

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

March 9, 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/91679028818>

Listen to the meeting by calling:
(669) 900-9128

Toll free phone numbers:
(877) 853-5247
(888) 788-0099

Meeting ID: 916 7902 8818#

*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 March 9, 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 March 9, 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
MARCH 9, 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 – February 23, 2021 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 719 for March 9, 2021, in the amount of \$417,873.19 and Payroll of \$104,669.16.
4. Single Audit Report for Fiscal Year Ended June 30, 2020
RECOMMENDATION: That the City Council receive and file the Single Audit Report for fiscal year ended June 30, 2020.

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

5. Revised Memorandum of Understanding with San Manuel Band of Mission Indians/Victoria Avenue Interchange
RECOMMENDATION: That the City Council approve the revised Memorandum of Understanding with San Manuel Band of Mission Indians for Implementation of the Project Approval/Environmental Document Phase of the Victoria Avenue Interchange Project subject to review and approval by the City.
6. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
7. Council Member Comments (Agency/Committee/AB 1234 Reports, District Updates, etc.)
RECOMMENDATION: Discussion and possible action.

ANNOUNCEMENTS

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

One case.

ADJOURN

Regular Meetings

March 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 March 4, 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: March 4, 2021


Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

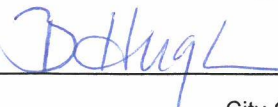
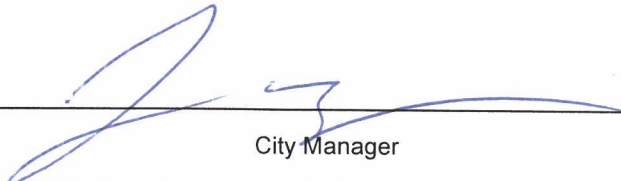
DATE: March 9, 2021

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

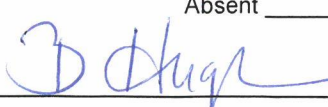
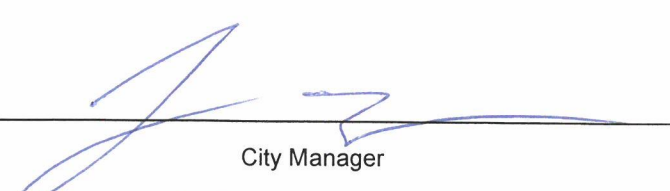
DATE: March 9, 2021

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – February 23, 2021 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

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

**MINUTES
CITY COUNCIL REGULAR MEETING
FEBRUARY 23, 2021**

This meeting was conducted as a Videoconference/Zoom 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

REPORT FROM CLOSED SESSION

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

City Clerk Hughes read public comment received from Dolores Ulloa regarding her concerns for the safety of her neighborhood.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Mayor Pro Tem McCallon, seconded by Council Member Chavez, 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 – February 9, 2021 City Council Special Meeting
Approved the Minutes as submitted.
3. Minutes – February 9, 2021 City Council Regular Meeting
Approved the Minutes as submitted.
4. Warrant Register
Approved Warrant Register No. 718 for February 23, 2021, in the amount of \$1,833,864.03 and Payroll of \$105,349.17.

5. Treasurer's Report for January 2021
Received and filed Treasurer's Report for January 2021.
6. Records Destruction Authorization
Approved the destruction of certain records.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

7. Appoint Three (3) Members of the Public to the Historic and Cultural Preservation Board

City Clerk Hughes gave a brief review of the staff report and opened the floor for nominations.

Council Member Timmer stated he would move to nominate the three current incumbents - Childs, Mauricio and Sandford.

City Clerk Hughes called for any other nominations. Hearing none, the floor is now closed for nominations and called for the vote by roll call.

The City Council unanimously appointed Colin Childs, Tony Mauricio and Patrick Sandford to the Historic and Cultural Preservation Board.

8. City of Highland Active Transportation Plan (ATP) – A Comprehensive Plan for the Network of Trails, Bike Lanes, Sidewalks and Other Elements to Support Safe Walking and Bicycling in the City

Community Development Director Mainez gave a brief review of the staff report.

Samuel Zneimer, Senior Planner for Alta Planning + Design, Inc., presented a PowerPoint presentation regarding the Active Transportation Plan (ATP).

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

1. Adopt Resolution No. 2021-004 adopting the City of Highland Active Transportation Plan (ATP), and directing staff to file a Notice of Exemption with the County Clerk of the Board. Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2021-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING THE ACTIVE TRANSPORTATION PLAN OF THE CITY OF HIGHLAND AND MAKING FINDINGS IN SUPPORT THEREOF

9. Bid Award – Bid No. 2020-03, “Boulder Avenue Improvements” (Project No. brg04004a)

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

City Clerk Hughes read public comment from Fred Yauger regarding his support of this item.

1. **A MOTION** was made by Council Member Timmer, seconded by Mayor Pro Tem McCallon, to award the contract to the third lowest responsible bidder, H&H General, in the amount of \$3,386,524.95, and to work with the City of San Bernardino to address the northwest corner of Pacific and Boulder to finish the project. Motion carried on a roll call vote, 5-0.

10. Construction Management Services for the Boulder Avenue Improvements Project (Project No. brg04004a)

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

A MOTION was made by Mayor Pro Tem McCallon, seconded by Council Member Solano, to:

1. Approve Professional Services Agreement for construction management and inspection services with TKE Engineering, Inc., (TKE) for Boulder Avenue Improvement Project for a not-to-exceed amount of \$535,761; 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.

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

City Manager Hughes stated he would like to update the Council on a few items. First, an update regarding COVID-19. Currently there are 285,000 confirmed cases of COVID county-wide, with 7,746 in the City of Highland. Testing county-wide, 2.4 million people have been tested and in Highland 61,000. There have been 2,651 deaths county-wide, 76 being in Highland. Currently, there are 414 people hospitalized in San Bernardino County, with 113 in the ICU. As far as vaccinations, county-wide 224,000 people have received their first dose of the vaccine with 88,000 receiving their second dose. We are still in the purple tier. It is his understanding that contact and non-contact sports may be able to start on Friday if the County meets certain targets. The County will hopefully be making an announcement regarding that on Friday. Vaccines; teachers and seniors are the priority right now. Vaccine appointments can be made for eligible citizens at www.sanbernardinocovid19.com/vaccine. General information regarding COVID-19 can be found at www.sanbernardinocovid19.com or the County hotline at (909) 387-3911. He would like to update Council on some other projects as well. On February 16, the Planning Commission approved a Conditional Use Permit for an automated car wash at 8040 Palm Avenue. The site is located just north of Ala Palm Veterinary Clinic and will be a drive-thru car wash with seven vacuum stations. Design Review approval will be required prior to construction. The

Commission also approved street names for phases 1 and 2 of the Mediterra residential tract which is being constructed by DR Horton. The builder is busy rough grading the site which is north of Greenspot Road. Omnitrans is preparing a Bus Stop Improvement Plan to enhance personal safety at bus stops and traffic safety across the Omnitrans service area. Staff has been participating with Omnitrans on their newly created Bus Stop Safety Technical Advisory Committee to help with the plan. In that effort, Omnitrans will be assessing four bus stop locations as part of the pilot program through a virtual walk and bike audit. On February 11, Assembly Member James Ramos invited City staff to participate in a Small Business Round Table to discuss the effects of COVID-19 on small businesses in the community. As part of our role on the panel, the City staff discussed our COVID Compliant Business Partnership Grant Program. A Draft Cooperative Agreement between Caltrans and the City for the 5th Street Interchange Project has been drafted. Caltrans has agreed to commit a lump sum contribution of \$1.25 million in fiscal year 2021 to widen the eastbound SR210 on and off ramps. The City will serve as lead agency for all phases of the project. Caltrans will review the environmental plans, specifications, and estimate for the project and issue an encroachment permit to the City for construction when all reviews are completed. The cooperative agreement is anticipated to be presented to the City Council on March 23 for your approval. The project approval and environmental document phase of this project is an HP+ priority in the Highland Work Program. Another Work Program item that staff has been working on is the Mobile ALPRs that were to be installed on our police units. Unfortunately, the cost came back significantly higher than expected. We are currently working with the Sheriff's Department on our options and looking at doing a limited number of vehicles, and possibly doing a number of fixed locations, rather than equipping all the mobile vehicles with the ALPR units. We will be bringing this item back to the City Council in the future. Staff has started the budget process with the Finance Subcommittee, and we will be seeing some operational budget numbers in March. The Single Audit Report on federal awards that was usually presented with the City audit was delayed due to COVID and will be presented to the City Council at the next meeting. Also, some stats from the Sheriff's Department. In the last two weeks they have responded to 1,800 calls for service, made 130 reports and made 50 arrests.

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

Mayor Lilburn stated she has spoken with City Manager Hughes regarding the need for an Ad Hoc Committee for the General Plan Update. She would like to inquire if Mayor Pro Tem McCallon would be interested in serving on the committee alongside her.

Mayor Pro Tem McCallon agreed to serve on the Ad Hoc Committee regarding the General Plan Update.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

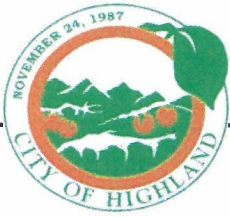
There being no further business, Mayor Lilburn adjourned the meeting at 6:40 p.m. in memory of Ronnie Chacon.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 9, 2021

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Leticia Nava-Cruz, Senior Accountant

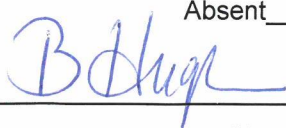
SUBJECT: Warrant Register #719

RECOMMENDATION: City Council to approve Warrant Register #719; Warrants in the amount of \$417,873.19 and Payroll in the amount of \$104,669.16.

FISCAL IMPACT: The total of Cash and Expenditures is \$522,542.35.

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

BACKGROUND: See Printouts Attached.

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

CITY OF HIGHLAND
WARRANT REGISTER #719

March 9, 2021

Warrants:

2/23/2021 Ck#82446-82477	181,476.34
2/26/2021 Payroll Wire #551-554 & Ck #82478-82479	56,634.02
2/26/2021 Ck#82480	550.00
3/2/2021 Ck#82481-82518 & Wire 1001797039-1001797041	179,212.83

Total Warrants \$ 417,873.19

Payroll:

2/26/2021 Direct Deposits #10479-10518	101,902.59
2/26/2021 Ck #619-621	2,766.57

Total Payroll \$ 104,669.16

Total Warrants & Payroll \$ 522,542.35

APPROVED BY:

Larry McCallon
Finance Subcommittee

Joseph A. Hughes
City Manager

John Timmer
Finance Subcommittee

Chuck Dantuono
Director of Administrative
Services/City Treasurer

02/23/2021 11:02:28AM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82446	2/23/2021	000085 EAST VALLEY WATER DISTRICT	LMD 16-FEB	
			LMD 16-FEB	
			012.8500.4030	38.13
			LMD 17 A-FEB	
			LMD 17 A-FEB	
			012.8500.4030	96.37
			LMD 17 B-FEB	
			LMD 17 B-FEB	
			012.8500.4030	410.52
			LMD 17 C-FEB	
			LMD 17 C-FEB	
			012.8500.4030	129.69
			LMD 17 D-FEB	
			LMD 17 D-FEB	
			012.8500.4030	63.07
			LMD 25-FEB	
			LMD 25-FEB	
			012.8500.4030	135.67
			LMD 43-FEB	
			LMD 43-FEB	
			012.8500.4030	59.98
			LMD 47-FEB	
			LMD 47-FEB	
			012.8500.4030	69.32
			LMD 55-FEB	
			LMD 55-FEB	
			012.8500.4030	300.28
			LMD #76-FEB	
			LMD #76-FEB	
			012.8500.4030	62.52
			LMD 11-FEB	
			LMD 11-FEB	
			012.8500.4030	167.73
			SEELEY PARK-FEB	
			SEELEY PARK-FEB	
			016.8540.4030	117.26

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82446	2/23/2021	000085	000085 EAST VALLEY WATER DISTRICT (Continued)	
			Total :	1,650.54
82447	2/23/2021	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4100.4210	32.00
			Total :	32.00
82448	2/23/2021	000108 HIGH TECH SECURITY	BURG SYSTEMS-MAR	
			CITY HALL MONIT/MAINT-MAR	
			042.9510.4066	80.00
			COMMUNITY PARK MONIT/MAINT-MAR	
			001.6000.4066	40.00
			CORP YARD MONIT/MAINT-MAR	
			004.8310.4066	45.00
			FIRE SYSTEMS-MAR	
			CITY HALL MONIT/MAINT-MAR	
			042.9510.4066	50.00
			LIBRARY/YMCA MONIT/MAINT-MAR	
			001.6000.4066	100.00
			CORP YARD MONIT/MAINT/CELL CARD-MAR	
			004.8310.4066	85.00
			FIRE STATION #3 MONIT/MAINT-MAR	
			028.2050.4066	25.00
			FIRE STATION #3 MONIT/MAINT-MAR	
			029.2100.4066	25.00
			POLICE MONIT/MAINT/CELLULAR ALARM BACK	
			001.2000.4066	85.00
			CCTV SYSTEMS-MAR	
			AURANTIA PARK MAINT-MAR	
			001.6000.4066	25.00
			COMMUNITY PARK MAINT-MAR	
			001.6000.4066	50.00
			CITY HALL MAINT-MAR	
			042.9510.4066	25.00
			CORP YARD MAINT-MAR	
			004.8310.4066	25.00
			CANYON PARK MAINT-MAR	
			016.8540.4066	25.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82448	2/23/2021	000108 000108 HIGH TECH SECURITY	(Continued)	
			Total :	685.00
82449	2/23/2021	000127 K & L HARDWARE	CITY HALL SUPPLIES	
			CITY HALL SUPPLIES	
			042.9510.4070	22.80
			POLICE SUPPLIES	
			POLICE SUPPLIES	
			001.2000.4070	19.38
			CORP YARD SUPPLIES	
			CORP YARD SUPPLIES	
			004.8310.4206	4.08
			CITY HALL SUPPLIES	
			CITY HALL SUPPLIES	
			042.9510.4070	14.85
			STATION #1 SUPPLIES	
			STATION #1 SUPPLIES	
			028.2050.4070	15.83
			STATION #1 SUPPLIES	
			029.2100.4070	15.83
			STATION #1 SUPPLIES	
			STATION #1 SUPPLIES	
			028.2050.4070	24.29
			STATION #1 SUPPLIES	
			029.2100.4070	24.29
			STATION #2 SUPPLIES	
			STATION #2 SUPPLIES	
			028.2050.4070	57.30
			STATION #2 SUPPLIES	
			029.2100.4070	57.29
			Total :	255.94
82450	2/23/2021	000166 PUBLIC AGENCY RISK SHARING	WORK RELEASE EPL 2020/21	
			WORK RELEASE EPL 2020/21	
			041.9500.4360	13,410.00
			Total :	13,410.00
82451	2/23/2021	000168 LETICIA NAVA-CRUZ, PETTY CASH	PETTY CASH-FEB	
			PETTY CASH-FEB	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82451	2/23/2021	000168 LETICIA NAVA-CRUZ, PETTY CASH	(Continued) 001.0020	50.00
Total :				50.00
82452	2/23/2021	000203 SOUTHERN CALIFORNIA EDISON	LS#3-FEB LS#3-FEB 013.8510.4011 LS#3-JAN LS#3-JAN 013.8510.4011 LS#3-FEB LS#3-FEB 013.8510.4011 LMD#76-FEB LMD#76-FEB 012.8500.4010 LS3 METER-JAN LS3 METER-JAN 013.8510.4011	63.66 895.54 94.06 13.12
Total :				32.62
82453	2/23/2021	000207 KONICA MINOLTA	COPIER LEASE-MAR COPIER LEASE-MAR 042.9510.4205 COPIER LEASE-MAR 001.2000.4205	1,054.54 625.29
Total :				1,679.83
82454	2/23/2021	000233 WAXIE SANITARY SUPPLY	CITY HALL JANITORIAL SUPPLIES CITY HALL JANITORIAL SUPPLIES 042.9510.4055	 18.32
Total :				18.32
82455	2/23/2021	000237 WILLDAN ASSOCIATES	BUILDING AND SAFETY PLAN CHECK-JAN BUILDING AND SAFETY PLAN CHECK-JAN 001.4500.4540 INSPECTION SERVICES-JAN INSPECTION SERVICES-JAN 001.4500.4540	 6,815.00 12,622.50

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82455	2/23/2021	000237 WILLDAN ASSOCIATES	(Continued) PERMIT TECHNICIAN SERVICES-JAN PERMIT TECHNICIAN SERVICES-JAN 001.4500.4540	7,312.50
Total :				26,750.00
82456	2/23/2021	000294 CITY OF REDLANDS	STR15002 ART3 20200603 REIMBURSEMENT STR15002 ART3 20200603 REIMBURSEMENT 027.8490.4450	743.74
			STR15002 ART3 #33 REIMBURSEMENT STR15002 ART3 #33 REIMBURSEMENT 027.8490.4450	6,016.18
			STR15002 ART3 #34 REIMBURSEMENT STR15002 ART3 #34 REIMBURSEMENT 027.8490.4450	7,224.69
			STR15002 ART3 #35 REIMBURSEMENT STR15002 ART3 #35 REIMBURSEMENT 027.8490.4450	5,546.10
			STR15002 ART3 #36 REIMBURSEMENT STR15002 ART3 #36 REIMBURSEMENT 027.8490.4450	5,746.79
			STR15002 ART3 #37 REIMBURSEMENT STR15002 ART3 #37 REIMBURSEMENT 027.8490.4450	3,971.83
			STR15002 ART3 #38 REIMBURSEMENT STR15002 ART3 #38 REIMBURSEMENT 027.8490.4450	2,541.36
Total :				31,790.69
82457	2/23/2021	000540 HRDIRECT	HR BREAKROOM POSTERS HR BREAKROOM POSTERS 001.1600.4200	96.96
Total :				96.96
82458	2/23/2021	001120 TERRY'S CANVAS	FS#1: ENGINE IDENTIFIERS FS#1: ENGINE IDENTIFIERS 029.2100.4203 FS#1: ENGINE IDENTIFIERS	342.65

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82458	2/23/2021	001120 TERRY'S CANVAS	(Continued) 028.2050.4203	342.64
Total :				685.29
82459	2/23/2021	001147 KOVATCH MOBILE EQUIPMENT	ME541: REPAIR TO DOOR ME541: REPAIR TO DOOR 029.2100.4240 ME541: REPAIR TO DOOR 028.2050.4240 CREDIT AGAINST INV CA 554880 CREDIT AGAINST INV CA 554880 028.2050.4240 CREDIT AGAINST INV CA 554880 029.2100.4240	221.90 221.89 -20.21 -20.20
Total :				403.38
82460	2/23/2021	001320 HIGHLAND SENIOR CENTER	CDBG CV SENIOR CENTER MEAL PROGRAM-JAN CDBG CV SENIOR CENTER MEAL PROGRAM-JAN 006.8400.4353	5,595.00
Total :				5,595.00
82461	2/23/2021	001439 OFFICE SOLUTIONS	OFFICE SUPPLIES OFFICE SUPPLIES 001.1200.4200	22.15
Total :				22.15
82462	2/23/2021	001476 TIME WARNER CABLE	STATION #1 TELE/INT-JAN STATION #1 TELE/INT-JAN 028.2050.4065 STATION #1 TELE/INT-JAN 029.2100.4065 STATION #2 TELE/INT-JAN STATION #2 TELE/INT-JAN 028.2050.4065 STATION #2 TELE/INT-JAN 029.2100.4065 STATION #3 TELE/INT-JAN STATION #3 TELE/INT-JAN	160.06 160.06 196.97 196.97

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82462	2/23/2021	001476 TIME WARNER CABLE	(Continued)	
			028.2050.4065	99.21
			STATION #3 TELE/INT-JAN	
			029.2100.4065	99.21
			Total :	912.48
82463	2/23/2021	001527 SHRED-IT, C/O STERICYLCE INC.	SHREDDING SERVICES	
			SHREDDING SERVICES	
			001.1200.4626	89.34
			Total :	89.34
82464	2/23/2021	001677 YMCA OF THE EAST VALLEY	MONTHLY REIMB-DEC	
			MONTHLY REIMB-DEC	
			001.6000.4526	83,888.00
			Total :	83,888.00
82465	2/23/2021	001764 DEPENDABLE COFFEE & WATER SVC.	BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	13.44
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	10.45
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	13.44
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	84.33
			Total :	121.66
82466	2/23/2021	003073 EWING IRRIGATION PRODUCTS INC	LMD SUPPLIES	
			LMD SUPPLIES	
			012.8500.4206	199.62
			PARKS SUPPLIES	
			PARKS SUPPLIES	
			016.8540.4206	133.15
			POLICE SUPPLIES	
			POLICE SUPPLIES	
			001.2000.4045	109.86

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82466	2/23/2021	003073	003073 EWING IRRIGATION PRODUCTS INC (Continued)	
Total :				442.63
82467	2/23/2021	003360	DIRECTV	
			POLICE SATELLITE CABLE-FEB	
			POLICE SATELLITE CABLE-FEB	
			001.2000.4065	78.00
Total :				78.00
82468	2/23/2021	005354	ZEPHYR INDUSTRIES, INC.	
			FS#1-3 : HOLMATRO 5240 & 5050I SPREADER	
			FS#1-3 : HOLMATRO 5240 & 5050I SPREADER	
			029.2100.4203	317.35
			FS#1-3 : HOLMATRO 5240 & 5050I SPREADER	
			028.2050.4203	317.35
Total :				634.70
82469	2/23/2021	005358	FLEET SERVICES INC	
			FUEL ADDITIVE FOR ENGINES	
			FUEL ADDITIVE FOR ENGINES	
			028.2050.4220	59.00
			FUEL ADDITIVE FOR ENGINES	
			029.2100.4220	58.99
Total :				117.99
82470	2/23/2021	005671	HOME DEPOT CREDIT SERVICES	
			CONCRETE GRINDER	
			CONCRETE GRINDER	
			029.2100.4070	74.51
			CONCRETE GRINDER	
			028.2050.4070	74.51
Total :				149.02
82471	2/23/2021	005711	CANCINO, AGUSTIN	
			STR11006 R/W EARMARKS 7507 MCKINLEY AVE	
			STR11006 R/W EARMARKS 7507 MCKINLEY AVE	
			030.8495.6530	500.00
Total :				500.00
82472	2/23/2021	005739	GORITZ, CAMILLE	
			MILEAGE REIMB-GORTIZ	
			MILEAGE REIMB-GORTIZ	
			001.4100.4332	9.20
Total :				9.20
82473	2/23/2021	005771	AMAZON CAPITAL SERVICES	
			OFFICE SUPPLIES	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82473	2/23/2021	005771 AMAZON CAPITAL SERVICES	(Continued) OFFICE SUPPLIES 001.1200.4200 PD: PLOTTER/PRINTER PD: PLOTTER/PRINTER 001.2000.4203	27.45 2,369.42 Total : 2,396.87
82474	2/23/2021	005856 REPAIROLOGY	ME543: IPAD SCREEN REPAIR ME543: IPAD SCREEN REPAIR 028.2050.4207	 349.98 Total : 349.98
82475	2/23/2021	005868 FIEDLER GROUP	CWQ18001 DEV DEP REFUND CWQ18001 DEV DEP REFUND 001.4100.4450 FWQ18001 DEV DEP REFUND FWQ18001 DEV DEP REFUND 001.4100.4450 DRA18001 DEV DEP REFUND DRA18001 DEV DEP REFUND 001.4100.4450	 3,834.30 294.53 461.89 Total : 4,590.72
82476	2/23/2021	005869 DOPP PROPERTY SERVICES	SECURE PROPERTY-7957 VICTORIA AVE. SECURE PROPERTY-7957 VICTORIA AVE. 001.4500.4557	 970.00 Total : 970.00
82477	2/23/2021	005870 KIEL, CHARLES	TTM18001 DEPOSIT REFUND TTM18001 DEPOSIT REFUND 001.4100.4450	 2,001.65 Total : 2,001.65
32 Vouchers for bank code : wfb				Bank total : 181,476.34
32 Vouchers in this report				Total vouchers : 181,476.34

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
551	2/26/2021	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			012.1170	12.50
			ICMA DEFERRED COMP 457: Payment	
			016.1170	12.50
			ICMA DEFERRED COMP 457: Payment	
			041.1170	311.33
			ICMA DEFERRED COMP 457: Payment	
			070.1170	237.07
			ICMA DEFERRED COMP 457: Payment	
			001.1170	7,431.74
			ICMA DEFERRED COMP 457: Payment	
			004.1170	937.10
			ICMA DEFERRED COMP 457: Payment	
			010.1170	800.02
			Total :	9,742.26
552	2/26/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment	
			001.1145	596.79
			EPMC: Payment	
			004.1145	94.43
			EPMC: Payment	
			006.1145	19.54
			EPMC: Payment	
			010.1145	23.76
			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
552	2/26/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			042.1145	11.38
			PERS SURVIVOR: Payment	
			042.1145	0.76
			PERS SURVIVOR: Payment	
			070.1145	0.64
			EPMC: Payment	
			070.1145	51.34
			PERS: Payment	
			001.1145	14,134.87
			PERS: Payment	
			004.1145	2,326.33
			PERS: Payment	
			006.1145	650.02
			PERS: Payment	
			010.1145	832.33
			PERS: Payment	
			012.1145	169.03
			PERS: Payment	
			016.1145	169.04
			PERS: Payment	
			023.1145	93.53
			PERS: Payment	
			024.1145	18.80
			PERS: Payment	
			041.1145	445.94
			PERS: Payment	
			042.1145	311.51
			PERS: Payment	
			070.1145	734.13
			PERS SURVIVOR: Payment	
			001.1145	25.76
			PERS SURVIVOR: Payment	
			004.1145	4.05
			PERS SURVIVOR: Payment	
			006.1145	1.32

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
552	2/26/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS SURVIVOR: Payment	
			010.1145	1.06
			PERS SURVIVOR: Payment	
			012.1145	0.58
			PERS SURVIVOR: Payment	
			016.1145	0.58
			PERS SURVIVOR: Payment	
			023.1145	0.23
			PERS SURVIVOR: Payment	
			024.1145	0.05
			PERS SURVIVOR: Payment	
			041.1145	0.31
			Total :	20,761.13
553	2/26/2021	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			MEDICARE: Payment	
			016.1140	40.64
			MEDICARE: Payment	
			023.1140	18.90
			MEDICARE: Payment	
			024.1140	4.28
			MEDICARE: Payment	
			041.1140	74.00
			MEDICARE: Payment	
			042.1140	70.34
			MEDICARE: Payment	
			070.1140	124.66
			FEDERAL TAXES: Payment	
			001.1120	10,999.47
			FEDERAL TAXES: Payment	
			004.1120	1,617.15
			FEDERAL TAXES: Payment	
			006.1120	552.07
			FEDERAL TAXES: Payment	
			010.1120	505.93
			FEDERAL TAXES: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
553	2/26/2021	000119 INTERNAL REVENUE SERVICE	(Continued)	
			012.1120	64.10
			FEDERAL TAXES: Payment	
			016.1120	64.10
			FEDERAL TAXES: Payment	
			023.1120	55.26
			FEDERAL TAXES: Payment	
			024.1120	13.76
			FEDERAL TAXES: Payment	
			041.1120	405.10
			FEDERAL TAXES: Payment	
			042.1120	181.98
			FEDERAL TAXES: Payment	
			070.1120	544.15
			SOCIAL SECURITY: Payment	
			001.1140	594.32
			MEDICARE: Payment	
			001.1140	2,976.80
			MEDICARE: Payment	
			004.1140	469.54
			MEDICARE: Payment	
			006.1140	136.56
			MEDICARE: Payment	
			010.1140	163.74
			MEDICARE: Payment	
			012.1140	40.64
			Total :	19,717.49
554	2/26/2021	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	4,182.71
			STATE TAXES: Payment	
			004.1130	684.24
			STATE TAXES: Payment	
			006.1130	210.67
			STATE TAXES: Payment	
			010.1130	251.79

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
554	2/26/2021	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			012.1130	23.47
			STATE TAXES: Payment	
			016.1130	23.47
			STATE TAXES: Payment	
			023.1130	14.54
			STATE TAXES: Payment	
			024.1130	4.68
			STATE TAXES: Payment	
			041.1130	164.72
			STATE TAXES: Payment	
			042.1130	70.64
			STATE TAXES: Payment	
			070.1130	239.90
			Total :	5,870.83
82478	2/26/2021	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	11.26
			ARROWHEAD UNITED WAY: Payment	
			004.1180	0.77
			ARROWHEAD UNITED WAY: Payment	
			041.1180	2.26
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.71
			Total :	15.00
82479	2/26/2021	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	109.94
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	12.82
			AFLAC ACCIDENT INSURANCE: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82479	2/26/2021	003804 AFLAC WWHQ	(Continued)	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	5.81
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.26
			AFLAC CANCER INSURANCE: Payment	
			001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	211.32
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.68
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.52
			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	27.88
			AFLAC DENTAL: Payment	
			004.1181	0.56
			AFLAC DENTAL: Payment	
			041.1181	1.66
			AFLAC DENTAL: Payment	
			070.1181	0.56
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.96
			Total :	527.31

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
6		Vouchers for bank code : wfb		Bank total : 56,634.02
6		Vouchers in this report		Total vouchers : 56,634.02

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82480	2/26/2021	005823 THE ECOHERO SHOW LLC	CRV GRANT: EDUCATIONAL SHOW HIGHLAND GROVE ELEMENTARY - N. BIRMELY 001.4200.4202 LANKERSHIM ELEMENTARY - F. SILVA 3RD 001.4200.4202	275.00
Total :				550.00
1 Vouchers for bank code : wfb				Bank total : 550.00
1 Vouchers in this report				Total vouchers : 550.00

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Voucher List
CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82481	3/2/2021	000043 BALLARD PLUMBING HEATING & AIR	CITY HALL: HVAC MAINTENANCE 4QTR CITY HALL: HVAC MAINTENANCE 4QTR 042.9510.4588	475.00
Total :				475.00
82482	3/2/2021	000085 EAST VALLEY WATER DISTRICT	CITY HALL-FEB CITY HALL-FEB 042.9510.4030	188.25
			POLICE STATION-FEB POLICE STATION-FEB 001.2000.4030	758.04
			POLICE STATION-FEB POLICE STATION-FEB 001.2000.4030	5.40
			POLICE STATION-FEB POLICE STATION-FEB 001.2000.4030	5.40
			POLICE STATION-FEB POLICE STATION-FEB 001.2000.4030	184.91
			STATION #1-FEB STATION #1-FEB 029.2100.4030	66.67
			STATION #1-FEB 028.2050.4030	66.66
			STATION #2-FEB STATION #2-FEB 029.2100.4030	60.88
			STATION #2-FEB 028.2050.4030	60.88
			STATION #2-FEB STATION #2-FEB 029.2100.4030	17.57
			STATION #2-FEB 028.2050.4030	17.57
			STATION #3-FEB STATION #3-FEB	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82482	3/2/2021	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			028.2050.4030	91.92
			STATION #3-FEB	
			029.2100.4030	91.93
			STATION #3-FEB	
			STATION #3-FEB	
			029.2100.4030	26.35
			STATION #3-FEB	
			028.2050.4030	26.35
			STATION #3-FEB	
			STATION #3-FEB	
			029.2100.4030	31.30
			STATION #3-FEB	
			028.2050.4030	31.29
			AURANTIA PARK-FEB	
			AURANTIA PARK-FEB	
			001.6000.4030	564.27
			BASELINE MEDIAN-FEB	
			BASELINE MEDIAN-FEB	
			004.8310.4030	99.47
			BASELINE MEDIAN-FEB	
			BASELINE MEDIAN-FEB	
			004.8310.4030	123.44
			LMD 04-FEB	
			LMD 04-FEB	
			012.8500.4030	46.93
			LMD 07-FEB	
			LMD 07-FEB	
			012.8500.4030	75.02
			LMD 15 A-FEB	
			LMD 15 A-FEB	
			012.8500.4030	70.42
			LMD 15 B-FEB	
			LMD 15 B-FEB	
			012.8500.4030	125.01
			LMD 21 A-FEB	
			LMD 21 A-FEB	
			012.8500.4030	56.33

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82482	3/2/2021	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			LMD 21 B-FEB	
			LMD 21 B-FEB	
			012.8500.4030	182.24
			LMD 29-FEB	
			LMD 29-FEB	
			012.8500.4030	52.76
			LMD 37-FEB	
			LMD 37-FEB	
			012.8500.4030	104.69
			LMD 44-FEB	
			LMD 44-FEB	
			012.8500.4030	844.67
			LMD 73-FEB	
			LMD 73-FEB	
			012.8500.4030	46.93
			Total :	4,123.55
82483	3/2/2021	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.4200.4210	33.63
			OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			029.2100.4210	6.79
			OVERNIGHT MAIL	
			028.2050.4210	6.79
			Total :	47.21
82484	3/2/2021	000108 HIGH TECH SECURITY	CORP YARD: NEW ENTRY SYSTEM	
			CORP YARD: NEW ENTRY SYSTEM	
			004.8310.4070	1,265.00
			Total :	1,265.00
82485	3/2/2021	000155 NEW YORK LIFE	NEW YORK LIFE-MAR	
			NEW YORK LIFE-MAR	
			001.1180	9.75
			NEW YORK LIFE-MAR	
			004.1180	0.65

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82485	3/2/2021	000155 NEW YORK LIFE	(Continued)	
			NEW YORK LIFE-MAR	
			041.1180	1.95
			NEW YORK LIFE-MAR	
			070.1180	0.65
Total :				13.00
82486	3/2/2021	000169 PITNEY BOWES GLOBAL FINANCIAL	POSTAGE MACHINE 01/01/21-03/31/21	
			POSTAGE MACHINE 01/01/21-03/31/21	
			042.9510.4248	407.85
Total :				407.85
82487	3/2/2021	000176 PRINCIPAL LIFE INSURANCE CO	PRINCIPAL-MAR	
			PRINCIPAL-MAR	
			001.1200.3590	42.54
			PRINCIPAL-MAR	
			001.1450.3590	76.35
			PRINCIPAL-MAR	
			001.1600.3590	7.81
			PRINCIPAL-MAR	
			001.1700.3590	89.94
			PRINCIPAL-MAR	
			001.3200.3590	49.09
			PRINCIPAL-MAR	
			001.4100.3590	113.04
			PRINCIPAL-MAR	
			001.4200.3590	66.28
			PRINCIPAL-MAR	
			001.4500.3590	42.76
			PRINCIPAL-MAR	
			001.4600.3590	46.70
			PRINCIPAL-MAR	
			001.6000.3590	15.87
			PRINCIPAL-MAR	
			001.6010.3590	15.95
			PRINCIPAL-MAR	
			001.6020.3590	10.73
			PRINCIPAL-MAR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82487	3/2/2021	000176 PRINCIPAL LIFE INSURANCE CO	(Continued)	
			004.8310.3590	97.91
			PRINCIPAL-MAR	
			006.8400.3590	28.95
			PRINCIPAL-MAR	
			010.3830.3590	35.52
			PRINCIPAL-MAR	
			012.8500.3590	7.83
			PRINCIPAL-MAR	
			016.8540.3590	7.83
			PRINCIPAL-MAR	
			023.3890.3590	3.58
			PRINCIPAL-MAR	
			024.8470.3590	0.83
			PRINCIPAL-MAR	
			041.9500.3590	13.83
			PRINCIPAL-MAR	
			042.9510.3590	13.41
			PRINCIPAL-MAR	
			070.7000.3590	26.79
			Total :	813.54
82488	3/2/2021	000194 CITY OF SAN BERNARDINO	TRAFFIC SIGNAL CABINET: 5TH & VICTORIA	
			TRAFFIC SIGNAL CABINET: 5TH & VICTORIA	
			004.8310.4580	7,531.80
			Total :	7,531.80
82489	3/2/2021	000203 SOUTHERN CALIFORNIA EDISON	TRAFFIC SIG PALM/CYPRESS-FEB	
			TRAFFIC SIG PALM/CYPRESS-FEB	
			013.8510.4011	30.75
			SMART N FINAL SCE FEES-FEB	
			SMART N FINAL SCE FEES-FEB	
			013.8510.4011	22.57
			REAL JOURNEY ACADEMY LMD ZONE 73-FEB	
			REAL JOURNEY ACADEMY LMD ZONE 73-FEB	
			012.8500.4010	12.93
			TRAFFIC SIG PALM/CYPRESS-FEB	
			TRAFFIC SIG PALM/CYPRESS-FEB	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82489	3/2/2021	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			004.8310.4580	55.61
			REAL JOURNEY ACADEMY LMD ZONE 73-DEC	
			REAL JOURNEY ACADEMY LMD ZONE 73-DEC	
			012.8500.4010	12.47
			TRAFFIC SIG PALM/CYPRESS-DEC	
			TRAFFIC SIG PALM/CYPRESS-DEC	
			013.8510.4011	31.02
			LS#3-DEC	
			LS#3-DEC	
			013.8510.4011	69.17
			Total :	234.52
82490	3/2/2021	000204 SOCALGAS	STATION #3-FEB	
			STATION #3-FEB	
			029.2100.4020	111.34
			STATION #3-FEB	
			028.2050.4020	111.33
			POLICE-FEB	
			POLICE-FEB	
			001.2000.4020	1,745.31
			STATION #1-FEB	
			STATION #1-FEB	
			028.2050.4020	59.03
			STATION #1-FEB	
			029.2100.4020	59.02
			CITY HALL-FEB	
			CITY HALL-FEB	
			042.9510.4020	461.98
			STATION #2-FEB	
			STATION #2-FEB	
			028.2050.4020	157.70
			STATION #2-FEB	
			029.2100.4020	157.69
			Total :	2,863.40
82491	3/2/2021	000226 UNUM LIFE INSURANCE	LONG TERM DISABILITY-MAR	
			LONG TERM DISABILITY-MAR	

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82491	3/2/2021	000226 UNUM LIFE INSURANCE	(Continued)	
			001.1180	600.44
			LONG TERM DISABILITY-MAR	
			004.1180	33.30
			LONG TERM DISABILITY-MAR	
			006.1180	18.50
			LONG TERM DISABILITY-MAR	
			010.1180	22.20
			LONG TERM DISABILITY-MAR	
			041.1180	25.46
			LONG TERM DISABILITY-MAR	
			070.1180	51.80
			Total :	751.70
82492	3/2/2021	000233 WAXIE SANITARY SUPPLY	FS#1-3 SANITARY WIPES	
			FS#1-3 SANITARY WIPES	
			028.2050.4055	128.62
			FS#1-3 SANITARY WIPES	
			029.2100.4055	128.62
			PD: JANITORIAL SUPPLIES	
			PD: JANITORIAL SUPPLIES	
			001.2000.4055	427.01
			Total :	684.25
82493	3/2/2021	000598 PR PRINTING	BUS CARDS: S KASNER, C FLOREZ, G CHAMBER	
			BUS CARDS: S KASNER	
			042.9510.4200	39.96
			BUS CARDS: C. FLOREZ	
			001.4200.4250	39.96
			BUS. CARDS: G CHAMBERS	
			001.4600.4200	39.96
			Total :	119.88
82494	3/2/2021	000623 HARBOR FREIGHT TOOLS	ME541 VEHICLE MAINTENANCE	
			ME541 VEHICLE MAINTENANCE	
			028.2050.4240	33.47
			ME541 VEHICLE MAINTENANCE	
			029.2100.4240	33.46

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82494	3/2/2021	000623 000623 HARBOR FREIGHT TOOLS	(Continued)	
Total :				66.93
82495	3/2/2021	000662 HI WAY SAFETY INC	TRAIL SIGNS	
			TRAIL SIGNS	
			001.6100.4206	70.36
Total :				70.36
82496	3/2/2021	000718 HOUSTON & HARRIS PCS, INC	INSPECT STORM DRAIN UNDER 5TH ST - E SID	
			INSPECT STORM DRAIN UNDER 5TH ST - E	
			004.8310.4666	1,152.50
Total :				1,152.50
82497	3/2/2021	000824 J & M TROPHIES	VOLUNTEER LONGEVITY AWARDS	
			VOLUNTEER LONGEVITY AWARDS	
			001.6020.4336	25.86
Total :				25.86
82498	3/2/2021	001404 LOWE'S	ASPHALT REPAIR	
			ASPHALT REPAIR	
			004.8310.4206	237.05
			CORP YARD: SHELVING	
			CORP YARD: SHELVING	
			004.8310.4206	460.52
			FS#1: ADHESIVE REMOVER	
			FS#1: ADHESIVE REMOVER	
			029.2100.4070	162.71
			FS#1: ADHESIVE REMOVER	
			028.2050.4070	162.70
			FS#1: FLOOR ADHESIVE REMOVER	
			FS#1: FLOOR ADHESIVE REMOVER	
			029.2100.4070	35.18
			FS#1: FLOOR ADHESIVE REMOVER	
			028.2050.4070	35.17
Total :				1,093.33
82499	3/2/2021	001439 OFFICE SOLUTIONS	TONERS	
			TONERS	
			042.9510.4200	206.73

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82499	3/2/2021	001439 001439 OFFICE SOLUTIONS	(Continued)	
			Total :	206.73
82500	3/2/2021	001476 TIME WARNER CABLE	CORP YARD TELE/INT-MAR CORP YARD TELE/INT-MAR 004.8310.4060	
			Total :	669.77
82501	3/2/2021	001478 BELL ROOF COMPANY	STATION #2 ROOF TOP COAT PROJECT STATION #2 ROOF TOP COAT PROJECT 028.2050.4070 STATION #2 ROOF TOP COAT PROJECT 029.2100.4070	
			Total :	37,676.05
82502	3/2/2021	001701 CSMFO	2021 DUES-NAVA-CRUZ 2021 DUES-NAVA-CRUZ 001.1700.4310	
			Total :	110.00
82503	3/2/2021	002480 CASC ENGINEERING & CONSULTING	GENERAL ENGINEERING-JUN GENERAL ENGINEERING-JUN 001.3200.4550	
			Total :	115.00
82504	3/2/2021	002511 RECORDER-CLERK CO OF SB	RECORDING SERVICES RECORDING SERVICES 001.1200.4506 RECORDING SERVICES RECORDING SERVICES 001.1200.4506 RECORDING SERVICES RECORDING SERVICES 001.1200.4506 RECORDING SERVICES RECORDING SERVICES 001.1200.4506 RECORDING SERVICES RECORDING SERVICES 001.1200.4506	
			Total :	40.00
			Total :	140.00
			Total :	120.00
			Total :	20.00
			Total :	40.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82504	3/2/2021	002511	002511 RECORDER-CLERK CO OF SB (Continued)	Total : 360.00
82505	3/2/2021	003073	EWING IRRIGATION PRODUCTS INC CITY HALL SUPPLIES CITY HALL SUPPLIES 042.9510.4070	76.74 Total : 76.74
82506	3/2/2021	003445	BOOT BARN, INC. UNIFORM: LAYNE UNIFORM: LAYNE 004.8310.4249 UNIFORM: COLEMAN UNIFORM: COLEMAN 001.6000.4249	142.52 180.28 Total : 322.80
82507	3/2/2021	004206	#1 SON PLUMBING LMD 8 BACKFLOW TESTING LMD 8 BACKFLOW TESTING 012.8500.4585	185.00 Total : 185.00
82508	3/2/2021	004416	SIEMENS MOBILITY, INC. TRAFFIC SIGNAL MAINTENANCE-JAN TRAFFIC SIGNAL MAINTENANCE-JAN 004.8310.4580 STREET LIGHT MAINTENANCE-JAN STREET LIGHT MAINTENANCE-JAN 013.8510.4664 TRAFFIC SIGNAL RESPONSE CALL OUTS-JAN TRAFFIC SIGNAL RESPONSE CALL OUTS-JAN 004.8310.4580	3,283.64 2,528.50 5,041.31 Total : 10,853.45
82509	3/2/2021	004653	WOODWORKS PORTABLE WELDING CORP YARD: REPAIR WEATHER STATION GATE CORP YARD: REPAIR WEATHER STATION GATE 004.8310.4070	600.00 Total : 600.00
82510	3/2/2021	004939	GUARDIAN DENTAL-MAR DENTAL-MAR 001.1160	1,032.85

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82510	3/2/2021	004939 GUARDIAN	(Continued)	
			DENTAL-MAR	
			004.1160	249.41
			DENTAL-MAR	
			006.1160	14.13
			DENTAL-MAR	
			010.1160	71.95
			DENTAL-MAR	
			012.1160	9.63
			DENTAL-MAR	
			016.1160	9.63
			DENTAL-MAR	
			023.1160	14.13
			DENTAL-MAR	
			024.1160	2.43
			DENTAL-MAR	
			041.1160	30.27
			DENTAL-MAR	
			042.1160	20.48
			DENTAL-MAR	
			070.1160	15.72
			Total :	1,470.63
82511	3/2/2021	004956 FIDELITY SECURITY	VISION-MAR	
			VISION-MAR	
			001.1160	190.32
			VISION-MAR	
			001.1700.4400	30.42
			VISION-MAR	
			004.1160	41.98
			VISION-MAR	
			006.1160	15.79
			VISION-MAR	
			010.1160	9.13
			VISION-MAR	
			012.1160	5.18
			VISION-MAR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82511	3/2/2021	004956 FIDELITY SECURITY	(Continued)	
			016.1160	5.18
			VISION-MAR	
			023.1160	7.61
			VISION-MAR	
			024.1160	0.52
			VISION-MAR	
			041.1160	1.64
			VISION-MAR	
			042.1160	8.50
			VISION-MAR	
			070.1160	3.57
			Total :	319.84
82512	3/2/2021	005018 FLYERS ENERGY, LLC	FUEL-NOV	
			FUEL-NOV	
			001.2000.4220	3,120.46
			FUEL-NOV	
			004.8310.4220	210.78
			FUEL-NOV	
			001.4200.4220	19.13
			FUEL-NOV	
			001.4500.4220	14.25
			FUEL-NOV	
			001.4600.4220	163.52
			FUEL-NOV	
			001.6000.4220	143.65
			FUEL-NOV	
			001.6010.4220	72.01
			FUEL-NOV	
			042.9510.4220	6.75
			FUEL-NOV	
			004.8310.4220	15.21
			FUEL-NOV	
			001.6000.4220	63.15
			FUEL-NOV	
			028.2050.4220	537.02

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82512	3/2/2021	005018 FLYERS ENERGY, LLC	(Continued)	
			FUEL-NOV	
			029.2100.4220	537.02
			FUEL-FEB	
			FUEL-FEB	
			001.2000.4220	4,049.73
			FUEL-FEB	
			004.8310.4220	273.55
			FUEL-FEB	
			001.4200.4220	24.82
			FUEL-FEB	
			001.4500.4220	18.50
			FUEL-FEB	
			001.4600.4220	212.22
			FUEL-FEB	
			001.6000.4220	186.42
			FUEL-FEB	
			001.6010.4220	93.46
			FUEL-FEB	
			042.9510.4220	8.76
			FUEL-FEB	
			004.8310.4220	13.42
			FUEL-FEB	
			001.6000.4220	55.72
			FUEL-FEB	
			028.2050.4220	473.80
			FUEL-FEB	
			029.2100.4220	473.80
			FUEL-FEB	
			FUEL-FEB	
			001.2000.4220	4,715.54
			FUEL-FEB	
			004.8310.4220	318.53
			FUEL-FEB	
			001.4200.4220	28.91
			FUEL-FEB	
			001.4500.4220	21.54

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82512	3/2/2021	005018 FLYERS ENERGY, LLC	(Continued)	
			FUEL-FEB	
			001.4600.4220	247.11
			FUEL-FEB	
			001.6010.4220	108.82
			FUEL-FEB	
			042.9510.4220	10.20
			FUEL-FEB	
			004.8310.4220	15.63
			FUEL-FEB	
			001.6000.4220	64.88
			FUEL-FEB	
			028.2050.4220	551.69
			FUEL-FEB	
			029.2100.4220	551.68
			FUEL-FEB	
			001.6000.4220	217.07
			Total :	17,638.75
82513	3/2/2021	005268 CUSTOM CREATIONS	VEH#130: REPAIRS	
			VEH#130: REPAIRS	
			004.8310.4240	446.51
			Total :	446.51
82514	3/2/2021	005326 RP LANDSCAPE & IRRIGATION	LANDSCAPING-FEB	
			LANDSCAPING-FEB	
			012.8500.4585	17,765.00
			LANDSCAPING-FEB	
			MEMORIAL PARK LANDSCAPING-FEB	
			001.6000.4585	400.00
			POLICE STATION LANDSCAPING-FEB	
			001.2000.4585	500.00
			CITY HALL LANDSCAPING-FEB	
			042.9510.4585	500.00
			LIBRARY LANDSCAPING-FEB	
			001.6000.4585	600.00
			YMCA LANDSCAPING-FEB	
			001.6000.4585	600.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82514	3/2/2021	005326 RP LANDSCAPE & IRRIGATION	(Continued)	
			CORP YARD LANDSCAPING-FEB	
			004.8310.4585	400.00
			AURANTIA PARK LANDSCAPING-FEB	
			001.6000.4585	933.00
			COMMUNITY PARK LANDSCAPING-FEB	
			001.6000.4585	3,691.00
			CANYON OAK PARK LANDSCAPING-FEB	
			016.8540.4585	356.00
			CUNNINGHAM PARK LANDSCAPING-FEB	
			016.8540.4585	453.00
			SEELEY PARK LANDSCAPING-FEB	
			016.8540.4585	299.00
			OAK CREEK PARK LANDSCAPING-FEB	
			016.8540.4585	556.00
			Total :	27,053.00
82515	3/2/2021	005394 DATA TICKET, INC.	PARKING CITATIONS-JAN	
			PARKING CITATIONS-JAN	
			001.1700.4516	8.99
			Total :	8.99
82516	3/2/2021	005516 BASE HILL INC., DBA JAN POINT	MONTHLY JANITORIAL SERVICES-FEB	
			CITY HALL-FEB	
			042.9510.4504	1,562.00
			COUNCIL CHAMBERS-FEB	
			042.9510.4504	311.00
			AURANTIA PARK-FEB	
			001.6000.4504	1,454.00
			COMMUNITY PARK-FEB	
			001.6000.4504	1,950.00
			POLICE DEPT-FEB	
			001.2000.4504	1,080.00
			Total :	6,357.00
82517	3/2/2021	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.4100.4200	100.26

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
82517	3/2/2021	005771 AMAZON CAPITAL SERVICES	(Continued)	
			PLN: MONITORS	
			PLN: MONITORS	
			001.4100.4200	416.60
			PLN: MONITORS	
			001.3200.4200	416.60
			COVID19 SUPPLIES: FACE MASK	
			COVID19 SUPPLIES: FACE MASK	
			042.9510.4055	172.36
			C/E: MONITORS	
			C/E: MONITORS	
			001.4600.4200	1,105.20
			Total :	2,211.02
82518	3/2/2021	005872 EADY, DAVID	STR18001 R/W EADY	
			STR18001 R/W IVDA EADY	
			027.8490.6550	173.97
			STR18001 R/W RDA07 EADY	
			010.3830.6550	174.06
			STR18001 R/W SMBMI EADY	
			027.8490.6550	173.97
			STR18001 R/W EDA EADY	
			030.8495.6550	378.00
			Total :	900.00
1001797039	3/2/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS RETIREMENT-MAR	
			PERS RETIREMENT-MAR	
			001.6010.3560	905.33
			PERS RETIREMENT-MAR	
			001.6020.3560	679.00
			PERS RETIREMENT-MAR	
			004.8310.3560	3,938.17
			PERS RETIREMENT-MAR	
			006.8400.3560	1,267.46
			PERS RETIREMENT-MAR	
			012.8500.3560	543.20
			PERS RETIREMENT-MAR	
			016.8540.3560	543.20

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
1001797039	3/2/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS RETIREMENT-MAR	
			023.3890.3560	226.33
			PERS RETIREMENT-MAR	
			041.9500.3560	316.86
			PERS RETIREMENT-MAR	
			042.9510.3560	769.53
			PERS RETIREMENT-MAR	
			070.7000.3560	633.73
			PERS RETIREMENT-MAR	
			024.8470.3560	45.27
			PERS RETIREMENT-MAR	
			010.3830.3560	1,041.13
			PERS RETIREMENT-MAR	
			001.1200.3560	1,765.37
			PERS RETIREMENT-MAR	
			001.1450.3560	3,103.29
			PERS RETIREMENT-MAR	
			001.1600.3560	226.33
			PERS RETIREMENT-MAR	
			001.1700.3560	4,073.97
			PERS RETIREMENT-MAR	
			001.3200.3560	1,222.19
			PERS RETIREMENT-MAR	
			001.4100.3560	4,571.90
			PERS RETIREMENT-MAR	
			001.4200.3560	2,715.98
			PERS RETIREMENT-MAR	
			001.4500.3560	1,855.92
			PERS RETIREMENT-MAR	
			001.4600.3560	2,625.45
			PERS RETIREMENT-MAR	
			001.6000.3560	1,041.13
			Total :	34,110.74
1001797040	3/2/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS HEALTH-MAR	
			PERS HEALTH-MAR	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
1001797040	3/2/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			001.1150	9,661.46
			PERS HEALTH-MAR	
			004.1150	1,140.10
			PERS HEALTH-MAR	
			006.1150	468.58
			PERS HEALTH-MAR	
			010.1150	732.94
			PERS HEALTH-MAR	
			012.1150	180.22
			PERS HEALTH-MAR	
			016.1150	180.22
			PERS HEALTH-MAR	
			041.1150	369.37
			PERS HEALTH-MAR	
			070.1150	310.55
			PERS HEALTH-MAR	
			001.1450.3511	46.00
			PERS HEALTH-MAR	
			041.9500.3515	2,400.00
			Total :	15,489.44
1001797041	3/2/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS RETIREMENT-MAR	
			PERS RETIREMENT-MAR	
			001.1450.3560	291.69
			Total :	291.69
41 Vouchers for bank code : wfb				Bank total : 179,212.83
41 Vouchers in this report				Total vouchers : 179,212.83



STAFF REPORT TO THE CITY COUNCIL

DATE: March 9, 2021

FROM: Joseph A. Hughes, City Manager

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

SUBJECT: The Single Audit Report for Fiscal Year Ended June 30, 2020.

RECOMMENDATION: Staff recommends that the City Council receive and file The Single Audit Report for Fiscal Year Ended June 30, 2020.

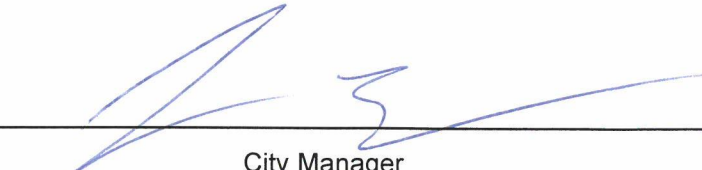
FISCAL IMPACT: None-reports only.

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

BACKGROUND: The Single Audit Report (SAR) is usually presented to the City Council at the same time as the annual audit. Due to COVID-19, the fieldwork for the SAR on federal awards was delayed therefore delaying the report.

The purpose of the SAR is to provide assurance to the federal government that recipients of federal funds comply with directives regarding the management and use of these funds by having an independent auditor report on such compliance. It only applies to state, local government, and nonprofit recipients that expend \$750,000 or more of such assistance in one year. Highland's federal expenditures for fiscal year 2019-2020 was \$1,316,626.

There were no internal control findings, no material weaknesses identified, no significant deficiencies identified that are not considered to be a material weakness nor any instances of noncompliance. As a result, the report received an unmodified (clean) opinion which is the best opinion that can be received.

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

**Single Audit Report on
Federal Award Programs**

June 30, 2020

CITY OF HIGHLAND
SINGLE AUDIT REPORT ON FEDERAL AWARD PROGRAMS
Year Ended June 30, 2020

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**Independent Auditor's Report on Internal Control over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

City Council
City of Highland
Highland, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the City of Highland (City), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 2, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be

material weaknesses or significant deficiencies and therefore, material weaknesses may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Van Lant & Fankhaed, LLP

December 2, 2020



**Independent Auditor's Report on Compliance for Each Major Federal Program;
Report on Internal Control Over Compliance; and Report on the Schedule
of Expenditures of Federal Awards Required by Uniform Guidance**

City Council
City of Highland
Highland, California

Report on Compliance for Each Major Federal Program

We have audited the City of Highland's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2020. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City of Highland, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

Report on Internal Control Over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, of the City of Highland, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic

financial statements. We issued our report thereon dated December 2, 2020, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Van Lant + Fankhaenel, LLP

February 18, 2021

CITY OF HIGHLAND
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2020

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Program Identification Number	Program Expend- itures	Provided to Sub- Recipients
<i>Department of Housing and Urban Development</i>				
CDBG - Entitlement Grants Cluster				
Passed through the County of San Bernardino:				
Community Development Block Grant	14.218	HIGH-19-1-15 Z/1355	\$ 99,980	\$ -
Community Development Block Grant	14.218	HIGH 19-1-02 A/1219	23,890	23,890
Community Development Block Grant	14.218	HIGH 19-2-05 D/2620	10,200	10,200
Community Development Block Grant	14.218	HIGH 19-2-05 Z/2443	10,787	10,787
Community Development Block Grant	14.218	HIGH 19CV-2-05W/0202	8,566	8,566
<i>Total Department of Housing and Urban Development Programs</i>			153,423	53,443
<i>Department of Justice</i>				
Coronavirus Emergency Supplemental Funding Program	16.034	2020-VD-BX-0955	47,318	-
<i>Total Department of Justice Program</i>			47,318	-
<i>Department of the Treasury</i>				
Passed through the California Department of Finance:				
Coronavirus Relief Fund	21.019	-	6,309	-
<i>Total Department of Treasury Program</i>			6,309	-
<i>Department of Homeland Security</i>				
Passed through the San Bernardino Co. Fire Protection District:				
Homeland Security Grant Program	97.067	2017-0083	13,936	-
Homeland Security Grant Program	97.067	2018-0054	15,907	-
<i>Total Department of Homeland Security Programs</i>			29,844	-
<i>Department of Transportation</i>				
Highway Planning and Construction Cluster				
Passed through the California Department of Transportation:				
Highway Planning and Construction	20.205	BRLSN-5449 (034)	113,636	-
Highway Planning and Construction	20.205	BRLS-5449(032)	848,062	-
Highway Planning and Construction	20.205	SRTS 5449 (026)	76,719	-
Highway Planning and Construction	20.205	SRTS 5449 (027)	8,014	-
<i>Total Department of Transportation Programs</i>			1,046,431 *	-
<i>Department of Commerce</i>				
Passed through the San Manuel Band of Mission Indians:				
Economic Development Assistance	11.300	EDA 07-01-07415	33,301	-
<i>Total Department of Commerce Program</i>			33,301	-
Total Expenditures of Federal Awards			\$ 1,316,626	\$ 53,443

* = Major Program

CITY OF HIGHLAND
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ended June 30, 2020

1) Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal award activity of the City of Highland (the City) under programs of the federal government as well as federal financial assistance passed through other government agencies for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial statements of the City. The City's reporting entity is defined in Note 1 of the notes to the City's financial statements.

2) Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported using the modified accrual basis of accounting for governmental funds and the accrual basis for proprietary funds, which is described in Note 1 of the notes to the City's financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3) Indirect Cost Rate

The City has elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

4) Relationship to Comprehensive Annual Financial Report

Amounts reported in the accompanying Schedule agree to the amounts reported within the City's Comprehensive Annual Financial Report.

5) Relationship to Federal Financial Report

Amounts reported in the accompanying Schedule agree with amounts reported in Federal Financial Report.

6) Contingencies

Under the terms of federal and state grants, additional audits may be requested by the grantor agencies, and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Such audits could lead to a request for reimbursement to the grantor agencies.

7) Subrecipient Expenditures

During the fiscal year ended June 30, 2020, the City made payments to subrecipients of \$10,200, \$32,456, and \$10,787 to Central Little League, Highland Senior Center, and the YMCA, respectively.

CITY OF HIGHLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2020

SECTION I – SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of Auditor’s Report Issued:	Unmodified
Internal Control Over Financial Reporting:	
Material Weakness(es) Identified?	No
Significant Deficiencies Identified not Considered to be Material Weaknesses?	No
Noncompliance Material to Financial Statements Noted?	No

Federal Awards

Internal Control Over Major Programs:	
Material Weakness(es) Identified?	No
Significant Deficiencies Identified not Considered to be Material Weaknesses?	No
Type of Auditor’s Report Issued on Compliance for Major Programs:	Unmodified
Any Audit Findings Disclosed that are Required to be Reported in Accordance With Uniform Guidance?	No

Identification of Major Programs:

CFDA Numbers	Name of Federal Program or Cluster
20.205	Highway Planning and Construction

Dollar Threshold used to Distinguish Between Type A And Type B Programs:	\$ 750,000
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Auditee Qualified as Low-Risk Auditee?	Yes
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CITY OF HIGHLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2020

SECTION II – FINANCIAL STATEMENT FINDINGS

There were no auditor's findings to be reported in accordance with *Government Auditing Standards*.

CITY OF HIGHLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2020

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There were no auditor's findings to be reported in accordance with *Uniform Guidance*.

CITY OF HIGHLAND
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
Year Ended June 30, 2020

SECTION II – FINANCIAL STATEMENT FINDINGS

There were no auditor's findings to be reported in accordance with *Government Auditing Standards*.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There were no auditor's findings to be reported in accordance with the *Uniform Guidance*.



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 9, 2021

FROM: Joseph Hughes, City Manager

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

SUBJECT: Revised Memorandum of Understanding with San Manuel Band of Mission Indians/Victoria Avenue Interchange

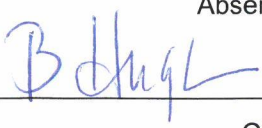
RECOMMENDATION: Approve Revised Memorandum of Understanding with San Manuel Band of Mission Indians for Implementation of the Project Approval/Environmental Document Phase of the Victoria Avenue Interchange Project subject to review and approval by the City Attorney.

FISCAL IMPACT: The City's costs associated with serving as CEQA lead agency and review of Project Approval/Environmental Documents (PA/ED) of the interchange project will be charged to the Indian Gaming Grant (IGG) received by the City in 2011. The City placed the IGG funds in an escrow account which has been earning interest since 2011. The current IGG fund balance is \$1,270,196.84. The City will retain \$150,000 for review of the (PA/ED) and processing of CEQA. The remaining balance of \$1,120,196.84 will be used by San Manuel toward the PA/ED phase of this project.

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

BACKGROUND: On March 10, 2020, the City Council approved a Memorandum of Understanding with San Manuel to serve as the lead agency to manage implementation of the PA/ED phase for the Victoria Avenue Interchange Project. The Mayor signed the Agreement but it was never executed by San Manuel due to staffing changes. City staff has been in contact with the new staff at San Manuel, and they are interested in moving this project forward. The agreement has been revised to include the current allocation of IGG funds that will be made available to San Manuel for reimbursement for this Project.

This is a HP- priority item in the 2021/2022 Work Program.

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

**MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF HIGHLAND AND SAN
MANUEL BAND OF MISSION INDIANS FOR IMPLEMENTATION OF THE
PROJECT APPROVAL/ENVIRONMENTAL DOCUMENT PHASE OF THE
VICTORIA AVENUE INTERCHANGE PROJECT**

This Memorandum of Understanding (“**MOU**”) is made and entered into as of the date the last party executes this Agreement by and between City of Highland (“**Highland**”) and San Manuel Band of Mission Indians (“**SMBMI**”), hereinafter collectively referred to as “**Parties**” or individually as a “**Party**.”

RECITALS

WHEREAS, in April 2011, Caltrans completed a Project Study Report/Project Development Support to evaluate the feasibility of constructing a new interchange within Highland on SR-210 at Victoria Avenue (“**Victoria Avenue Interchange**”); and

WHEREAS, in January 2014, San Bernardino County Transportation Authority, under contract with Highland, completed a Feasibility Study to perform additional traffic operational analysis and alternatives evaluation of the new Victoria Avenue Interchange; and

WHEREAS, construction of a new Victoria Avenue Interchange on SR-210 will help relieve traffic congestion on the SR-210 freeway mainline and improve regional traffic circulation; and

WHEREAS, the next development phase of the Victoria Avenue Interchange, Project Approval/Environmental Document (“**PA/ED**”), is hereinafter referred to as “**Project**,” and

WHEREAS, the parties intend for the Project to be reviewed pursuant to the National Environmental Policy Act (“**NEPA**”) and the California Environmental Quality Act (“**CEQA**”); and

WHEREAS, the Indian Gaming Local Community Benefit Committee previously allocated \$1,000,000 in Indian Gaming Special Distribution Funds to Highland to be used on the Victoria Avenue Interchange, and Highland paid \$100,000 to San Bernardino County Transportation Authority for preparation of the Feasibility Study.

WHEREAS, the current Indian Gaming Special Distribution Fund balance is \$1,270,196.84. Highland will retain \$150,000 of these funds for review of the PA/ED and processing of CEQA.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual promises made herein, the Parties agree as follows:

- A. **Agreement.** San Manuel will be the applicant for the Project with Highland for CEQA review. Highland shall serve as lead agency pursuant to CEQA for the Project.
- B. **Application Processing.** Highland shall debit its costs for reviewing the Project application against the remaining \$1,120,196.84 in funding that it received for the Victoria Avenue Interchange. San Manuel expressly acknowledges that the Project shall be processed like any other project submitted to Highland as lead agency, and that Highland shall exercise its independent judgment in processing the Project application.

- C. **Counterpart Signatures.** This Agreement may be signed in counterparts, each of which shall constitute an original.
- D. **Effective Date.** The effective date of this Agreement is the latest date when all members of the Parties have executed the Agreement.
- E. **Term.** This MOU shall terminate upon Project closeout.
- F. **Early Unilateral Termination.** This Agreement may be terminated upon 30 days written notice by any Party.
- G. **Incorporation of Recitals.** The Recitals to this Agreement are true and correct and are incorporated into this Agreement.
- H. **Signatory Authorization.** All signatories hereto warrant that they are duly authorized to execute this Agreement on behalf of said Parties and that by executing this Agreement, the Parties hereto are formally bound to this Agreement.
- I. **Choice of Law.** Except on subjects preempted by federal law, this Agreement shall be governed by and construed in accordance with the laws of the State of California. All Parties agree to follow all applicable local, state, county and federal laws and ordinances with respect to performance under this Agreement.
- J. **Severability.** If any clause or provisions of this Agreement is fully and finally determined by a court of competent jurisdiction to be illegal, invalid or unenforceable under applicable present or future laws, then it is the intention of the Parties that the illegal, invalid or unenforceable clause or provision shall be deemed severed from this Agreement and the remainder of this Agreement shall not be affected but shall remain in full force and effect.
- K. **Complete Agreement and Amendment.** This Agreement represents the complete integrated agreement between the parties as to the Project and cannot be amended or modified in any way except in writing, signed by all Parties hereto.
- L. **Assignment.** Neither this Agreement, nor any of the Parties' rights, obligations, duties, or authority hereunder may be assigned in whole or in part by either Party without the prior written consent of the other Party in its sole, and absolute, discretion. Any such attempt of assignment shall be deemed void and of no force and effect.

IN WITNESS THEREOF, this Agreement has been executed by the Parties hereto:

SIGNATURES ON FOLLOWING PAGE

City of Highland

San Manuel Band of Mission Indians

By: _____
Penny Lilburn, Mayor

By: _____
Laurens Vosloo, Chief Executive Officer

Date: _____

Date: _____

Approved as to form:

By: _____
Maricela E. Marroquin
City Attorney

By: _____
Michelle Hickey
VP Associate General Counsel

Date: _____

Date: _____



STAFF REPORT

TO THE CITY COUNCIL

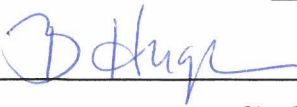
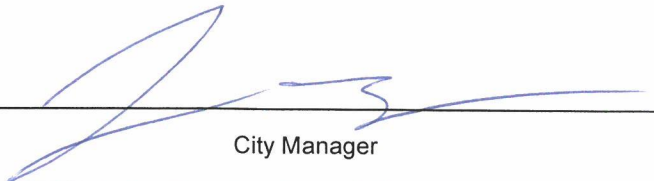
DATE: March 9, 2021

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>6</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



STAFF REPORT

TO THE CITY COUNCIL

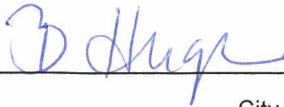
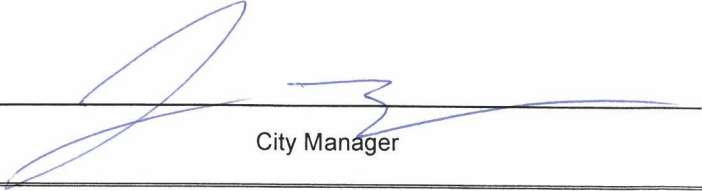
DATE: March 9, 2021

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>7</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	