

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

January 26, 2021
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

CITY COUNCIL MEMBERS

PENNY LILBURN, MAYOR
LARRY McCALLON, 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

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

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

SPECIAL NOTICE REGARDING COVID-19

In accordance with Governor Newsom's Executive Order N-25-20 and N-29-20, this meeting is being conducted via teleconference/Zoom. Anyone can join the meeting virtually or by phone.

Join the Zoom Meeting online: <https://zoom.us/j/99995732615>

Listen to the meeting by calling:

(669) 900-9128

Toll free phone numbers:

(877) 853-5247

(888) 788-0099

Meeting ID: 999 9573 2615#

*If you encounter problems with the toll free numbers,
please use the other number listed above.*

Submission of Public Comments: For those wishing to make public comments at the January 26, 2021 Council meeting, please submit your comments by email to be read aloud at the meeting by the City Clerk. Email comments must be submitted by 5:00 p.m. on January 26, 2021 to the City Clerk at publiccomment@cityofhighland.org. If you are making a comment regarding an item on the agenda, please identify the agenda item in the subject line.

All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

**CITY COUNCIL REGULAR MEETING
JANUARY 26, 2021 - 6:00 p.m.**

AGENDA

CALL TO ORDER

ROLL CALL

REPORT FROM CLOSED SESSION

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

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

CITY COUNCIL CONSENT CALENDAR

1. Waive the Reading of All Ordinances
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
2. Minutes – January 12, 2021 City Council Special Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Minutes – January 12, 2021 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
4. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 716 for January 26, 2021, in the amount of \$581,026.50 and Payroll of \$131,444.96.
5. Treasurer's Report for December 2020
RECOMMENDATION: That the City Council receive and file Treasurer's Report for December 2020.
6. Ordinance No. 446 Establishing a Fee and Service Charge Revenue/Cost Comparison System and Resolution No. 2021-_____ Establishing a Schedule of Fees and Charges for City Services
RECOMMENDATION: The Finance/Personnel Subcommittee recommends the City Council adopt Ordinance No. 446, read by title only, and waive further reading of Ordinance No. 446, establishing a fee and service charge revenue/cost comparison system and Resolution No. 2021-_____ establishing a schedule of fees and charges for City services.

7. Easement Acceptance Hector & Margarita Alarcon – 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 Hector & Margarita Alarcon; and
2. Direct the City Clerk to record the Grant of Easement.

8. Preparation of Annual Engineer's Reports for 2021/2022 Assessments

RECOMMENDATION: That the City Council:

1. Adopt Resolution No. 2021-_____ ordering the preparation of an Engineer's Report for Consolidated Landscape and Lighting District No. 96-1; and
2. Adopt Resolution No. 2021-_____ ordering the preparation of an Engineer's Report for Street and Drainage Maintenance District 96-1.

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. Appoint Three (3) Members of the Public to the Community Trails Committee
RECOMMENDATION: That the City Council appoint three (3) members of the public to the Community Trails Committee.

10. Multi-Use Trail Common Use Agreement – Amendment No. 1
RECOMMENDATION: That the City Council approve Amendment No. 1 to the Multi-Use Trail Common Use Agreement between the City and San Bernardino County Flood Control District.

11. Mediterra Development – Request for Parkland Acquisition and Park Facilities Development Impact Fee Credit in Accordance with Highland Municipal Code Section 16.40.200, Park and Recreational Facilities; and Request for Regional Circulation System Development Impact Fee Credit in Accordance with City of Highland Ordinance No. 309
RECOMMENDATION: That the City Council take the following actions:
 1. Approve Mediterra Development request for a one hundred percent (100%) Parkland Acquisition & Park Facilities Development Impact Fee credit in the amount of \$1,445,194.40 (or \$4,573.40 credit per unit); and
 2. Approve a credit for the Regional Circulation System Development Impact Fee in the amount of \$996,968.00.
12. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
13. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)
RECOMMENDATION: Discussion and possible action.

ANNOUNCEMENTS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) and/or (d)(3):

One case.

ADJOURN

In memory of:

Billy Chacon

Steve Featherstone

Gertrude Hernandez

Regular Meetings

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 January 21, 2021, 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: January 21, 2021



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

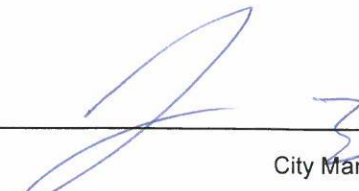
DATE: January 26, 2021

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

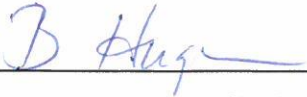
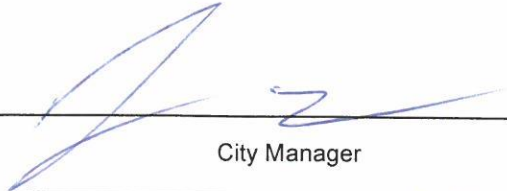
DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – January 12, 2021 Special 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
JOINT CITY COUNCIL AND HOUSING AUTHORITY SPECIAL MEETING
JANUARY 19, 2021**

The meeting was conducted as a teleconference meeting in City Hall at 27215 Base Line, Highland, California.

CALL TO ORDER

The special meeting of the City Council/Housing Authority of the City of Highland was called to order at 5:03 p.m. by Mayor/Chair Lilburn.

PUBLIC COMMENT

None

ROLL CALL

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

CLOSED SESSION

At 5:03 p.m., City Manager Hughes read the Council/Housing Authority into closed session regarding the following:

HOUSING AUTHORITY-CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8:

Property Locations:	Two vacant lots along Central Avenue, south of Base Line Road 7433 Central Avenue, APN 0191-191-04 Central Avenue, APN 0191-191-05 (Adjacent Parcel) 13 vacant lots along Lillian Lane east of Community Park APNs 1192-257-40 thru 46 and 1192-591-05 thru 09
Negotiators:	Joseph A. Hughes, City Manager/Executive Director and Housing Ventures I
Under Negotiation:	Price and terms of purchase.

CITY COUNCIL-CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8:

Property: Northwest corner of Victoria Avenue and 6th Street
(APN 1192-281-12-0000)

Agency Negotiator: Joseph Hughes

Negotiating Parties: Kevin Rice, Patriot Partners, LLC or an affiliated special
purpose entity

Under Negotiation: Price and terms of payment.

ADJOURN

There being no further business, Mayor/Chair Lilburn adjourned the meeting at 5:18
p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor



STAFF REPORT

TO THE CITY COUNCIL

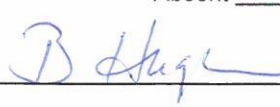
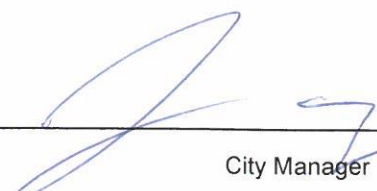
DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – January 12, 2021 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

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

**MINUTES
CITY COUNCIL REGULAR MEETING
JANUARY 12, 2021**

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 6:00 p.m. by Mayor Lilburn.

ROLL CALL

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

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

None

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem McCallon, seconded by Council Member Solano, 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 – December 8, 2020 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 715 for January 12, 2021, in the amount of \$7,148,254.09 and Payroll of \$318,103.56.
4. Treasurer's Report for November 2020
Received and filed Treasurer's Report for November 2020.
5. Claim Consideration – Mercury Insurance/Billy Leever
Rejected claim.
6. Claim Consideration – Sally Franco
Rejected claim.

7. Easement Acceptance – Hwal Soo & Ok Hyun Shin Trustees – 3rd Street and 5th Street Corridors Improvement Project (Project No. str18001)
 1. Accepted the Grant of Easement for Road and Drainage purposes from Hwal Soo & Ok Hyun Shin Trustees; and
 2. Directed the City Clerk to record the Grant of Easement.
8. Declare Three (3) Seats Vacant on the Historic and Cultural Preservation Board
 1. Declared three (3) seats vacant on the Historic and Cultural Preservation Board; and
 2. Directed the City Clerk to advertise the vacancies on the Historic and Cultural Preservation Board.
9. Second Reading of Zone Change (ZC 20-001) – Ordinance No. 445 of the City of Highland Changing the Zoning of a 1.6-acre Parcel Referred to as “Phase 1B” of the Mediterra Planned Development from Agricultural/Equestrian (AEQ) to Planned Development “PD 13-001”

Conducted a second reading of Zone Change (ZC 20-001), read by title only, and waived further reading of Ordinance No. 445 changing the zoning of the 1.6-acre additional parcel from Agricultural/Equestrian (AEQ) to Planned Development “PD 13-001”.

ORDINANCE NO. 445

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, APPROVING ZONE CHANGE (ZC 20-001) FOR A 1.6-ACRE
PARCEL FROM AGRICULTURAL/EQUESTRIAN (AEQ) TO PLANNED
DEVELOPMENT “PD 13-001” FACILITATING ITS ADDITION TO THE
MEDITERRA PLANNED DEVELOPMENT (PUD 13-001/CUP 14-005)
ASSESSOR PARCEL NUMBER: 0297-021-25

CITY COUNCIL PUBLIC HEARING

10. Ordinance No. 446 Establishing a Fee and Service Charge Revenue/Cost Comparison System and Proposed Resolution Establishing a Schedule of Fees and Charges for City Services

Mayor Lilburn opened the public hearing.

Director of Administrative Services Dantuono stated this is a public hearing of the fee study update. The last update was conducted in 2017. This update is a little late, due to two reasons. One of them is the obvious one, COVID-19 which played a little part in the delay of this and the other one was a change in the engineering department staff. We started this update right around February/March and then our previous Public Works Director retired in April which delayed it a little bit, but we try to do these updates in off budget years. The process is fairly simple, staff goes through each individual fee and we look at who is being charged a fee, we look at the amount of time they are being charged a particular fee, and we make changes accordingly. Then we update it with Rick Kremer, our consultant, the salary, benefits, building occupancy, and fixed assets. He takes everything back

and then we get the update. This update is similar to past updates, some fees decreased, some remain the same, but many increased marginally. There are no surprises in this update which is a good thing. The major change in this update is that many engineering fees went from a fixed fee to a deposit-based fee. This gives us a more accurate accounting of that fee because it's based on actual costs. We are using the same tracking system that we use for public works projects and grants. Before you tonight are the public hearing and the introduction of the Ordinance with the Resolution attached for informational purposes only. If all goes well tonight the Ordinance and Resolution will be presented at the next City Council meeting for adoption. Then if everything goes well at that meeting, the fees will go into effect sixty days after that. We took this item to the Finance Subcommittee on December 28 and the Finance Subcommittee recommended that this item be presented to the City Council. At that meeting, the Finance Subcommittee received no comments from the development community. We did send a letter, which is attached in your agenda, to the entire development community dated December 10 letting them know about all three meetings, the Finance Subcommittee meeting, tonight's public hearing and the next meeting in two weeks.

Mayor Lilburn called for any public comments.

City Clerk Hughes responded we have not received any public comments.

Mayor Lilburn stated hearing none, the public hearing is now closed.

A MOTION was made by Mayor Pro Tem McCallon, seconded by Council Member Solano, to introduce Ordinance No. 446 establishing a fee and service charge revenue/cost comparison system. Motion carried on a roll call vote, 5-0.

Mayor Lilburn stated she read in the staff report that we do this update every two years. So, the last time we did this was back in 2017. Can she ask, is it just her or did we miss out on a lot of revenue because she is seeing the profits subsidy is almost \$500,000?

Director of Administrative Services Dantuono stated this is why we must update our fees. If we do not, the costs keep going up and if we do not increase the revenue to catch up, we will have that subsidy and that is the exact reason that we do this update, so we do not keep subsidizing. That is the reason why we do it every two years. Also, we do it every two years so there is not a big spike in the fees either.

City Clerk Hughes introduced Ordinance No. 446:

ORDINANCE NO. 446
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING CHAPTER 2.36 ("FEES AND SERVICE CHARGES")
OF THE HIGHLAND MUNICIPAL CODE TO PROVIDE ADDITIONAL
CATEGORIES OF FEES AND CHARGES, AND TO UPDATE AND AMEND
OTHER PROVISIONS AS APPROPRIATE

which title was read.

CITY COUNCIL LEGISLATIVE

11. Event Planning for the City's 24th Annual Citrus Harvest Festival

Associate Planner Syed gave a brief review of the staff report.

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem McCallon, to cancel the Citrus Harvest Festival which was scheduled for March 27, 2021. Motion carried on a roll call vote, 5-0.

12. Construction Management Services for Two Federal Safe Routes to School Projects (str11005 and str1006)

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:

1. Approve Professional Services Agreement for construction management services with TKE Engineering (TKE) for Two Federal Safe Routes to School Projects for a not-to-exceed amount of \$262,785; and
2. Authorize the City Manager to approve contract amendments up to 10% of the contract amount. Motion carried on a roll call vote, 5-0.

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

City Manager Hughes stated he will be giving a brief update regarding COVID-19. As it stands right now, county-wide, there has been 234,000 cases. Testing county-wide are approximately 1.9 million residents of the County who have been tested. Unfortunately, there have been 1,500 deaths in the County. There are currently 1,692 hospitalized with 341 of those who are hospitalized in the ICU. We are still in that new region, along with all Southern California, none of that has changed. The stay-at-home order is still in effect. He would like to remind everyone that the County hotline is still up and operational at (909) 387-3911. There is also a very good county website which is www.sbcovid19.com and they have a lot of very, very good information. They have a page dedicated to vaccine information and includes all the information regarding the tiers and the different phases of how the

vaccines are going to be distributed. Currently we are in Phase 1A and Tiers 1 and 2 of Phase 1A in San Bernardino County. The Council should have received a memo from him last week regarding the Work Program with all the work program items and rating sheet. If you can have your ratings back to him by January 21 that would be appreciated. We will bring the items forward for your official consideration at the first City Council meeting in February. The City has been approved to be a Passport Acceptance Facility and we anticipate the [end] of March to start providing that service to Highland residents. Public records requests - there were 164 public records requests processed in 2020. We will be starting the budget process in the beginning of February and, the City has expended our CARE Act funds. They were all expended by December 22 which was one week before the deadline. The deadline was extended; however, we had already expended our funds. We wanted to make sure we were ahead of the deadline and we met that. The Dennis Johnson Memorial located on the southwest corner of Church Street and Lemon Street is anticipated to be complete this Wednesday, January 13. The oak tree has been planted with the bench and plaque being received by staff. The concrete structure for the plaque has been made by staff and is at the Corporation Yard. It will be refined to accept the plaque on Wednesday. A planning application was submitted for the extension of time for Blossom Trails, a tract map. It is the last remaining residential planning area in East Highland Ranch. Staff anticipates the proposed 137 single family unit tract will be reviewed by the Planning Commission for recommendation to the City Council in the next two months. Planning applications were recently submitted by Vantage One, which is TREH Partners LLC, for a mixed used project called Greenspot Plaza on the northeast corner of Greenspot Road and the 210 freeway. Staff is going through the review process of that and it will be a complex application. It will ultimately go before the Planning Commission and the City Council. Work will begin on our next CDBG overlay construction project, the pre-construction meeting was held on January 7 and will be three projects folded into one. It will be Elmwood Road from Base Line to Fisher Street, Walker Street from Sterling Avenue to the east end, Elm Street from Sixth Street to Ninth Street, Del Rosa Avenue from Fourth Street to Fifth Street, and Central Avenue from Sixth Street to Ninth Street. Construction is estimated to begin February 2 and completed in April. The construction costs are \$660,000 and is funded by the CDBG as well as a Cal Recycle Grant. The city-wide Sign Replacement Project that we hired an outside contractor for, that is 95% complete. We have replaced 555 damaged or faded traffic control signs throughout the City. Public Works is scheduled to do concrete repairs in seven locations in the City. Those locations include Lankershim adjacent to the school, on Union Street, San Francisco Street, Fourteenth Street, Braemar Street and Pacific Street. There will be a Blood Drive that is going to be held on January 25 at the Highland Police Station from 10am to 4pm. Through November there has been 1,781 illegal dumping orders picked up by Burrtec in the City. Lastly, police department stats, from December 21 to January 10 there were 2,474 calls for service, 242 reports and 81 arrests.

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

None

ANNOUNCEMENTS

A COVID-19 Testing Event sponsored by San Manuel Band of Mission Indians in conjunction with San Bernardino County is going to be held at the San Manuel Event Center on Saturday, January 16 from 9am to 4pm.

CLOSED SESSION

City Attorney Marroquin stated she wanted to report on the Closed Session that we did have. The Housing Authority met in Closed Session pursuant to Government Code Section 54956.8 on two vacant lots along Central Avenue south of Base Line Road, 7433 Central Avenue, APN 0191-191-04, Central Avenue APN 0191-191-05 which is the adjacent parcel and 13 vacant lots along Lillian Lane east of Community Park APNs 1192-257-40 thru 46 and 1192-591-05 thru 09. The Housing Authority met to discuss price and terms and gave direction to staff, but no reportable action was taken. In addition, the City Council met in Closed Session pursuant to Government Code Section 54956.8 regarding the property located at the northwest corner of Victoria Avenue and Sixth Street, APN 1192-281-12. Again, that closed session was regarding price and terms and staff was provided direction from the Council, but no reportable action was taken.

ADJOURN

There being no further business, Mayor Lilburn adjourned the meeting at 6:32 p.m. in memory of Henry Haller, Smiley Hernandez, Robert Wehust, Cece Hernandez, Joan Hannold, former Los Angeles Council Member Tom "Mr. Los Angeles" LaBonge.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Leticia Nava-Cruz, Senior Accountant

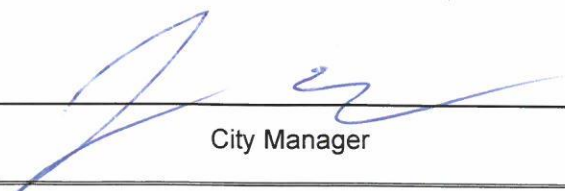
SUBJECT: Warrant Register #716

RECOMMENDATION: City Council to approve Warrant Register #716; Warrants in the amount of \$581,026.50 and Payroll in the amount of \$131,444.96.

FISCAL IMPACT: The total of Cash and Expenditures is \$712,471.46

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>4</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

CITY OF HIGHLAND
WARRANT REGISTER #716

January 26, 2021

Warrants:

1/12/2021 Ck#82206-82258	238,326.39
1/15/2021 Payroll Wire #539-542 & Ck #82259-82260	71,386.55
1/19/2021 Ck#82261-82285	271,313.56

Total Warrants \$ 581,026.50

Payroll:

1/15/2021 Direct Deposits #10359-10398	128,575.63
1/15/2021 Ck #610-612	2,869.33

Total Payroll \$ 131,444.96

Total Warrants & Payroll \$ 712,471.46

APPROVED BY:

Larry McCallon
Finance Subcommittee

Joseph A. Hughes
City Manager

John Timmer
Finance Subcommittee

Chuck Dantuono
Director of Administrative
Services/City Treasurer

01/12/2021 1:53:50PM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82206	1/12/2021	000056 DEPARTMENT OF CONSERVATION	SMIP 10/2020-12/2020	
			SMIP 10/2020-12/2020	
			001.4500.4542	976.60
			SMIP 10/2020-12/2020	
			051.1479	-48.83
			Total :	927.77
82207	1/12/2021	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4100.4210	30.82
			Total :	30.82
82208	1/12/2021	000108 HIGH TECH SECURITY	YMCA SERVICE CALL	
			YMCA SERVICE CALL	
			001.6000.4066	80.00
			BURG SYSTEMS-FEB	
			CITY HALL MONIT-FEB	
			042.9510.4066	25.00
			CITY HALL MAINT-FEB	
			042.9510.4066	15.00
			COMMUNITY PARK MONIT-FEB	
			001.6000.4066	25.00
			COMMUNITY PARK MAINT-FEB	
			001.6000.4066	15.00
			CORP YARD MONIT-FEB	
			004.8310.4066	25.00
			CORP YARD MAINT-FEB	
			004.8310.4066	20.00
			CITY HALL MONIT-FEB	
			042.9510.4066	25.00
			CITY HALL MAINT-FEB	
			042.9510.4066	15.00
			FIRE SYSTEMS-FEB	
			CORP YARD MONIT-FEB	
			004.8310.4066	35.00
			CORP YARD MAINT-FEB	
			004.8310.4066	15.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82208	1/12/2021	000108 HIGH TECH SECURITY	(Continued)	
			LIBRARY MONIT-FEB	
			001.6000.4066	35.00
			LIBRARY MAINT-FEB	
			001.6000.4066	15.00
			CITY HALL MONIT-FEB	
			042.9510.4066	35.00
			CITY HALL MAINT-FEB	
			042.9510.4066	15.00
			FIRE STATION #3 MONIT-FEB	
			028.2050.4066	17.50
			FIRE STATION #3 MONIT-FEB	
			029.2100.4066	17.50
			FIRE STATION #3 MAINT-FEB	
			028.2050.4066	7.50
			FIRE STATION #3 MAINT-FEB	
			029.2100.4066	7.50
			YMCA MONIT-FEB	
			001.6000.4066	35.00
			YMCA MAINT-FEB	
			001.6000.4066	15.00
			POLICE MONIT-FEB	
			001.2000.4066	25.00
			POLICE MAINT-FEB	
			001.2000.4066	15.00
			POLICE: CELLULAR FIRE ALARM BACK UP	
			001.2000.4066	35.00
			POLICE 24 HR TROUBLE SHOOT TIMER TEST	
			001.2000.4066	10.00
			CORP YARD: CELLULAR FIRE ALARM BACK UP S	
			CORP YARD: CELLULAR FIRE ALARM BACK UP	
			004.8310.4070	35.00
			CCTV SYSTEMS-FEB	
			AURANTIA PARK MAINT-FEB	
			001.6000.4066	25.00
			COMMUNITY PARK MAINT-FEB	
			001.6000.4066	50.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82208	1/12/2021	000108 HIGH TECH SECURITY	(Continued)	
			CITY HALL MAINT-FEB	
			042.9510.4066	25.00
			CORP YARD MAINT-FEB	
			004.8310.4066	25.00
			CANYON OAK PARK MAINT-FEB	
			016.8540.4066	25.00
			Total :	765.00
82209	1/12/2021	000127 K & L HARDWARE	STATION #3 SUPPLIES	
			STATION #3 SUPPLIES	
			028.2050.4070	31.64
			STATION #3 SUPPLIES	
			029.2100.4070	31.63
			STATION #1 SUPPLIES	
			STATION #1 SUPPLIES	
			028.2050.4070	67.28
			STATION #1 SUPPLIES	
			029.2100.4070	67.27
			STATION #1 SUPPLIES	
			STATION #1 SUPPLIES	
			028.2050.4203	8.37
			STATION #1 SUPPLIES	
			029.2100.4203	8.37
			STATION #3 SUPPLIES	
			STATION #3 SUPPLIES	
			028.2050.4070	15.83
			STATION #3 SUPPLIES	
			029.2100.4070	15.83
			CORP YARD SUPPLIES	
			CORP YARD SUPPLIES	
			004.8310.4206	96.91
			CORP YARD SUPPLIES	
			CORP YARD SUPPLIES	
			004.8310.4206	67.77
			POLICE SUPPLIES	
			POLICE SUPPLIES	
			001.2000.4070	53.40

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82209	1/12/2021	000127 000127 K & L HARDWARE	(Continued)	
			Total :	464.30
82210	1/12/2021	000165 AT&T	CORP YARD-DEC CORP YARD-DEC 004.8310.4060	469.22
			Total :	469.22
82211	1/12/2021	000165 AT&T	CITY HALL-DEC CITY HALL-DEC 042.9510.4060	310.92
			Total :	310.92
82212	1/12/2021	000165 AT&T	WHITE PAGES-JAN WHITE PAGES-JAN 042.9510.4066	18.17
			Total :	18.17
82213	1/12/2021	000203 SOUTHERN CALIFORNIA EDISON	CITY HALL-DEC CITY HALL-DEC 042.9510.4010 POLICE STATION-DEC POLICE STATION-DEC 001.2000.4010 STATION #3-DEC STATION #3-DEC 028.2050.4010 STATION #3-DEC 029.2100.4010 CORP YARD-DEC CORP YARD-DEC 004.8310.4010 LIBRARY/ELC-DEC LIBRARY/ELC-DEC 001.6000.4010 LS#3-DEC LS#3-DEC 013.8510.4011 LS#3-DEC LS#3-DEC	875.38 3,508.34 438.16 438.16 747.44 2,959.33 17.78

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82213	1/12/2021	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			013.8510.4011	17.86
			LS#3-DEC	
			LS#3-DEC	
			013.8510.4011	92.16
			SIGNALS-DEC	
			SIGNALS-DEC	
			004.8310.4580	39.54
			SIGNALS-DEC	
			013.8510.4011	34.37
			OAK CREEK PARK-DEC	
			OAK CREEK PARK-DEC	
			016.8540.4010	12.63
			HIGHLAND AVE ALPR-DEC	
			HIGHLAND AVE ALPR-DEC	
			001.2000.4062	11.76
			BASELINE MEDIAN-DEC	
			BASELINE MEDIAN-DEC	
			004.8310.4010	12.63
			BASELINE MEDIAN-DEC	
			BASELINE MEDIAN-DEC	
			004.8310.4010	11.51
			EVC STATIONS-DEC	
			EVC STATIONS-DEC	
			042.9510.4012	218.87
			LS#2-DEC	
			LS#2-DEC	
			013.8510.4011	679.87
			LS2-B-DEC	
			LS2-B-DEC	
			013.8510.4011	12.06
			LMD #55-DEC	
			LMD #55-DEC	
			012.8500.4010	13.85
			LMD 13-DEC	
			LMD 13-DEC	
			012.8500.4010	11.19
			LS-3 METERS-DEC	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82213	1/12/2021	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			LS-3 METERS-DEC	
			013.8510.4011	63.86
			LS-3 METERS-DEC	
			LS-3 METERS-DEC	
			013.8510.4011	323.96
			LMD#48B-DEC	
			LMD#48B-DEC	
			012.8500.4010	13.98
			LMD#48C-DEC	
			LMD#48C-DEC	
			012.8500.4010	13.85
			LMD#48C-DEC	
			LMD#48C-DEC	
			012.8500.4010	349.14
			UPLIGHTING LMD 48-DEC	
			UPLIGHTING LMD 48-DEC	
			012.8500.4010	2.86
			UPLIGHTING LMD 48-DEC	
			013.8510.4011	30.76
			Total :	10,951.30
82214	1/12/2021	000208 STAPLES CREDIT PLAN	OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.3200.4200	18.38
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.3200.4200	49.24
			LOGITECH USB HEADSET	
			LOGITECH USB HEADSET	
			001.4100.4200	64.63
			Total :	132.25
82215	1/12/2021	000222 UNDERGROUND SERVICE ALERT	DIG ALERT TICKETS-JAN	
			DIG ALERT TICKETS-JAN	
			004.8310.4553	118.90
			DIG SAFE BOARD FEES-JAN	
			DIG SAFE BOARD FEES-JAN	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82215	1/12/2021	000222 UNDERGROUND SERVICE ALERT	(Continued) 004.8310.4553	67.69
Total :				186.59
82216	1/12/2021	000231 VISTA PAINT CORP	GRAFFITI REMOVAL SUPPLIES GRAFFITI REMOVAL SUPPLIES 001.6010.4206 GRAFFITI REMOVAL SUPPLIES GRAFFITI REMOVAL SUPPLIES 001.6010.4206	246.50
Total :				198.22
82217	1/12/2021	000233 WAXIE SANITARY SUPPLY	STATION #1 ENGINE/TRUCK WASH STATION #1 ENGINE/TRUCK WASH 028.2050.4240 STATION #1 ENGINE/TRUCK WASH 029.2100.4240 CITY HALL: JANITORIAL SUPPLY CITY HALL: JANITORIAL SUPPLY 042.9510.4055 PARKS: JANITORIAL SUPPLY PARKS: JANITORIAL SUPPLY 001.6000.4055 CORP YARD: JANITORIAL SUPPLY CORP YARD: JANITORIAL SUPPLY 004.8310.4055	29.40 29.40 1,053.27 757.28 346.79
Total :				2,216.14
82218	1/12/2021	000291 HIGHLAND COMMUNITY NEWS	LEGAL ADS-DEC LEGAL ADS-DEC 001.1200.4300	894.60
Total :				894.60
82219	1/12/2021	000424 SAN BERNARDINO COUNTY FIRE	HAZARDOUS WASTE FEE 01/21-03/21 HAZARDOUS WASTE FEE 01/21-03/21 001.4200.4596	11,863.00
Total :				11,863.00
82220	1/12/2021	000540 HRDIRECT	HR BREAKROOM POSTERS	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82220	1/12/2021	000540 HRDIRECT	(Continued) HR BREAKROOM POSTERS 001.1600.4200	96.96
Total :				96.96
82221	1/12/2021	000636 STEVEN ENTERPRISES INC	QUARTERLY SQUARE FT BILLING FOR OCE 7050 QUARTERLY SQUARE FT BILLING FOR OCE 7050 001.3200.4245	71.98
Total :				71.98
82222	1/12/2021	000662 HI WAY SAFETY INC	RESET CRASH BARRELS @ HIGHLAND RESET CRASH BARRELS @ HIGHLAND 004.8310.4570 VEH#130: REPAIR MOUNTED ARROW BOARD VEH#130: REPAIR MOUNTED ARROW BOARD 004.8310.4240	130.00
Total :				75.00
Total :				205.00
82223	1/12/2021	000979 VERIZON WIRELESS	AIR CARDS-DEC AIR CARDS-DEC 001.2000.4061 CELL PHONES/AIR CARDS-JAN CELL PHONES-JAN 001.2000.4061 AIR CARDS-JAN 001.2000.4062 CELL PHONES-JAN 001.3200.4061 CELL PHONES-JAN 001.4200.4061 AIR CARDS-JAN 001.4500.4062 CELL PHONES-JAN 001.4600.4061 AIR CARDS-JAN 001.4600.4062 CELL PHONES-JAN 001.6000.4061	76.02
				157.03
				1,064.30
				65.84
				98.62
				114.03
				104.55
				152.08
				63.07

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82223	1/12/2021	000979 VERIZON WIRELESS	(Continued)	
			CELL PHONES-JAN	
			001.6010.4061	32.89
			CELL PHONES-JAN	
			001.6020.4061	26.02
			CELL PHONES-JAN	
			004.8310.4061	144.47
			AIR CARDS-JAN	
			004.8310.4062	38.01
			CELL PHONES-JAN	
			028.2050.4061	142.70
			AIR CARDS-JAN	
			028.2050.4062	266.07
			CELL PHONES-JAN	
			042.9510.4061	381.06
			CELL PHONES-JAN	
			042.9510.4203	31.99
			Total :	2,958.75
82224	1/12/2021	001122 GALLS, LLC	UNIFORM: G. CHAMBERS	
			UNIFORM: G. CHAMBERS	
			001.4600.4249	40.25
			Total :	40.25
82225	1/12/2021	001147 KOVATCH MOBILE EQUIPMENT	ME541E: RADIATOR FAN & A/C COMPRESSOR	
			ME541E: RADIATOR FAN & A/C COMPRESSOR	
			028.2050.4240	216.00
			ME541E: RADIATOR FAN & A/C COMPRESSOR	
			029.2100.4240	215.99
			Total :	431.99
82226	1/12/2021	001193 LIFE ASSIST, INC.	PARAMEDIC SUPPLIES	
			PARAMEDIC SUPPLIES	
			028.2050.4207	150.85
			PARAMEDIC SUPPLIES	
			PARAMEDIC SUPPLIES	
			028.2050.4207	452.55

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82226	1/12/2021	001193	001193 LIFE ASSIST, INC.	
			(Continued)	
			Total :	603.40
82227	1/12/2021	001439	OFFICE SOLUTIONS	
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1200.4200	41.33
			Total :	41.33
82228	1/12/2021	001473	COUNTY OF SAN BERNARDINO	
			RADIO ACCESS-NOV	
			RADIO ACCESS-NOV	
			028.2050.4209	598.18
			RADIO ACCESS-NOV	
			029.2100.4209	598.18
			Total :	1,196.36
82229	1/12/2021	001476	TIME WARNER CABLE	
			CITY HALL TELE/INT-JAN	
			CITY HALL TELE/INT-JAN	
			042.9510.4065	1,640.17
			Total :	1,640.17
82230	1/12/2021	001677	YMCA OF THE EAST VALLEY	
			MONTHLY REIMB-NOV	
			MONTHLY REIMB-NOV	
			001.6000.4526	39,532.00
			CDBG MONTHLY REIMB-DEC	
			CDBG MONTHLY REIMB-DEC	
			006.8400.4348	933.00
			Total :	40,465.00
82231	1/12/2021	001701	CSMFO	
			2021 DUES-DANTUONO	
			2021 DUES-DANTUONO	
			001.1700.4310	110.00
			2021 DUES-GOMEZ	
			2021 DUES-GOMEZ	
			001.1700.4310	110.00
			Total :	220.00
82232	1/12/2021	002190	ENGINEERING RESOURCES OF SO CA	
			OLA18001 DE MSRI-MAR	
			OLA18001 DE MSRI-MAR	
			017.8350.6550	2,119.25
			OLA19001 DE MSRI-MAR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82232	1/12/2021	002190 ENGINEERING RESOURCES OF SO CA	(Continued)	
			OLA19001 DE MSRI-MAR	
			017.8350.6550	1,967.50
			STR20001 DE MSRI-OCT	
			STR20001 DE MSRI-OCT	
			017.8350.6550	8,909.75
			OLA18001 DE MSRI-OCT	
			OLA18001 DE MSRI-OCT	
			017.8350.6550	101.25
			OLA19001 DE MSRI-OCT	
			OLA19001 DE MSRI-OCT	
			017.8350.6550	291.25
			OLA20001 DE MSRI-OCT	
			OLA20001 DE MSRI-OCT	
			017.8350.6550	101.25
			Total :	13,490.25
82233	1/12/2021	002664 INLAND LIGHTING SUPPLIES, INC.	LIGHTING SUPPLIES CITY HALL	
			LIGHTING SUPPLIES CITY HALL	
			042.9510.4070	208.50
			LIGHTING SUPPLIES POLICE	
			LIGHTING SUPPLIES POLICE	
			001.2000.4070	132.53
			LIGHTING SUPPLIES POLICE	
			LIGHTING SUPPLIES POLICE	
			001.2000.4070	48.49
			LIGHTING SUPPLIES POLICE	
			LIGHTING SUPPLIES POLICE	
			001.2000.4070	77.58
			LIGHTING SUPPLIES COMMUNITY PARK	
			LIGHTING SUPPLIES COMMUNITY PARK	
			001.6000.4070	245.67
			LIGHTING SUPPLIES YMCA	
			LIGHTING SUPPLIES YMCA	
			001.6000.4070	271.53
			LIGHTING SUPPLIES CORP YARD	
			LIGHTING SUPPLIES CORP YARD	
			004.8310.4070	227.14

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82233	1/12/2021	002664 INLAND LIGHTING SUPPLIES, INC.	(Continued) LIGHTING SUPPLIES ELC LIGHTING SUPPLIES ELC 001.6000.4070	271.53
Total :				1,482.97
82234	1/12/2021	002960 BURRTEC WASTE INDUSTRIES INC	SOLID WASTE PROG 12/15/20-01/04/21 SOLID WASTE PROG 12/15/20-01/04/21 051.1496	50,978.29
Total :				50,978.29
82235	1/12/2021	003044 THOMSON REUTERS WEST	CODEBOOKS CODEBOOKS 001.1200.4626	1,243.50
Total :				1,243.50
82236	1/12/2021	003073 EWING IRRIGATION PRODUCTS INC	LMD SUPPLIES LMD SUPPLIES 012.8500.4206	218.41
Total :				218.41
82237	1/12/2021	003497 MCCAIN	FY20/21 SB-1: SPARE 2070E CONTROLLERS FY20/21 SB-1: SPARE 2070E CONTROLLERS 004.8310.4580	12,412.84
Total :				12,412.84
82238	1/12/2021	003673 JOHNSON CONTROLS, INC	YMCA: HVAC UNITS YMCA: HVAC UNITS 001.6000.4588	32,698.94
Total :				32,698.94
82239	1/12/2021	003689 TPX COMMUNICATIONS	CORP YARD/CITY HALL PHONES-JAN CITY HALL PHONES-JAN 042.9510.4060 CORP YARD PHONES-JAN 004.8310.4060	288.24
Total :				1,181.84
82240	1/12/2021	003713 SATCOM GLOBAL LTD.	SATELLITE PHONES-JAN	1,470.08

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82240	1/12/2021	003713 SATCOM GLOBAL LTD.	(Continued)	
			SATELLITE PHONES-JAN	
			042.9510.4061	42.75
			SATELLITE PHONES-JAN	
			028.2050.4061	21.38
			SATELLITE PHONES-JAN	
			029.2100.4061	21.37
			SATELLITE PHONES-JAN	
			001.2000.4061	42.75
			Total :	128.25
82241	1/12/2021	003836 CALIFORNIA BUILDING	BSAR 10/2020-12/2020	
			BSAR 10/2020-12/2020	
			001.4500.4543	476.00
			BSAR 10/2020-12/2020	
			051.1480	-47.60
			Total :	428.40
82242	1/12/2021	004206 #1 SON PLUMBING	LMD 20 PLUMBING SERVICE	
			LMD 20 PLUMBING SERVICE	
			012.8500.4030	1,485.50
			YMCA/CENTRAL BACKFLOW TESTING	
			YMCA/CENTRAL BACKFLOW TESTING	
			001.6000.4030	1,556.55
			STATION #1 EMERGENCY REPAIR WORK	
			STATION #1 EMERGENCY REPAIR WORK	
			028.2050.4070	2,342.50
			STATION #1 EMERGENCY REPAIR WORK	
			029.2100.4070	2,342.50
			LMD 1: THEFT OF BACKFLOW PREVENTION	
			LMD 1: THEFT OF BACKFLOW PREVENTION	
			012.8500.4030	1,725.75
			Total :	9,452.80
82243	1/12/2021	004416 SIEMENS MOBILITY, INC.	TRAFFIC SIGNAL MAINTENANCE-NOV	
			TRAFFIC SIGNAL MAINTENANCE-NOV	
			004.8310.4580	3,283.64
			STREET LIGHT MAINTENANCE-NOV	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
82243	1/12/2021	004416 SIEMENS MOBILITY, INC.	(Continued) STREET LIGHT MAINTENANCE-NOV 013.8510.4664 TRAFFIC SIGNAL RESPONSE CALL OUTS-NOV TRAFFIC SIGNAL RESPONSE CALL OUTS-NOV 004.8310.4580	2,528.50 5,673.23 Total : 11,485.37
82244	1/12/2021	004662 SKYLINE SAFETY AND SUPPLY	SAFETY TYVEK SUITS SAFETY TYVEK SUITS 004.8310.4206	369.46 Total : 369.46
82245	1/12/2021	004860 CRIME SCENE STERI-CLEAN, LLC	PD UNITS COVID CLEANING PD UNITS COVID CLEANING 001.2000.4240	600.00 Total : 600.00
82246	1/12/2021	004879 DIV OF THE STATE ARCHITECT	AB1379 10/2020-12/2020 AB1379 10/2020-12/2020 051.1493	310.40 Total : 310.40
82247	1/12/2021	004984 CA DEPT OF FISH AND WILDLIFE	STR15002 (H) RDA04 1602 PERMIT STR15002 (H) RDA04 1602 PERMIT 005.8320.6816 STR15002 (H) ART3 1602 PERMIT STR15002 (H) ART3 1602 PERMIT 010.3830.6550	1,086.05 4,344.20 Total : 5,430.25
82248	1/12/2021	005121 NTS MIKEDON, LLC	PERMA PATCH PERMA PATCH ASPHALT REPAIR MATERIAL 004.8310.4206	1,858.69 Total : 1,858.69
82249	1/12/2021	005307 RAINBOW PAINTING CO	FS#3: REPAINT FIRE TRUCK BAY FS#3: REPAINT FIRE TRUCK BAY 029.2100.4070	2,480.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82249	1/12/2021	005307 RAINBOW PAINTING CO	(Continued) FS#3: REPAINT FIRE TRUCK BAY 028.2050.4070	2,480.00
Total :				4,960.00
82250	1/12/2021	005345 CALIFORNIA ASSOCIATION OF CODE	MEMBERSHIP DUES-S. WILSON MEMBERSHIP DUES-S. WILSON 001.4200.4310 MEMBERSHIP DUES-G. CHAMBERS MEMBERSHIP DUES-G. CHAMBERS 001.4600.4330	95.00
Total :				95.00
82251	1/12/2021	005358 FLEET SERVICES INC	E543A: AIR SOLENOID E543A: AIR SOLENOID 029.2100.4240 E543A: AIR SOLENOID 028.2050.4240	186.23
Total :				186.22
82252	1/12/2021	005516 BASE HILL INC., DBA JAN POINT	MONTHLY JANITORIAL SERVICES-DEC CITY HALL-DEC 042.9510.4504 COUNCIL CHAMBERS-DEC 042.9510.4504 AURANTIA PARK-DEC 001.6000.4504 COMMUNITY PARK-DEC 001.6000.4504 POLICE DEPT-DEC 001.2000.4504	1,562.00
Total :				311.00
Total :				1,454.00
Total :				1,950.00
Total :				1,080.00
82253	1/12/2021	005553 CLARK PEST CONTROL OF STOCKTON	PEST CONTROL POLICE DEPARTMENT PEST CONTROL POLICE DEPARTMENT 001.2000.4589 PEST CONTROL FIRE STATION #2 PEST CONTROL FIRE STATION #2	95.00
Total :				6,357.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82253	1/12/2021	005553 CLARK PEST CONTROL OF STOCKTON	(Continued)	
			028.2050.4589	23.00
			PEST CONTROL FIRE STATION #2	
			029.2100.4589	23.00
			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
			Total :	251.00
82254	1/12/2021	005554 IMPERIAL SPRINKLER SUPPLY	IRRIGATION SUPPLIES	
			IRRIGATION SUPPLIES	
			016.8540.4206	249.90
			IRRIGATION SUPPLIES	
			IRRIGATION SUPPLIES	
			012.8500.4206	136.72
			IRRIGATION SUPPLIES	
			IRRIGATION SUPPLIES	
			012.8500.4206	112.02
			Total :	498.64
82255	1/12/2021	005601 MIGUEL'S NURSERY	BASE LINE: MEDIAN REPAIRS	
			BASE LINE: MEDIAN REPAIRS	
			012.8500.4206	549.53
			Total :	549.53
82256	1/12/2021	005729 CARAZO, JOSE A.	STR11006 R/W EARMARKS 7502 MCKINLEY AVE	
			STR11006 R/W EARMARKS 7502 MCKINLEY AVE	
			030.8495.6530	500.00
			Total :	500.00
82257	1/12/2021	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.4100.4200	57.25
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			042.9510.4200	58.14

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82257	1/12/2021	005771 AMAZON CAPITAL SERVICES	(Continued)	
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1600.4200	45.04
			OFFICE SUPPLIES	
			001.1200.4200	20.40
			NETWORK SUPPLIES	
			NETWORK SUPPLIES	
			042.9510.4208	1,115.28
			1099 MISC FORMS & ENVELOPES	
			1099 MISC & ENVELOPES	
			001.1700.4200	131.29
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1200.4200	90.48
			Total :	1,517.88
82258	1/12/2021	005855 DAOUD, BREEANNA	PLANNING APPLICATION FEE REFUND	
			PLANNING APPLICATION FEE REFUND	
			001.4100.4450	1,425.00
			Total :	1,425.00
53 Vouchers for bank code : wfb				Bank total : 238,326.39
53 Vouchers in this report				Total vouchers : 238,326.39

01/13/2021 3:32:11PM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
539	1/15/2021	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			012.1170	12.51
			ICMA DEFERRED COMP 457: Payment	
			016.1170	12.51
			ICMA DEFERRED COMP 457: Payment	
			041.1170	716.32
			ICMA DEFERRED COMP 457: Payment	
			070.1170	372.09
			ICMA DEFERRED COMP 457: Payment	
			001.1170	10,109.73
			ICMA DEFERRED COMP 457: Payment	
			004.1170	1,072.10
			ICMA DEFERRED COMP 457: Payment	
			010.1170	800.00
			Total :	13,095.26
540	1/15/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment	
			001.1145	596.78
			EPMC: Payment	
			004.1145	94.40
			EPMC: Payment	
			006.1145	19.54
			EPMC: Payment	
			010.1145	23.75
			EPMC: Payment	
			012.1145	2.35
			EPMC: Payment	
			016.1145	2.35
			EPMC: Payment	
			023.1145	6.55
			EPMC: Payment	
			024.1145	0.55
			EPMC: Payment	
			041.1145	31.22

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
540	1/15/2021	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			EPMC: Payment	
			042.1145	11.40
			PERS SURVIVOR: Payment	
			042.1145	0.75
			PERS SURVIVOR: Payment	
			070.1145	0.63
			EPMC: Payment	
			070.1145	51.37
			PERS: Payment	
			001.1145	14,259.03
			PERS: Payment	
			004.1145	2,326.31
			PERS: Payment	
			006.1145	658.16
			PERS: Payment	
			010.1145	832.34
			PERS: Payment	
			012.1145	169.03
			PERS: Payment	
			016.1145	169.02
			PERS: Payment	
			023.1145	93.52
			PERS: Payment	
			024.1145	18.82
			PERS: Payment	
			041.1145	445.95
			PERS: Payment	
			042.1145	311.49
			PERS: Payment	
			070.1145	734.09
			PERS SURVIVOR: Payment	
			001.1145	25.75
			PERS SURVIVOR: Payment	
			004.1145	4.07
			PERS SURVIVOR: Payment	
			006.1145	1.32

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
540	1/15/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS SURVIVOR: Payment	
			010.1145	1.08
			PERS SURVIVOR: Payment	
			012.1145	0.57
			PERS SURVIVOR: Payment	
			016.1145	0.54
			PERS SURVIVOR: Payment	
			023.1145	0.24
			PERS SURVIVOR: Payment	
			024.1145	0.04
			PERS SURVIVOR: Payment	
			041.1145	0.35
			Total :	20,893.36
541	1/15/2021	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			016.1140	56.38
			MEDICARE: Payment	
			023.1140	18.90
			MEDICARE: Payment	
			024.1140	5.32
			MEDICARE: Payment	
			041.1140	146.96
			MEDICARE: Payment	
			042.1140	92.66
			MEDICARE: Payment	
			070.1140	158.14
			FEDERAL TAXES: Payment	
			001.1120	15,814.80
			FEDERAL TAXES: Payment	
			004.1120	2,404.00
			FEDERAL TAXES: Payment	
			006.1120	765.54
			FEDERAL TAXES: Payment	
			010.1120	828.81
			FEDERAL TAXES: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
541	1/15/2021	000119 INTERNAL REVENUE SERVICE	(Continued)	
			012.1120	128.20
			FEDERAL TAXES: Payment	
			016.1120	128.21
			FEDERAL TAXES: Payment	
			023.1120	55.26
			FEDERAL TAXES: Payment	
			024.1120	13.14
			FEDERAL TAXES: Payment	
			041.1120	994.08
			FEDERAL TAXES: Payment	
			042.1120	128.14
			FEDERAL TAXES: Payment	
			070.1120	814.71
			SOCIAL SECURITY: Payment	
			001.1140	594.32
			MEDICARE: Payment	
			001.1140	3,801.66
			MEDICARE: Payment	
			004.1140	599.34
			MEDICARE: Payment	
			006.1140	164.18
			MEDICARE: Payment	
			010.1140	205.38
			MEDICARE: Payment	
			012.1140	56.34
			Total :	27,974.47
542	1/15/2021	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	6,096.22
			STATE TAXES: Payment	
			004.1130	1,103.83
			STATE TAXES: Payment	
			006.1130	304.57
			STATE TAXES: Payment	
			010.1130	398.69

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
542	1/15/2021	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			012.1130	53.60
			STATE TAXES: Payment	
			016.1130	53.58
			STATE TAXES: Payment	
			023.1130	14.54
			STATE TAXES: Payment	
			024.1130	7.42
			STATE TAXES: Payment	
			041.1130	379.90
			STATE TAXES: Payment	
			042.1130	124.51
			STATE TAXES: Payment	
			070.1130	344.29
			Total :	8,881.15
82259	1/15/2021	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	11.27
			ARROWHEAD UNITED WAY: Payment	
			004.1180	0.77
			ARROWHEAD UNITED WAY: Payment	
			041.1180	2.26
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.70
			Total :	15.00
82260	1/15/2021	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC SPECIFIED HEALTH INS: Payment	
			012.1181	1.49
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.49
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	109.95
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	12.81
			AFLAC ACCIDENT INSURANCE: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82260	1/15/2021	003804 AFLAC WWHQ	(Continued)	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.80
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.27
			AFLAC CANCER INSURANCE: Payment	
			001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	211.30
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.69
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.31
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.31
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.51
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	73.60
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	6.70
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	6.70
			AFLAC DENTAL: Payment	
			001.1181	27.90
			AFLAC DENTAL: Payment	
			004.1181	0.56
			AFLAC DENTAL: Payment	
			041.1181	1.65
			AFLAC DENTAL: Payment	
			070.1181	0.55
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.96
			Total :	527.31

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
6		Vouchers for bank code : wfb		Bank total : 71,386.55
6		Vouchers in this report		Total vouchers : 71,386.55

01/19/2021 10:34:42AM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82261	1/19/2021	000075 THE COUNSELING TEAM INT'L	EMPLOYEE SUPPORT SERVICES EMPLOYEE SUPPORT SERVICES 001.1600.4537	525.00
Total :				525.00
82262	1/19/2021	000085 EAST VALLEY WATER DISTRICT	CORP YARD-DEC CORP YARD-DEC 004.8310.4030 CORP YARD-DEC CORP YARD-DEC 004.8310.4030 CORP YARD-DEC CORP YARD-DEC 004.8310.4030 ATHLETIC CTR-DEC ATHLETIC CTR-DEC 001.6000.4030 ATHLETIC CTR-DEC ATHLETIC CTR-DEC 001.6000.4030 YMCA COMMUNITY PARK-DEC YMCA COMMUNITY PARK-DEC 001.6000.4030 COMMUNITY PARK-DEC COMMUNITY PARK-DEC 001.6000.4030 COMMUNITY PARK-DEC COMMUNITY PARK-DEC 001.6000.4030 CUNNINGHAM PARK-DEC CUNNINGHAM PARK-DEC 016.8540.4030 OAK CREEK PARK-DEC OAK CREEK PARK-DEC 016.8540.4030 COMM. CTR-DEC COMM. CTR-DEC	70.27 121.76 658.74 35.14 273.61 210.17 1,987.44 52.70 72.81 1,073.45

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82262	1/19/2021	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			001.6000.4030	52.70
			COMM. CTR IRRIGATION-DEC	
			COMM. CTR IRRIGATION-DEC	
			001.6000.4030	556.65
			LIBRARY/ELC-DEC	
			LIBRARY/ELC-DEC	
			001.6000.4030	70.27
			LIBRARY/ELC-DEC	
			LIBRARY/ELC-DEC	
			001.6000.4030	181.64
			LIBRARY/ECL-DEC	
			LIBRARY/ECL-DEC	
			001.6000.4030	808.82
			LMD 10-DEC	
			LMD 10-DEC	
			012.8500.4030	1,422.39
			LMD 10-DEC	
			LMD 10-DEC	
			012.8500.4030	946.24
			LMD 30-DEC	
			LMD 30-DEC	
			012.8500.4030	228.30
			LMD 34-DEC	
			LMD 34-DEC	
			012.8500.4030	101.12
			Total :	8,924.22
82263	1/19/2021	000127 K & L HARDWARE	STATION #1 SUPPLIES	
			STATION #1 SUPPLIES	
			028.2050.4070	5.38
			STATION #1 SUPPLIES	
			029.2100.4070	5.37
			STATION #3 SUPPLIES	
			STATION #3 SUPPLIES	
			028.2050.4240	6.35
			STATION #3 SUPPLIES	
			029.2100.4240	6.35

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82263	1/19/2021	000127 K & L HARDWARE	(Continued)	
			STATION #1 SUPPLIES	
			STATION #1 SUPPLIES	
			028.2050.4070	52.78
			STATION #1 SUPPLIES	
			029.2100.4070	52.78
			STATION #1 CONCRETE FLOOR PROJ FINAL	
			STATION #1 CONCRETE FLOOR PROJ FINAL	
			028.2050.4070	110.70
			STATION #1 CONCRETE FLOOR PROJ FINAL	
			029.2100.4070	110.69
			Total :	350.40
82264	1/19/2021	000166 PUBLIC AGENCY RISK SHARING	W/C PREMIUM 01/21-06/21	
			W/C PREMIUM 01/21-06/21	
			041.9500.4360	59,726.50
			LIABILITY PROGRAM 01/21-06/21	
			LIABILITY PROGRAM 01/21-06/21	
			041.9500.4360	97,848.50
			Total :	157,575.00
82265	1/19/2021	000203 SOUTHERN CALIFORNIA EDISON	CITY HALL-DEC	
			CITY HALL-DEC	
			042.9510.4010	294.79
			STATION #2-DEC	
			STATION #2-DEC	
			028.2050.4010	174.13
			STATION #2-DEC	
			029.2100.4010	174.12
			AURANTIA PARK-DEC	
			AURANTIA PARK-DEC	
			001.6000.4010	57.60
			LS#1-DEC	
			LS#1-DEC	
			013.8510.4011	7,354.20
			LS#3-DEC	
			LS#3-DEC	
			013.8510.4011	929.76

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82265	1/19/2021	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			SIGNALS-DEC	
			SIGNALS-DEC	
			004.8310.4580	2,617.97
			CUNNINGHAM PARK-DEC	
			CUNNINGHAM PARK-DEC	
			016.8540.4010	13.82
			HIGHLAND COMMUNITY PARK-DEC	
			HIGHLAND COMMUNITY PARK-DEC	
			001.6000.4010	192.09
			CANYON OAK PARK-DEC	
			CANYON OAK PARK-DEC	
			016.8540.4010	18.98
			SEELY PARK-DEC	
			SEELY PARK-DEC	
			016.8540.4010	22.58
			LMD'S-DEC	
			LMD'S-DEC	
			012.8500.4010	549.70
			HIGHLAND AVE ALPR-DEC	
			HIGHLAND AVE ALPR-DEC	
			001.2000.4062	12.70
			LS 2 B CITY WIDE STREET LIGHTS-DEC	
			LS 2 B CITY WIDE STREET LIGHTS-DEC	
			013.8510.4011	19,649.68
			STATION #1-DEC	
			STATION #1-DEC	
			028.2050.4010	253.71
			STATION #1-DEC	
			029.2100.4010	253.71
			LS3 METER-DEC	
			LS3 METER-DEC	
			013.8510.4011	35.71
			Total :	32,605.25
82266	1/19/2021	000211 STRADLING Yocca CARLSON RAUTH	GENERAL-DEC	
			GENERAL-DEC	
			070.7000.4520	834.30

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82266	1/19/2021	000211	000211 STRADLING YOCCA CARLSON RAU (Continued)	Total : 834.30
82267	1/19/2021	000774	ARROWHEAD CREDIT UNION-DEPT 91 DRI CRASH PLAN	
			DRI CRASH PLAN	
			042.9510.4208	19.98
			TEAMVIEWER ANNUAL	
			TEAMVIEWER ANNUAL	
			001.4100.4255	588.00
			ULTIMATE INTERNET ACCESS	
			ULTIMATE INTERNET ACCESS	
			042.9510.4208	40.00
			CDBG: HIGHLAND GROCERY DELIVERY PROGRAM	
			CDBG: HIGHLAND GROCERY DELIVERY PROGRAM	
			006.8400.4353	99.00
			CDBG: HIGHLAND GROCERY DELIVERY PROGRAM	
			CDBG: HIGHLAND GROCERY DELIVERY PROGRAM	
			006.8400.4353	99.00
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1200.4200	88.90
			FREE CONFERENCE CALL.COM	
			FREE CONFERENCE CALL.COM	
			042.9510.4310	4.00
			ZOOM CONFERENCING	
			ZOOM CONFERENCING	
			042.9510.4310	110.00
			Total :	1,048.88
82268	1/19/2021	001072	AUTO ZONE E543A LIGHT BULBS FOR HEAD LIGHTS	
			E543A LIGHT BULBS FOR HEAD LIGHTS	
			028.2050.4240	22.79
			E543A LIGHT BULBS FOR HEAD LIGHTS	
			029.2100.4240	22.79
			Total :	45.58
82269	1/19/2021	001439	OFFICE SOLUTIONS STAMPS: APPROVED FOR PAYMENT	
			STAMPS: APPROVED FOR PAYMENT	
			001.1450.4200	30.98

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82269	1/19/2021	001439 OFFICE SOLUTIONS	(Continued)	
			STAMPS: APPROVED FOR PAYMENT	
			001.4100.4200	61.96
			STAMPS: APPROVED FOR PAYMENT	
			001.1700.4200	123.92
			STAMPS: APPROVED FOR PAYMENT	
			001.1200.4200	30.98
			STAMPS: APPROVED FOR PAYMENT	
			001.4500.4200	30.98
			STAMPS: APPROVED FOR PAYMENT	
			001.4600.4200	30.98
			STAMPS: APPROVED FOR PAYMENT	
			004.8310.4200	61.94
			OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1700.4200	303.27
			COLORED & RECYCLED COPY PAPER	
			COLORED & RECYCLED COPY PAPER	
			042.9510.4200	266.10
			Total :	941.11
82270	1/19/2021	001618 INNOVATIVE FEDERAL STRATEGIES	PROFESSIONAL SERVICES-DEC	
			PROFESSIONAL SERVICES-DEC	
			023.3890.4554	3,000.00
			Total :	3,000.00
82271	1/19/2021	002190 ENGINEERING RESOURCES OF SO CA	CITY ENGINEERING SERVICES-AUG	
			CITY ENGINEERING SERVICES-AUG	
			001.3200.4550	820.93
			TCP20001-AUG	
			TCP20001-AUG	
			001.3200.4551	1,133.85
			ENC20001-AUG	
			ENC20001-AUG	
			001.3200.4551	43.43
			VARIOUS UG SEWAGE, WATER & EKECT XINGS	
			VARIOUS UG SEWAGE, WATER & EKECT XINGS	
			001.3200.4551	646.10

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82271	1/19/2021	002190 ENGINEERING RESOURCES OF SO CA	(Continued)	
			LLA20001-AUG	
			LLA20001-AUG	
			001.3200.4551	364.00
			TR18893 MEDITERRA-AUG	
			TR18893 MEDITERRA-AUG	
			001.3200.4551	437.38
			CUP07009-AUG	
			CUP07009-AUG	
			001.3200.4551	97.24
			DRA17004-AUG	
			DRA17004-AUG	
			001.3200.4551	679.68
			03017732 PM13511-AUG	
			03017732 PM13511-AUG	
			001.3200.4551	229.42
			Total :	4,452.03
82272	1/19/2021	002190 ENGINEERING RESOURCES OF SO CA	CITY ENGINEERING SERVICES-OCT	
			CITY ENGINEERING SERVICES-OCT	
			001.3200.4550	244.37
			TCP20001-OCT	
			TCP20001-OCT	
			001.3200.4551	785.57
			ENC20001-OCT	
			ENC20001-OCT	
			001.3200.4551	199.25
			EVWD STERLING NATURAL RESOURCE	
			EVWD STERLING NATURAL RESOURCE	
			001.3200.4551	200.93
			VARIOUS UG SEWAGE WATER & ELECT XINGS	
			VARIOUS UG SEWAGE WATER & ELECT XINGS	
			001.3200.4551	26.66
			ENCROACHMENT PERMIT/ONSPECTION-OCT	
			ENCROACHMENT PERMIT/ONSPECTION-OCT	
			001.3200.4551	6.02
			DRA19001-OCT	
			DRA19001-OCT	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
82272	1/19/2021	002190	ENGINEERING RESOURCES OF SO CA (Continued)	
			001.3200.4551	200.20
			LLA20001-OCT	
			LLA20001-OCT	
			001.3200.4551	455.00
			DRA16010-OCT	
			DRA16010-OCT	
			001.3200.4551	179.05
			DRA16014-OCT	
			DRA16014-OCT	
			001.3200.4551	560.08
			CUP17002-OCT	
			CUP17002-OCT	
			001.3200.4551	205.76
			STREET LIGHTING INSPECTION-OCT	
			STREET LIGHTING INSPECTION-OCT	
			001.3200.4551	91.62
			DRA18008-OCT	
			DRA18008-OCT	
			001.3200.4551	126.54
			UG ELECTRICAL INSPECTION-OCT	
			UG ELECTRICAL INSPECTION-OCT	
			001.3200.4551	49.45
Total :				3,330.50
82273	1/19/2021	002190	ENGINEERING RESOURCES OF SO CA CITY ENGINEERING SERVICES-NOV	
			CITY ENGINEERING SERVICES-NOV	
			001.3200.4550	14.15
			TCP20001-NOV	
			TCP20001-NOV	
			001.3200.4551	323.81
			VARIOUS UG SEWAGE, WATER & ELECT-NOV	
			VARIOUS UG SEWAGE, WATER & ELECT-NOV	
			001.3200.4551	33.97
			EARTHWORK MATERIAL EXPORT	
			EARTHWORK MATERIAL EXPORT	
			001.3200.4551	54.60
			DRA19001-NOV	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82273	1/19/2021	002190 ENGINEERING RESOURCES OF SO CA	(Continued)	
			DRA19001-NOV	
			001.3200.4551	263.90
			SEWER SERVICE LATERAL INSPECTION-NOV	
			SEWER SERVICE LATERAL INSPECTION-NOV	
			001.3200.4551	49.80
			DRA16014-NOV	
			DRA16014-NOV	
			001.3200.4551	560.08
			CUP07009-NOV	
			CUP07009-NOV	
			001.3200.4551	9.46
			CUP17002-NOV	
			CUP17002-NOV	
			001.3200.4551	597.93
			DRA17004-NOV	
			DRA17004-NOV	
			001.3200.4551	30.96
			STREET LIGHTING INSPECTION-NOV	
			STREET LIGHTING INSPECTION-NOV	
			001.3200.4551	30.55
			DRA18008-NOV	
			DRA18008-NOV	
			001.3200.4551	84.36
			ELECTRICAL INSPECTION-NOV	
			ELECTRICAL INSPECTION-NOV	
			001.3200.4551	6.02
			Total :	2,059.59
82274	1/19/2021	002190 ENGINEERING RESOURCES OF SO CA	DRA16010-SEP	
			DRA16010-SEP	
			001.3200.4551	492.80
			CUP07009-SEP	
			CUP07009-SEP	
			001.3200.4551	5.16
			03017732 PM13511-SEP	
			03017732 PM13511-SEP	
			001.3200.4551	579.79

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
82274	1/19/2021	002190	002190 ENGINEERING RESOURCES OF SO (Continued)	
			Total :	1,077.75
82275	1/19/2021	002710	HERNANDEZ, KROONE & ASSOCIATES VMT TRAFFIC ENGINEERING SERVICES-DEC VMT TRAFFIC ENGINEERING SERVICES-DEC 001.3200.4550	
				87.50
			Total :	87.50
82276	1/19/2021	004073	FIRE ETC ME541: LADDER RACK ACTUATOR REPAIR ME541: LADDER RACK ACTUATOR REPAIR 029.2100.4240 ME541: LADDER RACK ACTUATOR REPAIR 028.2050.4240	
				662.15
				662.15
			Total :	1,324.30
82277	1/19/2021	004860	CRIME SCENE STERI-CLEAN, LLC 2 PD UNITS COVID CLEANING 2 PD UNITS COVID CLEANING 001.2000.4070	
				600.00
			Total :	600.00
82278	1/19/2021	005285	LA VERNE POWER EQUIPMENT INC ME541 FAN/BLOWER REPAIR ME541 FAN/BLOWER REPAIR 028.2050.4245 ME541 FAN/BLOWER REPAIR 029.2100.4245	
				18.81
				18.81
			Total :	37.62
82279	1/19/2021	005310	KOA CORPORATION (H)STR15002-PE RDA04 SEP-OCT (H)STR15002-PE RDA04 SEP-OCT 010.3830.6550 (H)STR15002-PE ART3 SEP-OCT (H)STR15002-PE ART3 SEP-OCT 005.8320.6816 (R)STR15002-PE COR SEP-OCT (R)STR15002-PE COR SEP-OCT 027.8490.6816 (R)STR15002-PE ART3 SEP-OCT (R)STR15002-PE ART3 SEP-OCT 005.8320.6816	
				1,340.71
				5,362.86
				172.94
				691.78

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82279	1/19/2021	005310 KOA CORPORATION	(Continued)	
			Total :	7,568.29
82280	1/19/2021	005358 FLEET SERVICES INC	FUEL ADDITIVE FOR ME541	
			FUEL ADDITIVE FOR ME541	
			028.2050.4220	35.48
			FUEL ADDITIVE FOR ME541	
			029.2100.4220	35.47
			Total :	70.95
82281	1/19/2021	005558 GENERAL DOOR	STA541 BAY DOORS GARAGE REPAIRS	
			STA541 BAY DOORS GARAGE REPAIRS	
			028.2050.4224	189.76
			STA541 BAY DOORS GARAGE REPAIRS	
			029.2100.4224	189.75
			Total :	379.51
82282	1/19/2021	005737 AGA ENGINEERS, INC.	ON-CALL TRAFFIC ENGINEERING SERVICES-DEC	
			ON-CALL TRAFFIC ENGINEERING SERVICES-DEC	
			020.8440.4550	5,812.78
			TRAFFIC SIGNAL MONITORING SERVICES-DEC	
			TRAFFIC SIGNAL MONITORING SERVICES-DEC	
			020.8440.4550	3,200.00
			Total :	9,012.78
82283	1/19/2021	005850 GREENSPOT 13, INC.	TR#16448 CASH GRADING BOND DEPOSIT	
			TR#16448 CASH GRADING BOND DEPOSIT	
			051.1420	35,200.00
			Total :	35,200.00
82284	1/19/2021	005857 HCI SYSTEMS, INC.	OUT OF CITY BUS LIC APP REFUND	
			OUT OF CITY BUS LIC APP REFUND	
			001.1450.7450	155.00
			OUT OF CITY BUS LIC APP REFUND	
			051.1493	4.00
			Total :	159.00
82285	1/19/2021	005858 ROSARDA, NANETTE	RESIDENTIAL RENTAL APPLICATION REFUND	
			RESIDENTIAL RENTAL APPLICATION REFUND	
			001.1450.7452	100.00

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82285	1/19/2021	005858 ROSARDA, NANETTE	(Continued) RESIDENTIAL RENTAL APPLICATION REFUND 051.1493	4.00

Total : 104.00

25 Vouchers for bank code : wfb

Bank total : 271,313.56

25 Vouchers in this report

Total vouchers : 271,313.56



STAFF REPORT

TO THE CITY COUNCIL

DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

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

SUBJECT: Treasurer's Report for December 2020

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

FISCAL IMPACT:

Cash and Investments:	
General Fund	\$ 3,845,445.03
Special Revenue Funds	\$27,397,116.44
Internal Service Funds	\$ 4,067,391.74
Capital Projects Funds	\$20,839,400.92
Agency Funds	\$ 2,266,477.25
Housing Authority Fund	\$ 3,680,611.74
SARDA Funds	\$ 3,863,675.38

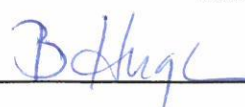
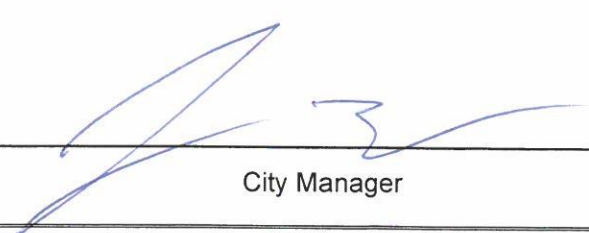
PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

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

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

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

The maximum limit on regular accounts is \$65M.

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

**CITY OF HIGHLAND
Treasurer's Report
as of December 31, 2020**

CASH AND BANK ACCOUNTS:

Cash on Hand-Office Petty Cash & Change Fund Accounts	1,150.00
Wells Fargo Checking-Account #*****236	10,621,032.22

DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: LOCAL GOVERNMENT INVESTMENT POOLS				
California Treasurer's Local Agency Investment Fund (LAIF)	n/a	0.540%		
General Fund			4,563,354.23	
Special Revenue Funds			18,037,998.00	
Internal Service Funds			4,514,270.00	
Capital Projects Funds			13,436,428.00	
Total City LAIF Funds				40,552,050.23
Housing Authority Fund			3,538,472.27	
Total Housing Authority LAIF Funds				3,538,472.27
Total LAIF Funds				44,090,522.50

- 1) Maximum limits on accounts are \$65M City and \$65M Housing Authority.
- 2) Quarterly interest earnings are deposited directly to accounts.
- 3) Funds are available within 24 hours or less depending on time of wire.
- 4) Pooled Money Investment Board Report dated November 2020 on-line for listing of investments.
- 5) Market Value is based on the December 31, 2020 applicable percentage of 1.002271318.
- 6) Market Value is \$44,190,666.10 (\$44,090,522.50 x 1.002271318).

California Asset Management Program (CAMP)	n/a	0.120%		
General Fund			131,704.24	
Special Revenue Funds			1,553,272.00	
Capital Projects Funds			7,146,446.00	
Total CAMP Funds				8,831,422.24

INVESTMENTS: FISCAL AGENT ACCOUNTS

US Bank Corporate Trust Services (Community Facilities Districts)

Community Facilities District (CFD) 90-1

Administrative Expense Fund #128262-011				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	89,170.59	89,170.59
Fire Protection Expense Fund #128262-012				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	250,349.32	250,349.32
Police Protection Expense Fund #128262-013				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	92,594.92	92,594.92

Community Facilities District (CFD) 2001-1

Special Tax Fund #149239000				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	243,464.21	243,464.21
Interest Account #149239001				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	1,070.54	1,070.54
Principal Account #149239002				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	0.02	0.02
Reserve Fund #149239003				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	480,281.03	480,281.03
Administrative Expense Fund #149239004				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	33,901.37	33,901.37
Surplus Fund #149239006				
US Bank Money Market Account CUSIP #9AMMF05B2	n/a	0.00%	59,100.23	59,100.23

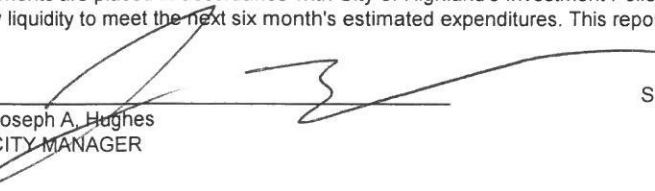
Community Facilities District (CFD) 2007-1

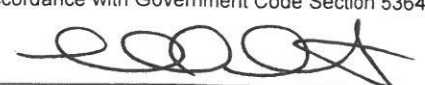
Administrative Expense Fund #260722000				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	11,344.40	11,344.40
Fire Expense Fund #260722001				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	11,918.63	2,029.76
Police Expense Fund #260722002				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	4,408.03	4,408.03

TOTAL INVESTMENTS US BANK (COMMUNITY FACILITIES DISTRICTS)				1,267,714.42
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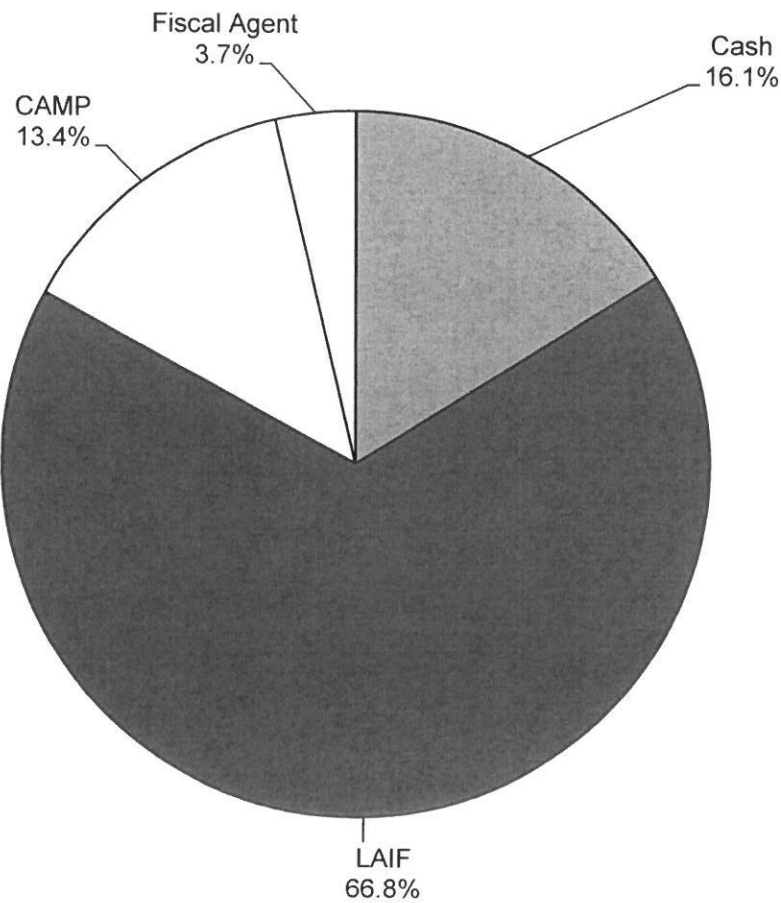
DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: FISCAL AGENT ACCOUNTS (continued)				
<u>US Bank Corporate Trust Services (SARDA)</u>				
2004B Tax Allocation Refunding Bonds				
Special Fund 786709001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	4.34	4.34
Interest Fund 786709002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Principal Fund 786709003				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 786709004				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.01%	176,433.80	176,433.80
2015A Tax Allocation Refunding Bonds				
Special Fund 268777000				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	3.00	3.00
Interest Fund 268777001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Principal Fund 268777002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Reserve Fund 268777004				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.01%	956,943.26	956,943.26
Expense Account 268777006				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.01%	13,503.77	13,503.77
2017 Tax Allocation Refunding Bonds				
Debt Service Fund 259928000				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.01%	1,388.25	1,388.25
Interest Fund 259928001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	0.70	0.70
Principal Fund 259928002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
TOTAL INVESTMENTS US BANK (SARDA)				<u>1,148,277.12</u>
TOTAL CASH AND INVESTMENTS				<u><u>65,960,118.50</u></u>

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

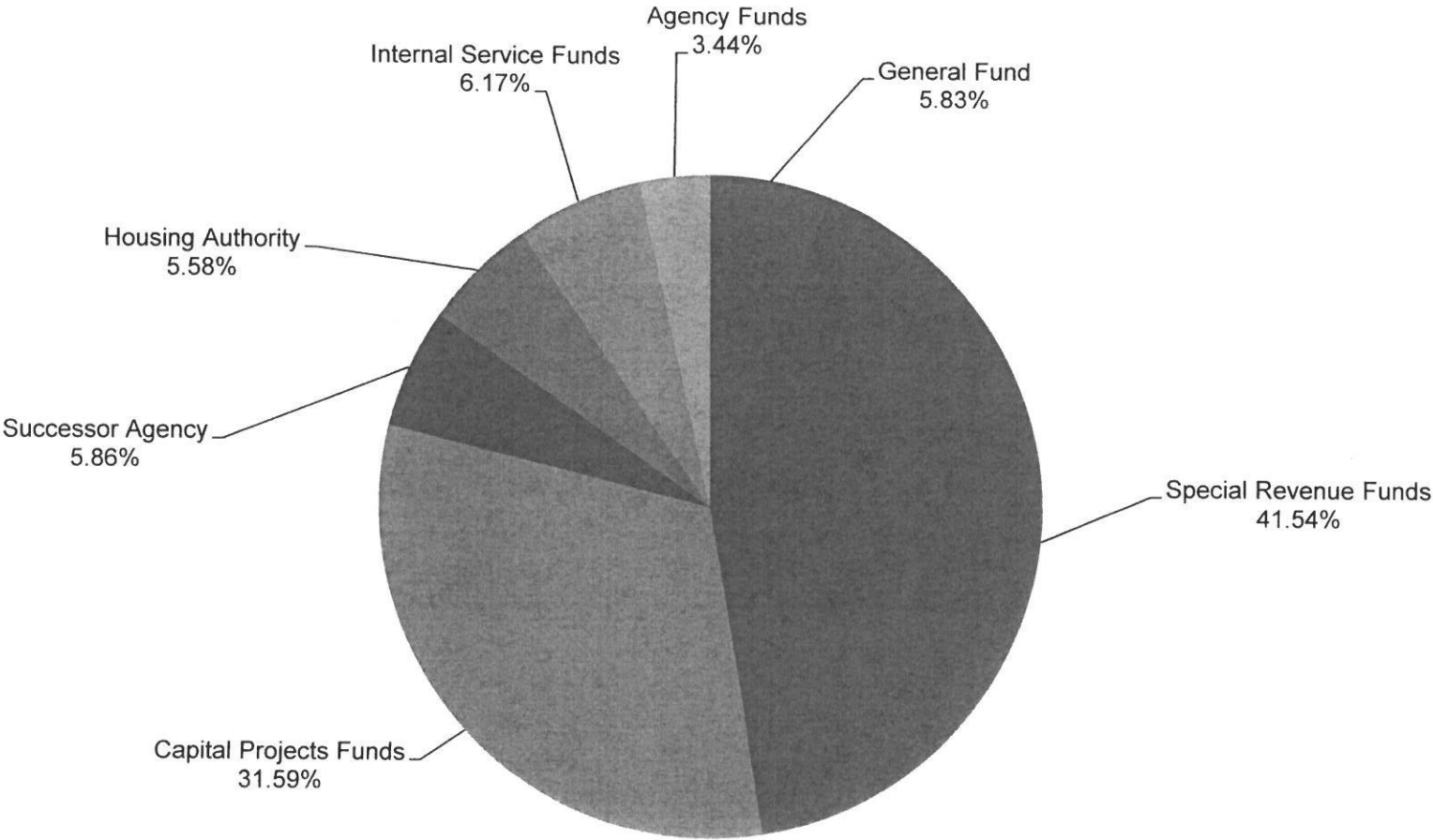
SIGNED: 
Joseph A. Hughes
CITY MANAGER

SIGNED: 
Chuck Dantuono
DIRECTOR OF ADMINISTRATIVE
SERVICES/CITY TREASURER

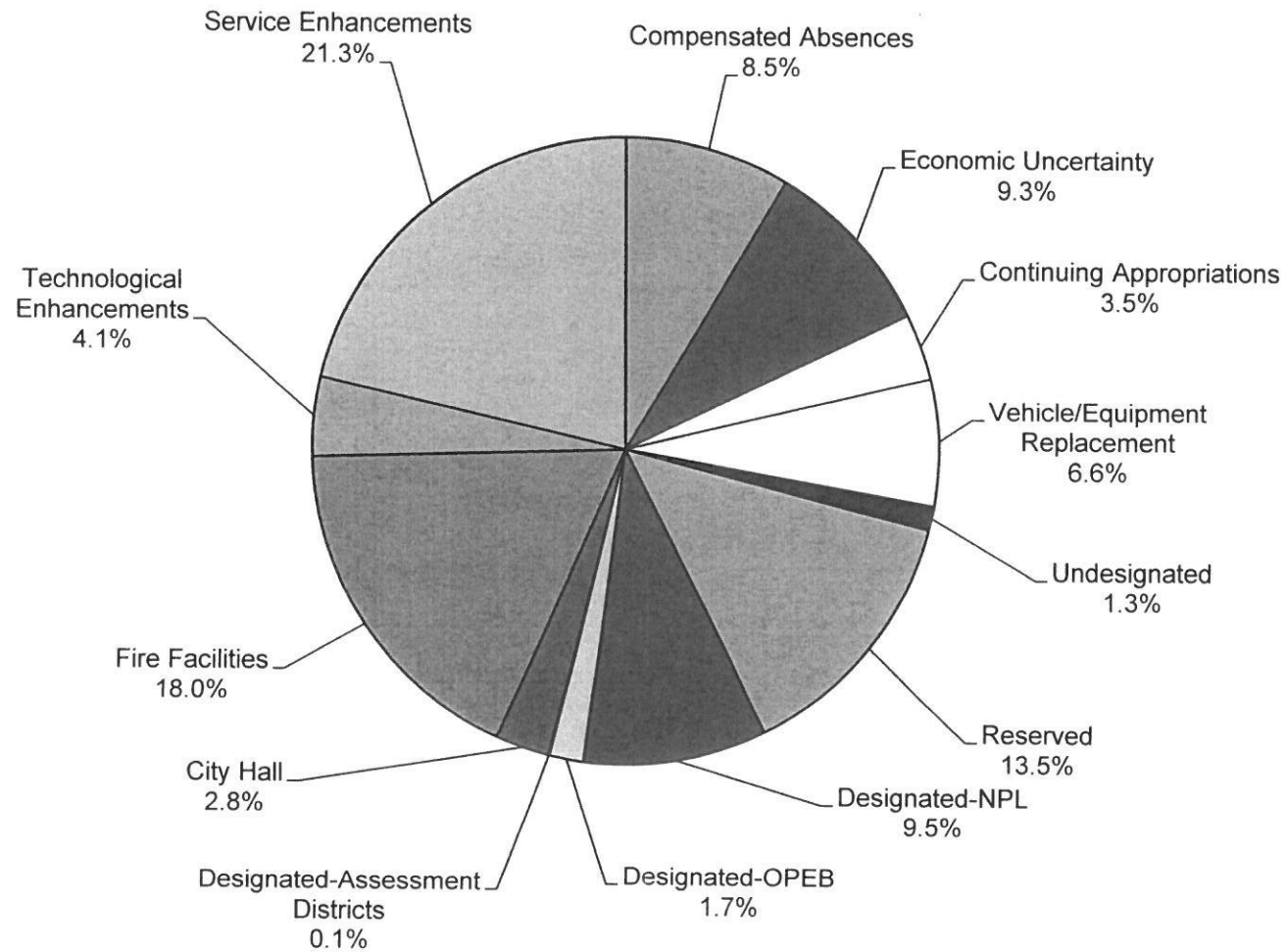
Treasurer's Report



Cash & Investments



General Fund Reserves





STAFF REPORT

TO THE CITY COUNCIL

DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

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

SUBJECT: Ordinance No. 446 establishing a fee and service charge revenue/cost comparison system and Resolution 2021 - ___ establishing a schedule of fees and charges for City services.

RECOMMENDATION: The Finance/Personnel Subcommittee recommends the City Council adopt Ordinance No. 446, read by title only, and waive further reading of Ordinance 446, establishing a fee and service charge revenue/cost comparison system & Resolution 2021 - ___ establishing a schedule of fees and charges for City services.

FISCAL IMPACT: Revenues collected will support the services rendered by the City.

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

BACKGROUND: The public hearing for the Fees for Service Update was held on January 12, 2021. At this meeting, no comments were provided by the development community. Also, at this meeting, the City Council introduced the attached Ordinance. The Finance Subcommittee reviewed a draft copy of the Service Cost Update on December 28, 2020 and recommends that the City Council adopt both the Ordinance and Resolution. If adopted, the Resolution with the new fees would go into effect in 60 days.

Attachments:

1. Proposed Ordinance.
2. Proposed Resolution.

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

Attachment #1

Proposed Ordinance

ORDINANCE NO.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING CHAPTER 2.36 ("FEES AND SERVICE
CHARGES") OF THE HIGHLAND MUNICIPAL CODE TO PROVIDE
ADDITIONAL CATEGORIES OF FEES AND CHARGES, AND TO UPDATE
AND AMEND OTHER PROVISIONS AS APPROPRIATE**

THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA DOES ORDAIN AS
FOLLOWS:

Section 1. Findings, Purpose, and Intent

- A. Commencing in approximately 1989, in accordance with applicable provisions of the Government Code and the California constitution, the City Council of the City of Highland has commissioned studies and enacted user fees and service charges, in accordance with the City's stated philosophy that the beneficiaries of services provided by the City should pay the fully burdened cost of providing those services, and to ensure that the fees adopted by the City for services rendered do not exceed the reasonable estimated cost for providing the services for which the fees are charged. The City's fees and service charges are codified as Chapter 2.36 of the Highland Municipal Code ("Chapter 2.36").
- B. The schedule of services for which the City adopts and collects fees and charges are listed in the Schedule of Fees and Service Charges set forth in Section 2.36.040 of Chapter 2.36. The Schedule of Fees and Service Charges further sets forth the percentage of costs reasonably borne to be recovered from the recipients of services provided by the City, as determined by the City Council in its reasonable discretion and pursuant to its police powers.
- C. Where the City Council has determined to recover less than the full cost of providing a service, that reduction is set forth in the Schedule of Fees and Service Charges. The City Council finds and determines that those reductions in fees and charges are adopted pursuant to the City's police powers, to preserve the public health, safety, and welfare, and particularly to encourage property owners and residents of the City to obtain certain categories of permits and inspections, and to make certain services more affordable to the public.
- D. Chapter 2.36 further enables the City Council to establish, by resolution, the fees and service charges to be collected for City regulation, products, and services, pursuant to the Schedule of Fees and Service Charges, upon the recommendation of the City Manager.
- E. The City Council retained the services of Revenue & Cost Specialists, LLC, to update its fees and service charges, which revised fees and charges are set forth in the "Service Cost Update for the City of Highland" (the "Service Cost Update") dated December 2, 2020. The categories of regulations, products and services for which fees and charges are to be collected are set forth in the Service Cost Update.
- F. The City Council finds that the fees established by the Service Cost Update do not exceed the estimated reasonable cost of providing the services for which the fees are charged.
- G. The City Council now wishes to update its Schedule of Fees and Service Charges pursuant to the Service Cost Update, adding new categories of fees, and to make other amendments to Chapter 2.36, as set forth herein.

- H. The adoption of this Ordinance is exempt from the California Environmental Quality Act ("CEQA," Public Resources Code Sections 21000 et seq.), because it approves and sets forth a procedure for determining fees for the purpose of meeting the operating expenses of City departments, as set forth in Public Resources Code Sections 21080(b)(8).
- I. The City has complied with the notice and hearing requirements of Government Code Sections 66016 and 66014, prior to adopting this Ordinance.

Section 2. Amending Section 2.36.040 of Chapter 2.36 of the Highland Municipal Code.

Section 2.36.040 of Chapter 2.36 of the Highland Municipal Code is hereby amended as follows:

- A. Subsection A of Section 2.36.040 is deleted in its entirety. Subsection A of Section 2.36.040 is hereby amended to add following categories of fees or charges, percentages of costs reasonably borne to be recovered, and review schedules:

"The city manager and each city department head, under the direction of the city manager, shall review the fees and service charges listed as follows, and provide an adjusted fee or charge schedule to the city council for its consideration so as to recover the listed percentage of costs reasonably borne necessary to provide the listed regulation, products or services, and to take all actions necessary to accomplish and to carry out the policy of the city council established by this chapter. The fees or charges set pursuant to this chapter shall be set by resolution of the city council.

Regulation, Product or Service		Percentage to be Recovered	Review Schedule
B-001	GEN.PMT.APPLICATION-NO PLAN REV	100%	Biennial
B-001.1	GEN.PMT.APPLICATION-WITH PLAN REV	100%	Biennial
B-001.3	REPLACEMENT PERMIT APPLICATION	100%	Biennial
B-002.1	PMT.APPLICATION-TRACT RESIDENTIAL	100%	Biennial
B-002.2	PMT.APPLICATION-NON TRACT RES'L	100%	Biennial
B-002.3	PMT.APPLICATION-COMMERCIAL	100%	Biennial
B-003.1	TRACT PHASING	100%	Biennial
B-003.1.2	BLDG.CONST.P.CK.-TRACTS-UNIQ.MODEL	100%	Biennial
B-003.2	BLDG.CONST.P.CK-NON TRACT RES'L<=2,300 SF	100%	Biennial
B-003.2.1	BLDG.CONST.P.CK-NON TRACT RES'L>=2,300 SF	100%	Biennial
B-003.3	BLDG.CONST.P.CK-COMMERCIAL	100%	Biennial
B-004.1	BLDG.CONST.INSPECTION-RESIDENTIAL	100%	Biennial
B-004.3	BLDG.CONST.INSPECTION-COMMERCIAL	100%	Biennial
B-005	ELECTRICAL CONSTRUCTION PLAN CHECK	100%	Biennial
B-007	PLUMBING CONSTRUCTION PLAN CHECK	100%	Biennial
B-008.1	PLUMB'G CONST.INSPECTION-FIXTR./TRAP-COM'L	100%	Biennial
B-008.2	PLUMB'G CONST.INSPECTION-COM'L PRE-TRT.	100%	Biennial
B-008.3	PLUMB'G CONST.INSPECTION-GAS PIPING SYS	100%	Biennial

B-008.4	PLMB'G CONST.INSP-GAS PRES.REG	100%	Biennial
B-008.5	PLMB'G CONST.INSP-REPAIR/ALTERATION	100%	Biennial
B-008.6	PLMB'G CONST.INSP-REFRIG.LINES	100%	Biennial
B-008.8	PLMB'G CONST.INSP-VENT/BKFLW DEVICE	100%	Biennial
B-008.9	PLMB'G CONST.INSP-DISHWASHER	100%	Biennial
B-008.10	PLMB'G CONST.INSP-GAS TEST	100%	Biennial
B-008.11	PLMB'G CONST.INSP-WATER HTR-RES'L	100%	Biennial
B-008.13	PLMB'G CONST.INSP-MANHOLE-ON SITE	100%	Biennial
B-009.1	CONN.TO SWR.SYS-PUBLIC/EXIST.PRIV.	100%	Biennial
B-009.2	CONN.TO NEW PRIV.SEWER SYSTEMS	100%	Biennial
B-010	MECHANICAL CONSTRUCTION PLAN CHECK	100%	Biennial
B-011	MECHANICAL INSPECTION	100%	Biennial
B-011.1	MECH.INSP-COM'L FURN.BURNERS =<100K	100%	Biennial
B-011.2	MECH.INSP-COM'L FURN.BURNERS >100K	100%	Biennial
B-011.4	MECH.INSP-REPAIR/ALTERATIONS-RES'L	100%	Biennial
B-011.5	MECHANICAL INSP-BOILERS-COM'L	100%	Biennial
B-011.6	MECH.INSP-AIR HANDLING UNITS-RES'L	100%	Biennial
B-011.7	MECH.INSP-EVAPORATIVE UNITS-RES/COM	100%	Biennial
B-011.8	MECHANICAL INSP-COMMERCIAL HOOD	100%	Biennial
B-012.1	SIGN PERMIT & INSPECTION-UNLIGHTED	100%	Biennial
B-012.2	SIGN PERMIT & INSPECTION-LIGHTED	100%	Biennial
B-013.1	PATIOS WITHOUT ENCLOSURE INSPECTION	100%	Biennial
B-013.1.1	PATIOS WITH FOUNDATION ONLY INSP	100%	Biennial
B-013.2	PATIOS WITH ENCLOSURE INSPECTION	100%	Biennial
B-013.3	PATIOS – ALUMINUM	100%	Biennial
B-014.1	GARDEN WALLS AND PILASTERS	100%	Biennial
B-014.2	RETAINING WALLS	100%	Biennial
B-015.1	TEAR-OFF REROOFING W/O STRUCT.CHGS	100%	Biennial
B-015.2	TEAR-OFF REROOFING WITH STRUCT.CHGS	100%	Biennial
B-015.4	ROOF-MOUNTED SOLAR ARRAY-RES'L	100%	Biennial
B-015.5	ROOF-MOUNTED SOLAR ARRAY-COM'L	100%	Biennial
B-016	TENANT IMPROVEMENTS	100%	Biennial
B-016.1	RES'L ADD'NS/ALTERATIONS/REHAB-P.CK	100%	Biennial
B-016.2	RES'L ADD'NS/ALTERATIONS/REHAB-INSP	100%	Biennial
B-017	MISC.SPECIAL INSPECTION HOURLY	100%	Biennial
B-017.1	UTILITY METER RESET – RESIDENTIAL	100%	Biennial
B-018.1	SWIMMING POOL/SPA PMT INSP W/O HTR	100%	Biennial
B-018.2	SWIMMING POOL/SPA PMT INSP WITH HTR	100%	Biennial
B-018.4	SWIM'G POOL/SPA FBRGL/VNL PERMIT & INSP	100%	Biennial
B-019	CERT.OF OCC./BUS.LIC.INSP-RES+COM	100%	Biennial
B-020.1.1	ELEC.INSP.R-S-L-O (1-5 UNITS)-COM'L	100%	Biennial

B-020.1.2	ELECTRICAL INSP.R-S-L-O (6-10 UN.)	100%	Biennial
B-020.1.3	ELECTRICAL INSP.R-S-L-O (11-20 UN.)	100%	Biennial
B-020.3	ELEC.INSP.POLE PLTF-M-FIXTURE-COM'L	100%	Biennial
B-020.4.1	ELEC.INSP.THEATRICAL LTG-COM'L 1-5	100%	Biennial
B-020.4.2	ELEC.INSP.THEATRICAL LTG-COM'L 6-10	100%	Biennial
B-020.4.3	ELEC.INSP.THEATRICAL LTG-COM'L11-20	100%	Biennial
B-020.6	ELEC.INSP-TEMP.POWER SVCS	100%	Biennial
B-020.7.2	ELECTRICAL INSP.- APPLIANCES	100%	Biennial
B-020.8	ELEC.INSP.POWER APPARATUS-COM'L	100%	Biennial
B-020.9.1	ELEC.INSP.SVCS: <200 AMPS	100%	Biennial
B-020.9.2	ELEC.INSP.SVCS: 200 TO 1,000 AMPS	100%	Biennial
B-020.90	ELECTRICAL INSP.-RES'L REWIRE	100%	Biennial
B-020.91.1	ELEC.INSP.-NEW COM'L (< 2K SF)	100%	Biennial
B-020.91.2	ELEC.INSP.-NEW COM'L (2K-<4K SF)	100%	Biennial
B-020.91.3	ELEC.INSP.-NEW COM'L (4K-<6K SF)	100%	Biennial
B-020.91.4	ELEC.INSP.-NEW COM'L (6K-<8K SF)	100%	Biennial
B-020.91.5	ELEC.INSP.-NEW COM'L (8K-<10K SF)	100%	Biennial
B-020.91.6	ELEC.INSP.-NEW COM'L (=>10K SF)	100%	Biennial
B-020.92	SINGLE LOT PRECISE GRADING PLN REV	100%	Biennial
B-020.93	SINGLE LOT PRECISE GRADING INSPECT.	100%	Biennial
B-025.01	ARCHIVE COSTS FOR BUILDING PLANS	100%	Biennial
B-025.02	ARCHIVE COSTS FOR BLDG.PLNS-OTHER	100%	Biennial
B-026	BUILDING CODE APPEAL PROCESSING	100%	Biennial
S-00210	TEMPORARY USE PERMIT REVIEW	100%	Biennial
S-00215	TEMPORARY OCCUPANCY PERMIT REVIEW	100%	Biennial
S-00220	TREE REMOVAL REVIEW & PERMIT	100%	Biennial
S-00250	TEMPORARY RV PARKING PERMIT	12%	Biennial
S-00300	HAZARDOUS BLDG.& NUISANCE ABATEMENT	100%	Biennial
S-00600	GENERAL PLAN AMENDMENT REVIEW	100%	Biennial
S-00700	ZONE CHANGE REVIEW	100%	Biennial
S-00800	DEVELOPMENT CODE AMENDMENT REVIEW	100%	Biennial
S-00910	CONDITIONAL USE PERMIT-ABC LICENSE	100%	Biennial
S-00912	ALCOHOLIC BEVERAGE CONTROL LETTER	100%	Biennial
S-00915	CONDITIONAL USE PERMIT REVIEW-MAJOR	100%	Biennial
S-01000	MINOR VARIANCE REVIEW	100%	Biennial
S-01100	MAJOR VARIANCE REVIEW	100%	Biennial
S-01200	HOME OCCUPATION PERMIT REVIEW	50%	Biennial
S-01400	SPECIFIC PLAN REVIEW	100%	Biennial
S-01450	SPECIFIC PLAN REVISION REVIEW	100%	Biennial
S-01500	DESIGN REVIEW PERMIT-MINOR	100%	Biennial
S-01510	DESIGN REVIEW PERMIT-MAJOR	100%	Biennial

S-01640	PUD REVISION REVIEW	100%	Biennial
S-01710	ANNEXATION REQUEST REVIEW (TO CITY)	100%	Biennial
S-01900	ENVIRONMENTAL IMPACT REPORT REVIEW	100%	Biennial
S-01930	INITIAL STUDY	100%	Biennial
S-02100	TENTATIVE TRACT MAP REVIEW	100%	Biennial
S-02110	ENTITLEMENT EXTENSION	100%	Biennial
S-02200	TENTATIVE PARCEL MAP REVIEW	100%	Biennial
S-02300	DEVELOPMENT AGREEMENT REVIEW	100%	Biennial
S-02310	DIF DEFERRAL PROCESSING	100%	Biennial
S-02320	DIF CREDIT APPLICATION PROCESSING	100%	Biennial
S-02500	LOT LINE ADJUSTMENT REVIEW	100%	Biennial
S-02600	SIGN PLAN PROGRAM APPLICATION REV	100%	Biennial
S-02710	SPECIAL EVENT PERMIT REVIEW-MINOR	0%	Biennial
S-02715	SPECIAL EVENT PERMIT REVIEW-MAJOR	0%	Biennial
S-02900	CERTIFICATE OF COMPLIANCE REVIEW	100%	Biennial
S-03000	PARCEL MERGER REVIEW	100%	Biennial
S-03100	STAFF DECISION APPEAL REVIEW	100%	Biennial
S-03150	STAFF REVIEW PERMIT	11%	Biennial
S-03200	REV.TO CONDITIONS OF APPROVAL-PLNG	100%	Biennial
S-03210	REV.TO CONDITIONS OF APPROVAL-ENG	100%	Biennial
S-03300	SIGN PERMIT (CODE REVIEW)	100%	Biennial
S-03600	PROPERTY INFORMATION PREPARATION	100%	Biennial
S-03650	APPEAL OF P.C. DECISION TO COUNCIL	100%	Biennial
S-03800	GRADING PLAN CHECK-ROUGH	100%	Biennial
S-03810	GRADING PLAN CHECK-PRECISE	100%	Biennial
S-03820	GRADING PLAN REVISION-PRECISE	100%	Biennial
S-03900	GRADING INSPECTION-ROUGH	100%	Biennial
S-03910	GRADING INSPECTION-PRECISE	100%	Biennial
S-03920	WALL INSPECTION	100%	Biennial
S-03930	GROVE REMOVAL REVIEW & PERMIT	100%	Biennial
S-03940	IMPORT PLAN REVIEW AND INSPECTION	100%	Biennial
S-04000	FINAL TRACT MAP REVIEW	100%	Biennial
S-04100	FINAL PARCEL MAP REVIEW	100%	Biennial
S-04120	FINAL/PARCEL MAP REVISION	100%	Biennial
S-04130	ENGINEERING PLAN REVISION	100%	Biennial
S-04200	PUBLIC/STREET IMPROVEMENT PLAN CHK	100%	Biennial
S-04210	DRAINAGE IMPROVEMENT PLAN CHECK	100%	Biennial
S-04230	LEGAL DESCRIPTION REVIEW	100%	Biennial
S-04235	LEGAL DESCRIPTION PREPARATION	100%	Biennial
S-04240	RETAINING WALL CALCULATION REVIEW	100%	Biennial
S-04260	RIGHT-OF-WAY ENCROACHMENT REQUEST	100%	Biennial

S-04310	EXCAV. INSP.-IN EXISTING STREETS	100%	Biennial
S-04314	EXCAV. INSP.-WITHIN NEW DEVELOPMENT	100%	Biennial
S-04500	PUBLIC WKS. CONSTRUCTION INSPECTION	100%	Biennial
S-04510	TRAFF. CONTROL PLAN REV. & INSPECTION	100%	Biennial
S-04520	STREET LIGHTING SYSTEM PLAN CHECK	100%	Biennial
S-04525	ST. LIGHTING SYS. CONSTRUCTION INSP.	100%	Biennial
S-04550	OVERSIZED/OVERWEIGHT VEH. PMT. REVIEW	100%	Biennial
S-04610	STREET VACATION-SUMMARY	100%	Biennial
S-04620	STREET VACATION-FULL	100%	Biennial
S-04650	SMALL WIRELESS FAC. IN PUBLIC ROW	100%	Biennial
S-04700	ANNEXATION PROCESS'G (TO DISTRICTS)	100%	Biennial
S-04800	BOND PROCESSING-SWR/WTR/STR/GRDG	100%	Biennial
S-04810	BOND PROCESSING-LANDSCAPE	100%	Biennial
S-04900	PROFESSIONAL REPORT REVIEW	100%	Biennial
S-04905	WQMP REVIEW & INSPECTION	100%	Biennial
S-04910	GIS MAP UPDATE	100%	Biennial
S-04920	MICROFILMING OF MAPS AND PLANS	100%	Biennial
S-04930	SMARA ANNUAL REVIEW	100%	Biennial
S-04960	HISTORIC/CULTURAL SITE DESIGNATION	100%	Biennial
S-05000	COM'L REGULATORY APPLICATION REVIEW	100%	Biennial
S-05001	REGULATORY LICENSE RENEWAL PROC'G	100%	Biennial
S-05002	REGULATORY LICENSE-INFO.CHANGE	100%	Biennial
S-05006	REGULATORY LICENSE-BOOTH RENTAL	100%	Biennial
S-05008	REGULATORY LICENSE-MOBILE VENDOR	100%	Biennial
S-05010	REGULATORY LICENSE-DELINQUENT	100%	Biennial
S-05015	SOLICITING/PEDDLING PERMIT	100%	Biennial
S-05020	NPDES INSPECTION	100%	Biennial
S-05151	RES'L RENTAL REGULATORY LICENSE	100%	Biennial
S-05152	REGULATORY LICENSE-OUT OF CITY	100%	Biennial
S-05200	BUSINESS REGULATION (MAJOR)	100%	Biennial
S-05210	BUSINESS REGULATION (MINOR)	100%	Biennial
S-05250	FILM PERMIT	100%	Biennial
S-05300	BINGO PERMIT REVIEW	100%	Biennial
S-05310	BINGO PERMIT RENEWAL	100%	Biennial
S-05420	ADMINISTRATIVE CITATION HEARING	6%	Biennial
S-05480	FORECLOSURE REGISTRATION	100%	Biennial
S-05500	YARD AND GARAGE SALE REVIEW	100%	Biennial
S-05550	CITATION SIGN-OFF	50%	Biennial
S-05560	NOTICE OF VEHICLE TO BE DISMANTLED	100%	Biennial
S-05565	LOUD PARTY RESPONSE	100%	Biennial
S-05610	PARKING ADMINISTRATIVE HEARING REV	58%	Biennial

S-05900	FALSE ALARM RESPONSE-SHERIFF	100%	Biennial
S-05902	FALSE ALARM RESPONSE-FIRE	100%	Biennial
S-05904A	FIRE P.CK+INSP-CSTM.SFD,TR.SFD+DPLX	100%	Biennial
S-05904B	FIRE PC+I-CSTM.SFD,TR.SFD+DP:FZ 1+2	100%	Biennial
S-05905	FIRE INSP-TR.PROD.UNITS:F.ZONE 1+2	100%	Biennial
S-05906	FIRE INSP-TR.SFD PROD.UNITS:FZ 1+2	100%	Biennial
S-05908	FIRE PLAN CHECK+INSPECTION-MFD	100%	Biennial
S-05910	FIRE P.CK+INSP-TENANT IMPROVEMENT	100%	Biennial
S-05912A	FIRE P.CK/INSP-NEW COM'L/IND'L SITE	100%	Biennial
S-05912B	FIRE P.CK+INSP-NEW C/I CONSTRUCTION	100%	Biennial
S-05914A	SPRINKLER P.CK/INSP:SFD OR ADDITION	100%	Biennial
S-05914B	SPRINKLER P.CK/INSP.-ALTERATIONS	100%	Biennial
S-05917	SPRINKLER P.CK/INSP FOR MFD	100%	Biennial
S-05919	SPRINKLER P.CK/INSP - NFPA 13	100%	Biennial
S-05920	SPRINKLER PC/I-ENG.AUTO.SUPP.SYS	100%	Biennial
S-05922A	SPRINKLER PC/I-IND'L MULT.SUPP.SYS	100%	Biennial
S-05922B	FIRE PLAN CK/INSP-MISC.REPAIR TEST	100%	Biennial
S-05923	ANNUAL INSP.IND'L MULTI.SUPPRES.SYS	100%	Biennial
S-05924	PLAN CHK+INSP.OF FIRE ALARM SYSTEM	100%	Biennial
S-05926	FIRE P.CK/INSP-UNDERGROUND FIRE SYS	100%	Biennial
S-05930	LPG STORAGE/USE-INITIAL PERMIT	100%	Biennial
S-05931	LPG STORAGE/USE-ANNUAL RENEWAL	100%	Biennial
S-05932	FLAMMABLE LIQUID STORAGE-INITIAL	100%	Biennial
S-05933	FLAMMABLE LIQUID STORAGE-ANNUAL	100%	Biennial
S-05934	CCR TITLE 19-PLACES OF ASSEMBLY	100%	Biennial
S-05937	CCR TITLE 19-RES'L CARE FACILITY	100%	Biennial
S-05938	CCR TITLE 19-COM'L CARE FACILITY	100%	Biennial
S-05940	FIRE P.CK/INSP/PERMIT RES CARE FAC	100%	Biennial
S-05951	HAZARDOUS MATERIALS PERMIT	100%	Biennial
S-05955	GREEN WASTE OPERATIONS	100%	Biennial
S-05960	FIRE P.CK/ INSP-HIGH PILED STORAGE	100%	Biennial
S-05961	FIRE P.CK/INSP-HIGH HAZARD STORAGE	100%	Biennial
S-05981	FIRE INSPECTION-SPECIAL EVENT	100%	Biennial
S-05983	FIRE TECHNICAL RSCH.OR CONSULT.SVC	100%	Biennial
S-05985	REVIEW FIRE PLAN REVISIONS	100%	Biennial
S-05990	FIRE INSP-BUS. CERT. OF OCCUPANCY	100%	Biennial
S-05996	PRELIMINARY FIRE PREVENTION REVIEW	100%	Biennial
S-05998	FIRE FLOW TEST	100%	Biennial
S-05999	FIRE 2 ND RE-INSPECTION SERVICE	100%	Biennial
S-06100	ANIMAL REGULATION	13%	Biennial
S-06200	PRIVATE PROPERTY AUTO ABATEMENT	100%	Biennial

S-06310	VEHICLE ABATEMENT APPEALS PROCESS'G	100%	Biennial
S-06320	STORAGE IMPOUND RELEASE PROCESSING	100%	Biennial
S-06420	NUISANCE ABATEMENT HEARING	100%	Biennial
S-06430	OUTDOOR DISPLAY PERMIT	100%	Biennial
S-06440	RESIDENTIAL PARKING PERMIT	44%	Biennial
S-06610	REFUSE EXEMPTION PERMIT	100%	Biennial
S-07600	EMERGENCY SERVICES TO DEVELOPERS	100%	Biennial
S-07800	RETURNED CHECK PROCESSING	100%	Biennial
S-07900	RECORDS RESEARCH SERVICE	100%	Biennial
S-08000	DOCUMENT PRINTING & COPYING	100%	Biennial
S-08100	COPYING SERVICE	100%	Biennial
S-08200	AGENDA/MINUTE SERVICE	100%	Biennial
S-08300	DOCUMENT CERTIFICATION	100%	Biennial
S-08400	CD/AUDIO TAPE COPYING SERVICE	0%	Biennial
S-08500	CANDIDATE FILING ASSISTANCE	10%	Biennial
S-08600	DELINQUENT REFUSE LIEN ADMIN.	100%	Biennial
S-08610	LIEN RELEASE	100%	Biennial
S-08700	REQUESTED STUDY SESSION PREPARATION	100%	Biennial
S-08800	PASSPORT SERVICE	52%	Biennial
S-08900	NOTARY PUBLIC SERVICE	40%	Biennial
S-09000	RECORDATION OF DOCUMENT	100%	Biennial
S-09100	INITIATIVE-NOTICE OF INTENT	17%	Biennial
S-09200	DELINQUENT PENALTY RECEIVABLES	100%	Biennial
S-09300	CREDIT CARD CHARGE RECOVERY	100%	Biennial"

Section 3. Severability

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause, or phrase be declared invalid or unconstitutional.

Section 4. Publication; Effective Date

The City Clerk shall cause this Ordinance, or a summary hereof, to be published in accordance with applicable law and/or City ordinance or resolution.

PASSED, APPROVED, AND ADOPTED this 26th day of January 2021.

Penny Lilburn
Mayor

ATTEST:

Betty Hughes, CMC
City Clerk

APPROVED AS TO FORM:

Maricela Marroquin
City Attorney

Attachment #2

Proposed Resolution

RESOLUTION NO. 2021-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ESTABLISHING A REVISED SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES

WHEREAS, the City of Highland has conducted an extensive and exhaustive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City wishes to comply with both the letter and the spirit of the California Constitution and limit the growth of taxes by shifting, where possible, the burden of special regulatory programs, services and products provided by the City to applicants and the recipients of the benefits thereof; and

WHEREAS, in accordance with City ordinances and the Highland Municipal Code the City Council desires to continue its established policy of recovering the full costs reasonably borne of providing special services and programs of a voluntary and limited nature, and regulatory services deemed necessary to protect the public health, safety and welfare, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services; and

WHEREAS, heretofore the City Council has retained Revenue & Cost Specialists, LLC, to prepare a Service Cost Update for the City of Highland (Fiscal Year 2020-21) (the "Service Cost Update"), which has been reviewed by City staff and by the City Council, and which is hereby approved and adopted by the City Council; and

WHEREAS, the City Council has, pursuant to Chapter 2.36 of Title 2 ("Fees and Service Charges") of the Highland Municipal Code, provided for the subsidy or reduction of certain fees and charges, in order to preserve and protect the health, safety and welfare of residents and property owners in the City, by establishing its policy as to the recovery of costs and more particularly the percentage of costs reasonably borne to be recovered from users of City services and directing staff as to the methodology for implementing said Ordinance; and

WHEREAS, pursuant to Government Code Section 66014, 66017 and 66018, the specific fees to be charged for services must be adopted by the City Council by Resolution, after providing notice and public hearing; and

WHEREAS, notice of public hearing has been provided pursuant to Government Code Section 6062a and otherwise as required by law, oral and written presentations made and received, and the required public hearing held; and

WHEREAS, the City's schedule of fees and charges to be paid by those requesting such special services needs to be revised so that the City might carry into effect its policies; and

WHEREAS, it is the intent of the City Council in adopting this Resolution to revise and update

the fees and charges collected by the City, and thereby to amend and supersede the fees established by Resolution No. 2017-006.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA DOES RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Adoption of the Service Cost Update. The City Council hereby approves the Service Cost Update, dated December 2, 2020, and adopts the methodology for calculating and collecting the fees and charges established therein. A copy of the Service Cost Update shall be on file with the City Clerk and available during regular City business hours for public inspection.

Section 2. Fee Schedule Adoption. The following schedule of fees and charges is hereby directed to be computed by and applied by the various City departments, and to be collected by the City for the herein listed special services when provided by the City or its designated contractors.

Section 3. Separate Fee for Each Process. All fees set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

A. **Added Fees and Refunds.** Where additional fees need to be charged and collected for completed staff work or where a refund of excess deposited monies is due, and where such charge or refund is twenty-five dollars (\$25.00) or less, a charge or refund need not be made, unless demand is made, pursuant to California Government Code Sections 50050, 50052, 50052.5, 50055 & 50056 and amendments thereto.

B. **Defining and Timing of Fee Schedule.** Definitions regarding and the timing of the implementation of the hereinafter enumerated fee schedules shall be as set forth in Chapter 2.36 of the Highland Municipal Code.

C. **RCS "fully burdened" hourly rate.** The RCS "fully burdened" hourly rate applicable to each staff person is derived from computing the hourly work rate (annual salary/available work hours), fringe benefit percentage, overhead rates for the department, and percentage of operating expenses, building occupancy charges and fixed assets applicable. The RCS "fully burdened" hourly rates are the rates as established by and included in the study. The RCS "fully burdened" hourly rate is synonymous with "fully allocated" work rate.

D. **Accounting of deposits.** For the fee categories which are to be made by deposit with actual costs applied against them, an invoice will be prepared monthly to show the deposit on file per fee category, actual costs billed to date, and budget remaining. When the project is complete, a detailed listing of all costs will be prepared, and a refund of any excess will be made to the person or company by whom the deposit was initially made. Also,

if during the project it is determined that the initial deposit will not be sufficient to cover all costs, additional deposit(s) will be required to be placed with the city.

Section 4. Fees. The City's fees and charges for City services shall be amended and superseded commencing on the effective date of this Resolution. The following fees shall be charged and collected in accordance with Chapter 2.36 of the Highland Municipal Code, for the following enumerated services: The fees are attached as Exhibit A to this Resolution.

Categories for which no fee is given, the total hourly cost to the jurisdiction will be charged. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of employees involved. All fees set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit or measurement basis, the fee is for each identified unit or portion thereof, within the indicated ranges of such units.

Section 5. Interpretations. This Resolution may be interpreted by the several City department heads in consultation with the City Manager and, should there be a conflict between two fees then the lower in dollar amount of the two shall be applied.

A. It is the intention of the City Council to review the fees and charges as determined and set out herein based on the City's next Biennial Budget and all the City's costs reasonably borne as established at that time and, as if warranted, to revise such fees and charges based therein.

Section 6. Refunds. Except as otherwise provided by law, the City Manager, can refund any fees set forth herein or any other fee levied by the City, requested in writing, provided one of the following conditions is met:

- A. The service for which the fee was levied has not and will not be performed; or
- B. The fee was collected in error.

The City Council may waive fees for other good cause shown, provided such waiver would serve a public purpose. Where additional fees need to be charged and collected for completed staff work, or where a refund or excess deposited monies is due, and where such charge or refund is twenty-five dollars (\$25.00) or less, and a demand has been made for a refund, a charge or refund need not be made, pursuant to California Government Code Sections 50050, 50052, 50052.5, 50055 and 50056 and amendments thereto.

Determination for type or process required shall be made by the City Manager, provided however, that the fees and charges set out in this resolution shall govern.

Section 7. Environmental Exemption. The adoption of this Resolution is exempt from the California Environmental Quality Act ("CEQA," Public Resources Code Sections 21000 et seq.), because it approves and sets forth a procedure for determining fees for the purpose of meeting the operating expenses of City departments, as set forth in Public Resources Code Section 21080(b)(8)(A).

Section 8. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution, or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause, or phrase be declared invalid or unconstitutional.

Section 9. Effective Date. The fees or charges established pursuant to this Resolution shall take effect immediately; provided, however, that fees imposed upon a development project, as defined in Government Code Section 66000, which apply to the filing, accepting, reviewing, approving, or issuing of an application, permit or entitlement to use, shall take effect sixty (60) days following the adoption of this Resolution, as required by Government Code Section 66017(a).

PASSED, APPROVED AND ADOPTED this 26th day of January 2021.

Penny Lilburn, Mayor

ATTEST:

Betty Hughes, City Clerk

Exhibit A

REF#	SERVICE	FEE
B-001	GEN.PMT.APPLICATION-NO PLAN REV.	\$60
B-001.1	GEN.PMT.APPLICATION-WITH PLAN REV.	\$125
B-001.3	REPLACEMENT PERMIT APPLICATION	\$40
B-002.1	PMT.APPLICATION-TRACT RESIDENTIAL	\$65
B-002.2	PMT.APPLICATION-NON TRACT RES'L	\$165
B-002.3	PMT.APPLICATION-NEW COMMERCIAL	\$720
B-003.1	TRACT PHASING	\$145
B-003.1.2	BLD.CONST.P/C-TRACTS-UNIQUE MODEL	\$1,735
B-003.2	BLD.CONST.P/C-CUSTOM RESL<=2,300 SF	\$1,895
B-003.2.1	BLD.CONST.P/C-CUSTOM RESL >2,300 SF	\$2,900
B-003.3	BLDG.CONST.P.CK-COMMERCIAL	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipmentor supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-004.1	BLDG.CONST.INSPP-RESIDENTIAL	\$1,410 - 500 to 1,799 SF \$4,195 - 4,300 to 4,799 SF \$2,050 - 1,800 to 2,299 SF \$4,625 - 4,800 to 5,299 SF \$2,480 - 2,300 to 2,799 SF \$4,625 + \$.86/SF - for 5,300 SF + above \$2,905 - 2,800 to 3,299 SF \$3,335 - 3,300 to 3,799 SF \$3,760 - 3,800 to 4,299 SF
B-004.3	BLDG.CONST.INSPP-COMMERCIAL	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipmentor supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-005	ELECTRICAL CONSTRUCTION PLAN CHECK	\$345 for the 1st 2 hours plus the "Fully Burdened" hourly rate for any time over 2 hours rounded to the nearest 15 min.
B-007	PLUMBING CONSTRUCTION PLAN CHECK	\$345 for the 1st 2 hours plus the "Fully Burdened" hourly rate for any time over 2 hours rounded to the nearest 15 min.
B-008. 1	PLMB'G CONST.INSPP-FIXTR./TRAP-COM'L	\$60
B-008. 2	PLMB'G CONST.INSPP-COM'L PRE-TRT.	\$85
B-008. 3	PLMB'G CONST.INSPP-GAS PIPING SYS.	\$75
B-008. 4	PLMB'G CONST.INSPP-GAS PRES.REG.	\$60
B-008. 5	PLMB'G CONST.INSPP-REPAIR/ALTERATION	\$50
B-008. 6	PLMB'G CONST.INSPP-REFRIG.LINES	\$85
B-008. 8	PLMB'G CONST.INSPP-VENT/BKFLW DEVICE	\$75
B-008. 9	PLMB'G CONST.INSPP-DISHWASHER	Staff recommends deleting this fee as the City has never required a separate permit for a dishwasher.
B-008.10	PLMB'G CONST.INSPP-GAS TEST	\$60
B-008.11	PLMB'G CONST.INSPP-WATER HTR-RES'L	\$75
B-008.13	PLMB'G CONST.INSPP-MANHOLE-ON SITE	\$75
B-009.1	CONN.TO SWR.SYS-PUBLIC/EXIST.PRIV.	\$125
B-009.2	CONN.TO NEW PRIV.SEWER SYSTEMS	\$160
B-010	MECHANICAL CONSTRUCTION PLAN CHECK	\$345 for the first 2 hours plus the Fully-Burdened Hourly Rate for any time over 2 hours rounded to the nearest 15 minutes.
B-011	MECHANICAL INSPECTION	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipmentor supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-011.1	MECH.INSPP-COM'L FURN.BURNERS =<100K	\$85
B-011.2	MECH.INSPP-COM'L FURN.BURNERS >100K	\$110
B-011.4	MECH.INSPP-REPAIR/ALTERATIONS-RES'L	\$50
B-011.5	MECHANICAL INSPP-BOILERS-COM'L	\$125
B-011.6	MECH.INSPP-AIR HANDLING UNITS-RES'L	\$75
B-011.7	MECH.INSPP-EVAPORATIVE UNITS-RES/COM	\$50
B-011.8	MECHANICAL INSPP-COMMERCIAL HOOD	\$110
B-012.1	SIGN PERMIT & INSPECTION-UNLIGHTED	\$150
B-012.2	SIGN PERMIT & INSPECTION-LIGHTED	\$225
B-013.1	PATIOS WITHOUT ENCLOSURE INSPECTION	\$285
B-013.1.1	PATIOS WITH FOUNDATION ONLY INSP.	\$90
B-013.2	PATIOS WITH ENCLOSURE INSPECTION	\$310

REF#	SERVICE	FEE
B-013.3	PATIOS - ALUMINUM	\$185
B-014.1	GARDEN WALLS AND PILASTERS	\$225 per 300' of wall or fraction thereof
B-014.2	RETAINING WALLS	\$270
B-015.1	TEAR-OFF REROOFING W/O STRUCT.CHGS	\$110
B-015.2	TEAR-OFF REROOFING WITH STRUCT.CHGS	\$335
B-015.4	ROOF-MOUNTED SOLAR ARRAY-RES'L	Fixed Fee of \$365 plus the application fee \$125 (B-001.1) is less than the State-mandated \$500 maximum free for a residential system up to 15 kW, PLUS \$15 per kilowatt above 15 kW
B-015.5	ROOF-MOUNTED SOLAR ARRAY-COM'L	Fixed Fee of \$870 for a commercial solar PV system under 51 kW, PLUS \$5 per kilowatt for each kilowatt between 51 kW and 250 kW, PLUS \$4 per kilowatt for each kilowatt above 250 kW Note: Per SB-1222, the total charge shall not exceed \$1,000 (\$870 fixed fee plus \$125 permit fee from B-001.1 is only \$995) plus \$5 per kW between 51 kW and 250 kW plus \$4 per kW for every kilowatt above 250 kW for commercial solar energy systems.
B-016	TENANT IMPROVEMENTS	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-016.1	RES'L ADD'NS/ALTERATIONS/REHAB-P.CK	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-016.2	RES'L ADD'NS/ALTERATIONS/REHAB-INSP	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-017	MISC.SPECIAL INSPECTION HOURLY	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-017.1	UTILITY METER RESET - RESIDENTIAL	\$75
B-018.1	SWIMMING POOL/SPA PMT INSP W/O HTR	\$560
B-018.2	SWIMMING POOL/SPA PMT INSP WITH HTR	\$705
B-018.4	SWIM'G POOL/SPA FBRGL/VNL PMT+INSP	\$335
B-019	CERT.OF OCC./BUS.LIC.INSP-RES+COM	\$175
B-020.1.1	ELEC.INSP.R-S-L-O (1-5 UNITS)-COM'L	\$60
B-020.1.2	ELEC.INSP.R-S-L-O (6-10 UNITS)-COM'L	\$75
B-020.1.3	ELEC.INSP.R-S-L-O (11-20 UN.)-COM'L	\$85
B-020.3	ELEC.INSP.POLE PLTF-M-FIXTURE-COM'L	\$125 per 10 fixtures or fraction thereof
B-020.4.1	ELEC.INSP.THEATRICAL LTG-COM'L 1-5	\$60
B-020.4.2	ELEC.INSP.THEATRICAL LTG-COM'L 6-10	\$75
B-020.4.3	ELEC.INSP.THEATRICAL LTG-COM'L 11-20	\$85
B-020.6	ELEC.INSP-TEMP.POWER SVCS	\$85
B-020.7.2	ELECTRICAL INSP.- APPLIANCES	\$110
B-020.8	ELEC.INSP.POWER APPARATUS-COM'L	\$160
B-020.9.1	ELEC.INSP.SVCS: <200 AMPS	\$75
B-020.9.2	ELEC.INSP.SVCS: 200 TO 1,000 AMPS	\$110
B-020.90	ELECTRICAL INSP.-RES'L REWIRE	\$235
B-020.91.1	ELEC.INSP.-NEW COM'L (< 2K SF)	\$335
B-020.91.2	ELEC.INSP.-NEW COM'L (2K-<4K SF)	\$700
B-020.91.3	ELEC.INSP.-NEW COM'L (4K-<6K SF)	\$1,070
B-020.91.4	ELEC.INSP.-NEW COM'L (6K-<8K SF)	\$1,440
B-020.91.5	ELEC.INSP.-NEW COM'L (8K-<10K SF)	\$1,775

REF#	SERVICE	FEE
B-020.91.6	ELEC. INSP.-NEW COM'L (=>10K SF)	Fee based on the most current adopted Building Valuation Table published by the International Code Council; or the RCS "Fully Burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, or state or county fees applicable charged against a deposit; whichever captures the full cost of the City.
B-020.92	SNGLE LOT RES.PRECSE GRAD'G PLN REV	\$575
B-020.93	SNGLE LOT RES.PRECSE GRAD'G INSP.	\$315
B-025.01	ARCHIVE COSTS FOR BUILDING PLANS	46¢ per 8-1/2" x 11" sheets \$46.30 per 100 8-1/2" x 11" sheets
B-025.02	ARCHIVE COSTS FOR BLDG.PLNS-OTHER	\$7.72 per sheet larger than 8-1/2" x 11"
B-026	BUILDING CODE APPEAL PROCESSING	Fixed Fee of \$640 per appeal
S-00210	TEMPORARY USE PERMIT REVIEW	Fixed Fee of \$55 per application
S-00215	TEMPORARY OCCUPANCY PERMIT REVIEW	Fixed Fee of \$520 per application
S-00220	TREE REMOVAL REVIEW & PERMIT	Fixed Fee of \$575 per application
S-00250	TEMPORARY RV PARKING PERMIT	Fixed Fee of \$27
S-00300	HAZARDOUS BLDG.& NUISANCE ABATEMENT	No charge if voluntary compliance Otherwise - Bill or lien the property owner the RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable.
S-00600	GENERAL PLAN AMENDMENT REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$10,600.
S-00700	ZONE CHANGE REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$8,400.
S-00800	DEVELOPMENT CODE AMENDMENT REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$7,900.
S-00910	CONDITIONAL USE PERMIT-ABC LICENSE	Fixed Fee of \$3,735
S-00912	ALCOHOLIC BEVERAGE CONTROL LETTER	Fixed Fee of \$1,650
S-00915	CONDITIONAL USE PERMIT REVIEW-MAJOR	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$12,300. (Not part of a tract map or parcel map application.) For projects that are deemed to be less complex after review by the Project Review Committee (PRC), the amount of the initial deposit may be reduced accordingly by the Community Development Director.
S-01000	MINOR VARIANCE REVIEW	Fixed Fee of \$2,715
S-01100	MAJOR VARIANCE REVIEW	Fixed Fee of \$5,525
S-01200	HOME OCCUPATION PERMIT REVIEW	Fixed Fee of \$134 per permit based on 50% recovery of costs.
S-01400	SPECIFIC PLAN REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$37,700. For projects that are deemed to be less complex after review by the Project Review Committee (PRC), the amount of the initial deposit may be reduced accordingly by the Community Development Director.
S-01450	SPECIFIC PLAN REVISION REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$17,900. (Not part of a tract map or parcel map application.)
S-01500	DESIGN REVIEW PERMIT-MINOR	Fixed Fee of \$3,965
S-01510	DESIGN REVIEW PERMIT-MAJOR	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special eqpt. or supplies, other state or county fees applicable charged against an initial deposit of \$9,900. (Applicable when project does not require separate CUP approval.) For projects that are deemed to be less complex after review by the Project Review Committee (PRC), the amount of the initial deposit may be reduced accordingly by the Community Development Director.

REF#	SERVICE	FEE
S-01640	PUD REVISION REVIEW	Staff recommends deleting this service as the project would be covered by a specific plan.
S-01710	ANNEXATION REQUEST REVIEW (TO CITY)	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$16,300. For projects that are deemed to be less complex after review by the Project Review Committee (PRC), the amount of the initial deposit may be reduced accordingly by the Community Development Director.
S-01900	ENVIRONMENTAL IMPACT REPORT REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit equal to the total EIR contract amount.
S-01930	INITIAL STUDY	Fixed Fee of \$4,750
S-02100	TENTATIVE TRACT MAP REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$17,900. For projects that are deemed to be less complex after review by the Project Review Committee (PRC), the amount of the initial deposit may be reduced accordingly by the Community Development Director.
S-02110	ENTITLEMENT EXTENSION	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, charged against an initial deposit of \$4,800.
S-02200	TENTATIVE PARCEL MAP REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$8,000.
S-02300	DEVELOPMENT AGREEMENT REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$10,000 plus an estimate of the City Attorney's time. For projects that are deemed to be less complex after review by the Project Review Committee (PRC), the amount of the initial deposit may be reduced accordingly by the Community Development Director.
S-02310	DIF DEFERRAL PROCESSING	Fixed Fee of \$375 per agreement for the first five agreements. No additional charge for subsequent agreements if they are turned in with the first five agreements at time of payment.
S-02320	DIF CREDIT APPLICATION PROCESSING	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$3,500 or as determined by the Director of Public Works.
S-02500	LOT LINE ADJUSTMENT REVIEW	Fixed Fee of \$2,455
S-02600	SIGN PLAN PROGRAM APPLICATION REV.	Fixed Fee of \$2,470
S-02710	SPECIAL EVENT PERMIT REVIEW-MINOR	Special Event Permit - \$0 City required services for the event will be billed at the RCS "fully burdened" Hourly Rate for all personnel involved.
S-02715	SPECIAL EVENT PERMIT REVIEW-MAJOR	Special Event Permit - \$0 City required services for the event will be billed at the RCS "fully burdened" Hourly Rate for all personnel involved.
S-02900	CERTIFICATE OF COMPLIANCE REVIEW	Fixed Fee of \$640
S-03000	PARCEL MERGER REVIEW	Fixed Fee of \$1,830
S-03100	STAFF DECISION APPEAL REVIEW	Fixed Fee of \$93 - for owner-occupied single family dwelling in Highland or no personal financial involvement in project. (10% recovery) Fixed Fee of \$930 - all other Planning appeals (100% recovery) Fixed Fee of \$390 - all other Engineering appeals (100% recovery)
S-03150	STAFF REVIEW PERMIT	Fixed Fee of \$53
S-03200	REV.TO CONDITIONS OF APPROVAL-PLNG.	Fixed Fee of \$1,770
S-03210	REV.TO CONDITIONS OF APPROVAL-ENG.	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,400 or as determined by the Director of Public Works.
S-03300	SIGN PERMIT (CODE REVIEW)	Fixed Fee of \$160 per permit. If change in the sign copy, the cost is 25% of the permit.

REF#	SERVICE	FEE
S-03600	PROPERTY INFORMATION PREPARATION	First 15 minutes free/month with charges thereafter at the RCS "fully burdened" hourly rate in 15 minute intervals, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable.
S-03650	APPEAL OF P.C. DECISION TO COUNCIL	Fixed Fee of \$248 - for owner-occupied single family dwelling in Highland or no personal financial involvement in project. (10% recovery) All Others: Fixed Fee of \$2,475 for a Planning issue Fixed Fee of \$815 for an Engineering issue.
S-03800	GRADING PLAN CHECK-ROUGH	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$7,900 or as determined by the Director of Public Works.
S-03810	GRADING PLAN CHECK-PRECISE	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$6,000 or as determined by the Director of Public Works.
S-03820	GRADING PLAN REVISION-PRECISE	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,100 or as determined by the Director of Public Works.
S-03900	GRADING INSPECTION-ROUGH	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$7,700 or as determined by the Director of Public Works.
S-03910	GRADING INSPECTION-PRECISE	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$4,100 or as determined by the Director of Public Works.
S-03920	WALL INSPECTION	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,800 or as determined by the Director of Public Works.
S-03930	GROVE REMOVAL REVIEW & PERMIT	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$2,300 or as determined by the Director of Public Works.
S-03940	IMPORT PLAN REVIEW AND INSPECTION	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,900 or as determined by the Director of Public Works.
S-04000	FINAL TRACT MAP REVIEW	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$8,500 or as determined by the Director of Public Works.
S-04100	FINAL PARCEL MAP REVIEW	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$4,300 or as determined by the Director of Public Works.
S-04120	FINAL/PARCEL MAP REVISION	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,800 or as determined by the Director of Public Works.
S-04130	ENGINEERING PLAN REVISION	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,500 or as determined by the Director of Public Works.
S-04200	PUBLIC/STREET IMPROVEMENT PLAN CHK.	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$22,600 or as determined by the Director of Public Works.

REF#	SERVICE	FEE
S-04210	DRAINAGE IMPROVEMENT PLAN CHECK	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$6,300 or as determined by the Director of Public Works.
S-04230	LEGAL DESCRIPTION REVIEW	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$3,300. Fee covers review of legal description by City for single lot residence. (Not part of a tract map or parcel map application.)
S-04235	LEGAL DESCRIPTION PREPARATION	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$3,600. Fee covers preparation of legal description by City for single lot residence. (Not part of a tract map or parcel map application.)
S-04240	RETAINING WALL CALCULATION REVIEW	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$2,000 or as determined by the Director of Public Works.
S-04260	RIGHT-OF-WAY ENCROACHMENT REQUEST	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,100 or as determined by the Director of Public Works.
S-04310	EXCAV. INSP.-IN EXISTING STREETS	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$800 or as determined by the Director of Public Works.
S-04314	EXCAV. INSP.-WITHIN NEW DEVELOPMENT	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$800 or as determined by the Director of Public Works.
S-04500	PUBLIC WKS.CONSTRUCTION INSPECTION	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$25,000 or as determined by the Director of Public Works.
S-04510	TRAFF.CONTROL PLAN REV.& INSPECTION	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,700 or as determined by the Director of Public Works.
S-04520	STREET LIGHTING SYSTEM PLAN CHECK	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$11,800 or as determined by the Director of Public Works.
S-04525	ST.LIGHTING SYS.CONSTRUCTION INSP.	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$22,900 or as determined by the Director of Public Works.
S-04550	OVERSIZED/OVERWEIGHT VEH.PMT.REVIEW	Fixed Fee of \$16 - Single trip permit (fee set by State) Fixed Fee of \$90 - Annual permit (fee set by State) Deposit of \$500 - Special services such as engineering investigator, escort, tree trimming, etc.
S-04610	STREET VACATION-SUMMARY	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$2,700 or as determined by the Director of Public Works.
S-04620	STREET VACATION-FULL	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$4,000 or as determined by the Director of Public Works.
S-04650	SMALL WIRELESS FAC. IN PUBLIC ROW	Flat Fee of \$660
S-04700	ANNEXATION PROCESS'G (TO DISTRICTS)	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,100 or as determined by the Director of Public Works.

REF#	SERVICE	FEE
S-04800	BOND PROCESSING-SWR/WTR/STR/GRDG	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,100 or as determined by the Director of Public Works.
S-04810	BOND PROCESSING-LANDSCAPE	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$900 or as determined by the Director of Public Works.
S-04900	PROFESSIONAL REPORT REVIEW	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$5,400 or as determined by the Director of Public Works.
S-04905	WQMP REVIEW & INSPECTION	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$9,200 or as determined by the Director of Public Works.
S-04910	GIS MAP UPDATE	Fixed Fee of \$70 per map plus "full cost" of any San Bernardino County mapping charges
S-04920	MICROFILMING OF MAPS AND PLANS	Fixed Fee of \$105 per project phase plus \$2 per sheet of map/plan. (Revenues and costs exclude "per sheet" information.)
S-04930	SMARA ANNUAL REVIEW	RCS "fully burdened" hourly rate for all City and Contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, charged against an initial deposit of \$1,800 or as determined by the Director of Community Development.
S-04960	HISTORIC/CULTURAL SITE DESIGNATION	Fixed Fee of \$1,900 per review.
S-05000	COM'L REGULATORY APPLICATION REV.	Fixed Fee of \$310
S-05001	REGULATORY LICENSE RENEWAL PROC'G	Annual - Fixed Fee of \$50
S-05002	REGULATORY LICENSE-INFO.CHANGE	\$35 - Change of owner and/or business name change \$90 - Change of location
S-05006	REGULATORY LICENSE-BOOTH RENTAL	Fixed Fee of \$65
S-05008	REGULATORY LICENSE-MOBILE VENDOR	Annual - Fixed Fee of \$175 plus an additional \$120 if a mobile water user plus the cost of fingerprinting (currently \$34)
S-05010	REGULATORY LICENSE-DELINQUENT	\$25 per notice \$50 per visit
S-05015	SOLICITING/PEDDLING PERMIT	Fixed Fee of \$175 plus the cost of fingerprinting (currently \$34)
S-05020	NPDES INSPECTION	\$180 - Commercial \$355 - Industrial \$355 - WQMP (Water Quality Management Plan)
S-05151	RES'L RENTAL ENHANCEMENT PROG.LIC.	Fixed Fee of \$120
S-05152	REGULATORY LICENSE-OUT OF CITY	Fixed Fee of \$180
S-05200	BUSINESS REGULATION (MAJOR)	Initial Fixed Fee of \$380 Annual Renewal Fixed Fee of \$310
S-05210	BUSINESS REGULATION (MINOR)	Fixed Fee of \$175 plus the cost of fingerprinting (currently \$34)
S-05250	FILM PERMIT	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses including contract personnel, special equipment or supplies charged against an initial deposit of \$1,000.
S-05300	BINGO PERMIT REVIEW	Fixed Fee of \$60 per permit. (Does not include business license fee.)
S-05310	BINGO PERMIT RENEWAL	Fixed Fee of \$18
S-05420	ADMINISTRATIVE CITATION HEARING	Fixed Fee of \$35
S-05480	FORECLOSURE REGISTRATION	Fixed Fee of \$140 per property per year or fraction thereof
S-05500	YARD AND GARAGE SALE REVIEW	\$10 (paid only at City Hall) Limited to 3 permits annually
S-05550	CITATION SIGN-OFF	\$0 - Resident (0% Recovery) \$24 - Non resident (50% Recovery)
S-05560	NOTICE OF VEHICLE TO BE DISMANTLED	\$45 - Passenger vehicle, leisure craft, single/double axle trailer \$60 - Commercial vehicle \$65 - Motor Home
S-05565	LOUD PARTY RESPONSE	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable.
S-05610	PARKING ADMINISTRATIVE HEARING REV.	Fixed Fee of \$25 per appeal

REF#	SERVICE	FEE
S-05900	FALSE ALARM RESPONSE-SHERIFF	First Three False Alarms in a 12 month period - no charge Fourth " " " " - \$ 90 Fifth " " " " - \$185 Sixth or more " "" " - \$370
S-05902	FALSE ALARM RESPONSE-FIRE	First Two False Alarms in a 12 month period - no charge Third " " " " - \$ 60 Fourth " " " " - \$120 Fifth or more " " "" - \$180
S-05904A	FIRE P.CK+INSP-CSTM.SFD,TR.SFD+DPLX	Fixed Fee of \$445
S-05904B	FIRE PC+I-CSTM.SFD,TR.SFD+DP:FZ 1+2	Plan Check - Actual time at \$155 per hour with a two hour minimum of \$310 Inspection - \$345
S-05905	FIRE INSP-TRACT/FUEL MOD:F.ZONE 1+2	\$140 per unit
S-05906	FIRE INSP-TR.SFD PROD.UNITS:FZ 1+2	Fixed Fee of \$70 per unit
S-05908	FIRE PLAN CHECK+INSPECTION-MFD	Fixed Fee of \$735 for the 1st 50 units. For more than 50 units, \$155 per hour for plan check with a 3 hour minimum and \$140 per hour for inspection with a 2 hour minimum.
S-05910	FIRE P.CK+INSP-TENANT IMPROVEMENT	Fixed Fee of \$600 for the 1st 4,000 square feet. For more than 4,000 sq.ft., \$155 per hour for plan check with a 3 hour minimum and \$140 per hour for inspection with a 1 hour minimum.
S-05912A	FIRE P.CK/INSP-NEW COM'L/IND'L SITE	Plan Check - Actual time at \$155 per hour with a two-hour minimum of \$310 Inspection - Fixed Fee of \$275
S-05912B	FIRE P.CK+INSP-NEW C/I CONSTRUCTION	Fixed Fee of \$755 for the first 4,000 sq.ft. For more than 4,000 sq.ft., \$155 per hour for plan check with a 4 hour minimum and \$140 per hour for inspection with a 1 hour minimum.
S-05914A	SPRINKLER P.CK/INSP:SFD OR ADDITION	Fixed Fee of \$520
S-05914B	SPRINKLER P.CK/INSP.-RES'L ALTER'NS	Plan Check - Actual time at \$155 per hour with a two hour minimum of \$310 per tract model. Inspection - \$140 for the 1st 15 heads plus \$70 for each additional 15 heads or portion thereof
S-05917	SPRINKLER P.CK/INSP FOR MFD	Fixed Fee of \$875 for the 1st 100 heads For more than 100 heads, \$155 per hour for plan check with a 3 hour minimum and \$140 per hour for inspection with a 3 hour minimum.
S-05919	SPRINKLER P.CK/INSP-NFPA 13-COM/IND	Fixed Fee of \$970 for the 1st 100 heads For greater than 100 heads, \$155 per hour for plan check with a 4.5 hour minimum and \$140 per hour for inspection with a 2 hour minimum.
S-05920	SPRINKLER PC/I-ENG.AUTO.SUPP.SYS.	Fixed Fee of \$590
S-05922A	SPRINKLER PC/I-IND'L MULT.SUPP.SYS.	Fixed Fee of \$590
S-05922B	FIRE PLAN CK/INSP-MISC.REPAIR TEST	Plan Check - Actual time at \$155 per hour, one-hour minimum Inspection - Actual time at \$140 per hour, one-hour minimum
S-05923	ANNUAL INSP.IND'L MULTI.SUPPRES.SYS	Fixed Fee of \$275
S-05924	PLAN CHK+INSP.OF FIRE ALARM SYSTEM	Fixed Fee of \$735 for the 1st 20 fire alarms For more than 20 alarms, \$155 per hour of plan check with a 3-hour minimum and \$140 per hour of inspection with a 2-hour minimum charged against an initial deposit determined by staff.
S-05926	FIRE P.CK/INSP-UNDERGROUND FIRE SYS	Plan Check - Actual time at \$155 per hour with a two hour minimum of \$310 Inspection - \$275 for the initial inspection plus \$70 for each additional inspection after the initial inspection
S-05930	LPG STORAGE/USE-INITIAL PERMIT	Fixed Fee of \$415
S-05931	LPG STORAGE/USE-ANNUAL RENEWAL	Fixed Fee of \$205
S-05932	FLAMMABLE LIQUID STORAGE-INITIAL	Fixed Fee of \$415
S-05933	FLAMMABLE LIQUID STORAGE-ANNUAL	Fixed Fee of \$205
S-05934	CCR TITLE 19-PLACES: ASSMBLY/CHURCH	Fixed Fee of \$275
S-05937	CCR TITLE 19-RES'L CARE FACILITY	\$140 per hour, one-hour minimum
S-05938	CCR TITLE 19-COM'L CARE FACILITY	\$140 per hour, one-hour minimum
S-05940	FIRE P.CK/INSP/PMT RES CARE FAC(6+)	Fixed Fee of \$415
S-05951	HAZARDOUS MATERIALS PERMIT	\$430 - Initial Plan Check and Inspection \$290 - Annual Renewal of Permit to Operate
S-05955	GREEN WASTE OPERATIONS	\$690 - Initial Permit Issuance \$345 - Annual Permit Renewal

REF#	SERVICE	FEE
S-05960	FIRE P.CK/ INSP-HIGH PILED STORAGE	\$155 per hour of plan check with a 2-hour minimum and \$140 for the first inspection plus \$70 for each additional inspection charged against an initial deposit determined by staff.
S-05961	FIRE P.CK/INSP-HIGH HAZARD STORAGE	\$155 per hour of plan check with a 2-hour minimum and \$140 for the first inspection plus \$70 for each additional inspection charged against an initial deposit determined by staff.
S-05981	FIRE INSPECTION-SPECIAL EVENT	Fixed Fee of \$140
S-05983	FIRE TECHNICAL RSCH.OR CONSULT.SVC.	\$140 per hour
S-05985	REVIEW FIRE PLAN REVISIONS	\$155 per hour for plan checking charged against an initial deposit determined by staff.
S-05990	FIRE INSP-BUS. CERT. OF OCCUPANCY	Fixed Fee of \$140
S-05996	PRELIMINARY FIRE PREVENTION REVIEW	Fixed Fee of \$140
S-05998	FIRE FLOW TEST OVERSIGHT	Fixed Fee of \$140
S-05999	FIRE 2ND RE-INSPECTION SERVICE	Fixed Fee of \$105 per reinspection
S-06100	ANIMAL REGULATION	See "Current Fee Schedules Footnote #10" at end of report
S-06200	PRIVATE PROPERTY AUTO ABATEMENT	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable.
S-06310	VEHICLE ABATEMENT APPEALS PROCESS'G	Fixed Fee of \$400 per Appeal
S-06320	STORAGE IMPOUND RELEASE PROCESSING	Fixed Fee of \$280 per Vehicle
S-06420	NUISANCE ABATEMENT HEARING	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable.
S-06430	OUTDOOR DISPLAY PERMIT	\$55 per Permit
S-06440	RESIDENTIAL PARKING PERMIT	Fixed Fee of \$35 per permit
S-06610	REFUSE EXEMPTION PERMIT	Fixed Fee of \$30 per exemption
S-07600	EMERGENCY SERVICES TO DEVELOPERS	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable.
S-07800	RETURNED CHECK PROCESSING	\$22 plus bank charges
S-07900	RECORDS RESEARCH SERVICE	First 15 minutes free/month with charges thereafter at the RCS "fully burdened" hourly rate in 15 minute intervals, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable.
S-08000	DOCUMENT PRINTING & COPYING	Simple hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable.
S-08100	COPYING SERVICE	\$.25 for each page. \$2.00 per page for Engineering copies.
S-08200	AGENDA/MINUTE SERVICE	Minutes only - \$38 annually Agenda only - \$38 annually Minutes & Agenda - \$75 annually
S-08300	DOCUMENT CERTIFICATION	\$38 per certification per document plus copying services
S-08400	CD/AUDIO TAPE COPYING SERVICE	Only the cost of tape/CD
S-08500	CANDIDATE FILING ASSISTANCE	Deposit of \$25 refundable upon submission of final papers. (Election Code 10228 mandates a \$25 maximum)
S-08600	DELINQUENT REFUSE LIEN ADMIN.	Fixed Fee of \$190
S-08610	LIEN RELEASE	Fixed Fee of \$45 Plus Notary Fee (currently \$15) and County Recorder Fee (currently \$20)
S-08700	REQUESTED STUDY SESSION PREPARATION	RCS "fully burdened" hourly rate for all personnel involved, plus any out-of-pocket expenses for contract personnel, special equipment or supplies, other state or county fees applicable charged against an initial deposit of \$600.
S-08800	PASSPORT SERVICE	Maximum authorized by the State Department (currently \$35) plus any State fees, if applicable
S-08900	NOTARY PUBLIC SERVICE	Fixed Fee of \$15 per Notarized form - Maximum Allowed by State
S-09000	RECORDATION OF DOCUMENT	Fixed Fee of \$150 plus county recording charges for City delivery.
S-09100	INITIATIVE-NOTICE OF INTENT	\$200 (maximum per Election Code Sec.9202)
S-09200	DELINQUENT PENALTY RECEIVABLES	Fixed Fee of \$55 per receivable

REF#	SERVICE	FEE
S-09300	CREDIT CARD CHARGE RECOVERY	Visa, MasterCard & Discover Credit or Debit Card - \$1.50 for payments less than \$50; Payments greater than \$50 are 2.49% of the payment amount American Express Credit Card - 3.5% of the payment amount plus \$1.50



STAFF REPORT

TO THE CITY COUNCIL

DATE: January 26, 2021

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Alondra Muñoz, Administrative Assistant III

SUBJECT: Easement Acceptance Hector & Margarita Alarcon – 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 Hector & Margarita Alarcon and (2) direct the City Clerk to record the Grant of Easement.

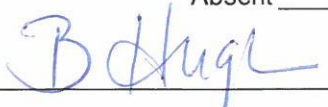
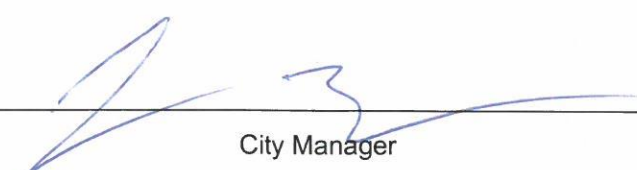
FISCAL IMPACT: The acquisition cost for the Road and Drainage Easement is \$1,500, based on standard appraisal methods in compliance with existing rules and regulations. The funding for the easement is provided 42% by the Federal Economic Development Administration (EDA) Grant, 19.33% by San Manuel Band of Mission Indians, 19.33% by Inland Valley Development Agency and 19.33% by City of Highland (RDA07).

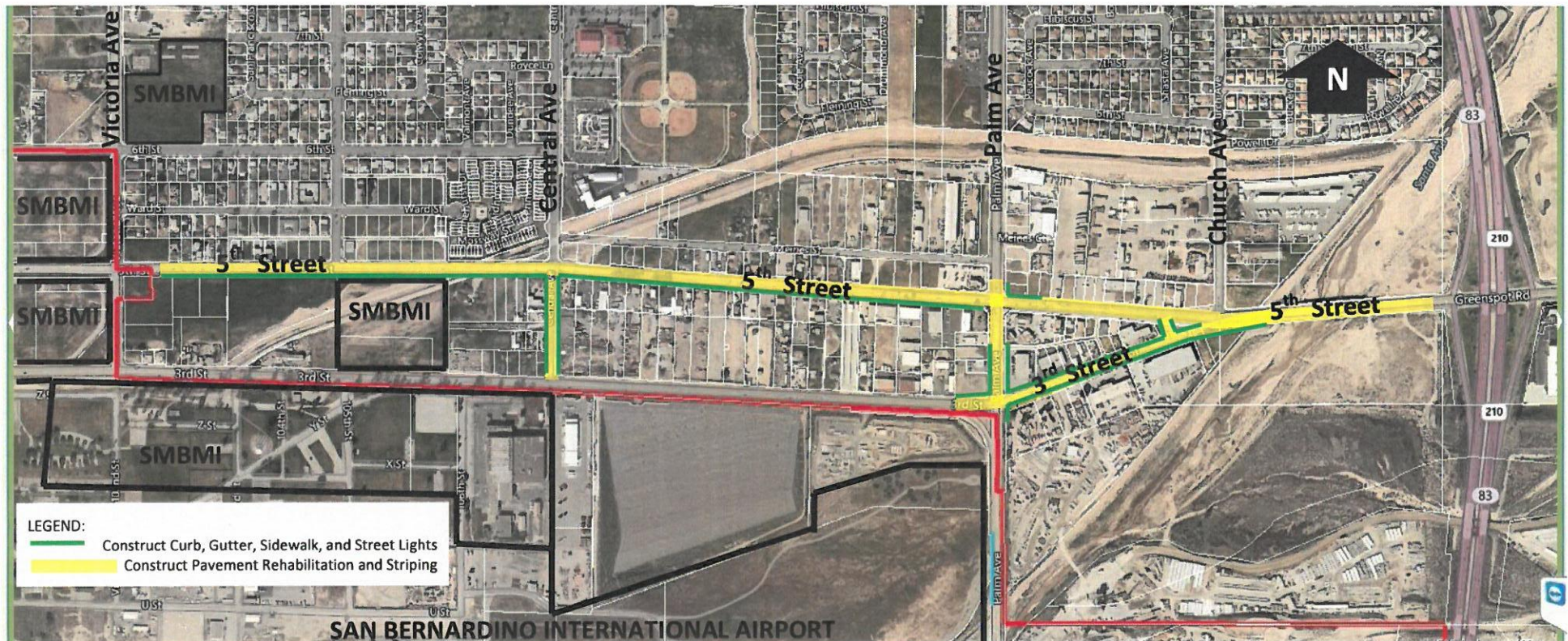
PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No.2011-047 and on the City's website.

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 3rd 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>
Hector & Margarita Alarcon	8046 Central Avenue	1192-561-09

M:\PUBWRK\str18001 - 3rd St-5th St Corridor Improvements\RW\Waiver Valuations\1192-561-09 Alarcon 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"

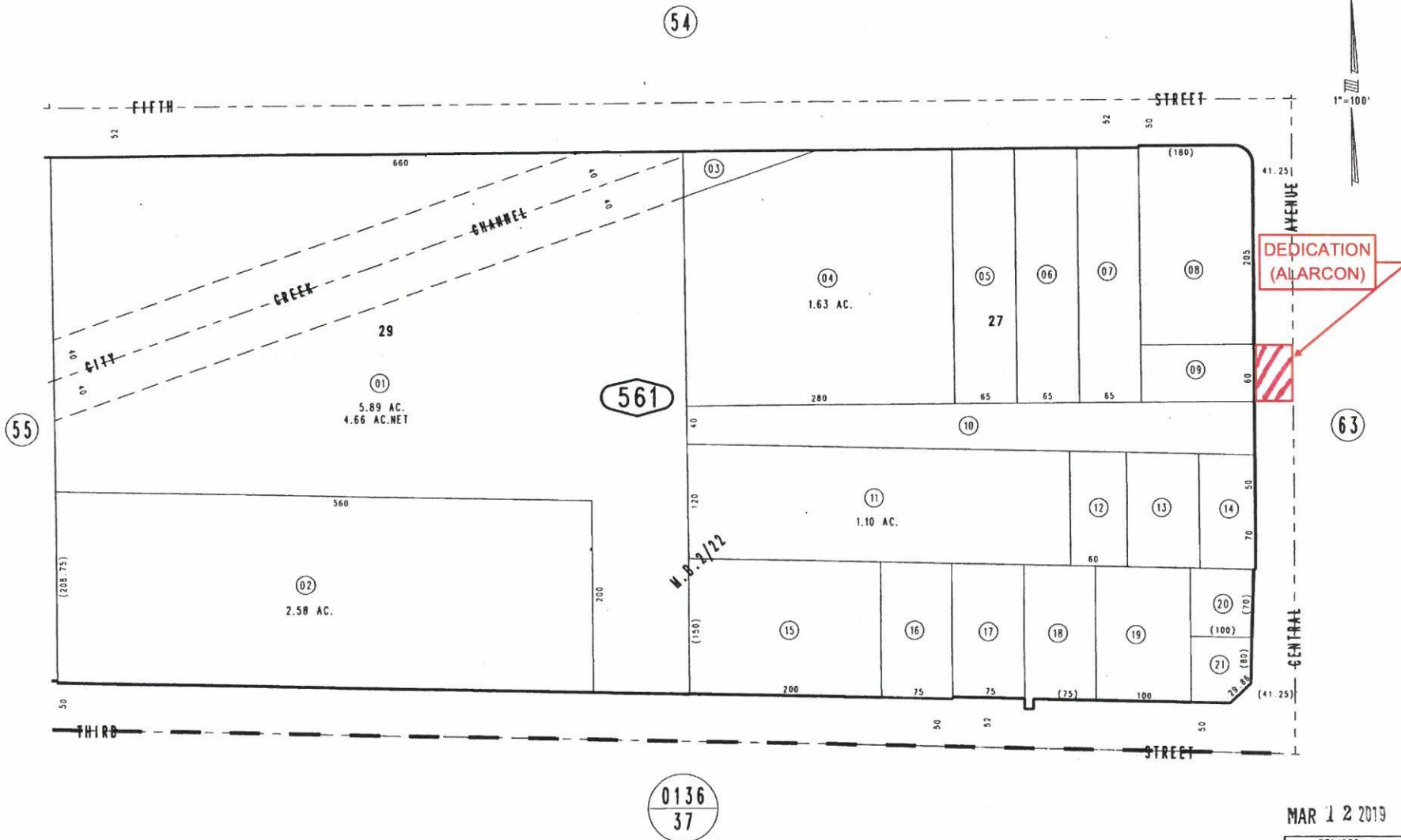
THIS MAP IS FOR THE PURPOSE
OF AD VALOREM TAXATION ONLY.



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 XC
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 1192-561-09

PG# 29

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

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Hector Orlando & Margarita Luz Alarcon

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:

1-12-2021


Hector Orlando Alarcon


Margarita Luz Alarcon

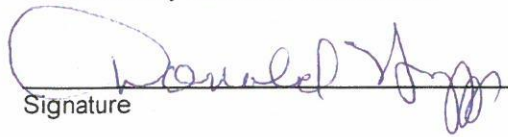
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

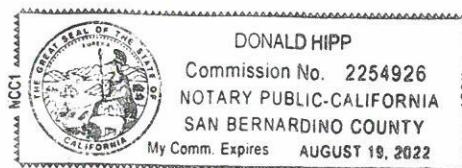
STATE OF CALIFORNIA }
COUNTY OF SAN BERNARDINO }

On JANUARY 12, 2021, before me, DONALD HIPP, Notary Public, personally appeared HECTOR ORLANDO ALARCON AND MARGARITA LUZ ALARCON, 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



(This Area for Official Notary Seal)

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

That portion of the north 60 feet of the south 380 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, savings and excepting the west 475 feet of said lot 27, described as follows:

BEGINNING at the intersection of the south line of said north 60 feet and the east line of said Lot 27;

thence along said south line, North 88°47'23" West, a distance of 42.40 feet, to a line parallel with and 33.00 feet westerly of the centerline of Central Avenue, as shown on Record of Survey No. 00-041, recorded in Book 114 Pages 26 through 28 of Record of Survey, Records of said County;

thence along said parallel line, North 01°24'28" East, a distance of 60.00 feet, to the north line of said north 60 feet;

thence along said north line, South 88°47'23" East, a distance of 40.66 feet, to said east line of said Lot 27;

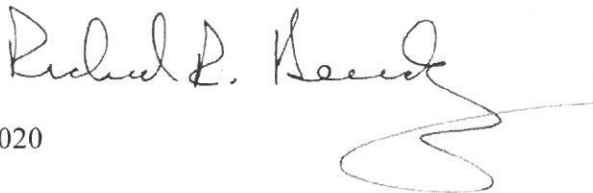
thence along said east line, South 00°15'04" East, a distance of 60.02 feet, to the **POINT OF BEGINNING**;

The above described parcel contains 2,492 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.

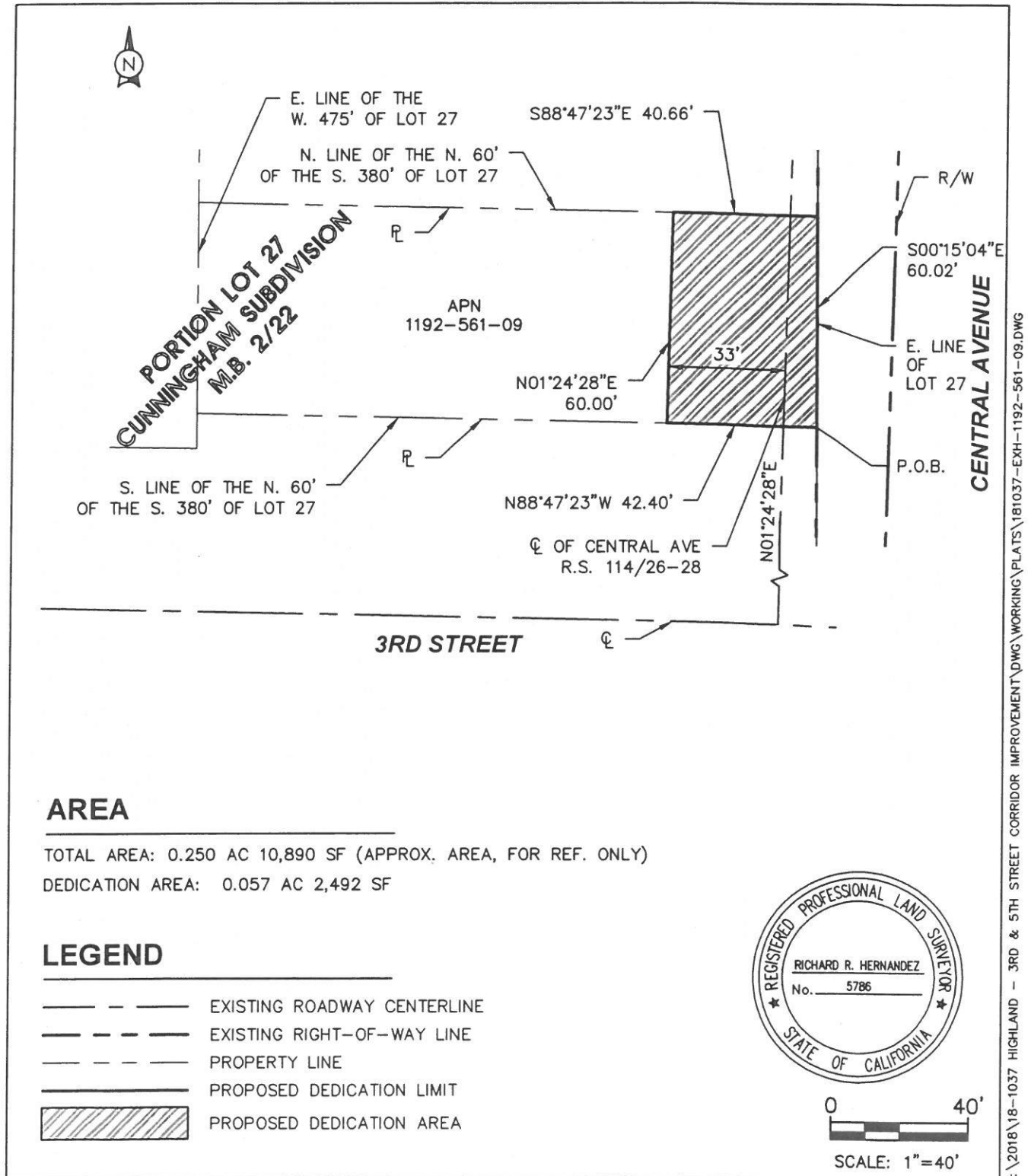
Signature:



Date: 8/25/2020



Exhibit B1: Easement Deed of Right of Way Dedication Plat



STREET ADDRESS:
CENTRAL AVENUE, HIGHLAND, CA 92346
PLOT DATE: 09/03/2020

SHEET 1 OF 1

Hernandez, Kroone & Associates
Engineers & Land Surveyors
HQ: 234 East Drake Drive, San Bernardino, CA 92408
PHONE: 909-884-3222 ▲ info@hkagroup.com



STAFF REPORT

TO THE CITY COUNCIL

DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

REVIEWED BY: Carlos Zamano, Public Works Director/City Engineer *C2*

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

SUBJECT: Preparation of Annual Engineer's Reports for 2021/2022 Assessments

RECOMMENDATION: Staff recommends the City Council:

(1) Adopt Resolution No. 2021-__ ordering the preparation of an Engineer's Report for Consolidated Landscape and Lighting District No. 96-1; and

(2) Adopt Resolution No. 2021-__ ordering the preparation of an Engineer's Report for Street and Drainage Maintenance District 96-1.

FISCAL IMPACT: The fee quoted by Harris & Associates for the preparation of an annual report and an assessment roll for both districts is \$12,800.00. The City will be reimbursed through assessments on the benefitting properties within the district.

PUBLIC NOTICE: Public notice is not required prior to the City Council taking action on this matter. However, the Agenda was posted at the three (3) locations within the City, as required by Council Resolution and on the City's Website.

BACKGROUND: The Landscaping and Lighting Act of 1972 requires that an Engineer's Report be prepared if the City intends to levy assessment within a district, regardless whether the proposed amount of assessment is different from that of the current assessment. The Act requires that the report include items such as a description of the properties proposed to be assessed, the types of maintenance or construction activities that are anticipated, an estimate of the costs to be incurred on behalf of the district, and the method for assessing the benefitting properties.

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

Furthermore, Proposition 218 approved by voters on November 5, 1996 specifically requires that the annual report be prepared by a registered civil engineer, that public agency parcels cannot be exempted from assessment, and that the report must distinguish between general benefit and special benefit, and only assess for special benefit.

The fee will be allocated to the various districts, based on the assessment amount, as follows:

Consolidated Landscape and Lighting District 96-1

Street Lighting	\$6,400
Landscaping	3,500
Trail	450
Park	<u>450</u>
Sub-Total:	\$10,800

Street and Drainage Maintenance District 96-1 \$2,000

Total: \$12,800

Attachment: Resolutions

RESOLUTION NO. 2020-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
COUNTY OF SAN BERNARDINO, CALIFORNIA
ORDERING THE PREPARATION OF ENGINEER'S REPORT
FOR CONSOLIDATED LANDSCAPE & LIGHTING DISTRICT NO. 96-1
FOR FISCAL YEAR 2020/2021**

WHEREAS, the City Council of the City of Highland, County of San Bernardino, California, has heretofore determined that the public interest, convenience and necessity required the installation, operation and maintenance of public street lights, landscape and irrigation facilities, community trails and public parks as set forth in Section 22525 of the Streets and Highways Code, State of California, and

WHEREAS, Section 22625 requires that an Engineer's Report be prepared for the assessment district and filed annually, outlining the assessments to be levied against the benefitting properties within the assessment district; and

WHEREAS, the City Council desires to appoint Harris & Associates as the "Engineer of Work" for the Consolidated Landscaping & Lighting District No. 96-1; and

NOW, THEREFORE, be it resolved by the City Council of the City of Highland that the Engineer of Work is ordered to prepare the annual report for fiscal year 2020/2021 in accordance with Article 4, Division 15, of the Streets and Highways Code, "Landscaping and Lighting Act of 1972" of the State of California.

APPROVED AND ADOPTED this 25th day of February, 2021.

Larry McCallon
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk

RESOLUTION NO. 2021-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
COUNTY OF SAN BERNARDINO, CALIFORNIA
ORDERING THE PREPARATION OF AN ENGINEER'S REPORT FOR
STREET AND DRAINAGE MAINTENANCE DISTRICT 96-1
FOR FISCAL YEAR 2021/2022**

WHEREAS, the City Council of the City of Highland, County of San Bernardino, California, has heretofore determined that the public interest, convenience and necessity required the operation and maintenance of certain streets as set forth in Section 54703 et seq of the government code, State of California known as the "Benefit Assessment Act of 1982" (the "Act"); and

WHEREAS, Section 54716 of the Act requires that a report be prepared and filed, outlining the assessments to be levied against the benefitting properties within the assessment district; and

WHEREAS, the City Council desires to appoint Harris & Associates as the "Engineer of Work" for the Street and Drainage Maintenance District 96-1; and

NOW, THEREFORE, be it resolved by the City Council of the City of Highland that the Engineer of Work is ordered to prepare the annual report for fiscal year 2021/2022 for the proposed assessment district in accordance with Section 54716 of the Act.

APPROVED AND ADOPTED this 26th day of January 2021.

Penny Lilburn
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

REVIEWED BY: Lawrence A. Mainez, Community Development Director
Betty Hughes, City Clerk, MMC

PREPARED BY: Camille Goritz, Administrative Assistant III

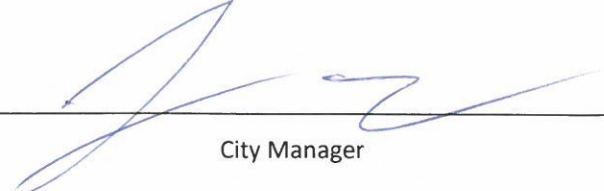
SUBJECT: Appoint three (3) Members of the Public to the Community Trails Committee

RECOMMENDATION: Staff recommends the City Council appoint three (3) members of the public to the Community Trails Committee.

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: On December 8, 2020, the City Council declared three (3) seats vacant on the Community Trails Committee and posted that vacancy in accordance with the Maddy Act. Pursuant to Chapter 2.32.020 of the Highland Municipal Code, the Community Trails Committee shall consist of five members appointed by the City Council and shall serve without compensation. Each member of the Committee shall serve a two-year term of office and have a demonstrated knowledge and interest in one or more of the following: equestrian activities, bicycling, hiking, nature studies, or landscape/open space design.

Attachment 1. Public Service Applications

Approved _____	Motion _____	Second _____	Agenda Item No. <u>9</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

ATTACHMENT 1

Public Service Applications



RECEIVED

OCT 24 2020

CITY OF HIGHLAND
CITY CLERK

For Office Use Only:

Expires: 10/2021

PUBLIC SERVICE APPLICATION

Appointees must be residents within the corporate city limits of the City of Highland, serve without compensation, submit a Statement of Economic Interests Form 700 and complete an ethics training course pursuant to AB 1234.

BOARD/COMMISSION/COMMITTEE YOU ARE APPLYING FOR:

- per Rick Bowman, use for CTC*
- ☒ Community Trails Committee (see attached roles and responsibilities)
- ☐ Historic and Cultural Preservation Board (see attached roles and responsibilities)
- ☒ Planning Commission (see attached roles and responsibilities)

PERSONAL INFORMATION:

Name: Richard D. Bowman

Address: 29842 Cabo Del Oeste, Highland, CA 92346

How long have you resided in Highland? 20+ years

Home phone: 909.425.1233 Cell phone: 909.645.9071

Work phone: 909.425.0110

Email address: rdbowman@advanceteleco.com

Occupation/Employer: Advance Teleco USA, Inc.

Employer address: 29842 Cabo Del Oeste, Highland, CA 92346

Position held: CEO

Available for meetings: ☐ Daytime ☐ Evenings ☒ Both

INTEREST IN THE POSITION:

What are your principal areas of interest in your City Government?

With my background and working with the various City of Highland Departments, I feel
I would be an asset to sit on the Planning Commission Board. I could be a resource
for making sound decisions within the guidelines of the Planning Department as well
as the Engineering Department.

Education, training or special knowledge which might be relevant to this appointment:

I hold the General Contracting Classification Licenses as follows: #684664; A General
Engineering; B General Building; C-7 Communications and C-10 Electrical.

My experience over the past 30 years in the construction industry should make me a
qualified candidate to sit as a Planning Commissioner.

Employment, membership in service or community organizations or volunteer work which might be relevant to this appointment:

I have been a "Subject Matter Expert" (SME) for the past 20+ years for the Contractors
State License Board.

Have you been, or are you now, a member of a governmental board, commission or committee? ☒ Yes ☐ No

If so, please list the name and dates served:

I have been a volunteer consultant to the California State License Board for the past

20+ years.

REMARKS:

Please indicate any further information you wish to add regarding your desired appointment (use other side of paper if needed).

SIGNATURE: 

DATE: October 13, 2020

☒ Check box to confirm you have read the attached roles and responsibilities related to the committee, board or commission you are applying for.

When you have completed this application, please submit to:

CITY CLERK
CITY OF HIGHLAND
27215 BASE LINE
HIGHLAND, CA 92346
(909) 864-6861, EXT. 226

This application will be kept on file for a period of one year from the date signed.



RECEIVED

NOV 30 2020

CITY OF HIGHLAND
CITY CLERK

For Office Use Only:

Expires: _____

PUBLIC SERVICE APPLICATION

Appointees must be residents within the corporate city limits of the City of Highland, serve without compensation, submit a Statement of Economic Interests Form 700 and complete an ethics training course pursuant to AB 1234.

BOARD/COMMISSION/COMMITTEE YOU ARE APPLYING FOR:

- per Daniel Lowry, use for CTC*
- ☒ Community Trails Committee (see attached roles and responsibilities)
- ☐ Historic and Cultural Preservation Board (see attached roles and responsibilities)
- ☒ Planning Commission (see attached roles and responsibilities)

PERSONAL INFORMATION:

Name: DANIEL LOWRY

Address: 7738 CENTRO VISTA HIGHLAND, CA 92346

How long have you resided in Highland? 20 YEARS

Home phone: 909-335-8306 Cell phone: _____

Work phone: _____

Email address: HYPERWAX11@GMAIL.COM

Occupation/Employer: NONE CURRENTLY DUE TO COVID LAY-OFFS.

Employer address: _____

Position held: _____

Available for meetings: ☐ Daytime ☒ Evenings ☐ Both

INTEREST IN THE POSITION:

What are your principal areas of interest in your City Government?

I WISH TO RUN FOR AND SERVE ON
THE PLANNING COMMISSION AND OR
THE CITY COUNCIL AS I THINK THAT
IS THE BEST WAY TO SERVE THE
PEOPLE OF HIGHLAND.

Education, training or special knowledge which might be relevant to this appointment:

MOST JOBS I HAVE WORKED HAVE BEEN IN THE
SERVICE INDUSTRY, AND HELPING PEOPLE SOLVE THEIR PROBLEMS.
I HAVE TRAINING IN MS OFFICE, WORD,
EXCEL, AND VARIOUS COMPUTER SYSTEMS.

Employment, membership in service or community organizations or volunteer work which might be relevant to this appointment:

DEALING WITH PEOPLE AND HELPING THEM
HAS BEEN MY MAIN AREA OF EMPLOYMENT
IN MY ADULT LIFE.

Have you been, or are you now, a member of a governmental board, commission or committee? ☐ Yes ☒ No

If so, please list the name and dates served:

REMARKS:

Please indicate any further information you wish to add regarding your desired appointment (use other side of paper if needed).

I SEE NO BETTER WAY TO SERVE THE
PEOPLE OF HIGHLAND THEN TO BE ON THE
PLANNING COMMISSION OR CITY COUNCIL
I WILL ALWAYS GIVE MY BEST WHEN
PERFORMING MY DUTIES ACCORDING TO THE
LAWS/RULES OF THE OFFICE

SIGNATURE: _____

DATE: _____



Check box to confirm you have read the attached roles and responsibilities related to the committee, board or commission you are applying for.

When you have completed this application, please submit to:

CITY CLERK
CITY OF HIGHLAND
27215 BASE LINE
HIGHLAND CA 92346
(909) 864-6861, EXT. 226

This application will be kept on file for a period of one year from the date signed.



RECEIVED
DEC 23 2020
CITY OF HIGHLAND

For Office Use Only:

Expires: 12/2021

PUBLIC SERVICE APPLICATION

Appointees must be residents within the corporate city limits of the City of Highland, serve without compensation, submit a Statement of Economic Interests Form 700 and complete an ethics training course pursuant to AB 1234.

BOARD/COMMISSION/COMMITTEE YOU ARE APPLYING FOR:

- ☒ Community Trails Committee (see attached roles and responsibilities)
☐ Historic and Cultural Preservation Board (see attached roles and responsibilities)
☐ Planning Commission (see attached roles and responsibilities)

PERSONAL INFORMATION:

Name: Brent Merideth

Address: 29733 Southwood Lane, Highland 92346

How long have you resided in Highland? 16 years

Home phone: 909 425-2153 Cell phone: 909 725 4884

Work phone: 909 382 6690

Email address: meridethbl@gmail.com

Occupation/Employer: Northrop Grumman

Employer address: Hill Air Force Base, Utah

Position held: Engineer

Available for meetings: ☐ Daytime ☒ Evenings ☐ Both

INTEREST IN THE POSITION:

What are your principal areas of interest in your City Government?

My primary interest in Highland City Government is with the city's trail system.
Highland's unique location offers its residents quick access to the conveniences
of living within a city together with the benefits of the outdoors. The city has
improved on that by extending some of the trails into residential areas. I would
like to ensure the city continues to build on that legacy as it continues to
grow so residents have safe, easy access to what I believe are the
city's greatest assets.

Education, training or special knowledge which might be relevant to this appointment:

I proudly served on the Highland Trails Committee from 2010 to 2016 and was
chairperson for many of those years. I stepped down to pursue a Master's in
engineering whose coursework included technical and business subject matter
that should further my ability to assist the committee

Employment, membership in service or community organizations or volunteer work which might be relevant to this appointment:

I served six years on the city trails committee, which included development
oversight of the Natural Parkland Trail and speaking at the Santa Ana Bridge Class 1 trail
ribbon cutting. I participated in Highland Improvement Team activities. In 2019, I reached
the San Bernardino and Riverside County Lifestream 10-gallon donor club. As an engineer for
Northrop Grumman, I performed as a Control Account Manager responsible for a project's
financial and schedule metrics. I understand the lifecycle of projects from conception
through completion and understand trail projects have a similar cycle

Have you been, or are you now, a member of a governmental board, commission or committee? ☒ Yes ☐ No

If so, please list the name and dates served:

City of Highland Community Trails Committee 2010-2016

REMARKS:

Please indicate any further information you wish to add regarding your desired appointment (use other side of paper if needed).

I have walked all of Highland's Trails and biked each of the city's bike lanes. In the last 10 years I biked over 30,000 miles, most of which occurred on Highland's roads. I have two children (14 and 12), so I am interested in ensuring the trails meet the needs of users of all ages and abilities. I participate in the city's pedestrian and cycling outreach initiatives and continue to provide feedback geared toward additional access and accessibility. I have been a strong and vocal advocate for the construction of the trail along Orange Street. I enjoy all that Highland has to offer and look forward to supporting the Trails Committee again

SIGNATURE: _____

Brett Meredith

DATE: _____

12/23/20

☒ Check box to confirm you have read the attached roles and responsibilities related to the committee, board or commission you are applying for.

When you have completed this application, please submit to:

CITY CLERK
CITY OF HIGHLAND
27215 BASE LINE
HIGHLAND, CA 92346
(909) 864-6861, EXT. 226

This application will be kept on file for a period of one year from the date signed.



RECEIVED

DEC 10 2020

CITY OF HIGHLAND
CITY CLERK

For Office Use Only:

Expires: 12/2021

PUBLIC SERVICE APPLICATION

Appointees must be residents within the corporate city limits of the City of Highland, serve without compensation, submit a Statement of Economic Interests Form 700 and complete an ethics training course pursuant to AB 1234.

BOARD/COMMISSION/COMMITTEE YOU ARE APPLYING FOR:

- ☒ Community Trails Committee (see attached roles and responsibilities)
☐ Historic and Cultural Preservation Board (see attached roles and responsibilities)
☐ Planning Commission (see attached roles and responsibilities)

PERSONAL INFORMATION:

Name: Matt Myers

Address: 28380 Coachman Ln. Highland, CA

How long have you resided in Highland? 3 years

Home phone: N/A Cell phone: 909 735 0737

Work phone: 909 793 2463

Email address: matt222myers@gmail.com

Occupation/Employer: BSA

Employer address: 1230 Indiana Ct. Redlands, CA

Position held: Non Profit Executive, gardener

Available for meetings: ☐ Daytime ☐ Evenings ☒ Both

INTEREST IN THE POSITION:

What are your principal areas of interest in your City Government?

Community Trails Committee

Education, training or special knowledge which might be relevant to this appointment:

20 year Army Veteran - Logistics

I like to walk on trails in the Area.

Employment, membership in service or community organizations or volunteer work which might be relevant to this appointment:

U.S. Army Veteran

Military Officers Association of America (Redlands)
BSA

Have you been, or are you now, a member of a governmental board, commission or committee? ☐ Yes ☒ No

If so, please list the name and dates served:

REMARKS:

Please indicate any further information you wish to add regarding your desired appointment (use other side of paper if needed).

SIGNATURE: _____



DATE. 9 Dec 2020

☒ Check box to confirm you have read the attached roles and responsibilities related to the committee, board or commission you are applying for.

When you have completed this application, please submit to:

CITY CLERK
CITY OF HIGHLAND
27215 BASE LINE
HIGHLAND CA 92346
(909) 864-6861, EXT. 226

This application will be kept on file for a period of one year from the date signed.

PUBLIC SERVICE APPLICATION

BOARD/COMMISSION/COMMITTEE YOU ARE APPLLYING FOR:

☒ Community Trails Committee (see attached roles and responsibilities)

PERSONAL INFORMATION:

Name: Gail M. Shelton

Address: 29255 Silverfern Place, Highland, CA 92346

How long have you resided in Highland? – 5 years

Home phone: none cell phone: 860.394.9366

Work phone: 860.394.9366

Email address: gail.shelton@coldwellbanker.com

Occupation/Employer: Self-employed

Employer Address: Brokerage address: 27880 Baseline, Ste. A, Highland, CA 92346

Position Held: Realtor Consultant

Available for Meetings: Daytime and Evenings

INTEREST IN THE POSITION

Principle Areas of Interest in Your City Government

Community design as it influences land use, circulation, and conservation/open space elements. As stated in City Plan documents, "Land use designations shape urban form and the circulation system sets the stage from which the City is viewed." It is difficult for me to separate these four elements, as I see them as completely interrelated forces impacting the future of Highland.

As a resident of Highland for five years, I can see it is community in transition, and I appreciate the work the City and City Council have done to insure the continuity and expansion of open spaces.

It would be my honor to serve the Community Trails Committee to assist the Community Development Director in analyzing priorities for public trails development and to pursue grant initiatives to help maintain and improve trails. I would also welcome the opportunity to promote community awareness and use of trails.

Education, training or special knowledge which might be relevant to this appointment:

Bachelor of Science Degree – Business Administration/Marketing – CSULB

As a Strategic Planning Consultant, I joined Hartford Mayor's initiative to develop leadership and had the opportunity to work directly with City officials, gaining hands-on insight to urban development for the City. As a consultant with Leadership Greater Hartford, I worked with School Governance Councils on consensus building. In my volunteer capacity, I have served on many non-profit boards, and was an active participant in the "Save the Woods" campaign, which was designed to insure the continued public access of land owned by The Ethel Walker School, as well as funding to insure the ongoing preservation of that land. I believe in the value of public/private partnerships and have continually worked with local governments and non-profit organizations to develop and maintain successful partnerships that are mutually beneficial.

Employment, membership in service or community organizations or volunteer work, which might be relevant to this appointment

Highland Area Chamber of Commerce Board Member

Highland Ambassador of the Year – 2019

Past President of Chamber of Commerce located in CT

EVWD – Advisory Commission member & Conservation Workshop Volunteer

Planning Commission – Attend one meeting per month

SBCTA – Attended groundbreaking for SR210 Lane Addition and Base Line
Interchange Project and continue to get weekly updates

Election Poll Worker

Community Sponsorships:

- Chamber events supporting business community and public safety personnel
- Highlanders Boxing Club – supporting at-risk youth in community

Have you been, or are you now, a member of a governmental board, commission or committee? ☒ Yes ☐ No

If so, please list the name and dates served:

East Valley Water District Advisory Commission

REMARKS:

Please indicate any further information you wish to add regarding your desired appointment:

Having lived and worked in SoCal during my years as a student at Cal State University in Long Beach, I have long been a fan. My husband's family grew up in Riverside, CA and when we returned in 2015 to live in Highland, I thought this area to be a treasure nestled up against the San Bernardino National Forest, the mountains, and the upper region of the Santa Ana River. The views are invigorating. Likewise, it has been a pleasure getting to know the people of this City through my community involvement. My application to serve on the Community Trails Committee, reflects my love of the City and its natural beauty.

Highland's vision, as outlined in the City Plan, is one that I wholeheartedly endorse – a city that combines small-town values, a focus on heritage, and a commitment to insuring steady economic development while keeping open vistas intact, and insuring community access to natural resources. Thank you for this opportunity to present my capabilities and interest in serving on the Highland Community Trails Committee.



SIGNATURE

DATE: January 11, 2021

☒ Yes, I have read the attached roles and responsibilities related to the committee, board, or commission you are applying for.



STAFF REPORT

TO THE CITY COUNCIL

MEETING DATE: January 26, 2021

FROM: Joseph Hughes, City Manager

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

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

SUBJECT: Multi-Use Trail Common Use Agreement – Amendment No. 1

RECOMMENDATION: That the City Council approve Amendment No. 1 to the Multi-Use Trail Common Use Agreement between the City and San Bernardino County Flood Control District (District).

FISCAL IMPACT: Installation and maintenance of any trail improvements will be performed by the City per separate agreement with the District.

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: On July 8, 1997, the City Council approved a Multi-Use Trail Common Use Agreement between the District and the City to install, operate and maintain recreational improvements on District's right-of-way for City Creek. The top of the levee provides a graded dirt service road approximately 10' wide suitable for pedestrians, equestrians and mountain bike travel.

This contract amendment includes the following changes:

1. Addition of portion of the facility directly south of Base Line at City Creek not included in the original agreement but part of the City Creek/Alabama Street Bikeway Project. This City project will construct approximately 2 miles of bikeways along the west City Creek levee from Base Line to Alabama Street, and along both sides of Alabama Street from 3rd Street to the south city limits.
2. The original agreement was made as an evergreen agreement but the District is seeking to add a term clause to the amendment. The revised term of the agreement will be from January 27, 1998 to January 2023 and may be extended for successive five (5) year terms.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>10</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
City Clerk		City Manager	

The City Attorney has reviewed the amendment in its draft form and approved it as to form. City Creek provides a major north/south trail link between the San Bernardino Mountains and the Santa Ana Wash. Staff recommends Council approval of Amendment No.1.

Attachments: Amendment No. 1

M:\Staff Reports\Mult-Use Trail CUA Amendment 01-26-2021.doc



Contract Number

SAP Number

San Bernardino County Flood Control District

Department Contract Representative	Melissa Walker
Telephone Number	(909) 387-8040
Contractor	City of Highland
Contractor Representative	Carlos Zamano
Telephone Number	(909) 864-8732 x254
Contract Term	January 27, 1998 – January 30, 2023
Original Contract Amount	Non-Financial CUA
Amendment Amount	Non-Financial CUA
Total Contract Amount	Non-Financial CUA
Cost Center	1920002522

IT IS HEREBY AGREED AS FOLLOWS:

CITY OF HIGHLAND

MULTI-USE TRAIL - COMMON USE AGREEMENT - AMENDMENT NO. 1

WHEREAS, on March 1, 1993, the San Bernardino County Flood Control District (**DISTRICT**) and City of Highland (**CITY**) executed a Memorandum of Understanding (**MOU**), Contract No. 93-134, in which they agreed to cooperate in the development of a multi-use trail system within portions of **DISTRICT** right-of-way within the **CITY**, and

WHEREAS, the **MOU** provides that "individual portions of the approved conceptual plan for the trail system shall be accomplished under a separate agreement," and

WHEREAS, on January 27, 1998, **DISTRICT** and **CITY** executed Common Use Agreement (**CUA**) Contract No. 98-54, for a recreational multi-use community trail along segments of City Creek, between Highland Avenue and Base Line , and

WHEREAS, DISTRICT and CITY now desire to enter into this Amendment No. 1 to add the segments along City Creek from Base Line to approximately 450 feet southerly to Boulder Avenue, to the trail system, and

NOW, THEREFORE, IT IS UNDERSTOOD AND MUTUALLY AGREED AS FOLLOWS:

1. The **CUA** is hereby amended by adding the following as the sixth Recital to the **CUA**:

WHEREAS, DISTRICT and CITY include the trail segment along City Creek, from Base Line to approximately 450 feet southerly, to Boulder Avenue hereinafter called "**CITY IMPROVEMENTS NO. 2**", the location of which is shown as **AREA OF COMMON USE NO. 2** on the attached map marked as **Exhibit "C"**, and.

2. **DISTRICT and CITY** agree that all terms and conditions of the existing **CUA** shall also apply to **CITY IMPROVEMENTS NO. 2**, located within **AREA OF COMMON USE NO. 2**.
3. The definitions of **CITY IMPROVEMENTS** and **AREA OF COMMON USE** used in the **CUA** are hereby amended to include **CITY IMPROVEMENTS NO. 2**, and **AREAS OF COMMON USE NO. 2**, defined herein.
4. **Section 10 of the CUA is hereby deleted and replaced with the following:**

10. The term of this Agreement shall be from January 27, 1998, to January 30, 2023. The initial term may be extended by the mutual written agreement of the Parties for successive five (5) year terms at the end of the initial term and each extended term. Either Party may terminate this Agreement upon one (1) year written notice to the other Party.

5. The Parties agree that this Amendment No. 1 may be executed in counterparts, each of which shall be deemed to be an original, but both of which together shall constitute one and the same instrument, and that a photocopy or facsimile may serve as an original. If this Amendment No. 1 is executed in counterparts, no signatory hereto shall be bound until both the parties have fully executed a counterpart of this Amendment No. 1. The Parties shall be entitled to sign and transmit an electronic signature of this Amendment No. 1 (whether by facsimile, PDF, or other email transmission), which signature shall be binding on the party whose name is contained therein. Each Party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment No. 1 upon request.
6. Unless amended as set forth herein, all terms and conditions of the **CUA**, as previously amended, shall remain unchanged and in full force and effect.
7. This Amendment No. 1 shall take effect on the date it is signed by both Parties.

IN WITNESS WHEREOF, this Amendment No. 1 has been fully executed on behalf of **DISTRICT** and **CITY** by their duly authorized representatives.

**SAN BERNARDINO COUNTY
FLOOD CONTROL DISTRICT**

► _____
, Board Chairman

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

Lynna Monell, Clerk of the Board

By _____
Deputy

CITY OF HIGHLAND

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

By _____
(Authorized signature - sign in blue ink)

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

Title Mayor
(Print or Type)

Dated: _____

Address _____

FOR COUNTY USE ONLY

Approved as to Legal Form

► _____
Sophie A. Akins, Deputy County Counsel

Date _____

Reviewed for Contract Compliance

► _____
Andy Silao, P.E., Chief - Contracts

Date _____

Reviewed/Approved by District

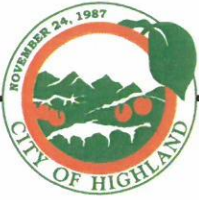
► _____
Brendon Biggs, Chief Flood Control Engineer

Date _____

EXHIBIT C

Highland CUA Amendment No. 2 Map





STAFF REPORT

TO THE CITY COUNCIL

DATE: January 26, 2021

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Lawrence A. Mainez, Community Development Director, and Matthew Bennett, Assistant Public Works Director *[Signature]*

SUBJECT: Mediterra Development – Request for Parkland Acquisition & Park Facilities Development Impact Fee credit in accordance with Highland Municipal Code Section 16.40.200, Park and Recreational Facilities; and request for Regional Circulation System Development Impact Fee credit in accordance with City of Highland Ordinance No. 309.

RECOMMENDATION: Staff recommends that the City Council take the following actions;

1. Approve Mediterra Development request for a one hundred percent (100%) Parkland Acquisition & Park Facilities Development Impact Fee credit in the amount of \$1,445,194.40 (or \$4,573.40 credit per unit); and
2. Approve a credit for the Regional Circulation System Development Impact Fee in the amount of \$996,968.00

FISCAL IMPACT: In accordance with City Council Resolution No. 2020-005, Mediterra Development is required to pay an estimated \$9,014,418.20 in Development Impact Fees (DIFs) for its 316-unit Mediterra Residential Development located at the easterly portion of Greenspot Road (inclusive of the City Parkland Acquisition & Park Facilities Development Impact Fee and the Regional Circulation System Development Impact Fee). The City's Parkland Acquisition & Park Facilities Development Impact Fee portion is estimated at \$1,445,194.40 (316 units x \$4,573.40 per unit for Park Facilities DIF), and the Regional Circulation System Development Impact Fee is estimated at \$4,199,434.60 (316 units x \$13,289.35 per unit for Regional Circulation).

Approved _____	Motion _____	Second _____	Agenda Item No. <u>11</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>[Signature]</i> City Clerk		<i>[Signature]</i> City Manager	

According to information provided by a Mediterra Developer (D.R. Horton Homes), the construction of 'private' (but open to the public) active and passive park areas within the Mediterra project will cost an estimated \$2,100,000.00, or \$654,805.00 more than the City's DIFs collected for the City's Parkland Acquisition & Park Facilities.

The Highland Municipal Code Section 16.40.200 permits DIF credit up to 50% for proposed privately owned park and recreational facilities if the City determines it is in the public interest to allow such credit – and after certain standards have been met. This Section of the Municipal Code also includes a park fee credit for the reasonable value of park and recreational improvements provided by the developer for land dedicated to the City for use as a public park as approved by the City. In the case of the Mediterra Development all parks will be owned and maintained by the Homeowner's Association but open to the public, except for the pool facility (which will be accessible only to Homeowner's Association members).

The City's parkland needs will be met and extensively exceeded by Mediterra consistent with the Mediterra Development entitlement documents, and the Homeowner's Association will be maintaining all park facilities. The estimated construction cost noted above is considered a reasonable value, and excludes the fees for utility connections, off-site street improvements, and the land value (estimated at \$200,000.00 per acre, or \$800,000.00). Since there will be no dedication of land to the City for park development, no appraisal was requested to justify the estimated land value.

There will be no direct impacts to the City's existing DIF Fund because the proposed planned park facilities as identified in the Mediterra Development Document and Tentative Tract Map exceeds the City's Active Parkland Ratio, and the facilities will be constructed by Mediterra Developers (with extensive amenities as approved by the City's Landscape Architect and the Highland Planning Commission). In addition, there will be no on-going impacts to the City's General Fund since the Homeowner's Association (or Maintenance Community Facilities District) will maintain all Mediterra park facilities in perpetuity.

The City of Highland Policy on Development Impact Fee Credit permits credit for certain improvements identified by the Development Impact Fee Ordinance No. 309 as Regional Circulation System Street, Street Light, and Median improvements. The loss of City Regional Circulation System DIF revenue is offset by the construction of street improvements to be constructed in conjunction with the Mediterra TR18893 project.

There will be no direct impacts to the City's existing Regional Circulation System DIF Fund because the credits requested to offset the construction of the street

improvements as conditioned by Engineering and approved by the City Council on December 8, 2020 do not exceed the City's Regional Circulation System DIF revenue to be collected for the entire development. Furthermore, the on-going impacts to the City's General Fund will be offset by the Homeowner's Association (or Maintenance Community Facilities District) conditioned to establish a funding mechanism to maintain the landscaped parkways and median along Greenspot Road in perpetuity.

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

BACKGROUND/PROPOSAL: The Mediterra Development project was initially approved in March 2016 (ENV-15-006, GPA-15-001, ZC-15-002, CUP-14-005, & PUD-13-001, and TTM-14-002), with subsequent Amendments approved in December 2019 and 2020. The latter Amendment required all park and recreational facilities be constructed in phases 1 and 2, and be completed prior to the issuance of the 140th residential building permit.

In October 2020, D.R. Horton Homes' representative (Sunland Communities, LLC) requested the City estimate the City's Parkland Acquisition & Park Facilities Development Impact Fee and Regional Circulation System Fee credits for the Mediterra Development.

The City's Development Impact Fees in effective on April 13, 2020, was used to estimate the amount of DIF credits (as adopted by City Council Resolution No. 2020-005)(see Attachment B – DIF City Council Resolution No. 2020-005).

A. Parkland Acquisition & Park Facilities Development Impact Fee credit request

The current Parkland Acquisition & Park Facilities Development Impact Fee is \$4,573.40 per unit (City Council Resolution No. 2020-005). The Mediterra Development will include 316 units; therefore, the total Parkland Acquisition & Park Facilities Development Impact Fee will be \$1,445,164.40.

In accordance with the Highland Municipal Code Section 16.40.200(D)(h)(iv)(A), a subdivider or developer may receive a DIF credit against the requirements for the payment or the dedication of land for the reasonable value of park and recreation improvements provided by the subdivider or developer. As noted in the Fiscal Impact Section above, the proposed Mediterra Development park facilities will be owned and maintained by the Homeowner's Association - but remain open to the public, except for the pool facility (which will be accessible only to Homeowner's Association members).

Parkland Ratio (Quimby Act):

The City's General Plan (Conservation and Open Space Element – Chapter 5) establishes the City's Park Ratio at 2.5 acres per 1,000 residents, which includes a Ratio of 2.0 acres of developed park acreage and 0.5 acre of undeveloped natural parkland. In California, park standards are provided by the Quimby Act of 1975, which gave cities the authority to pass parkland impact fees or dedication ordinances, recognizing the tremendous strain that local cities were under to provide enough parkland and open space for their residents. The City's current Quimby fees and the City's Development Impact Fee Resolutions are both updated periodically. As noted above, should the City deny the DIF credit request, Mediterra Developers would be required to pay the City's Park DIF fees listed in City Council Resolution 2020-005 totaling \$1,445,194.40 (316 units @ \$4,573.40 each) .

The parkland requirement for the Mediterra's 316 units (or 1,090 new residents), as established by the City's General Plan and implemented by its DIF Resolution, is 2.18 acres of active park facilities. The proposed 4.12 acres of active park facilities in the Mediterra Development exceeds the City's park facilities requirement while incorporating unique park standards and reserving public parkland within the related Tentative Tract Map. The proposed private pool/spa area is approximately 8,000 to 11,000 square feet and will be gated.

As advised by the Mediterra Developer and promoted within the Mediterra Development Document, the park improvements will be maintained by the Homeowner's Association (or a Maintenance Community Facilities District).

In accordance with the Highland Municipal Code Section 16.40.200(D)(h)(iv)(A), the Mediterra Developer estimates the construction of the required active and passive park areas within the Mediterra project will cost an estimated \$2,100,000.00, or \$654,805.60 more than the City DIFs collected for the Parkland Acquisition & Park Facilities (excluding fees for utility connections, off-site improvements, and land acquisition).

Standards required for Park Fee credit:

Approval of such credit(s) shall be based on a determination by the City that it is in the public interest to allow such credit(s), and that all the following standards have been met (or will be met prior to approval of the final map or development permit):

1. *That yards, court area, setbacks, and other open space areas, which are required to be established and maintained by other provision of this title (i.e., Highland Municipal Code), are satisfactorily incorporated into the project design.*

Response: The Mediterra residential development project was approved via a Conditional Use Permit (CUP-14-005) and a Planned Development Document (PUD-13-001)(Mediterra Planned Development Document) which set forth unique and detailed development standards that help achieve a 316-unit master planned community with extensive recreational amenities consistent with the City's Development Code that serve residents and visitors. The Mediterra Planned Development Document requires that each residential lot within the project incorporate a small private yard/courtyard for each individual housing unit in addition to the shared open space/park amenities.

2. *Evidence is provided that the private ownership and maintenance of the area will be adequately provided for by recorded written agreement, covenants or restrictions.*

Response: The Mediterra development will include extensive amenities with a Homeowner's Association (HOA) function responsible for maintenance of all parkland landscaping, and recreational facilities. For those facilities outside the park areas, such as the trails and exercise stations along the Paseo Ramblas (linear park), Maintenance Community Facilities District or HOA will be required for maintenance.

3. *That the use of the private area is restricted to park and recreational purposes by an open space easement or other instrument in favor of, or enforceable by, the City.*

Response: The Mediterra development project was approved with a Tentative Tract Map (TR18893) which reserved portions of the property for open space and park & recreational purposes.

4. *That the proposed private area is reasonably adaptable for use for park or recreational purposes, taking into consideration such factors as size, shape, topography, geology, access, and location.*

Response: The Mediterra Development park and recreational facilities locations were reviewed and approved by the City's Landscape Architect, Planning Commission and City Council. The Mediterra Development Document includes unique design standards for the park facilities to serve residents and visitors. Final park facility designs will also be reviewed by the City's Landscape Architect and the City's Planning Commission before park construction permits are issued.

5. *That the private recreational areas can be utilized by project residents in a manner which would reduce the need for public recreational facilities in proportion to the requested park land credit.*

Response: The Mediterra recreational areas are within short walking distance from each of the 316 residential units (connected by lineal parks and trails), and the project Developer will construct 4.13 acres of active

parkland and trail network to serve the estimated 1,090 residents. The Developer's cost to construct the park facilities is estimated at \$2,100,000.00. The proposed acreage exceeds the 2.18 acres envisioned by the City's General Plan and the City's Land Use and Development Code Section 16.40.200 (Park and Recreational Facilities). The current Park DIF is \$1,445,194.40, or \$654,805.60 less than the reasonable construction costs of the park and recreational facilities proposed for the Mediterra Development project. The Mediterra residential development is also continuous to Hillside trails connecting to local and regional trail networks and leading into the San Bernardino National Forest. The proposed development is also located across the street from the East Valley Water District Corporate facility which contains passive park amenities and public demonstration gardens. Constructing additional park facilities beyond the City's minimum Quimby Ratio and being connected to regional trails and public improvements helps reduce the need for the City to construct additional public recreational facilities in proportion to the requested parkland credit.

B. Regional Circulation System Development Impact Fee credit request

Under Mediterra Tr. 18893 (TTM-14-002) as approved by the City Council on December 8, 2020, the Engineering Conditions of Approval # 18 and 19, respectively, required the construction of a raised landscaped median and Greenspot Road street improvements to a major street with a ½ width of 40-foot centerline to curb, a raised landscaped median, 6' sidewalk, streetlights and parkway. The Developer has designed and received approval for the road improvements and raised landscaped median, which are identified as a DIF eligible Street Projects by Development Impact Fees Ordinance No. 309, to a Major ½ street width of 40-foot centerline to curb, full width raised median, and 12-foot-wide parkway. These improvements to be constructed between 500-feet east of Santa Paula Street and 2,400-feet to the east along Greenspot Road have been determined to be the ultimate width of roadway along the project frontage and therefore the improvements to be constructed on Greenspot Road are DIF eligible for credit of related construction, engineering, and contract administration costs. Public Works has reviewed and concurs with the final submittal of the Mediterra – DIF Credits for Greenspot Road spreadsheet that calculates the total DIF credits of \$429,562.00 for Landscaped Median, \$532,963.00 for Greenspot Road improvements, and \$34,443.00 for streetlights. It should be noted that the DIF Credit request is within the City of Highland DIF Credit Policy.

*City Council Meeting of
January 26, 2021
Mediterra Development DIF Credit Request*

Prior to occupancy of each single-family residence (Tr. 18993), the Developer is to pay \$13,289.35 in total the Development Impact Fees (DIF) under the DIF Regional Circulation System category. The proposed DIF Credit amount of \$996,968.00 is to be deducted from the payment of the first 75 units at time of issuance of their building permits (or prior to occupancy as may be authorized under the most recent City Council DIF Resolution).

Conclusion:

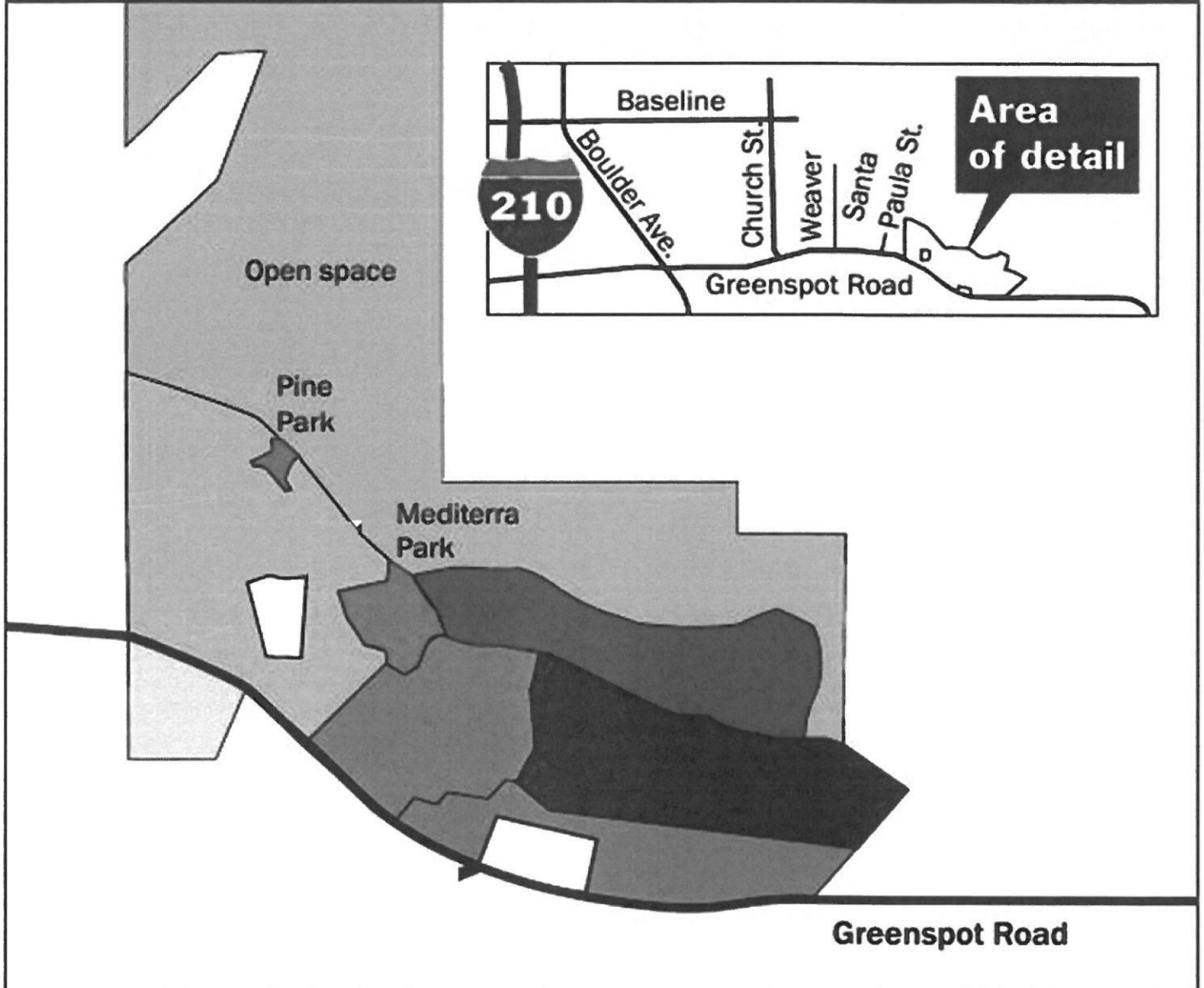
Based on the required findings and analysis listed above, staff recommends the City Council consider the Mediterra Development's request for a 100% "Parkland Acquisition and Park Facilities" DIF credit for the Mediterra Development in the amount of \$1,445,194.00 (\$4,573.40 Park DIFs x 316 units = \$1,445,194.00). Staff also recommends the City Council consider Mediterra Development's request for a Regional Circulation System DIF credit totaling \$996,968.00.

Attachments:

- A - Vicinity Map
- B - Development Impact Fees (City Council Resolution No. 2020-005, April 13, 2020)
- C - Mediterra Parks & Recreation Facilities Exhibits
- D - Regional Circulation System Exhibits

ATTACHMENT A

MEDITERRA HOUSING PROJECT



VICINITY MAP

ATTACHMENT B

**CITY OF HIGHLAND
DEVELOPMENT IMPACT FEES**

Effective 4/13/20

(cc Reso 2020-005)

	 <u>Detached Dwelling</u>	<u>Attached Dwelling</u>	<u>Mobile Home</u>	<u>Commercial Lodging</u>	<u>Commercial/Office</u>	<u>Industrial</u>
Law Enforcement Facilities	\$276.23	\$436.83	\$236.76	\$183.72	\$0.160	\$0.009
Fire Suppression Facilities, Vehicles & Equipment	\$981.10	\$318.42	\$1,028.73	\$1,559.41	\$0.238	\$0.071
Local Circulation System	\$4,582.61	\$3,058.86	\$2,399.11	\$2,410.43	\$4.302	\$3.214
 Regional Circulation System	<u>\$13,289.35</u>	\$8,872.35	\$6,956.13	\$6,990.82	\$12.484	\$9.605
Regional Flood Control Facilities	\$1,068.24	\$457.13	\$376.06	\$175.08	\$0.236	\$0.302
General Facilities, Vehicles & Equipment	\$1,224.67	\$1,224.67	\$1,224.67	\$208.21	\$0.287	\$0.287
Library Facilities & Collection	\$1,126.68	\$1,084.50	\$775.62	N/A	N/A	N/A
Public Use (Community Center Facilities)	\$1,404.31	\$1,351.22	\$967.50	N/A	N/A	N/A
 Park Land Acquisition & Park Facilities Development	<u>\$4,573.4</u>	\$4,400.64	\$3,152.85	N/A	N/A	N/A
TOTAL:	\$28,526.64	\$21,204.61	\$17,117.43	\$11,527.68	\$17.706	\$13.487

Notes:

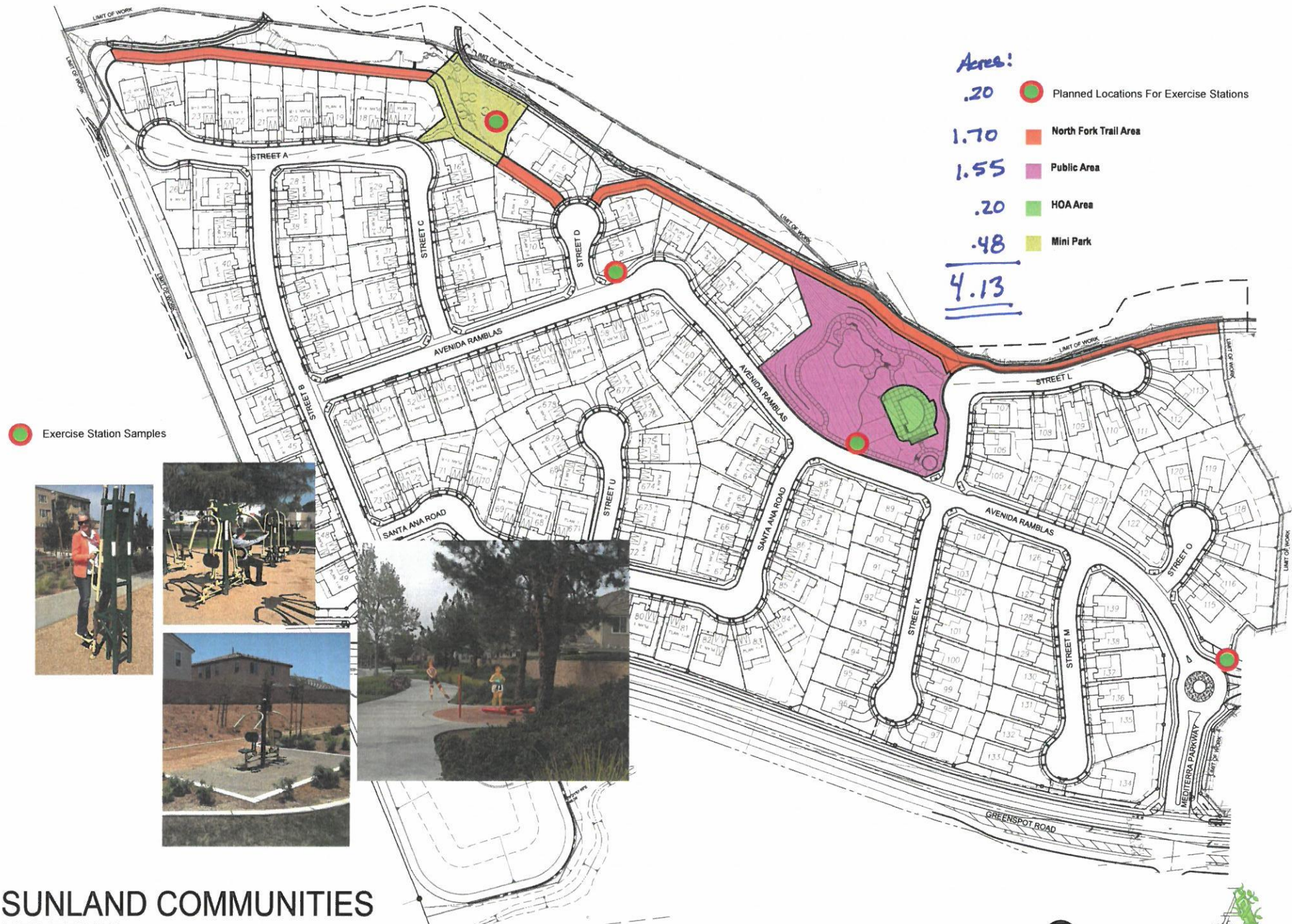
1. Fees applicable City-wide except for East Highlands Ranch which is subject to a different fee schedule. Certain properties fronting Greenspot Road, between Gold Buckle Road and Santa Paula Street, must also pay a Greenspot Impact Fee (Resolution No.1994-037).
2. Fees are per dwelling unit for residential, per lodging unit for commercial lodging, and per gross square footage for commercial or industrial.
3. Fee locked in at time of permit application. (Reso. 2007-060)
4. Fee collected at time of occupancy. (Reso. 2018-002 & 2018-003)
5. Additional inclusionary housing fees of \$3,750 required per Resolution 2006-020 & Ordinance 306.
6. Certain projects may be charged an impact fee based on the Alternative Cost Methodology for Regional Circulation (\$383.95 per trip-mile), and for Local Circulation (\$156.00 per trip-mile.)

IMPACT FEE FOR BUILDING EXPANSION

(no charge for first 499 square feet of residential building expansion)

DETACHED DWELLING.....	\$19.018	per square foot
ATTACHED DWELLING.....	\$14.136	per square foot
MOBILE HOME.....	\$11.412	per square foot
COMMERCIAL LODGING.....	\$ 7.685	per square foot
COMMERCIAL/OFFICE.....	\$17.706	per square foot
INDUSTRIAL.....	\$13.487	per square foot

ATTACHMENT C



PLANT PALETTE:

THEME TREES

MULTI-TRUNK SPECIMEN TREE

- Quercus suber* - Cork Oak
- EVERGREEN THEME TREES**
- Arbutus 'Marina'* - Strawberry Tree
- Olea s. Wilsonii* - Wilson Fruitless Olive

INTERIOR STREET TREES

- Magnolia grandiflora* 'Blanchard' - Magnolia
- Chitalpa* - Chitalpa
- SMALL FLOWERING ACCENT TREE**
- Lagerstroemia* 'Tuscarora' - Tuscarora Crape Myrtle
- Lagerstroemia* 'Natchez' - Natchez Crape Myrtle

EVERGREEN UPRIGHT TREE

- Podocarpus Gracilior* - African Fern Pine

COLUMNAR TREE

- Cupressus sempervirens* - Italian Cypress

SLOPE TREE

- Quercus agrifolia* - Coast Live Oak
- Cercis c. 'Forest Pansy'* - Western Redbud

PARK TREE

- Platanus Racemosa* - California Sycamore
- Podocarpus gracilior* - African Fern Pine
- Pinus Pinea* - Italian Stone Pine

EXISTING TREE

EXISTING PINES

SHRUBS AND GROUNDCOVER

HOA MAINTAINED LANDSCAPE AREA

- ACACIA REDOLANS* 'DESERT CARPET'
- AGAVE AMERICANA*
- ARBUSUS UNEDO* 'COMPACTA'
- BACCHARIS PILULARIS* 'TWIN PEAKS'
- CALLISTEMON* 'LITTLE JOHN'
- CISTUS SPECIES*
- DIETES BICOLOR*
- ECHINUM FASTUOSUM*
- FESTUCA O. 'GLAUGA'*
- JUNIPERUS SPECIES*
- PROSTRATE ACACIA*
- CENTURY PLANT*
- DWARF STRAWBERRY TREE*
- COYOTE BRUSH*
- DWARF BOTTLEBRUSH*
- ROCKROSE*
- FORTNIGHT LILY*
- PRIDE OF MADEIRA*
- BLUE FESCUE*
- JUNIPER*

PRIVATE HOMEOWNER MAINTAINED SLOPES OVER 10'

- LAVANDULA SPECIES*
- LAVATERA ASSURGENTIFLORA*
- LIGUSTRUM TEXANUM*
- MUEHLENBERGIA RIGENS*
- PYRACANTHA SPECIES*
- LAVENDER*
- TREE MALLOW*
- WAXLEAF PRIVET*
- DEER GRASS*
- FIRETHORN*

PRIVATE HOMEOWNER MAINTAINED SLOPES OVER 3'

- SESLERIA AUTUMNALIS*
- SISYRINCHIUM BELLUM*
- STYPA*
- TRACHELOSPERMUM JASMINOIDES*
- SESLERIA*
- BLUE-EYED GRASS*
- MEXICAN FEATHER GRASS*
- STAR JASMINE*

FEATURE LEGEND:

- 1 FIRE ZONE 1 (DEFENSIBLE SPACE)
- 2 FIRE ZONE 2 (BUFFER)
- 3 FIRE ZONE 3 (THINNING)
- 4 ADA CURB RAMP PER CIVIL ENGINEERS PLANS
- 5 ASPHALT PAVEMENT ADJACENT DECOMPOSED GRANITE TRAIL
- 6 INTERIOR TRACT PEDESTRIAN SIDE WALK
- 7 CURB ADJACENT PARKWAY
- 8 LARGE MEDITERRA PARKWAY ROUND-A-BOUT
- 9 WOMP BASINS
- 10 COMMUNITY RECREATION AREA AND POOL
- 11 CURB AND GUTTER PER CIVIL ENGINEERS PLANS
- 12 ENTRY MONUMENT
- 13 PERIMETER WALL PER WALL AND FENCE PLAN
- 14 INTERIOR VINYL FENCE PER WALL AND FENCE PLAN
- 15 TUBULAR STEEL VIEW FENCING PER WALL AND FENCE PLAN
- 16 3 RAIL PVC TRAIL FENCING PER WALL AND FENCE PLAN
- 17 PICNIC AREA WITH DROUGHT TOLERANT LANDSCAPE
- 18 PLAYGROUND WITH RUBBER SURFACING
- 19 PROPOSED EXERCISE STATION

SUNLAND COMMUNITIES

MEDITERRA -CONCEPTUAL LANDSCAPE MASTER PLAN

HIGHLAND, CA

SCALE: 1" = 80'

LC-1





PLANT PALETTE:

THEME TREES

INTERIOR STREET TREES

- Magnolia grandiflora 'Blanchard' - Magnolia
- Chitalpa Tashkentensis - Chitalpa

SMALL FLOWERING ACCENT TREE

- Lagerstroemia / 'Tuscarora' - Tuscarora Crape Myrtle
- Lagerstroemia / 'Natchez' - Natchez Crape Myrtle

EVERGREEN UPRIGHT TREE

- Podocarpus Gracilior - African Fern Pine

SLOPE TREE

- Quercus agrifolia - Coast Live Oak
- Cercis c. 'Forest Pansy' - Western Redbud

PARK TREE

- Platanus Racemosa - California Sycamore
- Podocarpus gracilior - African Fern Pine
- Pinus Canariensis - Canary Island Pine

SHRUBS AND GROUNDCOVER

BACKGROUND

- ACACIA REDOLANS 'DESERT CARPET' - PROSTRATE ACACIA
- AGAVE AMERICANA - CENTURY PLANT
- ARBUS UNEDO 'COMPACTA' - DWARF STRAWBERRY TREE
- BACCHARIS PILULARIS 'TWIN PEAKS' - COYOTE BRUSH
- CALLISTEMON 'LITTLE JOHN' - DWARF BOTTLEBRUSH
- CISTUS SPECIES - ROCKROSE
- DIERIS BICOLOR - FORTNIGHT LILY
- ECHINUM FASTUOSUM - PRIDE OF MADEIRA
- FESTUCA O. 'GLAUCA' - BLUE FESCUE
- JUNIPERUS SPECIES - JUNIPER

MIDGROUND

- LAVANDULA SPECIES - LAVENDER
- LAVATERA ASSURGENTIFLORA - TREE MALLOW
- LIGUSTRUM TEXANUM - WAXLEAF PRIVET
- MUELENBERGIA RIGENS - DEER GRASS
- PYRACANTHA SPECIES - FIRETHORN
- ROMNEYA COULTERI - MATILIA POPPY
- ROSMARINUS SPECIES - ROSEMARY
- SALVIA SPECIES - SAGE

FOREGROUND

- SESALERIA AUTUMNALIS - SESALERIA
- SISYRINCHIUM BELLUM - BLUE-EYED GRASS
- STYPA - MEXICAN FEATHER GRASS
- TRACHELOSPERMUM JASMINOIDES - STAR JASMINE

FEATURE LEGEND:

- | | |
|---|--|
| 1 CONCRETE STAIRS WITH CHEEK WALLS AND HANDRAILS. | 11 BENCH SETTING |
| 2 RESTROOM BUILDING AT POOL. | 12 PERIMETER WALL PER WALL AND FENCE PLAN. |
| 3 POOL EQUIPMENT AREA. | 13 INTERIOR VINYL FENCE PER WALL AND FENCE PLAN. |
| 4 ADA CURB RAMP PER CIVIL ENGINEERS PLANS. | 14 TUBULAR STEEL VIEW FENCING PER WALL AND FENCE PLAN. |
| 5 ASPHALT PAVEMENT ADJACENT DECOMPOSED GRANITE TRAIL. | 15 3 RAIL PVC TRAIL FENCING PER WALL AND FENCE PLAN. |
| 6 PEDESTRIAN WALKING / JOGGING PATH. | 16 PICNIC AREA. |
| 7 CURB ADJACENT PARKWAY | 17 PLAYGROUND WITH RUBBER SURFACING. |
| 8 PROPOSED EXERCISE STATION. | 18 WOOD OVERHEAD STRUCTURE. |
| 9 COMMUNITY RECREATION AREA AND POOL (PRIVATE HOA). | 19 CONCRETE HEADER. |
| 10 CURB AND GUTTER PER CIVIL ENGINEERS PLANS. | 20 CMU RETAINING WALL. |
| | 21 RAISED PLANTER |

SUNLAND COMMUNITIES

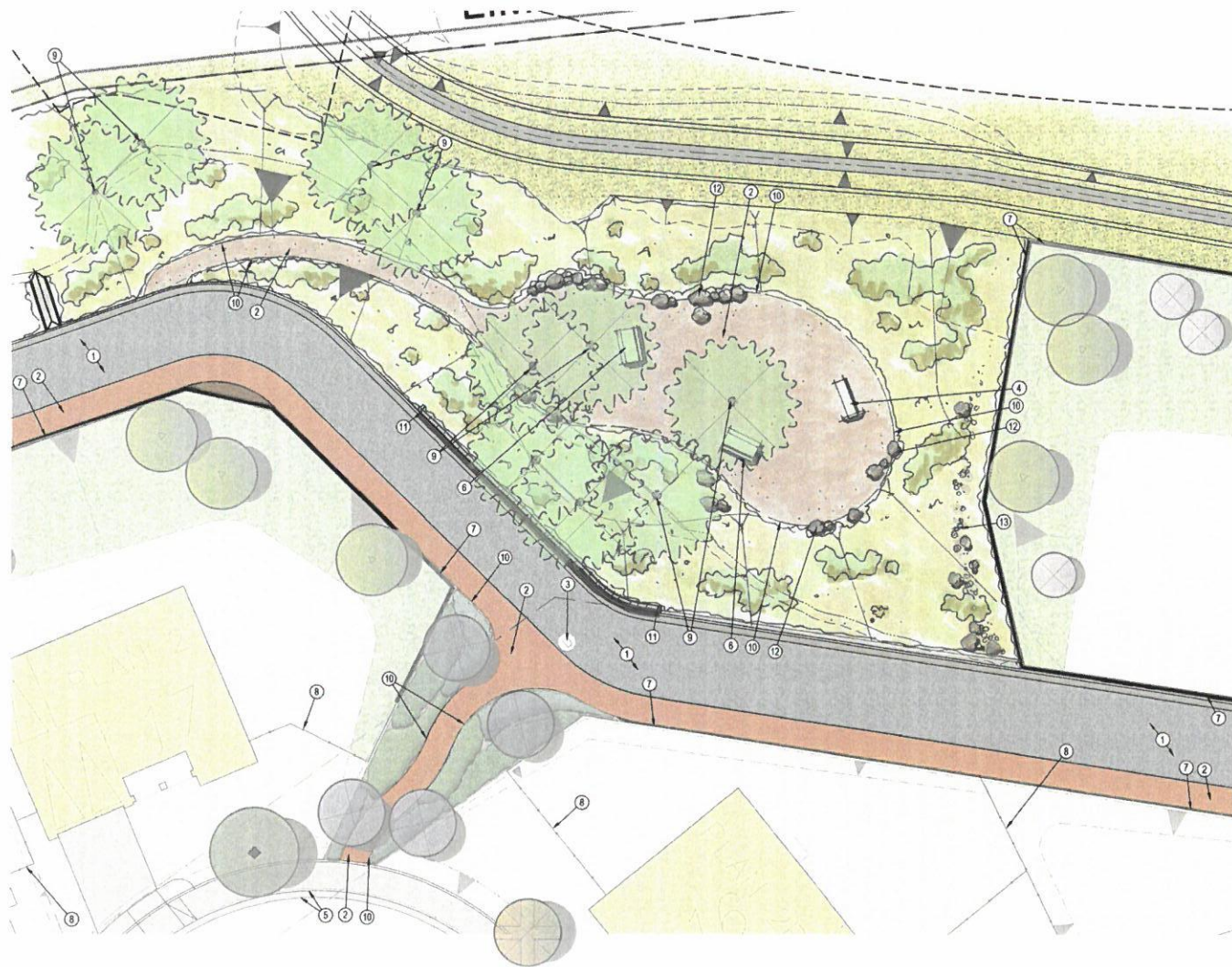
MEDITERRA - PARK ENLARGEMENT PLAN

HIGHLAND, CA



LC-3





FEATURE LEGEND:

- | | |
|---|---|
| ① ASPHALT PAVEMENT ADJACENT DECOMPOSED GRANITE TRAIL. | ⑨ EXISTING PINE TREES TO REMAIN, PROTECT IN PLACE. CLEAN UP TO MEET FUEL MODIFICATION REQUIREMENTS. |
| ② STABILIZED DECOMPOSED GRANITE AT PICNIC AREA. | ⑩ CONCRETE HEADER. |
| ③ MAN HOLE. | ⑪ CMU RETAINING WALL. |
| ④ PROPOSED EXERCISE STATION. | ⑫ ACCENT LANDSCAPE BOULDERS. |
| ⑤ CURB AND GUTTER PER CIVIL ENGINEERS PLANS. | ⑬ COBBLE-LINED DRAINAGE SWALE. |
| ⑥ PICNIC TABLE | |
| ⑦ PERIMETER WALL PER WALL AND FENCE PLAN. | |
| ⑧ INTERIOR VINYL FENCE PER WALL AND FENCE PLAN. | |

PLANT PALETTE:

THEME TREES

INTERIOR STREET TREES

- | | |
|---|------------|
| <i>Magnolia grandiflora 'Blanchard'</i> | • Magnolia |
| <i>Chitalpa Tashkentensis</i> | • Chitalpa |

SMALL FLOWERING ACCENT TREE

- | | |
|-------------------------------------|--------------------------|
| <i>Lagerstroemia l. 'Tuscarora'</i> | • Tuscarora Crape Myrtle |
|-------------------------------------|--------------------------|

SLOPE TREE

- | | |
|---------------------------------|------------------|
| <i>Quercus agrifolia</i> | • Coast Live Oak |
| <i>Cercis c. 'Forest Pansy'</i> | • Western Redbud |

EXISTING TREE

- | | |
|----------------|--|
| EXISTING PINES | |
|----------------|--|

NON-IRRIGATED HYDROSEED MIX

NATIVE NON-IRRIGATED HYDROSEED MIX FOR SLOPE STABILIZATION. MAINTAIN AND THIN OUT ACCORDING TO FUEL MODIFICATION REQUIREMENTS.

SUNLAND COMMUNITIES

MEDITERRA - MINI PARK ENLARGEMENT PLAN

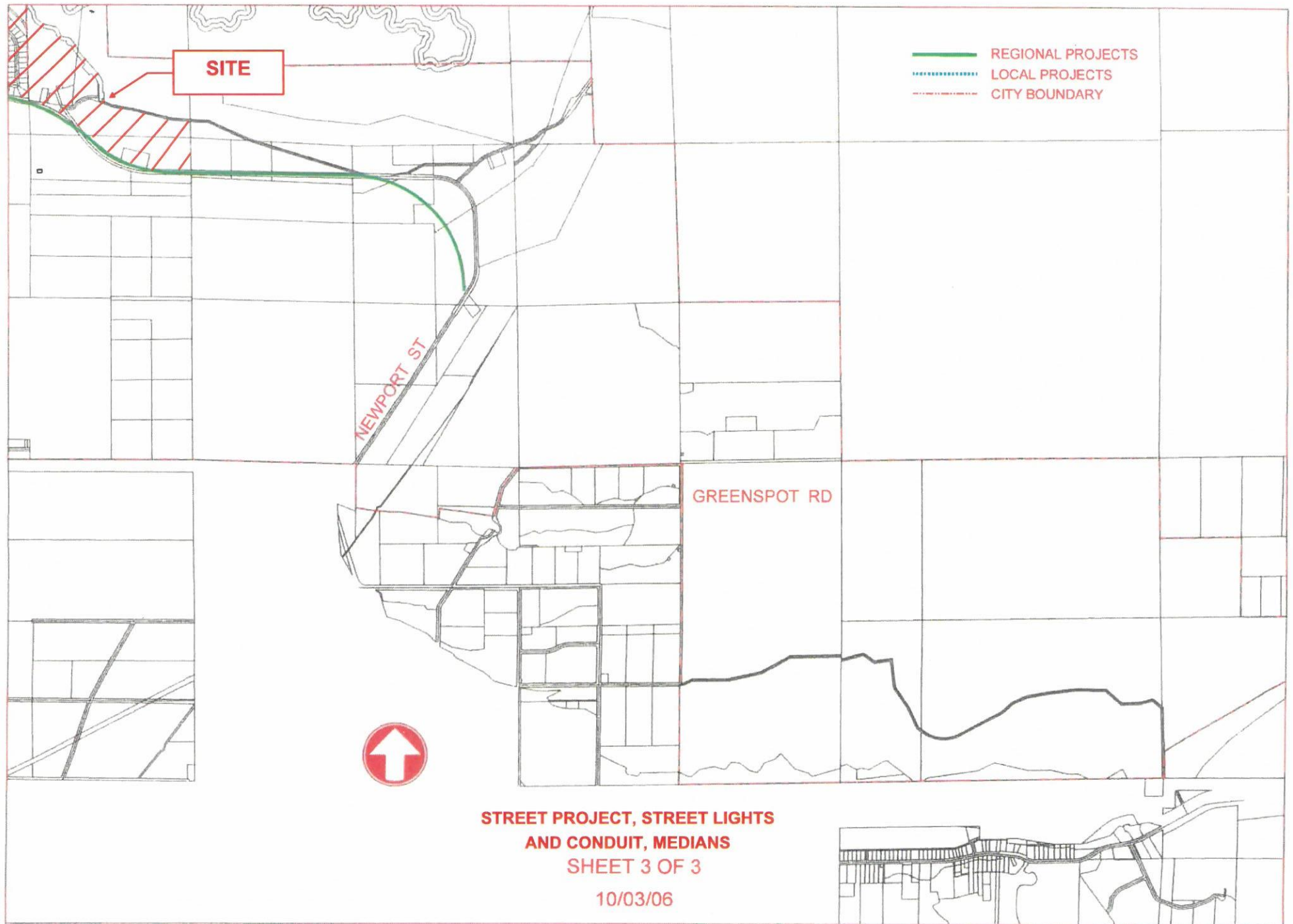
HIGHLAND, CA

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SCALE: 1" = 10'

LC-2



ATTACHMENT D





STAFF REPORT

TO THE CITY COUNCIL

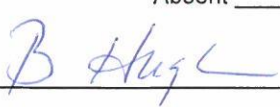
DATE: January 26, 2021

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>12</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



STAFF REPORT

TO THE CITY COUNCIL

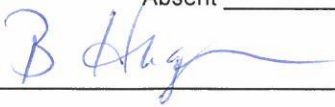
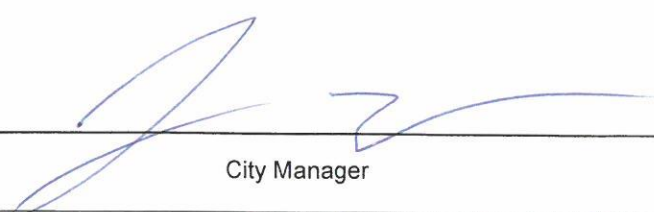
DATE: January 26, 2021

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>13</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	