUNTY SHERIFFS	POLICE SERVICES-OCT POLICE SERVICES-OCT 001.2000.4560	891,763.00
Total :				891,763.00
81735	10/27/2020	000056 DEPARTMENT OF CONSERVATION	SMIP 07/2020-09/2020 SMIP 07/2020-09/2020 001.4500.4542 SMIP 07/2020-09/2020 051.1479	654.70
Total :				-32.74
81736	10/27/2020	000085 EAST VALLEY WATER DISTRICT	LMD'S-OCT LMD'S-OCT 012.8500.4030	2,891.06
Total :				2,891.06
81737	10/27/2020	000127 K & L HARDWARE	VEH#125 SUPPLIES VEH#125 SUPPLIES 001.6000.4240 CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4206 CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4206 CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4206 GRAFFITI SUPPLIES GRAFFITI SUPPLIES 001.6010.4206 CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4206 LIBRARY SUPPLIES LIBRARY SUPPLIES	8.60
				125.31
				6.43
				96.91
				46.33
				20.58

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 2

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81737	10/27/2020	000127 K & L HARDWARE	(Continued)	
			001.6000.4206	23.89
			CORP YARD SUPPLIES	
			CORP YARD SUPPLIES	
			004.8310.4666	48.46
			CORP YARD SUPPLIES	
			CORP YARD SUPPLIES	
			004.8310.4206	14.63
			Total :	391.14
81738	10/27/2020	000168 LETICIA NAVA-CRUZ, PETTY CASH	PETTY CASH-OCT	
			PETTY CASH-OCT	
			001.0020	100.00
			Total :	100.00
81739	10/27/2020	000203 SOUTHERN CALIFORNIA EDISON	LS#3-OCT	
			LS#3-OCT	
			013.8510.4011	56.14
			LMD #76-OCT	
			LMD #76-OCT	
			012.8500.4010	13.57
			REAL JOURNEY ACADEMY LMD ZONE 73-OCT	
			REAL JOURNEY ACADEMY LMD ZONE 73-OCT	
			012.8500.4010	11.90
			TRAFFIC SIG PALM/CYPRESS-OCT	
			TRAFFIC SIG PALM/CYPRESS-OCT	
			013.8510.4011	32.84
			Total :	114.45
81740	10/27/2020	000204 SOCALGAS	STATION #3-OCT	
			STATION #3-OCT	
			029.2100.4020	23.07
			STATION #3-OCT	
			028.2050.4020	23.07
			STATION #2-OCT	
			STATION #2-OCT	
			028.2050.4020	25.25
			STATION #2-OCT	

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 3

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81740	10/27/2020	000204 SOCALGAS	(Continued) 029.2100.4020	25.24
Total :				96.63
81741	10/27/2020	000207 KONICA MINOLTA	COPIER LEASE-NOV COPIER LEASE-NOV 042.9510.4205 COPIER LEASE-NOV 001.2000.4205	1,054.54
Total :				625.29
81742	10/27/2020	000233 WAXIE SANITARY SUPPLY	CITY HALL JANITORIAL SUPPLIES CITY HALL JANITORIAL SUPPLIES 030.8495.4349 CITY HALL/CORP YARD/PARKS JANITORIAL SUP CITY HALL JANITORIAL SUPPLIES 042.9510.4055 CORP YARD JANITORIAL SUPPLIES 004.8310.4055 PARKS JANITORIAL SUPPLIES 001.6000.4055	82.20
Total :				447.63
Total :				223.63
Total :				224.00
Total :				977.46
81743	10/27/2020	000744 D&T AUTO REPAIR	VEH #116: REPAIR VEH #116: REPAIR 001.6010.4240	444.39
Total :				444.39
81744	10/27/2020	001035 DEPARTMENT OF JUSTICE	FINGERPRINT APPS-CHAMBERS FINGERPRINT APPS-CHAMBERS 001.1600.4236	32.00
Total :				32.00
81745	10/27/2020	001072 AUTO ZONE	CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4206	34.21
Total :				34.21
81746	10/27/2020	001193 LIFE ASSIST, INC.	FS#1-3: GLOVES	

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 4

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81746	10/27/2020	001193 LIFE ASSIST, INC.	(Continued)	
			FS#1-3: GLOVES	
			030.8495.4349	366.24
			FS#1-3: GLOVES	
			FS#1-3: GLOVES	
			030.8495.4349	187.66
			FS#1-3: VARIOUS SIZE GLOVES	
			FS#1-3: VARIOUS SIZE GLOVES	
			028.2050.4211	905.10
			Total :	1,459.00
81747	10/27/2020	001404 LOWE'S	EOC SUPPLIES	
			EOC SUPPLIES	
			023.3890.4203	119.43
			Total :	119.43
81748	10/27/2020	001414 RICHARDS, WATSON & GERSHON	GENERAL-SEP	
			GENERAL-SEP	
			001.1450.4520	10,021.94
			CODE ENFORCEMENT ACTIONS GENERAL-SEP	
			CODE ENFORCEMENT ACTIONS GENERAL-SEP	
			001.4600.4520	1,685.18
			COVID-19 DECLARATION OF EMERGENCY-SEP	
			COVID-19 DECLARATION OF EMERGENCY-SEP	
			030.8495.4520	595.00
			Total :	12,302.12
81749	10/27/2020	001439 OFFICE SOLUTIONS	TONER & OFFICE SUPPLIES	
			TONER & OFFICE SUPPLIES	
			042.9510.4200	107.43
			Total :	107.43
81750	10/27/2020	001473 COUNTY OF SAN BERNARDINO	RADIO ACCESS-SEP	
			RADIO ACCESS-SEP	
			028.2050.4209	598.18
			RADIO ACCESS-SEP	
			029.2100.4209	598.18
			Total :	1,196.36

Voucher	Date	Vendor	Description/Account	Amount
81751	10/27/2020	001764 DEPENDABLE COFFEE & WATER SVC.	FILTER CHANGE FILTER CHANGE 004.8310.4070	107.21 Total : 107.21
81752	10/27/2020	002396 DUDEK	PROJECT MANAGEMENT-SEP PROJECT MANAGEMENT-SEP 001.4100.4662 HOUSING ELEMENT-SEP HOUSING ELEMENT-SEP 001.4100.4662 SAFETY AND ENVIRONMENTAL JUSTICE SAFETY AND ENVIRONMENTAL JUSTICE 001.4100.4662 COMMUNITY OUTREACH-SEP COMMUNITY OUTREACH-SEP 001.4100.4662 ENVIRONMENTAL REVIEW-SEP ENVIRONMENTAL REVIEW-SEP 001.4100.4662	426.25 6,527.50 1,160.00 2,246.25 2,400.00 Total : 12,760.00
81753	10/27/2020	002479 CAM PROPERTY SERVICES	BRG04005 RDA07-OCT BRG04005 RDA07-OCT 010.3830.6813	430.00 Total : 430.00
81754	10/27/2020	002511 RECORDER-CLERK CO OF SB	DOCUMENT RECORDER FEES-SEP DOCUMENT RECORDER FEES-SEP 001.1200.4506 DOCUMENT RECORDER FEES-SEP DOCUMENT RECORDER FEES-SEP 001.1200.4506	40.00 100.00 Total : 140.00
81755	10/27/2020	002536 CONSTRUCTION UPDATE INC	BID NO. 2020-05 STR11005/STR11006 BID NO. 2020-05 STR11005/STR11006 001.1200.4300	50.00

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 6

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81755	10/27/2020	002536	002536 CONSTRUCTION UPDATE INC (Continued)	Total : 50.00
81756	10/27/2020	003073	EWING IRRIGATION PRODUCTS INC	
			PARKS SUPPLIES	
			PARKS SUPPLIES	
			001.6000.4206	237.58
			PARKS SUPPLIES	
			PARKS SUPPLIES	
			001.6000.4206	246.49
			Total :	484.07
81757	10/27/2020	003360	DIRECTV	
			POLICE SATELLITE CABLE-OCT	
			POLICE SATELLITE CABLE-OCT	
			001.2000.4065	78.00
			Total :	78.00
81758	10/27/2020	003836	CALIFORNIA BUILDING	
			BSAR 07/2020-09/2020	
			BSAR 07/2020-09/2020	
			001.4500.4543	441.00
			BSAR 07/2020-09/2020	
			051.1480	-44.10
			Total :	396.90
81759	10/27/2020	004206	#1 SON PLUMBING	
			YMCA PLUMBING REPAIR	
			YMCA PLUMBING REPAIR	
			001.6000.4070	785.51
			Total :	785.51
81760	10/27/2020	004767	MOBILE AIR	
			ME543: REAR AC REPAIR	
			ME543: REAR AC REPAIR	
			029.2100.4240	238.42
			ME543: REAR AC REPAIR	
			028.2050.4240	238.41
			Total :	476.83
81761	10/27/2020	004860	CRIME SCENE STERI-CLEAN, LLC	
			BIO-HAZARD CLEANUP YMCA	
			BIO-HAZARD CLEANUP YMCA	
			001.6000.4070	150.00
			Total :	150.00

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 7

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81762	10/27/2020	004879 DIV OF THE STATE ARCHITECT	AB1379 07/2020-09/2020 AB1379 07/2020-09/2020 051.1493	299.60
Total :				299.60
81763	10/27/2020	005268 CUSTOM CREATIONS	VEH#128 MAINTENANCE VEH#128 MAINTENANCE 042.9510.4240 VEH#126 REPAIR VEH#126 REPAIR 004.8310.4240 VEH#107 REPAIR VEH#107 REPAIR 004.8310.4240 VEH#107 REPAIR VEH#107 REPAIR 004.8310.4240	61.88 658.83 345.63
Total :				476.02
81764	10/27/2020	005295 AB FENCE COMPANY, INC.	BASE LINE: PVC RAIL FENCE REPAIR BASE LINE: PVC RAIL FENCE REPAIR 004.8310.4570	2,000.00
Total :				2,000.00
81765	10/27/2020	005313 COUNTY OF SAN BERNARDINO	PHYSICAL-CHAMBERS PHYSICAL-CHAMBERS 001.1600.4235	303.45
Total :				303.45
81766	10/27/2020	005326 RP LANDSCAPE & IRRIGATION	LANDSCAPING-OCT LANDSCAPING-OCT 012.8500.4585 LANDSCAPING-OCT MEMORIAL PARK LANDSCAPING-OCT 001.6000.4585 POLICE STATION LANDSCAPING-OCT 001.2000.4585 CITY HALL LANDSCAPING-OCT	17,515.00 400.00 500.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81766	10/27/2020	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			042.9510.4585	500.00
			LIBRARY LANDSCAPING-OCT	
			001.6000.4585	600.00
			YMCA LANDSCAPING-OCT	
			001.6000.4585	600.00
			CORP YARD LANDSCAPING-OCT	
			004.8310.4585	400.00
			AURANTIA PARK LANDSCAPING-OCT	
			001.6000.4585	933.00
			COMMUNITY PARK LANDSCAPING-OCT	
			001.6000.4585	3,691.00
			CANYON OAK PARK LANDSCAPING-OCT	
			016.8540.4585	356.00
			CUNNINGHAM PARK LANDSCAPING-OCT	
			016.8540.4585	453.00
			SEELEY PARK LANDSCAPING-OCT	
			016.8540.4585	299.00
			OAK CREEK PARK LANDSCAPING-OCT	
			016.8540.4585	556.00
			Total :	26,803.00
81767	10/27/2020	005358 FLEET SERVICES INC	REPLACEMENT BATTERIES CREDIT INV	
			REPLACEMENT BATTERIES CREDIT INV	
			028.2050.4240	-97.40
			REPLACEMENT BATTERIES CREDIT INV	
			029.2100.4240	-97.39
			E541A REPAIR/MAINTENANCE	
			E541A REPAIR/MAINTENANCE	
			028.2050.4240	25.27
			E541A REPAIR/MAINTENANCE	
			029.2100.4240	25.27
			E543A BATTERY REPLACEMENT	
			E543A BATTERY REPLACEMENT	
			028.2050.4240	275.85
			E543A BATTERY REPLACEMENT	
			029.2100.4240	275.85

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81767	10/27/2020	005358	005358 FLEET SERVICES INC	(Continued)
				Total :
81768	10/27/2020	005449	AMERICAN ASPHALT SOUTH, INC	
				STR17003B MSRI-SLURRY SEAL STOP PYMT
				STR17003B MSRI-SLURRY SEAL STOP PYMT
				017.8350.6550
				10,049.32
				STR17003B RET REL-MSRI-SURRY SEAL
				STR17003B RET REL-MSRI-SURRY SEAL
				017.8350.6550
				21,316.31
				STR17003B RET REL-COSB-SLURRY SEAL
				STR17003B RET REL-COSB-SLURRY SEAL
				027.8490.6550
				1,173.26
				Total :
81769	10/27/2020	005457	GOVERNMENT TAX SEMINARS, LLC	
				2020 TAX SEMINAR-NAVA-CRUZ
				2020 TAX SEMINAR-NAVA-CRUZ
				001.1700.4330
				395.00
				Total :
81770	10/27/2020	005553	CLARK PEST CONTROL OF STOCKTON	
				PEST CONTROL POLICE STATION
				PEST CONTROL POLICE STATION
				001.2000.4589
				95.00
				PEST CONTROL STATION #3
				PEST CONTROL STATION #3
				028.2050.4589
				20.00
				PEST CONTROL STATION #3
				029.2100.4589
				20.00
				PEST CONTROL POLICE STATION
				PEST CONTROL POLICE STATION
				001.2000.4589
				95.00
				PEST CONTROL POLICE STATION
				PEST CONTROL POLICE STATION
				001.2000.4589
				95.00
				Total :
81771	10/27/2020	005567	FIRE APPARATUS SOLUTIONS	
				ME541 COMPARTMENT DOOR REPAIR
				ME541 COMPARTMENT DOOR REPAIR
				028.2050.4240
				20.51
				ME541 COMPARTMENT DOOR REPAIR
				029.2100.4240
				20.50

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 10

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81771	10/27/2020	005567 FIRE APPARATUS SOLUTIONS	(Continued)	
			ME543: SEAT BELT SENSOR	
			ME543: SEAT BELT SENSOR	
			029.2100.4240	88.01
			ME543: SEAT BELT SENSOR	
			028.2050.4240	88.00
				Total :
				217.02
81772	10/27/2020	005584 PAUL TOOR & ASSOCIATES	BRG04004A PM DIF REG-AUG	
			BRG04004A PM DIF REG-AUG	
			007.8330.6813	2,070.00
			BRG07001 PM RDA07-AUG	
			BRG07001 PM RDA07-AUG	
			010.3830.6813	115.00
			SWK19001 PM NON PART MSRI-AUG	
			SWK19001 PM NON PART MSRI-AUG	
			017.8350.6545	230.00
			OLA18001 PM MSRI-AUG	
			OLA18001 PM MSRI-AUG	
			017.8350.6550	1,265.00
			OLA19001 PM MSRI-AUG	
			OLA19001 PM MSRI-AUG	
			017.8350.6550	1,150.00
			OLA20001 PM MSRI-AUG	
			OLA20001 PM MSRI-AUG	
			017.8350.6550	1,150.00
			STR11005 PM RDA04 NON PART-AUG	
			STR11005 PM RDA04 NON PART-AUG	
			010.3830.6530	1,495.00
			STR11006 PM RDA04 NON PART-AUG	
			STR11006 PM RDA04 NON PART-AUG	
			010.3830.6530	1,495.00
			STR12004 DIF LOC PM NON PART-AUG	
			STR12004 DIF LOC PM NON PART-AUG	
			007.8330.6530	920.00
			STR12005 PM MSRI NON PART-AUG	
			STR12005 PM MSRI NON PART-AUG	
			017.8350.6530	920.00

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 11

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81772	10/27/2020	005584 PAUL TOOR & ASSOCIATES	(Continued)	
			STR18001 PM IVDA AGMT-AUG	
			STR18001 PM IVDA AGMT-AUG	
			027.8490.6550	1,265.00
			STR20001 PM DIF REG-AUG	
			STR20001 PM DIF REG-AUG	
			007.8330.6550	3,220.00
			STR20002A PM DIF LOC NON PART-AUG	
			STR20002A PM DIF LOC NON PART-AUG	
			007.8330.6550	676.66
			STR20002A PM COSB NON PART-AUG	
			STR20002A PM COSB NON PART-AUG	
			027.8490.6550	473.34
			Total :	16,445.00
81773	10/27/2020	005772 BRYANT, GERALD	STR18001 R/W IVDA BRYANT	
			STR18001 R/W IVDA BRYANT	
			027.8490.6550	77.32
			STR18001 R/W RDA07 BRYANT	
			STR18001 R/W RDA07 BRYANT	
			010.3830.6550	77.36
			STR18001 R/W SMBMI BRYANT	
			STR18001 R/W SMBMI BRYANT	
			027.8490.6550	77.32
			STR18001 R/W EDA BRYANT	
			STR18001 R/W EDA BRYANT	
			030.8495.6550	168.00
			Total :	400.00
81774	10/27/2020	005773 AIR CONTROL SYSTEMS	STATION #3 AC REPAIR	
			STATION #3 AC REPAIR	
			028.2050.4588	134.00
			STATION #3 AC REPAIR	
			029.2100.4588	134.00
			Total :	268.00
81775	10/27/2020	005774 GCI ELECTRIC	BUS LIC#012961 REFUND	
			BUS LIC#012961 REFUND	

10/27/2020 9:39:04AM

Voucher List
CITY OF HIGHLAND

Page: 12

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81775	10/27/2020	005774 GCI ELECTRIC	(Continued)	
			001.1450.7450	35.00
			BUS LIC#012961 REFUND	
			051.1493	4.00
Total :				39.00

42 Vouchers for bank code : wfb

Bank total : 1,012,172.76

42 Vouchers in this report

Total vouchers : 1,012,172.76

11/03/2020 12:43:43PM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81776	11/3/2020	000085 EAST VALLEY WATER DISTRICT	CITY HALL-OCT	
			CITY HALL-OCT	
			042.9510.4030	1,257.47
			CITY HALL-OCT	
			CITY HALL-OCT	
			042.9510.4030	35.14
			POLICE STATION-OCT	
			POLICE STATION-OCT	
			001.2000.4030	3,540.43
			POLICE STATION-OCT	
			POLICE STATION-OCT	
			001.2000.4030	52.70
			POLICE STATION-OCT	
			POLICE STATION-OCT	
			001.2000.4030	52.70
			POLICE STATION-OCT	
			POLICE STATION-OCT	
			001.2000.4030	184.91
			STATION #1-OCT	
			STATION #1-OCT	
			028.2050.4030	278.67
			STATION #1-OCT	
			029.2100.4030	278.66
			STATION #3-OCT	
			STATION #3-OCT	
			028.2050.4030	169.85
			STATION #3-OCT	
			029.2100.4030	169.84
			STATION #3-OCT	
			STATION #3-OCT	
			028.2050.4030	26.35
			STATION #3-OCT	
			029.2100.4030	26.35
			STATION #3-OCT	
			STATION #3-OCT	
			028.2050.4030	40.43

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81776	11/3/2020	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			STATION #3-OCT	
			029.2100.4030	40.43
			SEELEY PARK-OCT	
			SEELEY PARK-OCT	
			016.8540.4030	361.49
			BASELINE MEDIAN-OCT	
			BASELINE MEDIAN-OCT	
			004.8310.4030	287.79
			BASELINE MEDIAN-OCT	
			BASELINE MEDIAN-OCT	
			004.8310.4030	371.65
			LMD'S-OCT	
			LMD'S-OCT	
			012.8500.4030	977.23
			STATION #2-OCT	
			STATION #2-OCT	
			029.2100.4030	65.48
			STATION #2-OCT	
			028.2050.4030	65.48
			STATION #2-OCT	
			STATION #2-OCT	
			029.2100.4030	17.57
			STATION #2-OCT	
			028.2050.4030	17.57
			AURANTIA PARK-OCT	
			AURANTIA PARK-OCT	
			001.6000.4030	2,550.48
			LMD'S-OCT	
			LMD'S-OCT	
			012.8500.4030	4,280.88
			Total :	15,149.55
81777	11/3/2020	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4100.4210	195.33
			Total :	195.33

11/03/2020 12:43:43PM

Voucher List
CITY OF HIGHLAND

Page: 3

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81778	11/3/2020	000127 K & L HARDWARE	CORP YARD SUPPLIES CORP YARD SUPPLIES 004.8310.4666	96.91
Total :				96.91
81779	11/3/2020	000155 NEW YORK LIFE	NEW YORK LIFE-NOV NEW YORK LIFE-NOV 001.1180 NEW YORK LIFE-NOV 004.1180 NEW YORK LIFE-NOV 041.1180 NEW YORK LIFE-NOV 070.1180	9.75 0.65 1.95 0.65
Total :				13.00
81780	11/3/2020	000165 AT&T	POLICE ALARM-OCT POLICE ALARM-OCT 001.2000.4060	644.67
Total :				644.67
81781	11/3/2020	000165 AT&T	BASELINE LITTLE LEAGUE-OCT BASELINE LITTLE LEAGUE-OCT 001.6000.4060	309.40
Total :				309.40
81782	11/3/2020	000165 AT&T	CITY HALL-OCT CITY HALL-OCT 042.9510.4060	309.40
Total :				309.40
81783	11/3/2020	000176 PRINCIPAL LIFE INSURANCE CO	PRINCIPAL-NOV PRINCIPAL-NOV 001.1200.3590 PRINCIPAL-NOV 001.1450.3590 PRINCIPAL-NOV 001.1600.3590	42.54 82.12 7.81

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81783	11/3/2020	000176 PRINCIPAL LIFE INSURANCE CO	(Continued)	
			PRINCIPAL-NOV	
			001.1700.3590	89.94
			PRINCIPAL-NOV	
			001.3200.3590	35.23
			PRINCIPAL-NOV	
			001.4100.3590	112.49
			PRINCIPAL-NOV	
			001.4200.3590	66.28
			PRINCIPAL-NOV	
			001.4500.3590	31.22
			PRINCIPAL-NOV	
			001.4600.3590	46.19
			PRINCIPAL-NOV	
			001.6000.3590	15.87
			PRINCIPAL-NOV	
			001.6010.3590	15.95
			PRINCIPAL-NOV	
			001.6020.3590	10.73
			PRINCIPAL-NOV	
			004.8310.3590	84.05
			PRINCIPAL-NOV	
			006.8400.3590	16.25
			PRINCIPAL-NOV	
			010.3830.3590	23.64
			PRINCIPAL-NOV	
			012.8500.3590	7.83
			PRINCIPAL-NOV	
			016.8540.3590	7.83
			PRINCIPAL-NOV	
			023.3890.3590	3.58
			PRINCIPAL-NOV	
			024.8470.3590	0.83
			PRINCIPAL-NOV	
			041.9500.3590	13.83
			PRINCIPAL-NOV	
			042.9510.3590	13.41

Voucher	Date	Vendor	Description/Account	Amount
81783	11/3/2020	000176	PRINCIPAL LIFE INSURANCE CO	
			(Continued)	
			PRINCIPAL-NOV	
			070.7000.3590	26.80
			Total :	754.42
81784	11/3/2020	000203	SOUTHERN CALIFORNIA EDISON	
			TRAFFIC SIG PALM/CYPRESS-OCT	
			TRAFFIC SIG PALM/CYPRESS-OCT	
			004.8310.4580	47.98
			SMART N FINAL SCE FEES-OCT	
			SMART N FINAL SCE FEES-OCT	
			013.8510.4011	21.69
			CITY HALL-OCT	
			CITY HALL-OCT	
			042.9510.4010	974.12
			STATION #3-OCT	
			STATION #3-OCT	
			028.2050.4010	645.70
			STATION #3-OCT	
			029.2100.4010	645.69
			CORP YARD-OCT	
			CORP YARD-OCT	
			004.8310.4010	527.87
			LIBRARY/ELC-OCT	
			LIBRARY/ELC-OCT	
			001.6000.4010	3,992.24
			LS#3-OCT	
			LS#3-OCT	
			013.8510.4011	17.04
			BASELINE MEDIAN-OCT	
			BASELINE MEDIAN-OCT	
			004.8310.4010	12.97
			BASELINE MEDIAN-OCT	
			BASELINE MEDIAN-OCT	
			004.8310.4010	11.85
			EVC STATIONS-OCT	
			EVC STATIONS-OCT	
			042.9510.4012	294.80
			POLICE STATION-OCT	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81784	11/3/2020	000203 SOUTHERN CALIFORNIA EDISON	(Continued) POLICE STATION-OCT 001.2000.4010	5,947.37
Total :				13,139.32
81785	11/3/2020	000204 SOCALGAS	STATION #1-SEP STATION #1-SEP 028.2050.4020 STATION #1-SEP 029.2100.4020 POLICE-SEP POLICE-SEP 001.2000.4020	19.65 19.64
Total :				1,249.33
81786	11/3/2020	000207 KONICA MINOLTA	COPIER MAINT-OCT COPIER MAINT-OCT 042.9510.4205 COPIER MAINT-OCT 001.2000.4205	357.78 11.03
Total :				368.81
81787	11/3/2020	000226 UNUM LIFE INSURANCE	LONG TERM DISABILITY-NOV LONG TERM DISABILITY-NOV 006.1180 LONG TERM DISABILITY-NOV 010.1180 LONG TERM DISABILITY-NOV 041.1180 LONG TERM DISABILITY-NOV 070.1180 LONG TERM DISABILITY-NOV 004.1180 LONG TERM DISABILITY-NOV 001.1180	18.50 22.20 25.46 51.80 33.30 600.44
Total :				751.70
81788	11/3/2020	000233 WAXIE SANITARY SUPPLY	PD: JANITORIAL SUPPLIES	

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Voucher List
CITY OF HIGHLAND

Page: 7

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81788	11/3/2020	000233 WAXIE SANITARY SUPPLY	(Continued) PD: JANITORIAL SUPPLIES 001.2000.4055	721.52 Total : 721.52
81789	11/3/2020	000342 EMPLOYMENT DEVELOPMENT DEPT	UNEMPLOYMENT INS-COX UNEMPLOYMENT INS-COX 041.9500.4360	519.00 Total : 519.00
81790	11/3/2020	000744 D&T AUTO REPAIR	VEH#122 REPAIRS VEH#122 REPAIRS 001.6000.4240	311.55 Total : 311.55
81791	11/3/2020	000970 SOUTH COAST AQMD	ANNUAL OPERATING FEES-STATION #3 ANNUAL OPERATING FEES-STATION #3 028.2050.4222 ANNUAL OPERATING FEES-STATION #3 029.2100.4222 EMISSION FEES-STATION #3 EMISSION FEES-STATION #3 028.2050.4222 EMISSION FEES-STATION #3 029.2100.4222	210.51 210.51 68.20 68.20 Total : 557.42
81792	11/3/2020	001070 SAFETY-KLEEN SYSTEMS, INC.	BIOHAZARDS UNIT CLEANING BIOHAZARDS UNIT CLEANING 001.2000.4245	231.50 Total : 231.50
81793	11/3/2020	001439 OFFICE SOLUTIONS	RECYCLED COPY PAPER RECYCLED COPY PAPER 042.9510.4200 OFFICE SUPPLIES OFFICE SUPPLIES 001.1700.4200	481.25 50.57

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81793	11/3/2020	001439	001439 OFFICE SOLUTIONS	(Continued)
Total :				531.82
81794	11/3/2020	001476	TIME WARNER CABLE	POLICE TELE/INT SERVICES-NOV
				POLICE TELE/INT SERVICES-NOV
				001.2000.4065
				990.68
				CORP YARD TELE/INT SERVICES-NOV
				CORP YARD TELE/INT SERVICES-NOV
				004.8310.4060
				664.76
Total :				1,655.44
81795	11/3/2020	001527	SHRED-IT, C/O STERICYLCE INC.	SHREDDING SERVICES-OCT
				SHREDDING SERVICES-OCT
				001.1200.4626
				178.68
Total :				178.68
81796	11/3/2020	001764	DEPENDABLE COFFEE & WATER SVC.	BREAKROOM SUPPLIES
				BREAKROOM SUPPLIES
				042.9510.4200
				10.45
				BREAKROOM SUPPLIES
				BREAKROOM SUPPLIES
				042.9510.4200
				13.44
				BREAKROOM SUPPLIES
				BREAKROOM SUPPLIES
				042.9510.4200
				10.45
				BREAKROOM SUPPLIES
				BREAKROOM SUPPLIES
				042.9510.4200
				13.44
				BREAKROOM SUPPLIES
				BREAKROOM SUPPLIES
				042.9510.4200
				13.44
				BREAKROOM SUPPLIES
				BREAKROOM SUPPLIES
				042.9510.4200
				88.26
Total :				149.48
81797	11/3/2020	002190	ENGINEERING RESOURCES OF SO CA	STR20001 DE MSRI-SEP
				STR20001 DE MSRI-SEP
				017.8350.6550
				15,740.50
				OLA18001 DE MSRI-SEP

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81797	11/3/2020	002190 ENGINEERING RESOURCES OF SO CA	(Continued)	
			OLA18001 DE MSRI-SEP	
			017.8350.6550	1,866.25
			OLA19001 DE MSRI-SEP	
			OLA19001 DE MSRI-SEP	
			017.8350.6550	2,092.50
			OLA20001 DE MSRI-SEP	
			OLA20001 DE MSRI-SEP	
			017.8350.6550	5,211.00
			Total :	24,910.25
81798	11/3/2020	002414 REICHARDT, LLOYD	BUS LIC#012956 REFUND	
			BUS LIC#012956 REFUND	
			001.1450.7450	155.00
			BUS LIC#012956 REFUND	
			051.1493	4.00
			Total :	159.00
81799	11/3/2020	002511 RECORDER-CLERK CO OF SB	DOCUMENT RECORDER FEES-OCT	
			DOCUMENT RECORDER FEES-OCT	
			001.1200.4506	20.00
			Total :	20.00
81800	11/3/2020	002617 FERGUSON ENTERPRISES LLC	CITY HALL MAINTENANCE SUPPLIES	
			CITY HALL MAINTENANCE SUPPLIES	
			042.9510.4070	29.10
			Total :	29.10
81801	11/3/2020	002664 INLAND LIGHTING SUPPLIES, INC.	LIGHTING SUPPLIES POLICE	
			LIGHTING SUPPLIES POLICE	
			001.2000.4070	78.30
			LIGHTING SUPPLIES CITY HALL	
			LIGHTING SUPPLIES CITY HALL	
			042.9510.4070	187.59
			Total :	265.89
81802	11/3/2020	003334 MUSCO SPORTS LIGHTING, LLC	REMOTE EQUIP CONTROLLER-COMMUNITY PARK	
			REMOTE EQUIP CONTROLLER-COMMUNITY PARK	
			001.6000.4533	450.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81802	11/3/2020	003334	003334 MUSCO SPORTS LIGHTING, LLC (Continued)	Total : 450.00
81803	11/3/2020	003673	JOHNSON CONTROLS, INC YMCA: HVAC UNIT#6 REPAIRS YMCA: HVAC UNIT#6 REPAIRS 001.6000.4588	Total : 4,640.02
81804	11/3/2020	004416	SIEMENS MOBILITY, INC. STREET LIGHT MAINTENANCE-SEP STREET LIGHT MAINTENANCE-SEP 013.8510.4664 TRAFFIC SIGNAL MAINTENANCE-SEP TRAFFIC SIGNAL MAINTENANCE-SEP 004.8310.4580 TRAFFIC SIGNAL RESPONSE CALL OUTS-SEP TRAFFIC SIGNAL RESPONSE CALL OUTS-SEP 004.8310.4580	2,528.50 3,283.64 8,817.46 Total : 14,629.60
81805	11/3/2020	004653	WOODWORKS PORTABLE WELDING REPLACE AND INSTALL GUTTER GATES REPLACE AND INSTALL GUTTER GATES 004.8310.4570	2,400.00 Total : 2,400.00
81806	11/3/2020	004697	CHEMCO PRODUCTS COMPANY WATER TREATMENT MONTHLY CHARGE-OCT WATER TREATMENT MONTHLY CHARGE-OCT 001.6000.4588	423.23 Total : 423.23
81807	11/3/2020	004920	TKE ENGINEERING SWK19001 DE MSRI-AUG SWK19001 DE MSRI-AUG 017.8350.6545 SWK19001 DE ART3-AUG SWK19001 DE ART3-AUG 005.8320.6545 STR20002 DE DIF LOC-AUG STR20002 DE DIF LOC-AUG 017.8350.6550 STR20002 DE RDA07-AUG STR20002 DE RDA07-AUG	808.75 808.75 180.19

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81807	11/3/2020	004920 TKE ENGINEERING	(Continued)	
			010.3830.6550	371.34
			STR20002 DE COSB-AUG	
			STR20002 DE COSB-AUG	
			027.8490.6550	385.97
			Total :	2,555.00
81808	11/3/2020	004939 GUARDIAN	DENTAL-NOV	
			DENTAL-NOV	
			001.1160	1,238.72
			DENTAL-NOV	
			004.1160	317.92
			DENTAL-NOV	
			006.1160	14.13
			DENTAL-NOV	
			010.1160	71.95
			DENTAL-NOV	
			012.1160	9.63
			DENTAL-NOV	
			016.1160	9.63
			DENTAL-NOV	
			023.1160	14.13
			DENTAL-NOV	
			024.1160	3.24
			DENTAL-NOV	
			041.1160	30.27
			DENTAL-NOV	
			042.1160	28.64
			DENTAL-NOV	
			070.1160	15.72
			Total :	1,753.98
81809	11/3/2020	004956 FIDELITY SECURITY	VISION-NOV	
			VISION-NOV	
			001.1160	228.92
			VISION-NOV	
			001.1700.4400	30.42
			VISION-NOV	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81809	11/3/2020	004956 FIDELITY SECURITY	(Continued)	
			004.1160	41.98
			VISION-NOV	
			006.1160	7.61
			VISION-NOV	
			010.1160	9.13
			VISION-NOV	
			012.1160	5.18
			VISION-NOV	
			016.1160	5.18
			VISION-NOV	
			023.1160	7.61
			VISION-NOV	
			024.1160	0.52
			VISION-NOV	
			041.1160	1.64
			VISION-NOV	
			042.1160	8.50
			VISION-NOV	
			070.1160	3.57
			Total :	350.26
81810	11/3/2020	005018 FLYERS ENERGY, LLC	FUEL-OCT	
			FUEL-OCT	
			001.2000.4220	3,856.99
			FUEL-OCT	
			004.8310.4220	260.53
			FUEL-OCT	
			001.4200.4220	23.64
			FUEL-OCT	
			001.4500.4220	17.62
			FUEL-OCT	
			001.4600.4220	202.12
			FUEL-OCT	
			001.6000.4220	177.55
			FUEL-OCT	
			001.6010.4220	89.01

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81810	11/3/2020	005018 FLYERS ENERGY, LLC	(Continued)	
			FUEL-OCT	
			042.9510.4220	8.34
			FUEL-OCT	
			004.8310.4220	16.28
			FUEL-OCT	
			001.6000.4220	67.59
			FUEL-OCT	
			028.2050.4220	574.78
			FUEL-OCT	
			029.2100.4220	574.78
			FUEL-OCT	
			FUEL-OCT	
			001.2000.4220	3,885.69
			FUEL-OCT	
			004.8310.4220	262.47
			FUEL-OCT	
			001.4200.4220	23.82
			FUEL-OCT	
			001.4500.4220	17.75
			FUEL-OCT	
			001.4600.4220	203.62
			FUEL-OCT	
			001.6000.4220	178.87
			FUEL-OCT	
			001.6010.4220	89.67
			FUEL-OCT	
			042.9510.4220	8.41
			FUEL-OCT	
			004.8310.4220	16.40
			FUEL-OCT	
			001.6000.4220	68.09
			FUEL-OCT	
			028.2050.4220	579.05
			FUEL-OCT	
			029.2100.4220	579.06
Total :				11,782.13

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81811	11/3/2020	005310 KOA CORPORATION	(H)STR15002-PE RDA04-JUL (H)STR15002-PE RDA04-JUL 010.3830.6550 (H)STR15002-PE ART3-JUL (H)STR15002-PE ART3-JUL 005.8320.6816 (H)STR15002-PE RDA04-AUG (H)STR15002-PE RDA04-AUG 010.3830.6550 (H)STR15002-PE ART3-AUG (H)STR15002-PE ART3-AUG 005.8320.6816 (R)STR15002-PE COR-JUL (R)STR15002-PE COR-JUL 027.8490.6816 (R)STR15002-PE ART3-JUL (R)STR15002-PE ART3-JUL 005.8320.6816 (R)STR15002-PE COR-AUG (R)STR15002-PE COR-AUG 027.8490.6816 (R)STR15002-PE ART3-AUG (R)STR15002-PE ART3-AUG 005.8320.6816	3,354.39 13,417.54 2,745.07 10,980.28 1,859.10 7,436.41 797.41 3,189.65
Total :				43,779.85
81812	11/3/2020	005466 WSP	STR12004 CON DIF LOC NOV19-MAY20 STR12004 CON DIF LOC NOV19-MAY20 007.8330.6530 STR12005 CON MSRI NOV19-MAY20 STR12005 CON MSRI NOV19-MAY20 017.8350.6530 STR12004 CON DIF LOC JULY 20 STR12004 CON DIF LOC JULY 20 007.8330.6530 STR12005 CON MSRI JULY 20 STR12005 CON MSRI JULY 20 017.8350.6530	1,411.09 554.95 141.58 447.41

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81812	11/3/2020	005466 005466 WSP	(Continued)	
			Total :	2,555.03
81813	11/3/2020	005516 BASE HILL INC., DBA JAN POINT	MONTHLY JANITORIAL SERVICES-OCT	
			CITY HALL-OCT	
			042.9510.4504	1,562.00
			COUNCIL CHAMBERS-OCT	
			042.9510.4504	311.00
			AURANTIA PARK-OCT	
			001.6000.4504	1,454.00
			COMMUNITY PARK-OCT	
			001.6000.4504	1,950.00
			POLICE DEPT-OCT	
			001.2000.4504	1,080.00
			Total :	6,357.00
81814	11/3/2020	005553 CLARK PEST CONTROL OF STOCKTON	PEST CONTROL FIRE STATION #1	
			PEST CONTROL FIRE STATION #1	
			028.2050.4589	20.00
			PEST CONTROL FIRE STATION #1	
			029.2100.4589	20.00
			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
			PEST CONTROL LMD 48A	
			PEST CONTROL LMD 48A	
			012.8500.4589	55.00
			PEST CONTROL LMD 48B	
			PEST CONTROL LMD 48B	
			012.8500.4589	55.00
			PEST CONTROL LMD 48A	
			PEST CONTROL LMD 48A	
			012.8500.4589	55.00
			PEST CONTROL LMD 48B	
			PEST CONTROL LMD 48B	
			012.8500.4589	55.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81814	11/3/2020	005553 CLARK PEST CONTROL OF STOCKTON	(Continued) PEST CONTROL FIRE STATION #3 PEST CONTROL FIRE STATION #3 028.2050.4589 PEST CONTROL FIRE STATION #3 029.2100.4589 PEST CONTROL LMD 48A PEST CONTROL LMD 48A 012.8500.4589	 2.50 2.50 55.00
Total :				469.00
81815	11/3/2020	005554 IMPERIAL SPRINKLER SUPPLY	IRRIGATION SUPPLIES IRRIGATION SUPPLIES 012.8500.4206 IRRIGATION SUPPLIES IRRIGATION SUPPLIES 042.9510.4045 WIND DAMAGE CLEAN UP-REPAIRS WIND DAMAGE CLEAN UP-REPAIRS 004.8310.4206	 248.37 247.84 249.73
Total :				745.94
81816	11/3/2020	005597 KASNER, SHAWN	NETWORK CONSULTING/SUPPORT NETWORK CONSULTING/SUPPORT 042.9510.4627	 16,875.00
Total :				16,875.00
81817	11/3/2020	005672 IE GENERAL ENGINEERING	SWK16001 SCH I RDA04 RET REL SWK16001 SCH I RDA04 RET REL 010.1350 SWK16001 SCH I RDA04 RET REL SWK16001 SCH I RDA04 RET REL 010.1350 SWK16001 SCH I ART3 RET REL SWK16001 SCH I ART3 RET REL 005.1350 SWK16001 SCH I ART3 RET REL SWK16001 SCH I ART3 RET REL	 652.87 3,407.79 1,730.38

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81817	11/3/2020	005672 IE GENERAL ENGINEERING	(Continued)	
			005.1350	-652.87
			SWK16001 SCH II A ART3 RET REL	
			SWK16001 SCH II A ART3 RET REL	
			005.1350	1,737.49
			SWK16001 SCH II A ART3 RET REL	
			SWK16001 SCH II A ART3 RET REL	
			005.8320.6545	124.11
			SWK16001 SCH II A DIF LOC RET REL	
			SWK16001 SCH II A DIF LOC RET REL	
			007.8330.6545	66.83
			SWK16001 SCH II A DIF LOC RET REL	
			SWK16001 SCH II A DIF LOC RET REL	
			007.1350	935.57
			SWK16001 SCH II B DIF LOC RET REL	
			SWK16001 SCH II B DIF LOC RET REL	
			007.8330.6545	118.83
			SWK16001 SCH II B DIF LOC RET REL	
			SWK16001 SCH II B DIF LOC RET REL	
			007.1350	1,663.56
			SWK17001 SCH IV ART 3 RET REL	
			SWK17001 SCH IV ART 3 RET REL	
			005.1350	3,253.39
			SWK17001 SCH IV RDA04 RET REL	
			SWK17001 SCH IV RDA04 RET REL	
			010.3830.6545	357.51
			SWK17001 SCH IV RDA04 RET REL	
			SWK17001 SCH IV RDA04 RET REL	
			010.1350	1,751.83
			Total :	15,147.29
81818	11/3/2020	005739 GORITZ, CAMILLE	MILEAGE REIMB-GORITZ	
			MILEAGE REIMB-GORITZ	
			001.4100.4332	8.63
			Total :	8.63
81819	11/3/2020	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	
			OFFICE SUPPLIES	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81819	11/3/2020	005771 AMAZON CAPITAL SERVICES	(Continued)	
			001.1700.4200	37.88
			PD: EOC ROOM SUPPLIES	
			PD: EOC ROOM SUPPLIES	
			023.3890.4203	306.18
			BROTHER P TOUCH LABEL REFILLS	
			BROTHER P TOUCH LABEL REFILLS	
			042.9510.4203	32.21
			Total :	376.27
81820	11/3/2020	005776 M & A LOGISTICS, INC.	BUS LIC#012530 REFUND	
			BUS LIC#012530 REFUND	
			001.1450.7450	225.00
			BUS LIC#012530 REFUND	
			051.1493	4.00
			Total :	229.00
81821	11/3/2020	005777 CYBERTEK	OS OFFICE 365 LICENSES	
			OS OFFICE 365 LICENSES	
			042.9510.4203	13,013.00
			Total :	13,013.00
81822	11/3/2020	005778 MCCLEANERS #4	SMALL BUSINESS ASST. PROGRAM CARES ACT	
			SMALL BUSINESS ASST. PROGRAM CARES ACT	
			030.8495.4349	2,500.00
			Total :	2,500.00
81823	11/3/2020	005779 VILLAGE NAILS	SMALL BUSINESS ASST. PROGRAM CARES ACT	
			SMALL BUSINESS ASST. PROGRAM CARES ACT	
			030.8495.4349	2,500.00
			Total :	2,500.00
81824	11/3/2020	005780 EAST HIGHLAND FAMILY OPTOMETRY	SMALL BUSINESS ASST. PROGRAM CARES ACT	
			SMALL BUSINESS ASST. PROGRAM CARES ACT	
			030.8495.4349	2,500.00
			Total :	2,500.00
81825	11/3/2020	005781 HIGHLAND LIGHTHOUSE CHURCH	CUP19002 REFUND	
			CUP19002 REFUND	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
81825	11/3/2020	005781 HIGHLAND LIGHTHOUSE CHURCH	(Continued) 001.4100.4450	901.60
Total :				901.60
81826	11/3/2020	005782 PET EMPIRE & SUPPLIES	SMALL BUSINESS ASST. PROGRAM CARES ACT SMALL BUSINESS ASST. PROGRAM CARES ACT 030.8495.4349	2,500.00
Total :				2,500.00
81827	11/3/2020	005783 J.M. OLVERA ENGINEERING INC.	BUS LIC#012159 REFUND BUS LIC#012159 REFUND 001.1450.7450 BUS LIC#012159 REFUND 051.1493	225.00
Total :				4.00
Total :				229.00
81828	11/3/2020	005784 KIRK W. STOFFEL	BUS LIC#012130 REFUND BUS LIC#012130 REFUND 001.1450.7450 BUS LIC#012130 REFUND 051.1493	225.00
Total :				4.00
Total :				229.00
81829	11/3/2020	005785 FUERZA Y VOLUNTAD CARDIO DANCE	BUS LIC#012259 REFUND BUS LIC#012259 REFUND 001.1450.7450 BUS LIC#012259 REFUND 051.1493	225.00
Total :				4.00
Total :				229.00
1001700069	11/3/2020	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS RETIREMENT-NOV PERS RETIREMENT-NOV 001.1200.3560 PERS RETIREMENT-NOV 001.1450.3560 PERS RETIREMENT-NOV 001.1600.3560 PERS RETIREMENT-NOV 001.1700.3560	1,765.37
				3,103.29
				226.33
				4,073.97

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
1001700069	11/3/2020	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			PERS RETIREMENT-NOV	
			001.3200.3560	1,222.19
			PERS RETIREMENT-NOV	
			001.4100.3560	4,571.90
			PERS RETIREMENT-NOV	
			001.4200.3560	2,715.98
			PERS RETIREMENT-NOV	
			001.4500.3560	1,855.92
			PERS RETIREMENT-NOV	
			001.4600.3560	2,625.45
			PERS RETIREMENT-NOV	
			001.6000.3560	1,041.13
			PERS RETIREMENT-NOV	
			001.6010.3560	905.33
			PERS RETIREMENT-NOV	
			001.6020.3560	679.00
			PERS RETIREMENT-NOV	
			004.8310.3560	3,938.17
			PERS RETIREMENT-NOV	
			006.8400.3560	1,267.46
			PERS RETIREMENT-NOV	
			012.8500.3560	543.20
			PERS RETIREMENT-NOV	
			016.8540.3560	543.20
			PERS RETIREMENT-NOV	
			023.3890.3560	226.33
			PERS RETIREMENT-NOV	
			041.9500.3560	316.86
			PERS RETIREMENT-NOV	
			042.9510.3560	769.53
			PERS RETIREMENT-NOV	
			070.7000.3560	633.73
			PERS RETIREMENT-NOV	
			024.8470.3560	45.27
			PERS RETIREMENT-NOV	
			010.3830.3560	1,041.13

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
1001700069	11/3/2020	000004	000004 PUBLIC EMPLOYEE RETIREMENT S (Continued)	
Total :				34,110.74
1001700070	11/3/2020	000004	PUBLIC EMPLOYEE RETIREMENT SYS PERS HEALTH-NOV	
			PERS HEALTH-NOV	
			001.1150	12,708.72
			PERS HEALTH-NOV	
			004.1150	1,115.78
			PERS HEALTH-NOV	
			006.1150	700.16
			PERS HEALTH-NOV	
			010.1150	716.08
			PERS HEALTH-NOV	
			012.1150	167.08
			PERS HEALTH-NOV	
			016.1150	167.08
			PERS HEALTH-NOV	
			041.1150	359.36
			PERS HEALTH-NOV	
			070.1150	293.55
			PERS HEALTH-NOV	
			001.1450.3511	55.12
			PERS HEALTH-NOV	
			041.9500.3515	2,400.00
Total :				18,682.93
1001700071	11/3/2020	000004	PUBLIC EMPLOYEE RETIREMENT SYS PERS RETIREMENT-NOV	
			PERS RETIREMENT-NOV	
			001.1450.3560	291.69
Total :				291.69
57 Vouchers for bank code : wfb				Bank total : 266,475.97
57 Vouchers in this report				Total vouchers : 266,475.97

11/03/2020 12:43:43PM

Voucher List
CITY OF HIGHLAND

Page: 22

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
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STAFF REPORT

TO THE CITY COUNCIL

DATE: November 10, 2020

FROM: Joseph A. Hughes, City Manager

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

SUBJECT: Resolution No. 2020- ____ establishing employee salaries.

RECOMMENDATION: That the City Council:

1. Approve Resolution No 2020- __ establishing employee salaries &
2. Approve the following budget adjustment: Transfer \$19,665 from 001-2100 (General Fund-Fund Balance) to be expended from 001-1450-3010 (General Government-Salaries) &
3. Approve the attached job description.

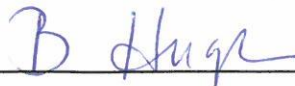
FISCAL IMPACT: The total fiscal impact of the salary increase for the 7 remaining months of fiscal year 2020-2021 is \$19,665 or \$33,710 annually.

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

BACKGROUND: The city currently uses the Administrative Analyst position to oversee its information systems including; the city's network (network server, email server, data server, etc.), all city workstations, city phone system & voicemail, city cell phones, city satellite phones and city tablets & laptop computers. In addition, this position also oversees the city's disaster preparedness programs and the maintenance and operation of the city's Emergency Operations Center (EOC).

Due to the increasing nature and importance of network and electronic data security, it has become imperative to reclassify this position. The Administrative Analyst position has a monthly salary range of \$5,226 (A step) to \$6,353 (E step). Staff is recommending that this position be re-classified to a new position called Administrative Services Manager with the monthly salary range of \$7,538 (A step) to \$9,162 (E step). This range is equal to two other management positions in the city, the Public Works Manager, and the Public Services Manager. By reclassifying this position, we will not have to rely on contract services as much for support.

This item was presented to the Finance/Personnel Subcommittee on November 3, 2020 and the subcommittee recommends the approval the Resolution, budget adjustment and job description.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>4</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

RESOLUTION NO. 2020-

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF HIGHLAND, CALIFORNIA,
ESTABLISHING EMPLOYEE SALARIES**

WHEREAS, the City Council of the City of Highland has determined it is necessary for the efficient operation and management of the City that salary ranges be established for employees; and

WHEREAS, the City Council recognizes that it competes in a market place to obtain qualified personnel to perform and provide municipal service, and that compensation and conditions of employment must be sufficiently attractive to recruit and retain qualified employees.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Highland does hereby resolve to:

1. Add the salary range for the following position effective November 16, 2020.

<u>Position Title</u>	<u>Minimum Monthly</u>	<u>Maximum Monthly</u>
Administrative Services Manager	\$7,538	\$9,162

PASSED, APPROVED AND ADOPTED this 10th day of November 2020.

Larry McCallon, Mayor

Attest:

Betty Hughes, City Clerk

CITY OF HIGHLAND

ADMINISTRATIVE SERVICES MANAGER

JOB SUMMARY

To perform professional and technical administrative duties related to the City's Information Technology (IT), administer the City's emergency and disaster preparedness programs, conduct special studies, surveys, and research assignments in a variety of administrative and operational procedures and topics; and to support on-going programs.

SUPERVISION RECEIVED AND EXERCISED

1. Receives general direction from the Director of Administrative Services.
2. May exercise technical and functional supervision over technical and clerical staff, and/or student interns, as necessary.

TYPICAL DUTIES - Typical duties may include, but are not limited to, the following:

1. Oversee all aspects of the City's information systems including; the city's network (network server, email server, data server, etc.), all city computer workstations, city's phone system & voicemail, city cell phones, city satellite phones, and city tablets & laptop computers.
2. Oversee the development, equipping, and maintenance of the Emergency Operations Center (EOC).
3. Conduct surveys and perform research and statistical analyses; compile and analyze data, prepare summary reports.
4. Assist in developing and conducting special management studies, surveys, training, and research assignments including but not limited to the City's disaster preparedness programs.
5. Participate in the development and installation of new or revised programs, systems, procedures, and methods of operation; update and revise policies and procedures and manuals.
6. Assist in the development, coordination, and monitoring of the department budget; analyze costs; prepare a variety of fiscal, administrative and management reports.
7. Participate in administering contracts for assigned program areas; monitor programs for compliance with applicable regulations.
8. Assist in the design and implementation of systems and forms for use in operations.

9. Represent the City in interdepartmental, community, and professional meetings as required; make presentations, as necessary; monitor and coordinate the daily operation of assigned program area; perform administrative detail work and maintain appropriate records and statistics; monitor progress and evaluate work measurement data of various City programs.
10. Assist in the analysis and revision of departmental systems, procedures, and forms.
11. Conduct special projects, as requested, relating to a division or departmental program.
12. Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.
13. Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

1. Principles and practices of Information Systems as it relates to a municipality.
2. Principles and techniques of public administration including, basic budgeting, and local government organization/structure.
3. Statistical concepts and methods.
4. Operation of personal computers, i.e. word processing, spreadsheet, and data base programs.
5. Research techniques, sources, availability of information, and report preparation and presentation.
6. Pertinent Federal, State, and local laws and regulations.
7. Principles, methods and practices of public administration and budgeting.
8. Organization and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.
9. Principles and practices of administrative research analysis, including statistics and data analysis.

Ability to:

1. On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports and special projects; identify and interpret technical and numerical information; observe and problem solve operational and technical policy and procedures.
2. On a continuous basis, sit at desk for long periods of time; intermittently twist to reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone, and write or use a keyboard to communicate through written means; and lift or carry weight of 10 pounds or less.
3. Prepare and present reports and studies.
4. Conduct administrative research and analysis.
5. Plan and conduct division or departmental programs, including organizing and facilitating meetings.
6. Properly interpret and make decisions in accordance with laws, rules, and policies.
7. Evaluate program effectiveness through systems analysis and other programmatic standards.
8. Establish and maintain effective working relationships with those contacted in the course of work.
9. Communicate clearly and concisely, both orally and in writing.

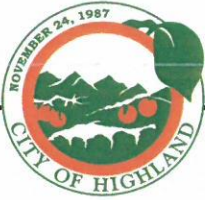
Experience and Training:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

1. Experience: Five years of professional experience in the administration of information systems.
2. Training: Equivalent to a bachelor's degree from an accredited college or university with major course work in information systems and/or public or business administration, or a related field.

License or Certificate:

May require valid California driver's license depending on assigned duties



STAFF REPORT

TO THE CITY COUNCIL

DATE: November 10, 2020

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Jay Tuttle IV, Assistant Engineer *JT*

SUBJECT: Easement Acceptance/Morris (7398 Golondrina Drive)

RECOMMENDATION: That the City Council (1) accept Grant of Easement for Road and Drainage purposes from Marisol Morris, and (2) direct the City Clerk to record the Grant of Easement.

FISCAL IMPACT: None

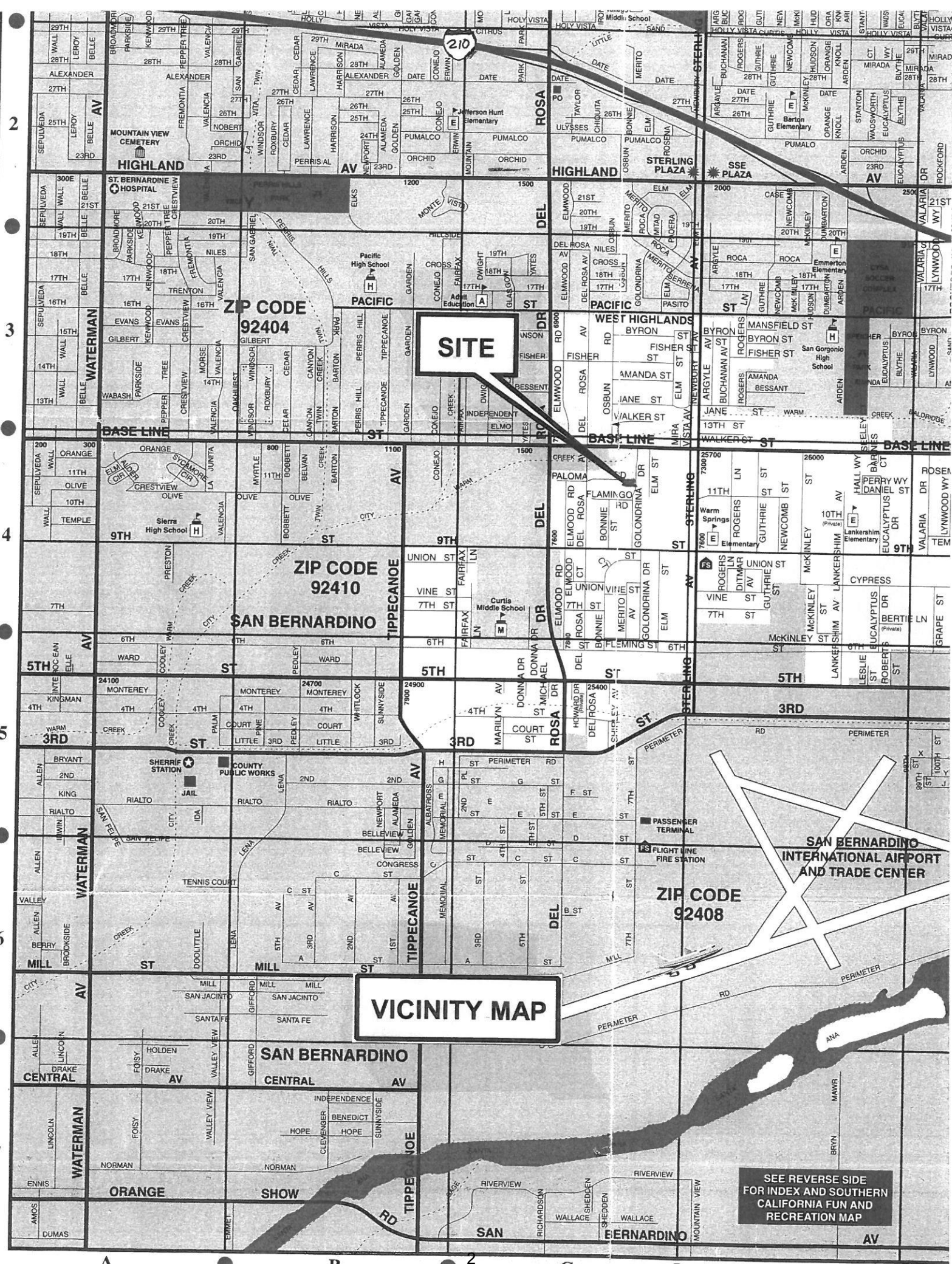
PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

BACKGROUND: The Conditions of Approval for a new single-family residence (DRA-018-001) located at 7398 Golondrina Drive, requires dedication of additional public Right-of-Way to the City, via Grant-of-Easement, as follows: (1) 10' of additional Right-of-Way, from 20' to 30' from street centerline, across the project frontage on the south side of Paloma Road and the west side of Golondrina Drive, (2) additional street right-of-way for corner cutoff at the southwest corner of the Paloma Road/Golondrina Drive intersection, in order to accommodate the construction of future curb return, curb ramp and sidewalk. The Road and Drainage Grant of Easement from the property owner, Marisol Morris, is ready for City Council acceptance.

Attachments: (1) Vicinity Map
(2) Assessor's Parcel Map
(3) Grant of Easement Deed
(4) Right-of-Way Dedication Legal Description & Plat

V:\119300800\3008 11 ROW Ded staff report.doc

Approved _____	Motion _____	Second _____	Agenda Item No. <u>5</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



SITE

VICINITY MAP

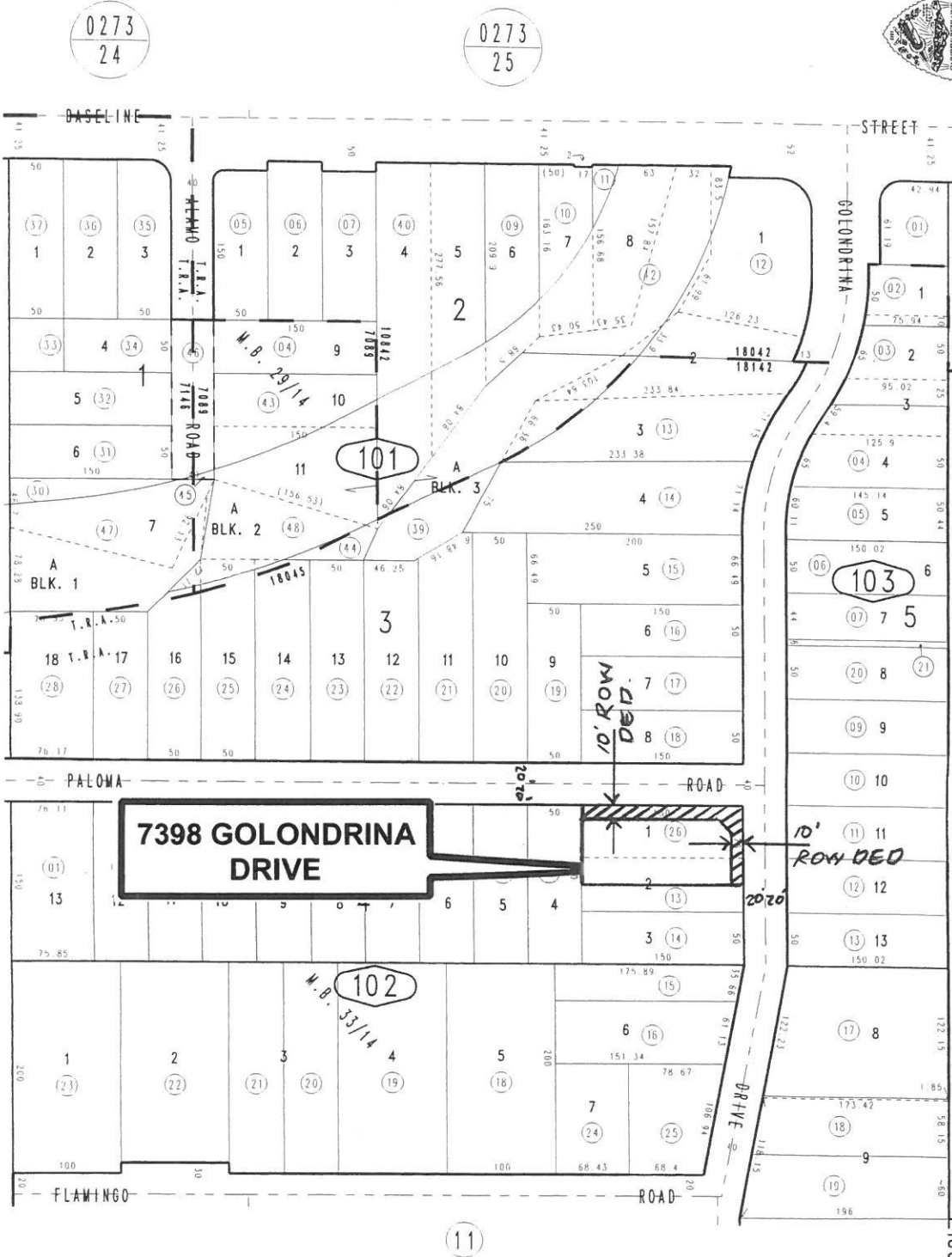
SEE REVERSE SIDE
FOR INDEX AND SOUTHERN
CALIFORNIA FUN AND
RECREATION MAP

THIS MAP IS FOR THE PURPOSE
OF AD VALOREM TAXATION ONLY.



Arroyo Verde Park, Tr. No. 1979, M.B. 29/14
Ptn. Wolf & Yates Sub., Tr. No. 2289, M.B. 33/14

City of San Bernardino 0278 - 10
City of Highland
Tax Rate Area
7089 7146
18042 18142



A.P. MAP

August 2004

Ptn. N.E.1/4, Sec. 1
T.1S., R.4W.

Assessor's Map
Book 0278 Page 10
San Bernardino County

REVISED
07/20/16 RM
05/03/18 RM
05/15/19 RM
06/04/19 RM

RECORDING REQUESTED BY:
BETTY HUGHES

WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF HIGHLAND
27215 BASE LINE
HIGHLAND, CA 92346

APN: 0278-102-26

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**GRANT OF EASEMENT
(ROAD AND DRAINAGE)**

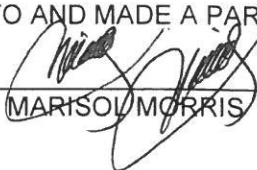
FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

MARISOL MORRIS, A SINGLE WOMAN

Hereby GRANT(S) to the City of Highland, a Municipal Corporation, an easement for roads, drainage, and public utility purposes upon, under, over, and across the real property in the City of Highland, County of San Bernardino, State of California, described as:

SEE EXHIBITS "A" AND "B" ATTACHED HERETO AND MADE A PART HEREOF

DATED: 09/24/2020


MARISOL MORRIS

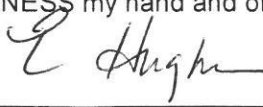
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

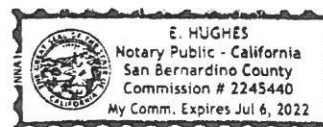
STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

On September 24, 2020, before me, E. Hughes, Notary Public,
personally appeared Marisol Morris
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) ~~is~~ are subscribed to the within
instrument and acknowledged to me that he ~~she~~ they executed the same in ~~his~~ their authorized capacity(ies), and
that by ~~his~~ her ~~their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted,
executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.


Signature



(This Area for Official Notary Seal)

EXHIBIT "A"

RIGHT OF WAY DEDICATION

LEGAL DESCRIPTION

APN 0278-102-26-0-000

BEING A PORTION OF THAT CERTAIN PARCEL IN THE CITY OF HIGHLAND DESCRIBED IN GRANT DEED RECORDED FEBRUARY 14, 2019, AS DOCUMENT NUMBER 2019-0048200, OFFICIAL RECORDS OF SAN BERNARDINO COUNTY, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWESTERLY CORNER OF LOT 1, BLOCK 4, OF TRACT NO. 1979, ARROYO VERDE PARK, AS PER MAP ON FILE IN BOOK 29, PAGE 14 OF MAPS, RECORDS OF SAID COUNTY, SAID POINT BEING ON THE SOUTHERLY RIGHT-OF-WAY OF PALOMA ROAD, BEING 20 FEET IN HALF WIDTH AS SHOWN ON SAID MAP;

THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY AND THE NORTHERLY LINE OF SAID LOT, SOUTH 90°00'00" EAST A DISTANCE OF 150.00 FEET TO THE NORTHEASTERLY CORNER OF SAID LOT ALSO BEING ON THE WESTERLY RIGHT-OF-WAY OF GOLONDRINA DRIVE, BEING 20.00 FEET IN HALF WIDTH AS SHOWN ON SAID MAP;

THENCE SOUTH 00°10'00" EAST A DISTANCE OF 75.00 FEET ALONG THE EASTERLY LINE OF SAID LOT AND SAID WESTERLY RIGHT-OF-WAY OF GOLONDRINA DRIVE TO THE SOUTHEASTERLY CORNER OF THE NORTHERLY HALF OF LOT 2, BLOCK 4 OF SAID TRACT NO, 1979;

THENCE NORTH 90°00'00" WEST A DISTANCE OF 10.00 FEET ALONG THE SOUTHERLY LINE OF SAID NORTHERLY HALF OF LOT 2 TO A LINE LYING PARALLEL WITH AND 10.00 FEET WESTERLY OF SAID WESTERLY RIGHT OF WAY OF GOLONDRINA DRIVE;

THENCE ALONG SAID PARALLEL LINE, NORTH 00°10'00" WEST A DISTANCE OF 52.04 FEET;

EXHIBIT "A"

RIGHT OF WAY DEDICATION

THENCE NORTH 45°05'00" WEST A DISTANCE OF 18.36 FEET TO A LINE LYING PARALLEL WITH AND 10.00 FEET SOUTHERLY OF SAID SOUTHERLY RIGHT OF WAY OF PALOMA ROAD;

THENCE ALONG SAID PARALLEL LINE, NORTH 90°00'00" WEST A DISTANCE OF 127.04 FEET TO THE WESTERLY LINE OF SAID LOT 1;

THENCE NORTH 00°10'00" WEST A DISTANCE OF 10.00 FEET ALONG SAID WESTERLY LINE TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 2,234 SQUARE FEET MORE OR LESS.

AS SHOWN ON EXHIBIT "B" ATTACHED HERETO AND, BY THIS REFERENCE, MADE A PART HEREOF.

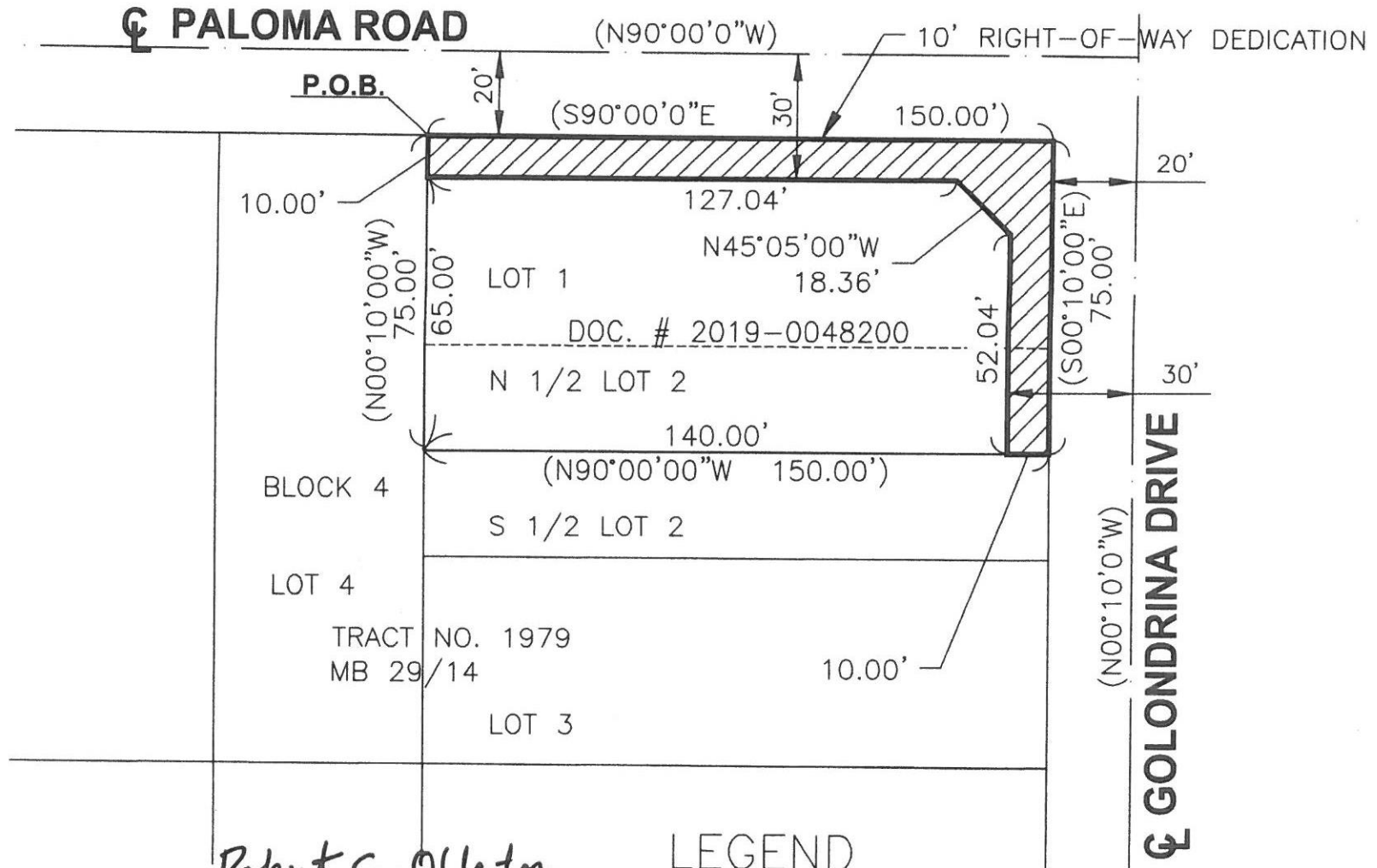
SUBJECT TO COVENANTS, CONDITIONS, RESTRICTIONS, RESERVATIONS, EASEMENTS & RIGHTS-OF-WAY OF RECORD, IF ANY.

THIS LEGAL DESCRIPTION WAS PREPARED BY ME OR UNDER MY DIRECTION.

Robert C. Ollerton 10-19-20
ROBERT C. OLLERTON, PLS 7731 DATE



EXHIBIT B



Robert C. Ollerton

10-19-20



REENGINEERING
RESOURCES
OF SOUTHERN CALIFORNIA, INC.

CITY OF HIGHLAND

PALOMA RD. & GOLONDRINA DR. DEDICATION:
LOT 1 & PORTION OF LOT 2, BLK. 4 - TRACT NO. 1979

EXHIBIT

B



STAFF REPORT

TO THE CITY COUNCIL

DATE: November 10, 2020

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Jay Tuttle IV, Assistant Engineer *JT*

SUBJECT: Easement Acceptance/Sanchez (7995 Cortez Street)

RECOMMENDATION: That the City Council (1) accept Grant of Easement for Road and Drainage purposes from Daniel & Maria Sanchez, and (2) direct the City Clerk to record the Grant of Easement.

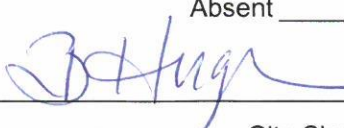
FISCAL IMPACT: None

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 Conditions of Approval for a new single family residence (DRA-016-003) located at 7995 Cortez Street requires dedication of 5 feet of additional right-of-way along the east side of Cortez Street. The Road and Drainage Grant of Easement from the property owners, Daniel & Maria Sanchez, is ready for City Council acceptance.

Attachments: (1) Vicinity Map
(2) Assessor's Parcel Map
(3) Grant of Easement Deed
(4) Right-of-Way Dedication Legal Description & Plat

V:\11967400\674 11 ROW Ded staff report.doc

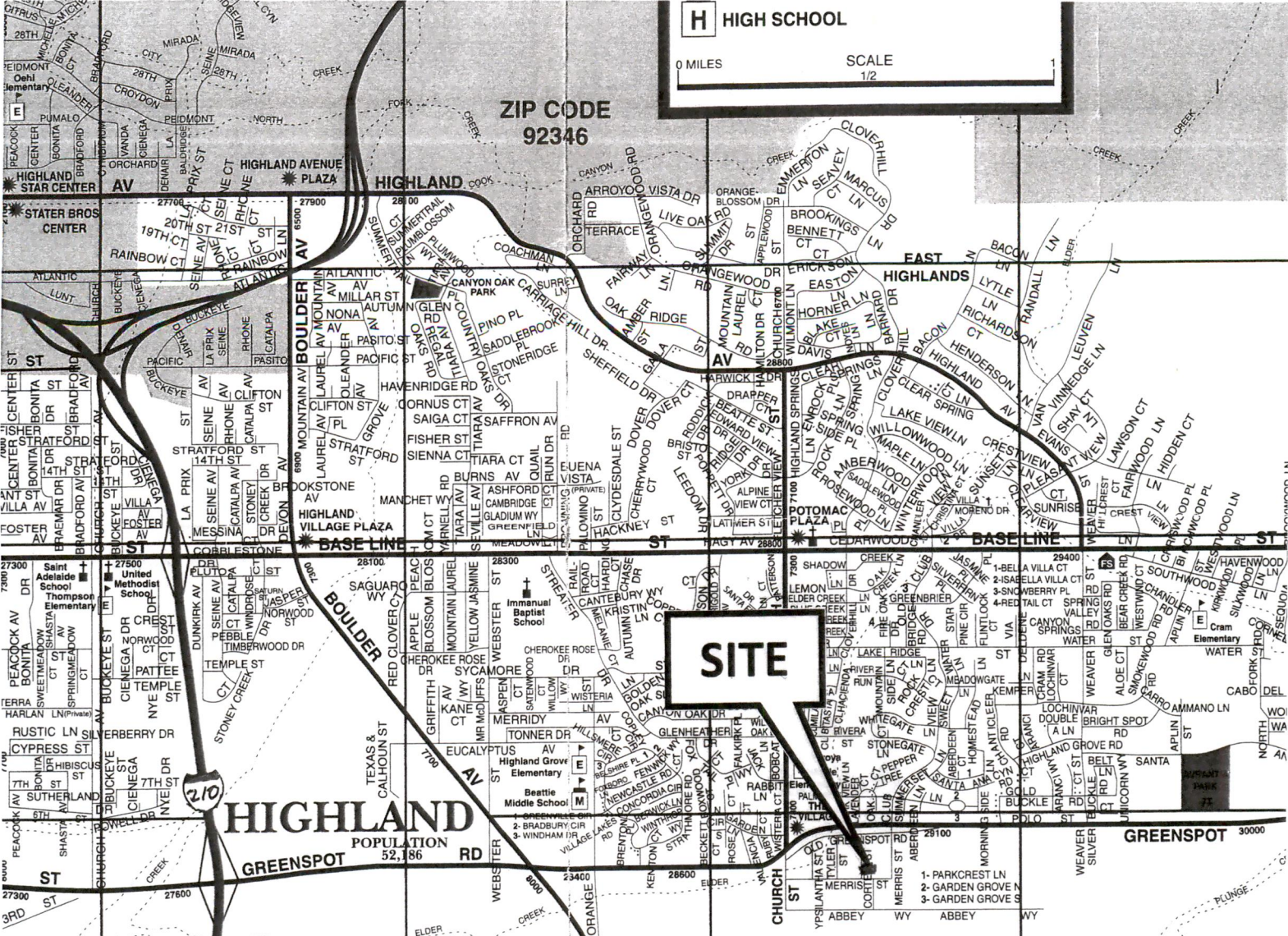
Approved _____	Motion _____	Second _____	Agenda Item No. <u>6</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 _____ City Clerk		 _____ City Manager	

H HIGH SCHOOL

0 MILES

SCALE
1/2

ZIP CODE
92346



HIGHLAND
POPULATION
52,186

ZIP CODE
92346

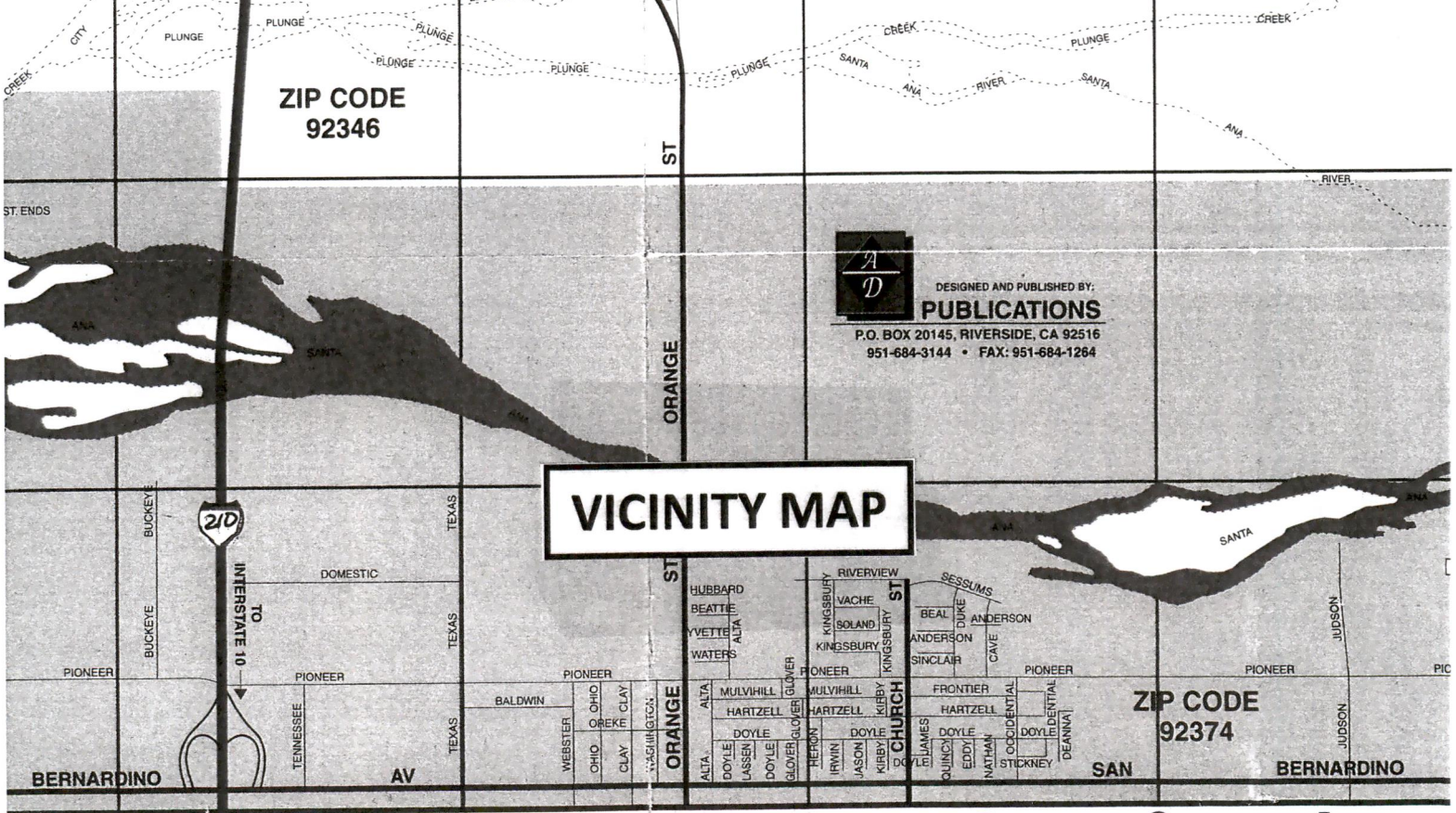
SITE



DESIGNED AND PUBLISHED BY:
PUBLICATIONS

P.O. BOX 20145, RIVERSIDE, CA 92516
951-684-3144 • FAX: 951-684-1264

VICINITY MAP



ZIP CODE
92374

G

H

2

I

J

THIS MAP IS FOR THE PURPOSE
OF AD VALOREM TAXATION ONLY.

Ptn. S.W.1/4, S.W.1/4, Sec. 2, T.1S., R.3W., S.B.M.

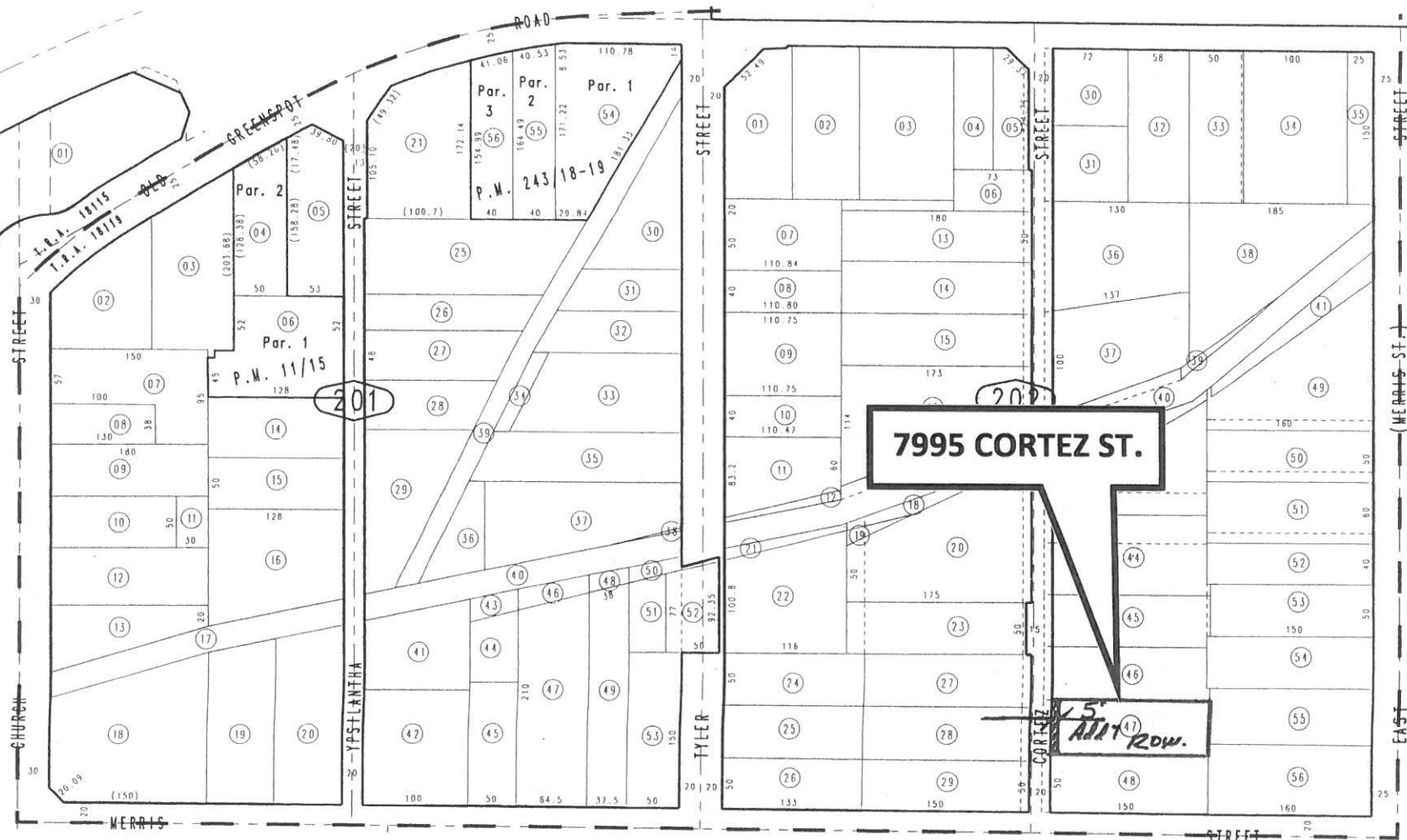
City of Highland
Tax Rate Area
18115 18119

1210 - 20



1201
43

1201
40



1"=100'

21

Parcel Map No. 19559, P.W. 243/18-19
Parcel Map No. 953, P.W. 11/15
Merris Subdivision (Not of Record)

MAY 1995

A.P. MAP

Assessor's Map
Book 1210 Page 20
San Bernardino County

REVISED
02/15/17 KC-MC
04/12/17 KA

RECORDING REQUESTED BY:
BETTY HUGHES

WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF HIGHLAND
27215 BASE LINE
HIGHLAND, CA 92346

APN: 1210-202-47

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**GRANT OF EASEMENT
(ROAD AND DRAINAGE)**

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

DANIEL SANCHEZ AND MARIA SANCHEZ, HUSBAND AND WIFE AS JOINT TENNANTS

Hereby GRANT(S) to the City of Highland, a Municipal Corporation, an easement for roads, drainage, and public utility purposes upon, under, over, and across the real property in the City of Highland, County of San Bernardino, State of California, described as:

SEE EXHIBITS "A" AND "B" ATTACHED HERETO AND MADE A PART HEREOF

DATED: 10/21/2020

[Signature]
DANIEL SANCHEZ

DATED: 10/21/2020

[Signature]
MARIA SANCHEZ

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

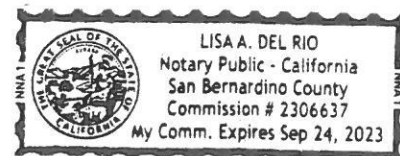
STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

On October 21, 2020, before me, Lisa A. Del Rio Notary Public,
personally appeared Daniel Sanchez and Maria Sanchez
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]
Signature



(This Area for Official Notary Seal)

EXHIBIT "A"

RIGHT OF WAY DEDICATION

LEGAL DESCRIPTION

APN 1210-202-47

The westerly 5.00 feet of that certain parcel in The City of Highland described in Grant Deed recorded March 10, 2009, as Document Number 2009-0100557, Official Records of San Bernardino County, State of California,

Containing an area of 250 square feet more or less.

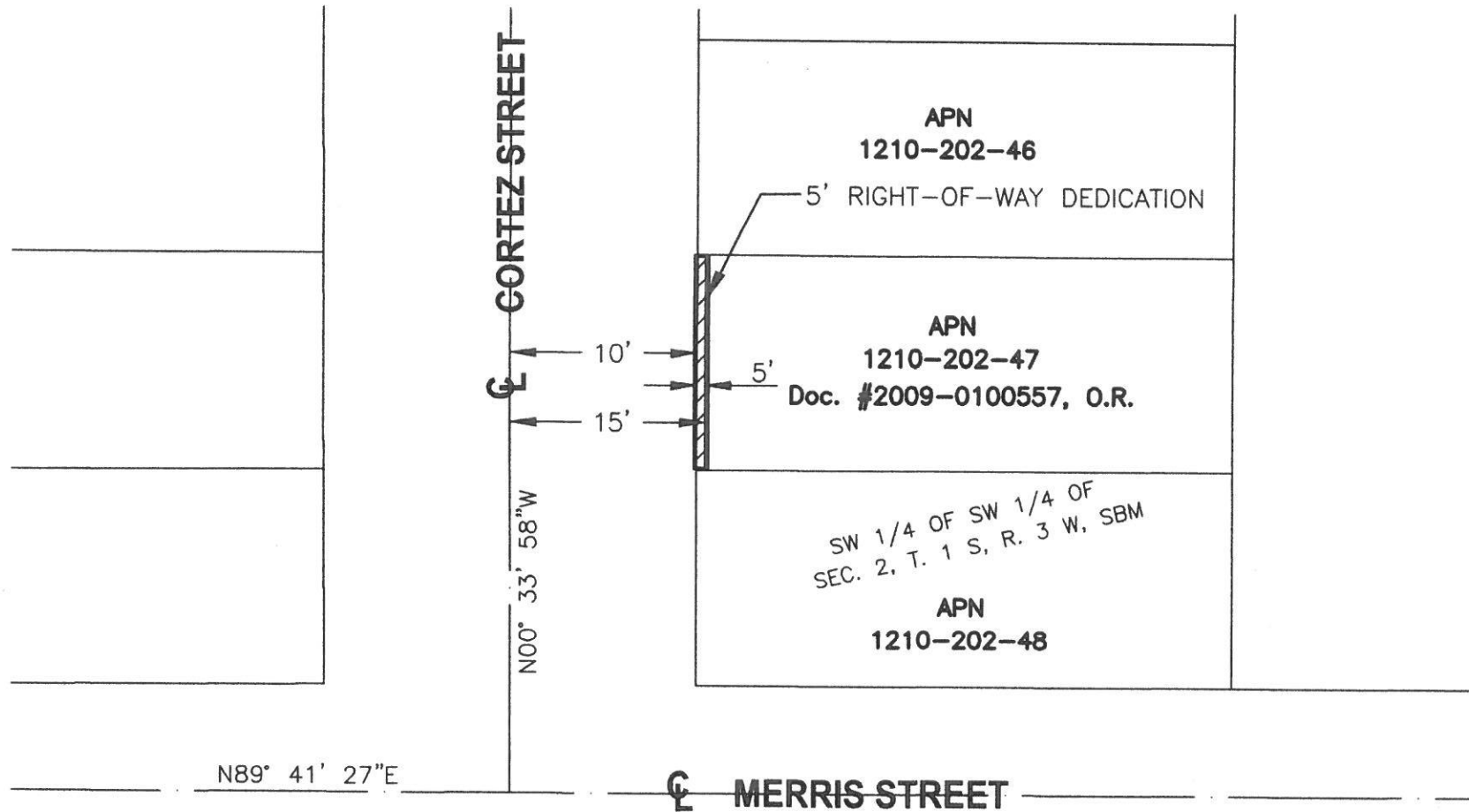
As shown on Exhibit "B" attached hereto and, by this reference, made a part hereof.

This real property description has been prepared by me, or under my direction, in conformance with the Professional Land Surveyor's Act.

Robert C. Ollerton 9-28-20
Robert C. Ollerton, PLS 7731 DATE



EXHIBIT B



Robert C. Ollerton

LEGEND



INDICATES THE AREA OF
RIGHT-OF-WAY DEDICATION



9-28-20

CITY OF HIGHLAND	EXHIBIT B
CORTEZ STREET DEDICATION: APN 1210-202-47	

REENGINEERING
RESOURCES
OF SOUTHERN CALIFORNIA, INC.

W.O. 03017674 SCALE: 1"=30' DATE: 9/16/20 DWN BY: DR CHK BY: RO



STAFF REPORT

TO THE CITY COUNCIL

DATE: November 10, 2020

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Alondra Muñoz, Administrative Assistant III *AM*

SUBJECT: Easement Acceptance Jose A. Huizar – 3rd Street and 5th Street Corridors Improvement Project (Project No. str18001)

RECOMMENDATION: That the City Council (1) Accept the Grant of Easement for Road and Drainage Purposes from Jose A. Huizar and (2) direct the City Clerk to record the Grant of Easement.

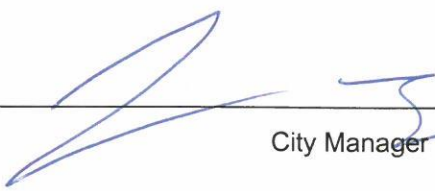
FISCAL IMPACT: The acquisition cost for the Road and Drainage Easement is \$3,470, based on standard appraisal methods in compliance with existing rules and regulations. The funding for the easement is provided 42% by the Federal Economic Development Administration (EDA) Grant, 19.33% by San Manuel Band of Mission Indians, 19.33% by Inland Valley Development Agency and 19.33% by City of Highland (RDA07).

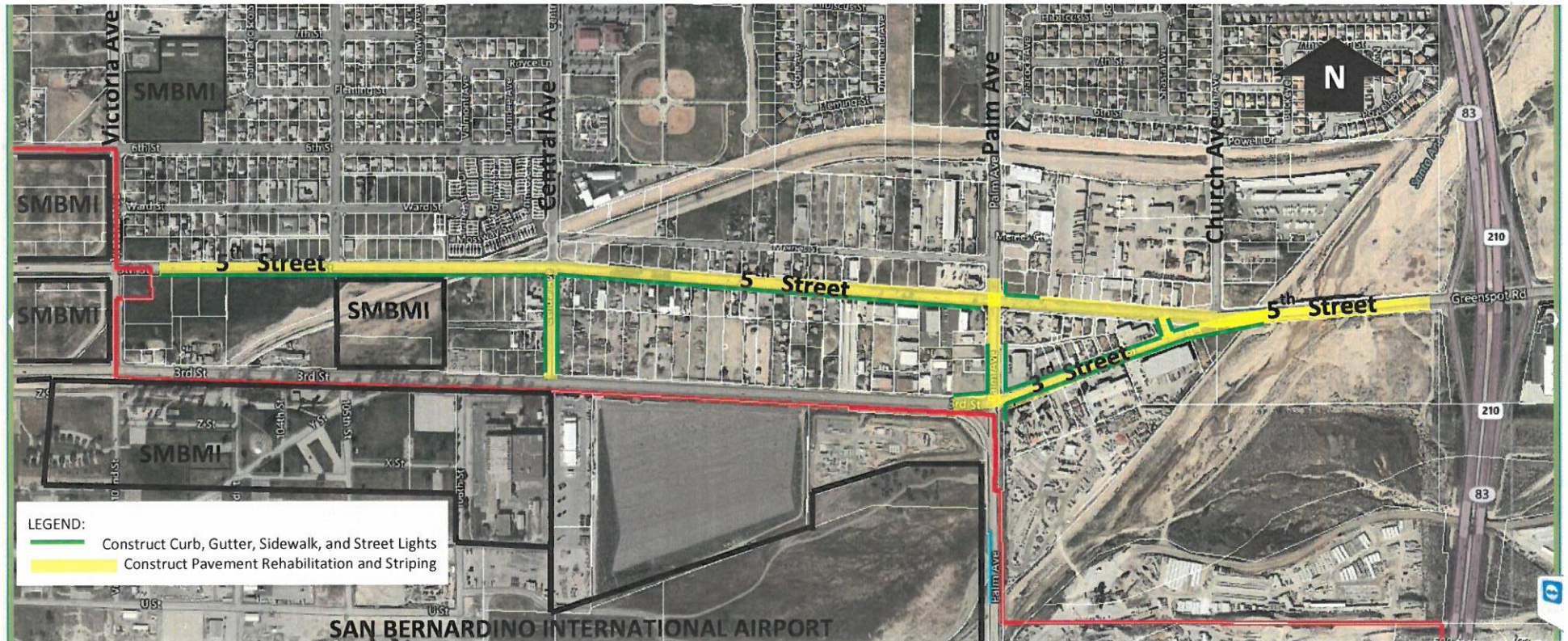
PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No.2011-047 and on the City's website.

BACKGROUND: The 3rd Street and 5th Street Corridors Improvement Project will construct curbs and gutters, sidewalks, storm drain, traffic signal, street lights and pavement improvements along 3rd Street, 5th Street, Palm Avenue and Central Avenue. Improvements also include extending 3rd Street to 5th Street at the Church Avenue intersection. (See attached project location map.) To accommodate the planned corridor improvements, it will be necessary to acquire Roadway Easement/Dedications from 5 properties. Below is the 1st easement out of 5 located within Highland that is ready for acceptance by the Highland City Council.

<u>Property Owner</u>	<u>Address</u>	<u>APN</u>
Jose A. Huizar	8058 Central Avenue	1192-561-14

M:\PUBWRK\str18001 - 3rd St-5th St Corridor Improvements\RW\Waiver Valuations\1192-561-14 Huizar Staff Rpt.doc

Approved _____	Motion _____	Second _____	Agenda Item No. <u>7</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
_____ City Clerk		_____ City Manager	



5th Street - Victoria Avenue to Palm Avenue includes striping reconfiguration, south side pavement widening, curb, gutter, sidewalk and street lights (1.0 miles) - Palm Avenue to Church Avenue includes right turn lane to northbound Palm Ave, pavement rehabilitation and striping (0.25 miles) - Church Avenue to SR-210 includes pavement rehabilitation, raised center median and striping reconfiguration (0.25 miles)	Central Avenue 3rd Street to 5th Street includes pavement rehabilitation, pavement widening, curbs, gutters, sidewalks and street lights (0.13 miles)
3rd Street - Palm Avenue/3rd Street intersection reconfiguration/realignment - Palm Avenue to 5th Street includes pavement rehabilitation, pavement widening, curb, gutter sidewalks, bike lane, striping and street lights (0.40 miles) 3rd Street/5th Street intersection improvements	Palm Avenue 3rd Street to 5th Street includes pavement rehabilitation, addition of turn pockets (0.13 miles)

LOCATION MAP

EXHIBIT "A"

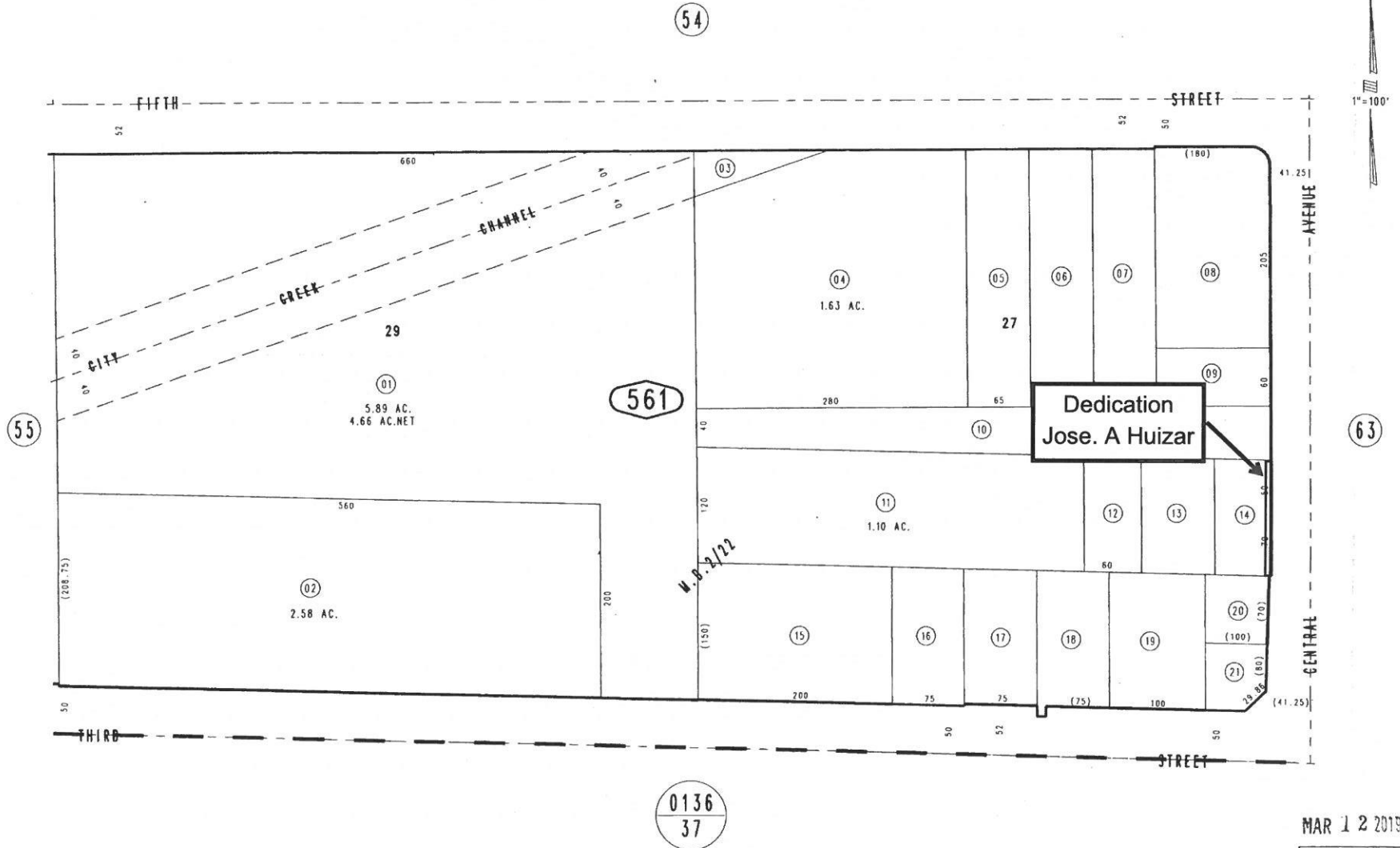
THIS MAP IS FOR THE PURPOSE
OF AD VALOREM TAXATION ONLY.



Ptn. Cunningham Subdivision, M.B. 2/22

City of Highland
Tax Rate Area
18042

1192 - 56



AUGUST 1997

Ptn. S.W.1/4, Sec. 5
T.1S., R.3W.

Assessor's Map
Book 1192 Page 56
San Bernardino County

MAR 12 2019

REVISED
04/27/15 KC
04/29/16 RU
05/31/17 KA
12/19/17 KA
10/03/18 KA
02/05/19 KA

RECORDING REQUESTED BY and
WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF HIGHLAND
27215 BASE LINE
HIGHLAND, CA 92346
Attn.: BETTY HUGHES

Record without fee subject to
Government Code 6103

SPACE ABOVE THIS LINE FOR RECORDER'S USE

APN 1192-561-14

PG # 12

**GRANT OF ROADWAY EASEMENT/DEDICATION
(ROAD AND DRAINAGE)**

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Jose A. Huizar

Hereby GRANT(S) to the City of Highland, a Municipal Corporation, an easement for roads, drainage, and public utility purposes upon, under, over, and across the real property in the City of Highland, County of San Bernardino, State of California, described as:

SEE EXHIBITS "A1" AND "B1" ATTACHED HERETO AND MADE A PART HEREOF

DATED: 10-21-2020

Jose A. Huizar
Jose A. Huizar

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

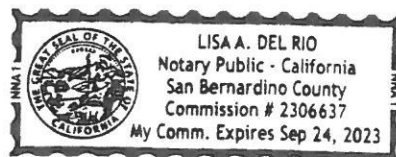
STATE OF CALIFORNIA }
COUNTY OF SAN BERNARDINO }

On October 21, 2020, before me, Lisa A. Del Rio, Notary Public,
personally appeared Jose A. Huizar,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Lisa A. Del Rio
Signature



(This Area for Official Notary Seal)

EXHIBIT "A1"
LEGAL DESCRIPTION
EASEMENT DEED OF RIGHT – OF – WAY DEDICATION

That portion of the east 125 feet of the north 160 feet of the south 310 feet of Lot 27, Cunningham Subdivision, in the City of Highland, County of San Bernardino, State of California, as shown on map filed April 29, 1887 in Book 2, of Maps, Page 22, Records of said County, excepting therefrom the north 40 feet, described as follows:

BEGINNING at the intersection of the south line of said north 160 feet and the east line of said Lot 27;

thence along said south line, North 88°47'23" West, a distance of 43.32 feet, to a line parallel with and 29.00 feet westerly of the centerline of Central Avenue, as shown on Record of Survey No. 00-041, filed in Book 114 of Records of Survey, at Pages 26 through 28, on August 15, 2000, Records of said County;

thence along said parallel line, North 01°24'28" East, a distance of 119.99 feet, to the south line of said north 40 feet;

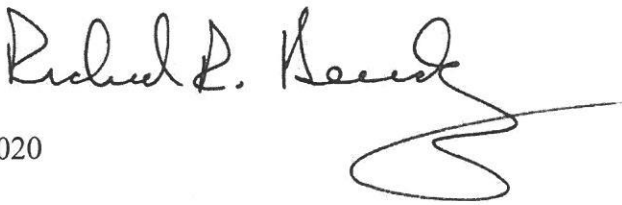
thence along last said south line, South 88°47'23" East, a distance of 39.85 feet, to said east line;

thence along said east line, South 00°15'04" East, a distance of 120.03 feet, to the **POINT OF BEGINNING**;

The above described parcel contains 4,990 square feet more or less.

END OF DESCRIPTION

This real property description has been prepared by me, or under my Direction, in conformance with the Professional Land Surveyors' Act.

Signature: 

Date: 8/24/2020





HQ: 234 East Drake Drive, San Bernardino, CA 92408
PHONE: 909-884-3222 ▲ info@hkagroup.com



STAFF REPORT

TO THE CITY COUNCIL

DATE: November 10, 2020

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Jim Richardson, Public Works Manager *JR*

SUBJECT: Bid Award – Bid No. 2020-09 “City-Wide Traffic Striping and Pavement Marking Maintenance Contract”

RECOMMENDATION: That the City Council award the bid for Bid No. 2020-09 “City-Wide Traffic Striping and Pavement Marking Maintenance Contract” to the responsive low bidder, Interstate Striping & Signs, Inc.

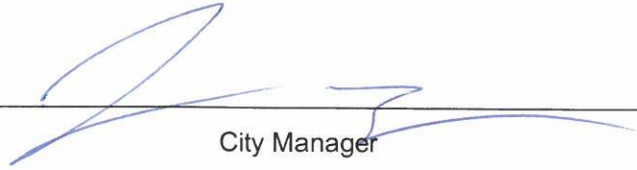
FISCAL IMPACT: The City’s current two-year budget under Gas Tax includes \$25,000 per year for pavement striping on various City streets.

The City has the option of extending the term of the contract for 5 one-year periods. Should the City extend the term of the contract; the contract prices shall be adjusted based on the Construction Cost Index in the Engineering News Record for November 2021. However, the Contractor may agree to a no cost increase despite the outcome of the index results.

PUBLIC NOTICE: Notices of the City Council agenda were posted at the three locations per Resolution No. 2011-047 and on the City’s website. The Notice inviting bids was advertised in two newspapers and a number of trade papers.

BACKGROUND: Bid No. 2020-09 was offered for public bid for annual maintenance of striping on various City streets. Locations for pavement striping will be selected by City staff based on the condition of existing striping. In addition, to pavement striping, this contract also includes miscellaneous supplemental work such as minor slurry/fog seal and signage. The Contractor will also respond to requests for emergency striping on an as-needed basis.

Five (5) bid proposals were received and publicly opened at 10 a.m. on October 21, 2020. The total bid amounts were based on unit prices and assumed quantities of various work

Approved _____	Motion _____	Second _____	Agenda Item No. <u>8</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
City Clerk		City Manager	

items as specified. Actual quantities of work may vary depending on the City's needs. The Contractor will be compensated based on the actual quantities of work and the unit prices specified in the contractor's bid.

Following are the bid results:

<u>Bidder</u>	<u>Bid Amount</u>
Interstate Striping & Signs, Inc.	\$9,771.00
Cat Tracking	\$15,135.00
PCI	\$17,580.00
Safe USA	\$21,860.00
Superior Pavement Marking	\$28,531.00

The apparent low bid was received from Interstate Striping & Signs, Inc. in the amount of \$9,771. Staff has reviewed and is satisfied with Interstate Striping & Signs, Inc.'s bid documents and references.



STAFF REPORT

TO THE CITY COUNCIL

DATE: November 10, 2020

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Melissa Morgan, Public Services Manager *[Signature]*

SUBJECT: State Department of Parks and Recreation Per Capita Grant Program Application Authorization Resolution

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 2020- __ authorizing the submittal of applications for per capita grant programs offered by the State Department of Parks and Recreation and authorize the City Manager or his/her designee to execute all documents on its behalf.

FISCAL IMPACT: Direct cost to the City is limited to staff time for application preparation and administration of funds received.

PUBLIC NOTICE: No public notice is required prior to the City Council taking action on this matter.

BACKGROUND: The State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s). In June 2020 the City was notified of the allocation of \$212,043 for a potential suitable project. The procedures established by the State Department of Parks and Recreation require the grantee's governing body to certify by resolution the approval of any project application(s) and the delegation of the authority to the City Manager, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s).

Attachment: Resolution

Approved _____	Motion _____	Second _____	Agenda Item No. <u>9</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>[Signature: Betty Hughes]</i> City Clerk		<i>[Signature: Joseph A. Hughes]</i> City Manager	

RESOLUTION NO. 2020-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
COUNTY OF SAN BERNARDINO, CALIFORNIA APPROVING APPLICATION(S)
AND PROCEDURES FOR THE STATE DEPARTMENT OF PARKS AND
RECREATION PER CAPITA GRANT FUNDS PROGRAM**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Highland hereby:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the City of Highland general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the City of Highland will consider a range of actions that include, but are not limited to, the following:

(A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.

(B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.

(C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.

(D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.

(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).
9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).
10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and
11. Delegates the authority to the City Manager, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and
12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

APPROVED AND ADOPTED this 10th day of November 2020.

Larry McCallon
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

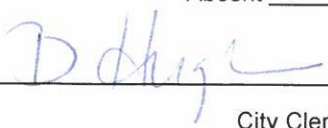
DATE: November 10, 2020

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. <u>10</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



STAFF REPORT

TO THE CITY COUNCIL

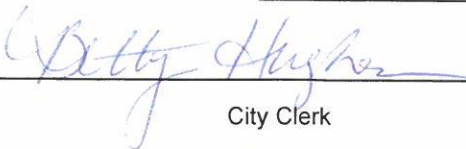
DATE: November 10, 2020

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. <u>11</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	