

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

August 24, 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 72 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

This meeting is being held in person. Please be advised, facial coverings or masks are required to be worn in the Council Chambers regardless of a person's vaccination status. If you do not have a facial covering or mask, one will be provided to you.

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 5:00 p.m. on August 24, 2021, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the August 24, 2021 agenda, please identify the agenda item number in the subject line.

For those wishing to make a public comment regarding a public hearing item (No. 1), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered part of the record. Please email your comments to publiccomment@cityofhighland.org. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting.

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

**CITY COUNCIL REGULAR MEETING
AUGUST 24, 2021 - 6:00 p.m.**

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

CITY COUNCIL PUBLIC HEARING – REDISTRICTING

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.

For those wishing to make a public comment regarding a public hearing item (No. 1), please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the close of the public hearing on the corresponding item to be considered as part of the record. Please email your comments to publiccomment@cityofhighland.org. The City Clerk shall read all email comments provided that the reading shall not exceed three (3) minutes because this is the time limit for speakers at a Council Meeting.

1. Redistricting Process

RECOMMENDATION: That the City Council:

1. Receive a report from National Demographics Corporation (NDC), Consultant, on the redistricting process and permissible criteria to be considered to redraw district boundaries; and
2. Receive public input on district boundaries.

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

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

Comments received via email by August 24, 2021, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Email comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

CITY COUNCIL CONSENT CALENDAR

2. Waive the Reading of All Ordinances
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
3. Minutes – August 10, 2021 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
4. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 728 for August 24, 2021, in the amount of \$956,593.47 and Payroll of \$99,904.58.
5. Treasurer's Report for June 2021
RECOMMENDATION: That the City Council receive and file Treasurer's Report for June 2021.
6. Declare One (1) Seat Vacant on the Community Trails Committee
RECOMMENDATION: That the City Council:
 1. Declare one (1) seat vacant on the Community Trails Committee; and
 2. Direct the City Clerk to advertise the vacancy on the Community Trails Committee.

7. Second Reading of Ordinance No. 448 of the City of Highland Amending Title 16 (Land Use and Development Code) of the Highland Municipal Code, Chapter 16.06 (Definitions), Chapter 16.12 (Special Districts), Chapter 16.16 (Residential Districts), Chapter 16.22 (Mixed Use Districts), and Chapter 16.44 (Specific Development Standards) Regarding Accessory Dwelling Units ("ADUs") and Junior Accessory Dwelling Units ("JADUs") and Making a Finding under CEQA
RECOMMENDATION: That the City Council conduct a second reading, read by title only, and waive further reading of Ordinance No. 448 amending Title 16 (Land Use and Development Code) of the Highland Municipal Code to amend regulations pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Units and making a finding of exemption under Section 15282(H) of the California Environmental Quality Act Guidelines and Public Resources Code Section 21070.17.
8. Final Map Approval/Tract 18893-1 & Tract 18893-2 (D.R. Horton)
RECOMMENDATION: That the City Council adopt Resolution No. 2021-_____ and Resolution No. 2021-_____ to:
1. Approve the Final Maps of Tract 18893-1 and Tract 18893-2;
 2. Accept the subdivision bonds; and
 3. Authorize the Mayor to sign the standard subdivision agreements.

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. Use of State and Local Fiscal Recovery Funds (SLFRF) through the American Rescue Plan Act (ARPA)
RECOMMENDATION: That the City Council:
1. Authorize the expenditures of the \$7,447,553.50 for the SLFRF funds for the programs and amounts described in Attachment #1 and authorize the Finance/Personnel Subcommittee to move any funds as needed in the future within the approved categories; and
 2. Authorize budget adjustments in the amount of \$7,447,555 (accounts listed in Attachment #1) in expenditures.

10. Measure I 5-Year Capital Improvement Plan (2021/2022-2025/2026)
RECOMMENDATION: That the City Council:
1. Approve the Measure I Capital Improvement Plan Expenditure Strategy (2021/2022-2025/2026); and
 2. Approve Resolution No. 2021-_____ adopting the Measure I 5-Year Capital Improvement Plan (2021/2022-2025/2026).
11. Consideration of an Interim Urgency Ordinance to Establish a Moratorium for a Period of 45 Days on the Approval of Land Use Entitlements for New Fueling Service Stations or the Expansion of the Number of Fueling Pumps at Existing Stations
RECOMMENDATION: That the City Council adopt Interim Ordinance No. _____ establishing a moratorium on the approval of land use entitlements for new service stations or expansion of the number of fueling pumps at existing stations by a four-fifths vote, waiving full reading, and read by title only.
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

Regular Meetings

September 14, 28; October 12, 26; November 9, 23; December 14, (December 28 - no meeting)

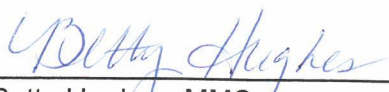
I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before August 19, 2021, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: August 19, 2021



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

FROM: Joseph Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Redistricting Process

RECOMMENDATION: That the City Council:

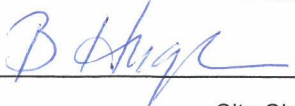
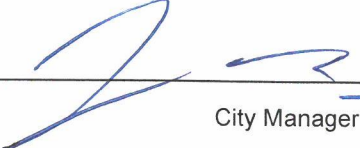
- 1) Receive a report from National Demographics Corporation, Consultant, on the redistricting process and permissible criteria to be considered to redraw district boundaries; and
- 2) Receive public input on district boundaries.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website. The Public Hearing Notice was posted on the City's website on the Redistricting webpage on August 11, 2021; published in the Highland Community Newspaper on August 13 & 20, 2021; and published in the El Chicano Newspaper on August 19, 2021.

FISCAL IMPACT: No more than \$30,000 for the redistricting process.

BACKGROUND: Every ten years, cities with by-district election systems must use new census data to review and, if needed, redraw district lines to reflect how local populations have changed. This process, called redistricting, ensures all districts have nearly equal population. The redistricting process for the City of Highland must be completed by April 17, 2021.

The City adopted its current district boundaries in 2014, based on 2010 census data as required by law. The districts must now be redrawn using the 2020 census data and in compliance with the FAIR MAPS Act (the Act), which was adopted by the California legislature as AB 849 and took effect January 1, 2020.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	

Under the Act, the Council shall draw and adopt boundaries using the following criteria in the listed order of priority (Elections Code 21601(c)) for general law cities:

1. Comply with the federal requirements of equal population and the Voting Rights Act
2. Geographically contiguous
3. Undivided neighborhoods and “communities of interest” (socio-economic geographic areas that should be kept together)
4. Easily identifiable boundaries
5. Compact (do not bypass one group of people to get to a more distant group of people)
6. Shall not favor or discriminate against a political party

By law, the City must hold at least four public hearings that enable community members to provide input on the drawing of district maps:

- At least one hearing must occur before the City draws draft maps
- At least two hearings must happen after the drawing of draft maps
- The fourth hearing can happen either before or after the drawing of draft maps
- City staff or consultants may hold a public workshop instead of one of the required public redistricting hearings

To increase the accessibility of these hearings, cities and counties must take the following steps:

- At least one hearing must occur on a Saturday, Sunday, or after 6 p.m. on a weekday
- If a redistricting hearing is consolidated with another local government meeting, the redistricting hearing portion must begin at a pre-designated time
- Local public redistricting hearings should be made accessible to people with disabilities

The purpose of this public hearing is to inform the public about the districting process and to hear from the community on what factors should be taken into consideration while creating district boundaries. The public is requested to provide input regarding communities of interest and other local factors that should be considered while drafting district maps. A community of interest under the relevant Elections Code for cities (Section 21601(c)) is “a population that shares common social or economic interests that should be included within a single district for purposes of its effective and fair representation.”

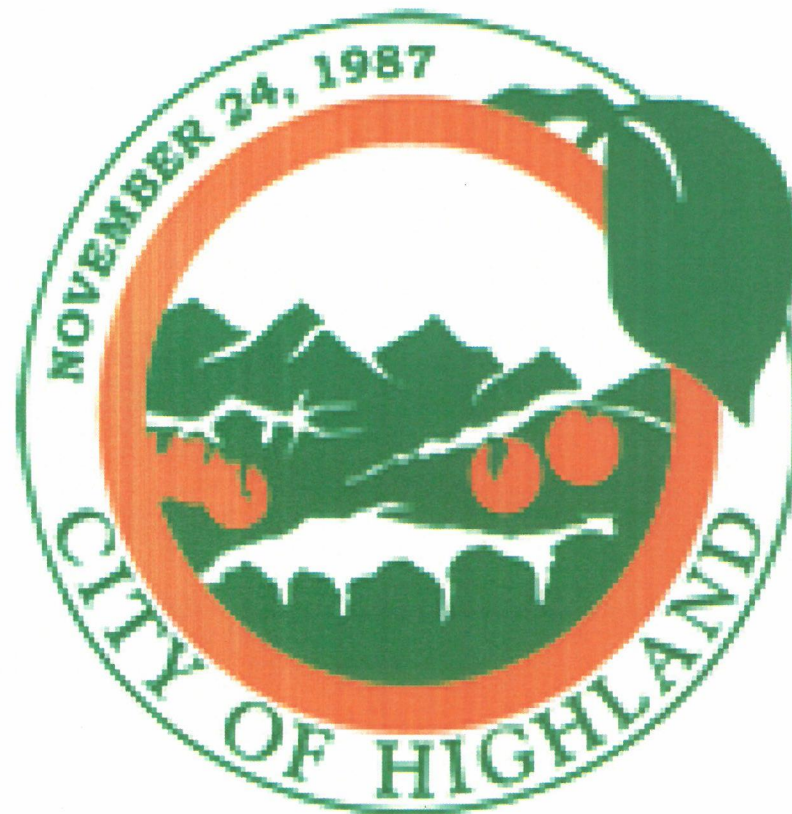
Possible features defining community of interest might include, but are not limited to:

- A. School attendance areas;
- B. Natural dividing lines such as major roads, hills, or highways;
- C. Areas around parks and other neighborhood landmarks;
- D. Common issues, neighborhood activities, or legislative/election concerns; and
- E. Shared demographic characteristics, such as:
 - (1) Similar levels of income, education, or linguistic insolation;
 - (2) Languages spoken at home; and
 - (3) Single-family and multi-family housing unit areas.

Next Steps:

On October 26, 2021, the City Council will conduct Public Hearing #2 to seek additional public input and provide direction on criteria to be considered while drafting district maps. Following that hearing, draft district maps and proposed election sequencing will be posted to the City website and available at City Hall.

The dates for Public Hearings #3 (January 11, 2022) and #4 (February 22, 2022) to consider draft maps are tentative depending on release of the delayed U.S. Census data and state prisoner population adjusted counts.



City of Highland

Introduction to Redistricting 2021

8/24/2021

Todd Tatum
National Demographics Corporation

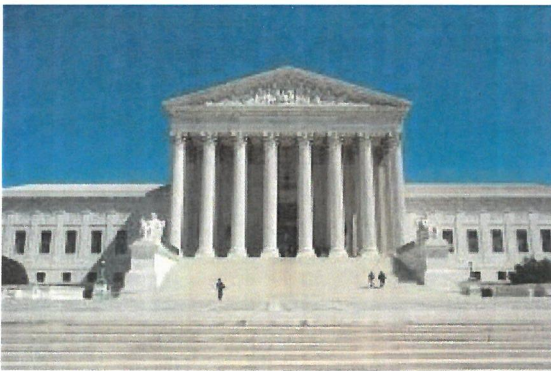
Redistricting Process

Step	Description
Two Initial Hearings August 24 & October 26	Held prior to release of draft maps. Education and to solicit input on the communities in the Districts.
Census Data Release Mid/Late August	Census Bureau releases official 2020 Census population data.
California Data Release Early October 2021	California Statewide Database releases California's official 'prisoner-adjusted' 2020 redistricting data.
Two Draft Map Hearings January 11 & February 22	Two Public Hearings to discuss and revise the draft maps and to discuss the election sequence.
Map Adoption By April 17, 2022	Final map must be posted at least 7 days prior to adoption. Map adopted via ordinance.*

Redistricting Rules and Goals

1. Federal Laws

Equal Population
Federal Voting Rights Act
No Racial Gerrymandering



2. California Criteria for Cities (rank ordered)

1. Geographically contiguous
2. Undivided neighborhoods and “communities of interest”
(Socio-economic geographic areas that should be kept together)
3. Easily identifiable boundaries
4. Compact
(Do not bypass one group of people to get to a more distant group of people)

Prohibited:

“Shall not favor or discriminate against a political party.”

3. Other Traditional Redistricting Principles

Minimize voters shifted to different election years
Respect voters’ choices / continuity in office
Future population growth
Preserving the core of existing districts

Demographic Summary of Existing Districts

Highland - Current Districts (2020 Census Raw Data)

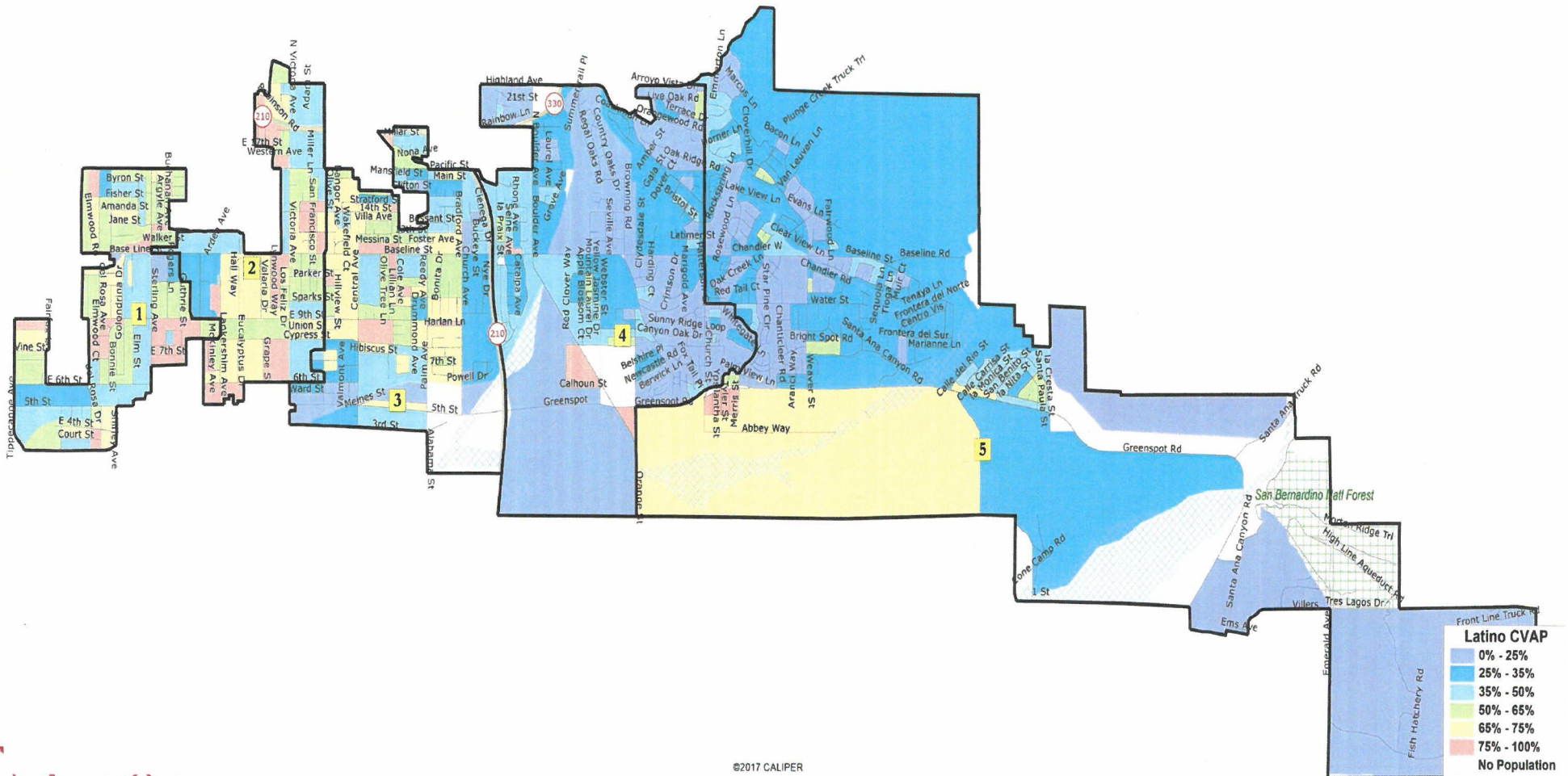
District		1	2	3	4	5	Total
2020	2020 Est. Total Pop	11,303	11,643	11,750	11,324	10,979	56,999
	Deviation from ideal	-97	243	350	-76	-421	771
	% Deviation	-0.85%	2.13%	3.07%	-0.66%	-3.69%	6.76%
2010 Total Pop	% Hisp	77%	68%	61%	37%	33%	55%
	% NH White	8%	10%	19%	39%	42%	23%
	% NH Black	8%	14%	11%	7%	8%	10%
	% Asian-American	5%	6%	6%	13%	14%	9%
Citizen Voting Age Pop	Total	4,808	5,715	7,580	7,712	6,900	32,715
	% Hisp	58%	56%	52%	30%	31%	44%
	% NH White	20%	18%	30%	51%	47%	35%
	% NH Black	13%	17%	12%	10%	10%	12%
	% Asian/Pac.Isl.	8%	7%	5%	9%	12%	8%
Voter Registration (Nov 2020)	Total	4,521	4,435	5,710	7,491	7,575	29,732
	% Latino est.	65%	57%	51%	30%	28%	43%
	% Spanish-Surnamed	58%	51%	46%	27%	25%	38%
	% Asian-Surnamed	4%	3%	3%	5%	5%	4%
	% Filipino-Surnamed	1%	1%	1%	2%	2%	2%
	% NH White est.	17%	20%	32%	53%	52%	38%
	% NH Black	12%	19%	14%	10%	14%	14%

Estimates using official 2020 demographic data and NDC's estimated total population figures.

Each of the 5 districts must contain about 11,400 people.

Latino CVAP

There is some concentration of Latinos, African-Americans, Asian-Americans, or Native Americans



©2017 CALIPER

Defining Neighborhoods

1st Question: What is your neighborhood?

2nd Question: What are its geographic boundaries?

Examples of physical features defining a neighborhood boundary:

- Natural neighborhood dividing lines, such as highway or major roads, rivers, canals and/or hills
- Areas around parks or schools
- Other neighborhood landmarks

In the absence of public testimony, planning records and other similar documents may provide definition.



Beyond Neighborhoods: Defining Communities of Interest

1st Question: What defines your community?

- Geographic Area, plus
- Shared issue or characteristic
 - Shared social or economic interest
 - Impacted by county policies
- Tell us “your community’s story”

2nd Question: Would this community benefit from being “included within a single district for purposes of its effective and fair representation”?

- Or would it benefit more from having multiple representatives?

Definitions of Communities of Interest may not include relationships with political parties, incumbents, or political candidates.

Beyond Neighborhoods: Communities

Under the California Elections Code, “community of interest” has a very specific definition in the context of districting and redistricting cities and counties:

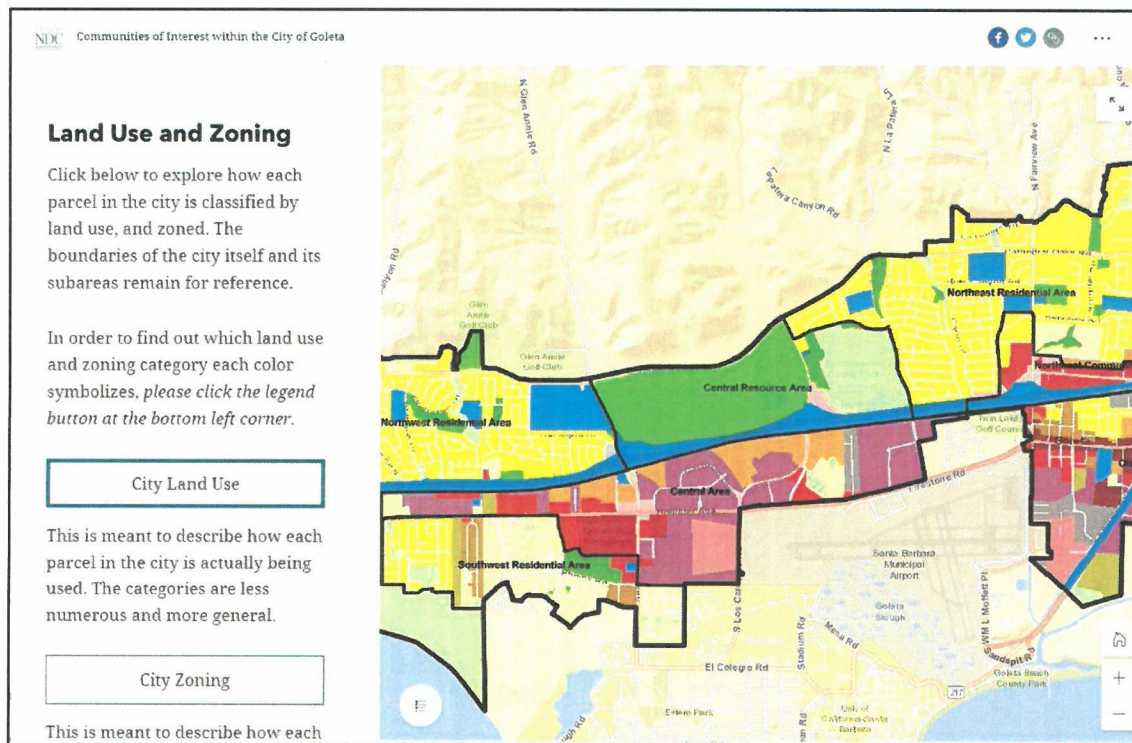
A “community of interest” is a population that shares common social or economic interests that should be included within a single district for purposes of its effective and fair representation.

Communities of interest do not include relationships with political parties, incumbents, or political candidates.

(emphasis added)

Story Map

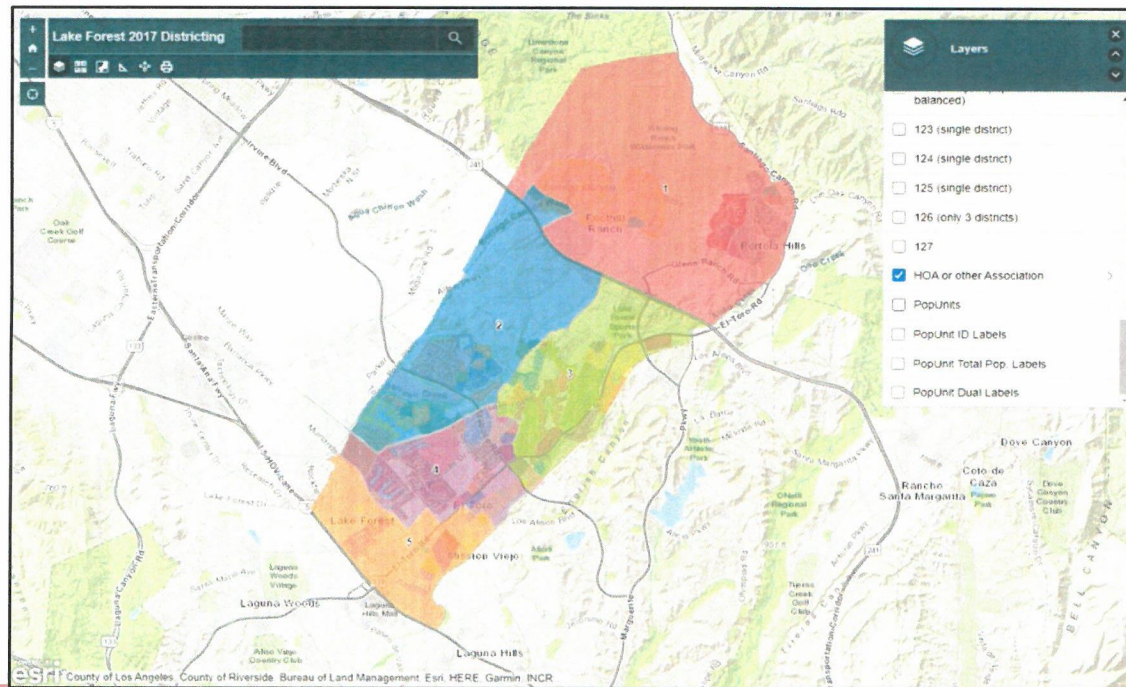
- ❑ Easy to use “story” of demographic and other data
 - ❑ Similar to PowerPoint, but interactive
 - ❑ Used to identify “communities of interest”
 - ❑ Sample map from Goleta



Simple Map Review Tool

Online Interactive Review Map

- ESRI’s “ArcGIS Online” – similar to Google Maps in ease of use
- Used to review, analyze and compare maps, not to create them
- Includes overlays of “community of interest” and other data



Public Hearing & Discussion

What is your neighborhood and what are its boundaries?

What other notable areas are in the City, and what are their boundaries?

Share Your Thoughts

Website

<https://www.cityofhighland.org/331/Redistricting-Redistritacin>

Phone

Betty Hughes, MMC
City Clerk
909.864.6861, ext. 226

Email

districts@cityofhighland.org



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 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>2</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
 City Clerk		 City Manager	



STAFF REPORT

TO THE CITY COUNCIL

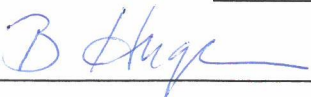
DATE: August 24, 2021

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – August 10, 2021 Regular Meeting

RECOMMENDATION: Approve the minutes as submitted.

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

**MINUTES
CITY COUNCIL REGULAR MEETING
AUGUST 10, 2021**

CALL TO ORDER

The regular meeting of the City Council of the City of Highland was called to order at 6:03 p.m. by Mayor Lilburn at the Donahue Council Chambers, 27215 Base Line, Highland, California.

The invocation was given by Pastor Willie Hicks, Harvest Care Church, and the Pledge of Allegiance was led by Mayor Lilburn.

ROLL CALL

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

REPORT FROM CLOSED SESSION

No meeting.

SPECIAL PRESENTATIONS

Senator Rosilicie Ochoa Bogh introduced herself.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Scott Ward, Representative for San Bernardino County's Third District Supervisor Dawn Rowe, spoke regarding the upcoming County of San Bernardino's redistricting process and extending an invitation to all county residents to attend the upcoming meetings.

City Clerk Hughes stated there were no public comments received via email for items not listed on the agenda nor items on the agenda.

CITY COUNCIL CONSENT CALENDAR

City Manager Hughes stated Item 6 will need to be pulled for clarification.

Associate Planner Syed presented the clarification for Item 6.

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to approve the consent calendar with Item 6 being amended. 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 – June 22, 2021 City Council Regular Meeting
Approved the Minutes as submitted.
3. Warrant Register
Approved Warrant Register No. 727 for August 10, 2021, in the amount of \$3,920,509.29 and Payroll of \$421,894.75.
4. Treasurer's Report for June 2021
Received and filed Treasurer's Report for June 2021.
5. Contract Renewal – 2020-01 Facilities and Parks Landscape Maintenance Contract
Extended the Facilities and Parks Landscape Maintenance agreement with RP Landscape & Irrigation, Inc., (RP) for one year.
6. An Appeal (APP 21-001) of the Historic and Cultural Preservation Board's Partial Denial of Certificate of Appropriateness (COA 21-002); Installation of a Six Foot (6') Tall White Vinyl Fence at a Single-Family Home in the Highland Historic District. The Appeal is requesting the City Council overturn the Historic and Cultural Preservation Board's denial and permit the white vinyl fence. (Continued from June 22, 2021.)
Adopted Resolution No. 2021-036 to approve Appeal (APP 21-001) and approve the Certificate of Appropriateness (COA 21-002).

RESOLUTION NO. 2021-036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, TO APPROVE APPEAL (APP 21-001), OVERTURNING THE
HISTORIC AND CULTURAL PRESERVATION BOARD'S DENIAL OF
CERTIFICATE OF APPROPRIATENESS (COA 21-002) TO INSTALL A
SIX (6) FOOT TALL WHITE VINYL FENCE ON THE WEST SIDE OF A
SINGLE-FAMILY HOME IN THE HIGHLAND HISTORIC DISTRICT LOCATED
AT 27259 NONA AVENUE

7. Final Map Approval/Tract 18013 (MV 18013, LLC)
Adopted Resolution No. 2021-037 to:
 1. Approve the Final Map of Tract No. 18013;
 2. Accept the Subdivision Bonds; and
 3. Authorize the Mayor to sign the standard subdivision agreement.

RESOLUTION NO. 2021-037

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, APPROVING THE FINAL MAP AND SUBDIVISION
AGREEMENT, AND ACCEPTING THE SUBDIVISION BONDS FOR TRACT
NO. 18013 (MV 18013, LLC)

8. Multi-Use Trail Common Use Agreement – Amendment No. 1
Approved revised Amendment No. 1 to the Multi-Use Trail Common Use Agreement between the City and San Bernardino County Flood Control District.

CITY COUNCIL PUBLIC HEARING

9. An Ordinance Amending Title 16 (Land Use and Development Code) of the Highland Municipal Code, Chapter 16.06 (Definitions), Chapter 16.16 (Residential Districts), Chapter 16.22 (Mixed Use Districts), Chapter 16.12 (Special Districts), and Chapter 16.44 (Specific Development Standards) Regarding Accessory Dwelling Units (“ADUs”) and Junior Accessory Dwelling Units (“JADUs”) and Making Findings Under CEQA

Mayor Lilburn opened the public hearing.

Community Development Director Mainez stated the City Council has addressed previous amendments to the City's existing ADU regulations and this latest ordinance before you is a result of a series of housing bills signed by the Governor in 2019. Through the hard work by staff, the City Attorney and the input from the Planning Commission, the City now has a draft that is as restrictive as possible. The State's intent of these housing bills was to reduce regulatory barriers in costs associated with ADUs in a further streamline to the ADUs approval process. In response to this legislation, the Council adopted two interim ordinances, as you may recall, regulating ADUs while staff studied how ADUs should be regulated in Highland. As part of this adoption, the two interim ordinances, the Council voiced concerns about allowing the construction of ADUs in areas designated as high fire severity zones. With that in mind, staff worked closely with our Fire Marshall and our Battalion Chief to study the potential public safety and traffic impacts of allowing ADUs in high fire severity zones. These areas are prone, as you know, to fire fueled by strong winds and an increase in population from additional ADUs in these areas, can increase the risk of people not being able to evacuate quickly in the event of a fire emergency. So, there is a map in your staff report that includes boundaries of the high fire severity zones. Also, through the proposed ordinance, the City is prohibiting the construction of ADUs in areas located within a high fire severity zone. It is important to note in the record that pursuant to government code, the City does not have discretion to outright prohibit the construction of ADUs that could be approved by the building permit only process, which we will talk about in a few minutes. He is going to have City Attorney Marroquin get into that detail. In addition, the State's ADU legislation allows local agencies to evaluate the adequacy of water and sewer service as a factor in drafting the ADU ordinance. Also, a map was included in your staff report to show those locations of parcels with septic systems. The approval process for all proposed and modified septic systems in Highland will require State Water Board evaluation. During our research on this topic, it was made clear by the State Water Board staff that it would be highly unlikely that permits will be issued for new or modified septic systems. The reason given by the State Board staff was due to the conflicts related to minimum lot size and setbacks for septic tanks and leech fields, also setbacks for existing

structures. The setbacks from existing water lines to protect water quality public safety was another factor. Through this proposed ordinance the City is prohibiting the construction of ADUs in areas without proper sewer connection. As mentioned, in the fire overlay zones and similar to that, it is important to note that pursuant to government code, the City does not have discretion to outright prohibit the construction of ADUs that could be approved by building permit only process and so with that brief overview, he will turn it over to the City Attorney who should give you the synopses of the permit process.

City Attorney Marroquin stated as was indicated by Community Development Director Mainez state law dictates that there are two different types of approval process. You have your building permit only process, which if you comply with the state standards, you come in and the City has zero discretion in terms of denying those types of applications. Then there is a different process which we will call the planning review process and that process is where the City has discretion and the types of regulations that it can adopt and so that is where Community Development Director Mainez has indicated that the City has imposed as restrictive standards as it possibly can. Starting first with the building permit only ADU processes, they are addressed in Section 16.44180(e) of the ordinance that is before you tonight. So, under the building permit ADU process an applicant would be allowed to have one detached ADU and one JADU as long as it is located within the same space as the single-family residence and you are allowed to expand it by 150 feet for a passageway but as long as it is within the existing space, they would be allowed to do that as a building permit only ADU. One detached new construction ADU, as long as the ADU maintains at least a four-foot rear and side yard setbacks and it cannot be bigger than 800 square feet in size. So that is kind of the largest parameter under the building permit ADU, 800 is the max. The legislation also allows multifamily residences to convert spaces not used as livable space. So that would be kind of your storage rooms, boiler rooms, basements, attics, and garages. All of those can be converted up to 25% of the existing units, so if you are talking about an 8-unit apartment they would be able to convert two of those type of spaces into ADUs. In addition, two detached ADUs can also be constructed on a lot with a multifamily dwelling. So again, under this building permit ADU process there is zero discretion. That is dictated by state law. If they come in and they meet these standards, which is you know, no more than 800 feet, the 4-foot rear and side yard setbacks, they can come in and obtain the ADU over the counter. All staff is reviewing essentially is, you know, do they check off the boxes? Then we turn over to the planning review ADU, so here is where we can have a little bit more. Now she is not going to pretend it is like, you know, we can do what we want but we have a little bit more discretion in this regard. So, the State law does allow the City to adopt an ordinance for those ADUs that do not qualify under building permit ADU. So, if someone came in, for example, to construct let's say a 950 square foot ADU, they are past 800 feet, so we are no longer a building permit only, we are now in the planning review, and this is dictated by Section 16.44180(d) of the ordinance that is before you. What we have done here are the location restrictions that Community Development Director Mainez talked about so

no ADUs in the high fire severity zones, and they have to have appropriate sewer systems. Otherwise, they are prohibited from constructing those type of ADUs. Did you have a question Mayor Pro Tem McCallon?

Mayor Pro Tem McCallon stated well, he just thinks it is stupid that in one instance allow them to be built in fire zones, without sewer hookups, etc., and then the other instance, restrict them, it is asinine.

City Attorney Marroquin stated she does not disagree with Mayor Pro Tem McCallon. That is the way the state law was drafted unfortunately.

Council Member Timmer stated he thinks this is a good point. He hopes the Senator is listening. One of the big concerns that we have as city officials is the State keeps taking more and more of the discretion the cities have on how we plan our cities on density and sizes. Every time we turn around there is new legislation coming down, which restricts us more and more. So, I guess that's it. He hopes you are listening. Thank you.

City Attorney Marroquin stated she thinks that the point you are making, both of you, is excellent, in the sense that the State clearly says with respect to the building permit that has to be approved and there is not the kind of the public health safety welfare considerations that they allow for the local ordinance portion of it. That is not within the building permit only and so generally both state laws will make at least some allowance for public health safety reasons, but the way this legislation was drafted the building permit only says if you meet these requirements, you get a permit. Now again if there is, there are size restrictions, they have to meet every single thing on that box otherwise they go into the planning review ADU component.

Mayor Lilburn stated a box is a joke.

City Attorney Marroquin stated she does not disagree that there are concerns, but at least, there are, you know, it cannot be more than 800 square feet, so if we are at 801, they are doing planning review.

Mayor Lilburn inquired who is going to enforce that?

City Attorney Marroquin responded well that would be our planning staff. So, they have to come in and pull a building permit and we are going to be checking the sizes.

Mayor Lilburn stated like that is going to happen.

City Attorney Marroquin stated Community Development Director Mainez would be able to further address how many have come in and we can, do you want to do that now or do you want me to finish?

Mayor Lilburn stated yes, go ahead, and finish please.

City Attorney Marroquin stated so we talked about location, now talking about minimum and maximum unit size. If there is an existing primary dwelling, the total floor area of the attached ADU cannot exceed 50% of the existing dwelling, so you know it can only be half as large as your existing dwelling. For detached ADUs it cannot be larger than 1,200 square feet, so that is something that is allowed. We have discretion, we could go higher if we wanted, but what is before you where state law said we cannot dictate anything smaller than 1,200 so that was the number that was chosen by staff. For studio or one bedroom, the total floor area shall not exceed 850 square feet in size and a two or more-bedroom ADU cannot be greater than the again, the 1,200 square feet. There are, and she knows this is going to be a point of contention, no setbacks can be required for an ADU that is going into a location where there is an existing structure. So, let's say someone has an existing storage shed and they are going to now replace that with an ADU, as long as it is within the same parameters, assuming it is a really big shed that they have, we cannot require additional setbacks. So, if they are already two feet from the property line, they would be able to construct there.

Mayor Lilburn stated that is crazy.

City Attorney Marroquin stated if however, there is not an existing structure there that is being replaced, then the City can require up to four feet of a rear yard and side setbacks, and so that is what is in the ordinance. Again, to the extent we could be as restrictive as possible, that is what was done. One parking space is required per ADU, except under certain circumstances.

Mayor Lilburn stated if there is a bus stop within so many feet.

City Attorney Marroquin stated one half of a mile, exactly. Then you cannot require it. If a garage or carport is demolished or converted to an ADU, the City cannot require replacement parking. The City cannot impose an impact fee on ADUs that are less than 750 square feet in size. If it is greater than 750, then the impact fee is charged proportionally based on the square footage of the primary dwelling unit. So, if the primary dwelling unit, for example, is 1,600 square feet and the proposed ADU is 800 square feet, the applicant would be charged an impact fee of 50% because it is proportional to the existing unit. The one area that the City does have some discretion is with respect to architectural features. The ordinance requires that the ADU have the same design, architectural features, color, and materials of the primary dwelling unit so that it can try to match, you know, the primary dwelling unit as much as possible and we are allowed to impose any objective standards we have. If there are objective design standards within the specific plan area, those can be imposed on the ADU. The City does require that a deed restriction be recorded that ensures that the ADU will not be sold separately from the primary dwelling unit and that also it not be used for short term rentals. The reason that is being done is to ensure that the city can at least count these units towards its RHNA allocation because at least we will get credit that way in terms of the number of units that are being constructed within the City. Now is a good time to turn it over to Community Development Director Mainez to talk about how many of these have actually been constructed.

Mayor Pro Tem McCallon stated well before you do that, if he might Mayor, the junior ADUs or whatever, you cannot rent them out for longer than, whatever, the 31 days.

City Attorney Marroquin stated 30 days, yes.

Mayor Pro Tem McCallon inquired it requires that the owner occupy either the residence or the other, but that does not apply to other ADUs?

City Attorney Marroquin responded no, it is only for the JADUs that it has to be owner occupied and she thinks the reason and that was a change in state law before you could have an owner occupancy requirement for both. Now it is just for the JADUs.

Mayor Lilburn inquired is that more for like an extended family member moving in or?

City Attorney Marroquin responded she think that is the idea, because the JADU is constructed within the existing space of the single-family residence. So, she thinks the idea is that generally it is like an in-law suite, or you know, as one family member or, you know, one of the kids has a family and they need to move into the JADU.

Mayor Pro Tem McCallon stated you can build the ADU, and you can rent the primary residence and the ADU out, as long as it is not a JADU.

City Attorney Marroquin stated correct.

Mayor Pro Tem McCallon stated and there is no requirement for the owner to occupy either one.

City Attorney Marroquin stated for ADU, no, there is no requirement.

Mayor Lilburn inquired if Community Development Director Mainez would like to pick up from here?

Community Development Director Mainez responded yes, he will pick up the discussion. He wanted to let the Council know that as a result of this new legislation there was a mention of the 550 square feet exemption for development impact fees and that is not in the ordinance, but it is in the legislation and a lot of the applicants are uneducated on that when they come to the City. So, he does want to point out that over the last couple of years, we have had up to thirty applications for accessory dwelling units. At least 95% of these are detached and they are all under 750 square feet with the intention that they do not want to pay DIFs. He just wanted to make this clear. So that is a trend. Until the legislation eliminates DIF's altogether, we will probably start getting these larger accessory structures. Of course, you add the impacts of COVID and the impacts of rental housing and people not paying their rent. It really has slowed down dramatically the

construction of these thirty applications. Over the last two years we probably only have had one of these applications that has even started construction because of the impacts. He wanted to throw that out there just for your information on how people are coming in and building smaller attachments. Some of these, out of the thirty, six of these are garage conversions. That seems to be a trend and he knows that was a concern.

Mayor Lilburn inquired if this counts for a RHNA number?

Community Development Director Mainez responded only if we can determine the income restrictions. If they want to record a deed restriction, we can probably get that in a category of lower income.

Mayor Lilburn inquired can you not determine that by the location of where it is?

Community Development Director Mainez responded we can determine most of these would probably be moderate to upper income until we can at least narrow it down to a deed restriction. Okay, does that makes sense?

Mayor Lilburn stated it does.

Council Member Timmer stated normal housing permits that we issue have a time frame that if you do not build, they expire. Does that also apply to these ADUs or do these go on forever?

City Attorney Marroquin stated no, the same building permit process would apply to these as well.

Council Member Timmer stated at least the State did not change that.

Community Development Director Mainez stated the State did a few years ago, it was six months, now it is a year when these building permits will expire.

Mayor Lilburn inquired if that was the end of staff presentation?

Community Development Director Mainez responded it is, thank you Mayor.

Mayor Lilburn stated thank you. So right now, we have only one speaker slip. We have no speaker slips in favor of the proposal. We do have a speaker slip in opposition of the proposal.

Fred Yauger spoke in opposition of the item.

Mayor Lilburn stated so we have no applicant rebuttal. Any additional comments? Okay, so right now, she is going to go ahead and close the public hearing. She is going to open it up for staff discussion, questions, for Council discussion and any questions of staff. This is a lot to take in.

City Clerk Hughes stated for the record we did not receive any emails regarding the public hearing.

Mayor Lilburn inquired for public comment?

City Clerk Hughes responded for public comment, correct.

Mayor Lilburn stated thank you. We have worked so hard for so many years on our garage conversions. That they were not allowed, and we have charged people so much money to make sure that they have turned their garage back into a garage once they were identified as turning their garage into now what is classified as ADU, a JADU, so it is kind of sad. She has so many questions, but she is going to open it up to the Council for any comments that they may have.

Council Member Chavez stated he just wants to say this is one of those California laws that they try to make a one size fits all kind of situation. He does not think it fits here in Highland. He hears the struggle and everything that is going on and so he is ready to approve but he knows we have more.

Council Member Timmer stated he would like to thank the staff. He knows the last time we talked about this we had; his big concern was the fire safety zone that we could not put these units in there. Obviously, what is happening in northern California and central California makes it paramount that we do not allow this kind of ADUs be added into to the fire interface or the fire defense zone or whatever you want to call it. So, at the point when we talked about this we did not know if we could exclude that and and this is good news. As bad as all this other stuff is in the ordinance, at least we are able to exclude the fire overlay zones, that they could not do that. It is kind of interesting to hear the water quality board will not support these kinds of units in areas where there are septic systems which he guesses is another good thing he supposes. So, he thinks we have cut some of the properties that we had concern about. He thinks the fuel loads and stuff in the fire defense areas are now going to stay where they are at. The other concern we have is obviously the parking and then the ordinance talks about parking issues. The infrastructure design on these projects years ago, did not include all these higher densities and stuff, so he is not sure what the water companies and sewer companies and all that are going to do on addressing upgrading these systems, whether it will ever happen or not, but this has been a painful process for us. Again, as the Senator talked about the State coming down with these rules that are so impractical and so limiting on what a city can and cannot do. He is just happy we were able to exclude the fire zones and stuff in the water area. So, he guesses that is some benefit to what we are doing here, but this is such a distasteful thing we have to deal with mandated by the State of California. He knows we need to do this to be in compliance, so we do not jeopardize our housing element in the general plan that gets challenged and all kinds of other stuff. He thinks this is a good place that we are headed, but boy it is painful going to adopt some of this stuff.

Mayor Pro Tem McCallon stated that fire zone and sewer stuff only apply to a limited portion, otherwise any ADU can be built anywhere.

Council Member Timmer stated yes, any other excluded zones.

Mayor Pro Tem McCallon stated no, they can build both there.

City Attorney Marroquin stated so to clarify that there are two different processes. The building permit only ADUs. Mayor Pro Tem McCallon is correct, if they come in and they meet the requirements of a building permit only where they just have to pull a building permit, essentially, if they meet those minimum requirements, even if they are in a high fire severity zone, they would be able to construct. If, however, they do not meet those requirements and they have to go through the planning review process, then we have prohibited any construction within a high fire severity.

Council Member Timmer stated Community Development Director Mainez is saying they are all coming in the threshold.

Mayor Lilburn stated right now.

City Attorney Marroquin stated right now, right, if they are less than 800 square feet and they meet all the other requirements then the statute says they are under what is called, there is two different sections of the government code. There is Section A which is the building permit only and that one says the City cannot apply any other standards other than what is specifically listed in that section and then there is a different section which is our Subsection E and that is where the City has discretion to apply different standards. Unfortunately, that is just where it lands.

Council Member Timmer stated so it just goes to confirm that the State of California is in a total position of taking all planning responsibility away from cities. Overall, we have no rule and if this keeps going the way it is going, we may not even have a City. They are going to rule and make the decision about everything related to planning within our City.

Mayor Lilburn stated they are killing our cities.

Council Member Timmer stated its almost criminal what they are doing.

Mayor Lilburn stated yes, it is. It is. It is disgusting. She is sorry, she does not mean to take it out on the staff because she knows staff is only doing their jobs. Now they are getting more put on you with no additional fees, no impact fees, no permit fees, and we have to bite the bullet and take it away from our taxpayers. Take you away from our taxpayers on the enforcing of so much that needs to be done out there for these. In many parts of the City, we do not have an Association, so we cannot mandate it, which you are lucky Mr. Yauger, at least you live in the Ranch and there is still some enforcement with your cars. Here they add additional living and so they pack them in these houses, there is nowhere to park, so then

they park on their lawns, and it makes it look like pure ghetto. It is just blunt, that is the way it is, and she is sad to see that our State continues to mandate these, and she hopes in the Senate, and she hopes as you do, as a realtor as well. This is ridiculous. This is killing property values. People that are homeowners, people that live in apartments who want to become homeowners, they want their property just as nice. It is sad. You say we have about thirty right now and will those be applied towards the RHNA numbers?

Community Development Director Mainez stated yes, they will. We just have not determined the income category, but we will get credit for this. Absolutely.

Mayor Lilburn stated she has some questions, when we build a house, if somebody comes in to pull permits to build the house, what is their setbacks? 10 feet?

Community Development Director Mainez stated well, it depends on the zoning but generally you have your front yard, 25, your side yards, 5 and 10, depending on what side and then generally in the rear it is about 20.

Mayor Lilburn stated what is the logic for not having a setback?

Community Development Director Mainez stated for this legislation, he thinks logic probably does not play a key.

Mayor Lilburn stated she is going to be [upset] when somebody builds one next to my backyard. She means literally. She thinks it is disgusting. They are exempt from environmental reviews, and she does not want to get the audience all worked up, but they should be worked up over this because this is going to affect your neighborhood and not in a good way and unfortunately the State mandates to us and we have to sit here and just take it. She is sick of taking it from the State. She can go on with all the things that it has and how it is going to affect our neighborhoods, but she thinks you get the drift. She has so many comments, but she is so mad right now that she cannot even do it in a halfway decent way, so she appreciates your presentation. You kind of laid it out. I missed a couple of things in reading this. All I can say is at this time this is one of these times that you wish you had an Association. At least they could help you stay on top of it, but we do not have the enforcement with our Code Enforcement, with our Police Department. With the police, she means, we are too busy trying to keep our City streets with the homeless and with the quality of life. This is going to be a real hit to our communities. She just wants you to know and we are sorry that we have to impose this. She apologizes in advance because she has to support it because if we do not, the State is going to come in and take over and then we will not have any way to mandate anything at all. So, she will stop with that. At this time is there any more discussion?

Council Member Timmer stated this is soapbox night, so he is going back on his soapbox. If we do not pass this ordinance or turn it down, what will the State do on our housing element? He is sure there are all kinds of threats that they are talking about. Do we know, have they postured this at all?

City Attorney Marroquin stated she can answer that. If you do not have a compliant ordinance or you have not adopted an ordinance, then it reverts to state standards. So then, essentially, we are just stuck with what the State, yeah, so at least we have a little bit of discretion in being able to at least prevent some of it, and so she would recommend that we move forward with the ordinance. She did want to note for you Mayor that and she did not note this in the presentation, but there was also an additional bill that prohibits HOAs from prohibiting ADUs. So even if you are within...

Mayor Lilburn stated no, she gets that, but at least they can enforce the parking on the lawns, the parking in the street, the colors of the house because come on, let's face it, they can paint it whatever color they want. There is nothing really, we are going to do about it. The trash, you know people, they do not water their lawns, they park on them, the trash. It is just tough right now, keeping up a City. We, still on the first, second, and third district, a lot of our neighborhoods are still relatively preservable. We can preserve the integrity of those. Here, she does not foresee that coming. She hates to be a pessimist, but it is just sad. She knows staff work hard and when we call you, you are all over it, but we have to constantly stay on as Council Members, and we miss a lot. So, once you turn your head for a second, gone, it is gone, it is taken over. Then you get it back into order or you know our police go into a neighborhood and they clean it up, they turn their backs for a second and it is just mayhem, so this is sad. She does not want to support it. She does not like it at all, can you tell. Let us take a vote.

Council Member Timmer stated he is still on his soapbox. If you watch the national news the word you hear about all the time is infrastructure, infrastructure. We are going to do all these wonderful things and this legislation that we are talking about here, this ordinance is going to impact our infrastructure. Sewer and water and all those things that were not designed and engineered to support these additional densities. So, they are talking out of one side of the mouth, we are going to give you all this money to improve your infrastructure and the other hand, they are saying we want you to do this ordinance which impacts your infrastructure. It makes absolutely no sense. He knows the answer to this, but he just wants us all to be aware. If he builds an ADU on his property, does he have to have different trash service? Probably not, he knows not. So, we are going to increase our impacts on the trash facilities then.

City Attorney Marroquin stated she thinks that is more of a question for public works.

Community Development Director Mainez asked for Public Services Manager Morgan to address that question.

Public Services Manager Morgan stated good evening Mayor and Council Members. To answer that question, any additional unit would have to have service. The way the State has classified these additional units and whether it is a residential additional unit or a multifamily, is anything four units or less is

considered residential. So, when we start talking about food waste, organic recycling, and all of that, we classify those multifamily additional units whether they are residential additional or multifamily. Four or less is residential in our books and on our mandates, five or more would be considered multifamily commercial. With these ADU's we would still consider it. Staff has started looking at this issue because some of them are not their traditional additional unit on a parcel, but it would still be considered an additional unit and our solid waste rates, we do have a one price for one unit, and then a discounted second unit price, but they would still receive the three additional carts.

Council Member Timmer stated so bottom line is that these additional units would then have some responsibility to have trash picked up and that kind of stuff.

Public Services Manager Morgan stated yes, and so, she already has been working with Building and Safety staff to get notification of when those are being approved so her staff can go out and ensure that service has been added. Any other questions?

Mayor Lilburn stated what about the school impacts? Have we notified schools because this is greatly going to impact schools?

Public Services Manager Morgan stated she does everything but schools. She will give the discussion back to Community Development Director Mainez.

Community Development Director Mainez stated Mayor, if the unit is less than 750 square feet, they are not paying any development impact fees.

Mayor Lilburn stated that is correct. So, they are not paying any development impact fees so our schools get impacted and they are going to have children, she gets these that people want to build. She means if her mom was still with her, she would build on to put her in there. She gets that and she gets extending our houses, but this is just opening pandora's box for mayhem. So, our schools are going to get hit with the additional people in the household. No impact fees, no school fees, no police fees, no infrastructure road improvement fees.

Mayor Pro Tem McCallon stated what is the impact, if any, on property values, property evaluation, property taxes?

Community Development Director Mainez stated he has not studied that issue and he does not know the answer to that. He assumes they would go up.

Mayor Pro Tem McCallon stated well, with the ADU, a separate ADU does that increase, or would there be a property tax put on that separate unit or?

Mayor Lilburn stated she does not think so because they do not have to pull the permit. So how would they know?

Community Development Director Mainez stated it is a building permit so it would have to be evaluated.

City Manager Hughes stated they would have to get a permit, and it would be based on the valuation of the building permit, like any other building permit that is done to a home. The County comes in and looks at all of our building permits that are issued, and then they make an adjustment on the property tax value of the house based on the on the value of that permit.

Mayor Pro Tem McCallon stated so there would be an increase in property taxes.

Council Member Timmer stated if they get a permit.

City Manager Hughes stated if they go through the process and get a permit, then yes, there would be an increase in property taxes.

Mayor Lilburn stated so if we pass this tonight, and let's say she does not know, we see changes in our government. Can we rescind? If this becomes a non-issue.

City Manager Hughes stated Council would not want to rescind this because then it would go to the state level. We would lose all of our ability to have any type of restriction on that.

Mayor Lilburn stated what she is saying is, maybe the State might reconsider this kind of.

City Manager Hughes stated well, if the State reconsiders we can bring it back at any time.

City Attorney Marroquin stated the Council can repeal any of its ordinances at any point in time that they would like to but there are specific provisions.

Mayor Lilburn stated she is just hoping in September, we see it turn around. So, she does not know.

Council Member Timmer stated he will move the motion, he guesses.

Council Member Solano stated she will second.

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

1. Introduce and conduct first reading of Ordinance No. 448, an ordinance of the City of Highland regarding ADUs and JADUs, and making the findings of exemption under Section 15282(h) of the California Environmental Quality Act Guidelines and Public Resources Code Section 21070.17; and
 2. Direct staff to file a Notice of Exemption with the County Clerk of the Board.
- Motion carried, 4-1, with Mayor Lilburn dissenting.

City Clerk Hughes introduced Ordinance No. 448:

ORDINANCE NO. 448
AN ORDINANCE OF THE CITY OF HIGHLAND, CALIFORNIA AMENDING
TITLE 16 (ZONING) OF THE HIGHLAND MUNICIPAL CODE TO AMEND
REGULATIONS PERTAINING TO ACCESSORY DWELLING UNITS AND
JUNIOR ACCESSORY DWELLING UNITS AND MAKING A FINDING OF
EXEMPTION UNDER SECTION 15282(H) OF THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT GUIDELINES AND PUBLIC RESOURCES
CODE SECTION 21070.17

which title was read.

10. Consideration of a Resolution to Adjust the Business Tax on the Extraction and/or Processing of Rock, Sand and Gravel (Aggregate) Pursuant to Section 5.17.040 (Rock, Sand and Gravel [Aggregate] Extraction and Processing Tax), Chapter 5.17 (Business License Tax on Extraction and/or Processing of Rock, Sand and Gravel [Aggregate], Title 5 (Business Licenses and Regulations)

Mayor Lilburn opened the public hearing.

Director of Administrative Services Dantuono stated thank you, Mayor. This is the annual adjustment of the mining tax and for this we use the CPI Riverside, San Bernardino, and Ontario area. From May 2020 to May 2021, the CPI did increase by 5.92%, so we are asking that you increase the mining tax by the 5.92%. Community Development Director Mainez did prepare the resolution that is attached to the staff report and he also did notify the miners of this.

Mayor Lilburn stated thank you. At this time, she has no speaker slips in opposition of the proposal and none in favor of the proposal. City Clerk Hughes do you have any comments?

City Clerk Hughes stated we did not receive any public comments via email.

Mayor Lilburn stated at this time she will go ahead and close the public hearing.

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem McCallon, to adopt Resolution No. 2021-038 fixing the Highland Business License Tax on the extraction and/or processing of rock, sand, and gravel [aggregate] for Fiscal Year 2021-2022. Motion carried, 5-0.

RESOLUTION NO. 2021-038
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, FIXING THE HIGHLAND BUSINESS LICENSE TAX ON THE
EXTRACTION AND/OR PROCESSING OF ROCK, SAND AND GRAVEL
(AGGREGATE) FOR FISCAL YEAR 2021-2022

CITY COUNCIL LEGISLATIVE

11. Discussion of the Status of Fueling Service Stations in Highland and Consideration of a Moratorium on the Approval of Building Permits or Land Use Entitlements for New Fueling Service Station Uses or the Expansion of Existing Fueling Service Station Uses

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

City Attorney Marroquin stated and just to clarify, a moratorium, under state law is 45 days. Unless you extend it and if you do a first extension then you get another ten months and fifteen days, but 45 days would be the initial moratorium period.

A MOTION was made by Council Member Solano, seconded by Mayor Pro Tem McCallon, to direct staff to conduct an analysis to determine if a moratorium is necessary due to the proliferation and negative impacts. Motion carried, 5-0.

12. Purchase of New 2022 Ford F250 4x4 Truck for Battalion Chief

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

1. Approve the purchase (using the State Contract) and equipping of a new 2022 Ford F250 4x4 truck for the Battalion Chief; and
2. Approve the following budget adjustment: Transfer \$100,000 from 029-2512 (Vehicle Replacement Reserves) to be expended from 029-2100-6060 (Vehicles). Motion carried, 5-0.

13. State of the Community Event

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

A MOTION was made by Council Member Timmer, seconded by Mayor Lilburn, to approve the rescheduling of the State of the Community Event to 2022. Motion carried, 5-0.

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

City Manager Hughes stated before he gives you all the COVID numbers, he just wanted to bring Council up to up to date on a few things. On August 3, the Planning Commission approved D.R. Horton's architectural elevations, landscape plans, and unit plotting for phases one and two, the Mediterra development and that will be out on Greenspot Road. Also, on August 3 the Planning Commission reviewed and approved a proposed reuse of a vacant building at the northeast corner of Sterling Avenue and Seventh Street, at 7761 Sterling Avenue. It will be used as a non-retail party supply office and storage facility only.

Mayor Lilburn asked where is that at?

City Manager Hughes stated 7761 Sterling Avenue. It is the corner of Sterling Avenue and Seventh Street. The Planning Commission also took action on August 3, related to an appeal of an administrative citation for the illegal discharge of fireworks. The Appeals Board, which is the Planning Commission, upheld the \$1,000 citation and approved a payment plan as authorized in the Highland Municipal Code. That was the only appeal of the firework citations. Staff recently completed an administrative review of the draft goals and policies for the Sixth Cycle Housing Element. The corresponding set of policies for the Draft Environmental Justice Element should be ready for review in the coming weeks, so staff is still working diligently on that. He just wanted to make Council aware that City staff met with the City of San Bernardino and San Manuel Band of Mission Indians regarding a number of issues within the various jurisdictions and we agreed to continue a joint effort. We want to get the Council, of course, involved to try to tackle some of the homeless issues that are impacting both the Tribe, the City of San Bernardino, and the City of Highland. We also want to get the County involved and so try to work as a team to try to deal with some of the code, homeless issues rather than just constantly just squeezing the balloon. You know, we squeeze them, and they go over San Bernardino, they squeeze, they come back to Highland, and then we squeeze, and they go over to Redlands, you know. So, we are going to start working on that together and we will keep you briefed on that and where that goes. Safe Route to School construction update, construction improvements on McKinley Street between 9th and Base Line was delayed due to relocation of twenty-four power poles by SCE Spectrum and AT&T. All the facilities have now been transferred onto new poles, and the conflicting poles have been removed, so construction is moving forward. It is going to start this week. The focus will be first to complete the sidewalk improvements on the west side of McKinley Street and the contractor will begin clearing, grubbing, and excavation for the sidewalk improvements on the east side of McKinley Street. Construction is underway on a new in-pavement lighted crosswalk on Base Line and Valaria Drive, and it is projected that will be completed September, 2021, and will benefit the students of Lankershim Elementary School. Some stats from the Police Department, from July 26 to August 8, there were 1,710 calls for service, 162 reports, and made 57 arrests. The Fire Department for the month of July. They responded to a total of 607 calls for service, 440 medical aids, 54 traffic collisions, 2 false alarms, 6 hazardous materials, 11 structure fires, 10 vegetation fires, 6 vehicle fires and other fires 20. He is not sure what another fire is. Then we have a Blood Drive coming up on September 27 from 11:00 to 4:00 at the Highland Police Station and in June, Burrtec picked up 187 illegal dumping orders in the public right-of-way. He had stopped doing this because COVID had really kind of started to come down. Everyone was feeling better about it, the numbers are really down back in June, so he stopped kind of giving the Council COVID updates but with the numbers really swinging he thinks it is important to point out some of these statistics, so we all understand where we are going. Right now, there has been 313,000 confirmed cases in the County of San Bernardino. Since February 1, this is a new stat that they are now putting on the County website which is very interesting. Since February 1, not fully vaccinated individuals account for 93% of

the new cases. So, if you are fully vaccinated, it is only 4.8% of the new cases. Deaths are now up to 4,800. In the last 14 days there has been 3 deaths. Since February 1, people that were fully vaccinated since February 1 there were 5 people that passed away during that time. The non fully vaccinated individuals were 216. So, it really does show that the vaccination does have an impact. He knows there is a lot of you know back and forth on the vaccine, but when you look at these numbers it really is telling, and he encourages you all to go to that County website. It is the SB COVID-19 website and take a look at these. Hospitalizations, they have doubled in the last two weeks alone. Right now, we have 416 confirmed new cases, they are confirmed cases now in in the hospital. Back in June there were only 41. So, it has gone from 41 to 416 since June. We are back basically at the hospitalization rate, back to where we were in November, the mid November of last year. Remember when things started spiking really bad? We are right back there again. So, in the ICU we were down back in June, down to only 11 people in the ICU. Now we are back up to 93. People on ventilators back in June, we were down to 7, now we are back up to 56. Now this is very telling. If the tier system was still in place. Remember the old tier system, where purple was widespread, then you had, you know, red, orange, and yellow. We would be right back in purple again, the highest tier. We would be widespread, and the State would be essentially locked down right now if the tiers were back in place. So that is where these numbers are going. On the positive side of things over a million people in the County have received at least one shot at this point, so that is a great milestone. Just so the Council is aware and as you can tell we have reestablished the face covering policy at City facilities regardless of vaccination status for all City employees. So, he thinks, and he is going to put his Nostradamus hat back on again. He knows he has already predicted the future of vehicles, but he thinks the next two to three weeks are really going to tell kind of where things are going to go and the lock down. If the hospital is at potential lockdown, now, if hospitalizations redouble again in two weeks, he thinks you are going to start seeing some measures taken at the state level and potentially at the county level. You know LA County is already starting to take some measures. They have already required masks. It is not a maybe, it is a shall, you know if you are going inside facilities, he can see some of those things starting. A number of the counties in northern California, central California, are reimplementing the mask mandates. LA is even talking, and he is not sure how he feels about this, but they are kicking around requiring a proof of vaccine before you can go inside an enclosed facility in LA County. If these numbers keep going the way they are, be prepared, there may be some changes coming down the line. He touched on it before, he hopes when and if the FDA does approve the vaccine as a regular vaccine, as a non-emergency case, he is hoping that will get folks to get vaccinated and we can, you know, get the numbers down and get this under control. So that is pretty much where we are at right now.

Council Member Timmer asked if the next meeting will be held in person.

City Manager Hughes responded yes, he wanted to talk about that. That is something he failed to mention. The state law that allowed us to do the Zoom meetings, that expires in September. So, unless the Governor or the state legislature extends that, we would have to come back to Council meetings anyways at the end of September. The next meeting, he is proposing we go ahead and have it here. If things change dramatically and there is some type of order, then you know we will get with you and let Council know but he is expecting to have the meeting here.

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

Council Member Solano stated she does want to acknowledge the 4th of July parade. She knows we were not here, but to staff it was amazing. It was beautiful, my son is not here, or he would be clapping too. It was a very, very well coordinated event. She knows it is very hard especially with a lot, a lot, of people, so she just wants to give staff kudos. Everything involved was very beautiful.

Council Member Timmer stated he just wanted to say congratulations to Director of Administrative Services Dantuono and his staff. He saw that they got another award again. We just had email notification a couple days a week or so ago. Finance staff always does a good job, and we pay the fee to get that award. Congratulations to the staff.

Mayor Lilburn stated she just has a couple of things. She attended Warm Springs back to school. They had a back to school and asked me to come and join all the kids along with all of our law enforcement to encourage them and they were awesome. They have an awesome principal over there. He loves life. He loves teaching. He had everyone come back to school so it was really nice. Nice to see the parents, nice to see the kids and they were happy to be there. National Night Out, thanks to the City for putting it together. Our law enforcement was there, and our City staff was there in force; thanks for putting that on. She is meeting with Johnny Hernandez the Vice Chair of San Manuel, to talk about City issues and stuff that is going on. At National Night Out, she met, well she did not meet her, but there is Lauren, who is Pastor Zinn's daughter. She makes cupcakes, so she ordered a lot of dozens of cupcakes for City and Police. They are maple bacon, so she just wanted to tease you with that tonight, because staff is going to get those delivered tomorrow, so that is all.

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

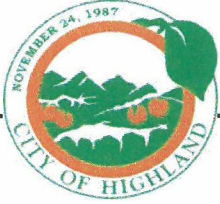
There being no further business, Mayor Lilburn adjourned the meeting at 7:33 p.m. in memory of Jerry Lewis, Hal Charles Nock, and Lieutenant Colonel Charles R. Templin.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Penny Lilburn
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Leticia Nava-Cruz, Accounting Supervisor

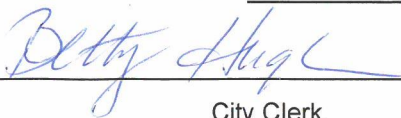
SUBJECT: Warrant Register #728

RECOMMENDATION: City Council to approve Warrant Register #728; Warrants in the amount of \$956,593.47 and Payroll in the amount of \$99,904.58.

FISCAL IMPACT: The total of Cash and Expenditures is \$1,056,498.05.

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 #728

August 24, 2021

Warrants:

8/10/2021 Ck#83419-83459	585,926.90
8/13/2021 Payroll Wire #599-602 & Ck #83460-83462	59,654.03
8/17/2021 Ck#83463-83507 & Wire 1001923080	311,012.54

Total Warrants \$ 956,593.47

Payroll:

8/13/2021 Direct Deposits #10973-11013	99,618.86
8/13/2021 Ck #641	285.72

Total Payroll \$ 99,904.58

Total Warrants & Payroll \$ 1,056,498.05

APPROVED BY:

Larry McCallon
Finance Subcommittee

Joseph A. Hughes
City Manager

John Timmer
Finance Subcommittee

Chuck Dantuono
Director of Administrative
Services/City Treasurer

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83420	8/10/2021	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			012.8500.4030	122.62
			LMD 03 YARNELL-JUL	
			LMD 03 YARNELL-JUL	
			012.8500.4030	52.76
			LMD 06-JUL	
			LMD 06-JUL	
			012.8500.4030	41.71
			LMD 08-JUL	
			LMD 08-JUL	
			012.8500.4030	469.94
			LMD 13-JUL	
			LMD 13-JUL	
			012.8500.4030	1,414.07
			LMD 20 BASELINE-JUL	
			LMD 20 BASELINE-JUL	
			012.8500.4030	323.59
			LMD 20 STREATER-JUL	
			LMD 20 STREATER-JUL	
			012.8500.4030	291.98
			LMD 22-JUL	
			LMD 22-JUL	
			012.8500.4030	270.00
			LMD 30-JUL	
			LMD 30-JUL	
			012.8500.4030	1,541.24
			LMD 31-JUL	
			LMD 31-JUL	
			012.8500.4030	775.58
			LMD 35-JUL	
			LMD 35-JUL	
			012.8500.4030	153.73
			LMD B 39-JUL	
			LMD B 39-JUL	
			012.8500.4030	1,304.27
			LMD B 39-JUL	
			LMD B 39-JUL	
			012.8500.4030	1,015.66

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83420	8/10/2021	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			LMD B 39-JUL	
			LMD B 39-JUL	
			012.8500.4030	718.33
			LMD 48-JUL	
			LMD 48-JUL	
			012.8500.4030	1,020.46
			LMD 48 B-JUL	
			LMD 48 B-JUL	
			012.8500.4030	685.82
			LMD 70-JUL	
			LMD 70-JUL	
			012.8500.4030	161.77
			Total :	24,615.33
83421	8/10/2021	000165 AT&T	CORP YARD-JUL	
			CORP YARD-JUL	
			004.8310.4060	630.90
			Total :	630.90
83422	8/10/2021	000165 AT&T	CITY HALL-JUL	
			CITY HALL-JUL	
			042.9510.4060	470.70
			Total :	470.70
83423	8/10/2021	000203 SOUTHERN CALIFORNIA EDISON	LS 2 B CITY WIDE STREET LIGHTS-JUL	
			LS 2 B CITY WIDE STREET LIGHTS-JUL	
			013.8510.4011	13,543.84
			Total :	13,543.84
83424	8/10/2021	000203 SOUTHERN CALIFORNIA EDISON	CITY HALL-JUL	
			CITY HALL-JUL	
			042.9510.4010	3,053.62
			LS#1-JUL	
			LS#1-JUL	
			013.8510.4011	7,512.72
			LS#2-JUL	
			LS#2-JUL	
			013.8510.4011	963.02

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83424	8/10/2021	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			LS B-JUL	
			LS B-JUL	
			013.8510.4011	16.37
			LS#3-JUL	
			LS#3-JUL	
			013.8510.4011	914.14
			LS-3 METERS-JUL	
			LS-3 METERS-JUL	
			013.8510.4011	48.68
			LS-3 METERS-JUL	
			LS-3 METERS-JUL	
			013.8510.4011	173.39
			SIGNALS-JUL	
			SIGNALS-JUL	
			004.8310.4580	2,383.98
			LMD#48C-JUL	
			LMD#48C-JUL	
			012.8500.4010	240.97
			LMD#48B-JUL	
			LMD#48B-JUL	
			012.8500.4010	16.20
			UPLIGHTING LMD 48-JUL	
			UPLIGHTING LMD 48-JUL	
			012.8500.4010	2.86
			UPLIGHTING LMD 48-JUL	
			013.8510.4011	40.65
			LMD 13-JUL	
			LMD 13-JUL	
			012.8500.4010	11.05
			LMD#48C-JUL	
			LMD#48C-JUL	
			012.8500.4010	16.03
			LMD#55-JUL	
			LMD#55-JUL	
			012.8500.4010	16.03
			Total :	15,409.71

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83425	8/10/2021	000208 STAPLES CREDIT PLAN	OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1600.4200	4.61
			4TH OF JULY PARADE SUPPLIES	
			4TH OF JULY PARADE SUPPLIES	
			001.6020.4336	54.28
			CITY HALL SUPPLIES	
			CITY HALL SUPPLIES	
			042.9510.4251	45.74
			Total :	104.63
83426	8/10/2021	000222 UNDERGROUND SERVICE ALERT	MONTHLY DIG ALERT FEE	
			MONTHLY DIG ALERT FEE	
			004.8310.4553	628.75
			MONTHLY DIG ALERT FEE	
			MONTHLY DIG ALERT FEE	
			004.8310.4553	70.01
			Total :	698.76
83427	8/10/2021	000291 HIGHLAND COMMUNITY NEWS	NEWSPAPER PUBLICATIONS	
			NEWSPAPER PUBLICATIONS	
			001.1200.4300	1,128.93
			NEWSPAPER PUBLICATIONS	
			NEWSPAPER PUBLICATIONS	
			001.1200.4300	539.00
			NEWSPAPER PUBLICATIONS	
			NEWSPAPER PUBLICATIONS	
			001.1200.4300	222.69
			NEWSPAPER PUBLICATIONS	
			NEWSPAPER PUBLICATIONS	
			001.1200.4300	860.10
			NEWSPAPER PUBLICATIONS	
			NEWSPAPER PUBLICATIONS	
			001.1200.4300	226.53
			NEWSPAPER PUBLICATIONS	
			NEWSPAPER PUBLICATIONS	
			001.1200.4300	430.05
			NEWSPAPER PUBLICATIONS	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
83427	8/10/2021	000291 HIGHLAND COMMUNITY NEWS	(Continued) NEWSPAPER PUBLICATIONS 001.1200.4300	537.57
Total :				3,944.87
83428	8/10/2021	000292 HDL COREN & CONE	2020-2021 ACFR STAT PACKAGE 2020-2021 ACFR STAT PACKAGE 001.1700.4510	695.00
Total :				695.00
83429	8/10/2021	000324 DIB'S SAFE & LOCK SERVICE	DUPLICATE KEYS DUPLICATE KEYS 001.6000.4070	13.88
Total :				13.88
83430	8/10/2021	000482 SB CO FLOOD CONTROL DISTRICT	BRG07001 R/W HBP BRG07001 R/W HBP 030.8495.6813 BRG07001 R/W RDA07 BRG07001 R/W RDA07 010.3830.6813	4,426.50
Total :				573.50
83431	8/10/2021	001123 NATIONAL CONSTRUCTION RENTALS	TEMP FENCE: 3RD TO 5TH ST PROJECT TEMP FENCE: 3RD TO 5TH ST PROJECT 004.8310.6550	1,658.70
Total :				1,658.70
83432	8/10/2021	001320 HIGHLAND SENIOR CENTER	CDBG CV SENIOR CENTER MEAL PROGRAM-JUL CDBG CV SENIOR CENTER MEAL PROGRAM-JUL 006.8400.4353	14,700.00
Total :				14,700.00
83433	8/10/2021	001527 SHRED-IT, C/O STERICYLCE INC.	SHREDDING SERVICES SHREDDING SERVICES 001.1200.4626	93.81
Total :				93.81
83434	8/10/2021	001677 YMCA OF THE EAST VALLEY	MONTHLY REIMB-JUN	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83434	8/10/2021	001677 YMCA OF THE EAST VALLEY	(Continued) MONTHLY REIMB-JUN 001.6000.4526	
Total :				30,349.00 30,349.00
83435	8/10/2021	002190 ENGINEERING RESOURCES OF SO CA	STR20001 DE MSRI-JUL STR20001 DE MSRI-JUL 017.8350.6550	
Total :				13,070.00 13,070.00
83436	8/10/2021	002221 HUMANE SOCIETY OF	VOUCHER 22-0001 VOUCHER 22-0001 001.2200.4344	
Total :				50.00 50.00
83437	8/10/2021	002408 PEOPLEREADY	TEMPORARY LABOR TEMPORARY LABOR 001.6000.4206 TEMPORARY LABOR 001.6100.4206 TEMPORARY LABOR 004.8310.4570 TEMPORARY LABOR 015.8530.4592 TEMPORARY LABOR TEMPORARY LABOR 001.6000.4206 TEMPORARY LABOR 001.6100.4206 TEMPORARY LABOR 004.8310.4570 TEMPORARY LABOR 015.8530.4592 TEMPORARY LABOR TEMPORARY LABOR 001.6000.4206 TEMPORARY LABOR 001.6100.4206	
				239.12 47.83 95.65 95.64 239.12 47.82 95.65 95.65 239.12 47.82

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83437	8/10/2021	002408 PEOPLEREADY	(Continued)	
			TEMPORARY LABOR	
			004.8310.4570	95.65
			TEMPORARY LABOR	
			015.8530.4592	95.65
			Total :	1,434.72
83438	8/10/2021	003401 ULINE	HANDGUN EVIDENCE BOX	
			HANDGUN EVIDENCE BOX	
			001.2000.4250	56.43
			Total :	56.43
83439	8/10/2021	003535 WEST COAST ARBORISTS, INC.	LMD 55 TREE MAINTENANCE	
			LMD 55 TREE MAINTENANCE	
			012.8500.4585	1,467.00
			Total :	1,467.00
83440	8/10/2021	003673 JOHNSON CONTROLS, INC	LIBRARY: HVAC BLOWER MOTOR REPLACEMENT	
			LIBRARY: HVAC BLOWER MOTOR REPLACEMENT	
			001.6000.4588	1,630.71
			Total :	1,630.71
83441	8/10/2021	003689 TPX COMMUNICATIONS	CORP YARD/CITY HALL PHONES-AUG	
			CITY HALL PHONES-AUG	
			042.9510.4060	210.70
			CORP YARD PHONES-AUG	
			004.8310.4060	1,416.61
			Total :	1,627.31
83442	8/10/2021	004431 ALTERNATIVE HOSE INC.	6003235	
			PRESSURE WASHER SUPPLIES	
			001.6010.4245	1.48
			Total :	1.48
83443	8/10/2021	004662 SKYLINE SAFETY AND SUPPLY	PARKS & STREETS: PPE	
			PARKS & STREETS: PPE	
			004.8310.4206	273.60
			PARKS & STREETS: PPE	
			001.6000.4206	273.60

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83443	8/10/2021	004662 SKYLINE SAFETY AND SUPPLY	(Continued) GRAFFITI PPE GRAFFITI PPE 001.6010.4206	221.38
			Total :	768.58
83444	8/10/2021	004860 CRIME SCENE STERI-CLEAN, LLC	BIO-HAZARD CLEANUP PD UNIT BIO-HAZARD CLEANUP PD UNIT 030.8495.4349	300.00
			Total :	300.00
83445	8/10/2021	004920 TKE ENGINEERING	GENERAL ENGINEERING SERVICES-JUN GENERAL ENGINEERING SERVICES-JUN 001.3200.4550 STR07002 PM-JUN STR07002 PM-JUN 023.3890.6550 STR11005 PM IN-LIEU DEV-JUN STR11005 PM IN-LIEU DEV-JUN 008.8340.6530 STR11006 PM IN-LIEU DEV-JUN STR11006 PM IN-LIEU DEV-JUN 008.8340.6530 BRG04004A PM DIF REG-JUN BRG04004A PM DIF REG-JUN 007.8330.6813 STR15002 PM RDA04-JUN STR15002 PM RDA04-JUN 010.3830.6550 BRG12001 PE PM DIF REG-JUN BRG12001 PE PM DIF REG-JUN 007.8330.6813 BRG12001 PE PM HBP-JUN BRG12001 PE PM HBP-JUN 030.8495.6813 BRG07001 PM RDA07-JUN BRG07001 PM RDA07-JUN 010.3830.6813	11,007.50 115.00 632.50 460.00 2,277.50 230.00 83.16 641.84 4,185.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83445	8/10/2021	004920 TKE ENGINEERING	(Continued)	
			SDR06002 PM RDA07-JUN	
			SDR06002 PM RDA07-JUN	
			010.3830.6600	230.00
			STR17001 PM RDA04-JUN	
			STR17001 PM RDA04-JUN	
			010.3830.6550	345.00
			ICH09001 PM IVDA AGMT-JUN	
			ICH09001 PM IVDA AGMT-JUN	
			027.8490.6813	1,485.00
			STR19002 PM GCF-JUN	
			STR19002 PM GCF-JUN	
			023.3890.6530	460.00
			OLA18001 PM MSRI-JUN	
			OLA18001 PM MSRI-JUN	
			017.8350.6550	445.00
			OLA19001 PM MSRI-JUN	
			OLA19001 PM MSRI-JUN	
			017.8350.6550	445.00
			OLA20001 PM MSRI-JUN	
			OLA20001 PM MSRI-JUN	
			017.8350.6550	555.00
			SDR17001 PM RDA04-JUN	
			SDR17001 PM RDA04-JUN	
			010.3830.6600	632.50
			STR20003 PM MSRI-JUN	
			STR20003 PM MSRI-JUN	
			017.8350.6550	570.00
			STR07004A PM RDA07-JUN	
			STR07004A PM RDA07-JUN	
			010.3830.6600	287.50
			OLA20002 PM MSRI-JUN	
			OLA20002 PM MSRI-JUN	
			017.8350.6550	110.00
			SIG18002 PM GCF-JUN	
			SIG18002 PM GCF-JUN	
			023.3890.6550	115.00
			SIG21001 PM GCF-JUN	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
83445	8/10/2021	004920 TKE ENGINEERING	(Continued)	
			SIG21001 PM GCF-JUN	
			023.3890.6550	165.00
			TRA20001 PM GCF-JUN	
			TRA20001 PM GCF-JUN	
			023.3890.6816	220.00
Total :				25,697.50
83446	8/10/2021	004920 TKE ENGINEERING	GENERAL ENGINEERING SERVICES-MAY	
			GENERAL ENGINEERING SERVICES-MAY	
			001.3200.4550	9,742.50
			STR11005 PM IN-LIEU DEV-MAY	
			STR11005 PM IN-LIEU DEV-MAY	
			008.8340.6530	1,887.50
			STR11006 PM IN-LIEU DEV-MAY	
			STR11006 PM IN-LIEU DEV-MAY	
			008.8340.6530	1,562.50
			BRG04004A PM DIF REG-MAY	
			BRG04004A PM DIF REG-MAY	
			007.8330.6813	2,240.00
			STR15002 PM RDA04-MAY	
			STR15002 PM RDA04-MAY	
			010.3830.6550	570.00
			BRG12001 PE PM DIF REG-MAY	
			BRG12001 PE PM DIF REG-MAY	
			007.8330.6813	115.00
			BRG07001 PM RDA07-MAY	
			BRG07001 PM RDA07-MAY	
			010.3830.6813	4,830.00
			STR17001 PM RDA04-MAY	
			STR17001 PM RDA04-MAY	
			010.3830.6550	170.00
			SIG18001 PM GCF-MAY	
			SIG18001 PM GCF-MAY	
			023.3890.6550	110.00
			STR19001 PM GCF-MAY	
			STR19001 PM GCF-MAY	
			023.3890.6550	55.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83446	8/10/2021	004920 TKE ENGINEERING	(Continued)	
			STR19002 PM GCF-MAY	
			STR19002 PM GCF-MAY	
			023.3890.6530	115.00
			OLA18001 PM MSRI-MAY	
			OLA18001 PM MSRI-MAY	
			017.8350.6550	457.50
			OLA19001 PM MSRI-MAY	
			OLA19001 PM MSRI-MAY	
			017.8350.6550	457.50
			OLA20001 PM MSRI-MAY	
			OLA20001 PM MSRI-MAY	
			017.8350.6550	287.50
			SDR17001 PM RDA04-MAY	
			SDR17001 PM RDA04-MAY	
			010.3830.6600	1,092.50
			STR20003 PM MSRI-MAY	
			STR20003 PM MSRI-MAY	
			017.8350.6550	115.00
			STR07004A PM RDA07-MAY	
			STR07004A PM RDA07-MAY	
			010.3830.6600	402.50
			SIG21001 PM GCF-MAY	
			SIG21001 PM GCF-MAY	
			023.3890.6550	1,375.00
			TRA20001 PM GCF-MAY	
			TRA20001 PM GCF-MAY	
			023.3890.6816	330.00
			Total :	25,915.00
83447	8/10/2021	004920 TKE ENGINEERING	BRG12001 PE PM HBP-JUL	
			BRG12001 PE PM HBP-JUL	
			030.8495.6813	916.29
			Total :	916.29
83448	8/10/2021	004920 TKE ENGINEERING	BRG12001 PE PM DIF REG-JUL	
			BRG12001 PE PM DIF REG-JUL	
			007.8330.6813	118.71

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83448	8/10/2021	004920	004920 TKE ENGINEERING	
			(Continued)	
				Total :
83449	8/10/2021	005018	FLYERS ENERGY, LLC	118.71
			FUEL-JUL	
			FUEL-JUL	
			001.2000.4220	3,978.39
			FUEL-JUL	
			001.4200.4220	83.14
			FUEL-JUL	
			001.4500.4220	25.03
			FUEL-JUL	
			001.4600.4220	126.75
			FUEL-JUL	
			001.6000.4220	48.97
			FUEL-JUL	
			001.6010.4220	139.19
			FUEL-JUL	
			004.8310.4220	320.51
			FUEL-JUL	
			012.8500.4220	25.59
			FUEL-JUL	
			016.8540.4220	25.59
			FUEL-JUL	
			024.8470.4220	7.95
			FUEL-JUL	
			028.2050.4220	637.94
			FUEL-JUL	
			029.2100.4220	637.94
			FUEL-JUL	
			042.9510.4220	112.66
			FUEL-JUL	
			FUEL-JUL	
			001.2000.4220	6,658.26
			FUEL-JUL	
			001.4200.4220	139.14
			FUEL-JUL	
			001.4500.4220	41.89
			FUEL-JUL	
			001.4600.4220	212.14

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83449	8/10/2021	005018 FLYERS ENERGY, LLC	(Continued)	
			FUEL-JUL	
			001.6000.4220	81.95
			FUEL-JUL	
			001.6010.4220	232.96
			FUEL-JUL	
			004.8310.4220	536.41
			FUEL-JUL	
			012.8500.4220	42.83
			FUEL-JUL	
			016.8540.4220	42.83
			FUEL-JUL	
			024.8470.4220	13.31
			FUEL-JUL	
			028.2050.4220	1,067.66
			FUEL-JUL	
			029.2100.4220	1,067.66
			FUEL-JUL	
			042.9510.4220	188.52
			Total :	16,495.21
83450	8/10/2021	005340 FORTIN LAW GROUP	NUNEZ-JUN	
			NUNEZ-JUN	
			041.9500.4390	293.01
			Total :	293.01
83451	8/10/2021	005358 FLEET SERVICES INC	PD FUEL ADDITIVE FOR GENERATOR	
			PD FUEL ADDITIVE FOR GENERATOR	
			001.2000.4245	44.05
			Total :	44.05
83452	8/10/2021	005493 DIAMOND SHEET METAL	YMCA: TRASH ENCLOSURES	
			YMCA: TRASH ENCLOSURES	
			001.6000.4247	31,250.00
			Total :	31,250.00
83453	8/10/2021	005599 DM CONTRACTING, INC.	STR11005 RDA04 CON PPE#3-JUN	
			STR11005 RDA04 CON PPE#3-JUN	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83453	8/10/2021	005599 DM CONTRACTING, INC.	(Continued)	
			010.3830.6530	
			STR11005 IN-LIEU DEV CON PPE#3-JUN	9,331.06
			STR11005 IN-LIEU DEV CON PPE#3-JUN	
			008.8340.6530	
			STR11005 MSRI CON PPE#3-JUN	41,043.60
			STR11005 MSRI CON PPE#3-JUN	
			017.8350.6530	
			STR11005 SRTS CON PPE#-JUN	4,068.31
			STR11005 SRTS CON PPE#-JUN	
			030.8495.6530	
			STR11005 RDA04 RET CON PPE#3-JUN	201,759.27
			STR11005 RDA04 RET CON PPE#3-JUN	
			010.1350	
			STR11005 IN-LIEU DEV RET CON PPE#3-JUN	-466.55
			STR11005 IN-LIEU DEV RET CON PPE#3-JUN	
			008.1350	
			STR11005 MSRI RET CON PPE#3-JUN	-2,052.18
			STR11005 MSRI RET CON PPE#3-JUN	
			017.1350	
			STR11005 SRTS RET CON PPE#3-JUN	-203.42
			STR11005 SRTS RET CON PPE#3-JUN	
			030.1350	
			STR11006 RDA04 CON PPE#3-JUN	-10,087.96
			STR11006 RDA04 CON PPE#3-JUN	
			010.3830.6530	
			STR11006 IN-LIEU CON PPE#3-JUN	824.97
			STR11006 IN-LIEU CON PPE#3-JUN	
			008.8340.6530	
			STR11006 MSRI CON PPE#3-JUN	549.98
			STR11006 MSRI CON PPE#3-JUN	
			017.8350.6530	
			STR11006 SRTS CON PPE#3-JUN	269.63
			STR11006 SRTS CON PPE#3-JUN	
			030.8495.6530	
			STR11006 RDA04 RET CON PPE#3-JUN	7,283.67
			STR11006 RDA04 RET CON PPE#3-JUN	
			010.1350	
				-41.25

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83453	8/10/2021	005599 DM CONTRACTING, INC.	(Continued)	
			STR11006 IN-LIEU RET CON PPE#3-JUN	
			STR11006 IN-LIEU RET CON PPE#3-JUN	
			008.1350	-27.50
			STR11006 MSRI RET CON PPE#3-JUN	
			STR11006 MSRI RET CON PPE#3-JUN	
			017.1350	-13.48
			STR11006 SRTS RET CON PPE#3-JUN	
			STR11006 SRTS RET CON PPE#3-JUN	
			030.1350	-364.18
			Total :	251,873.97
83454	8/10/2021	005679 KEN GRODY FORD	VEH#117: REPLACE CATALYTIC CONVERTER	
			VEH#117: REPLACE CATALYTIC CONVERTER	
			001.4600.4240	4,492.55
			Total :	4,492.55
83455	8/10/2021	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1700.4200	34.74
			COMPUTER SUPPLIES	
			COMPUTER SUPPLIES	
			028.2050.4203	21.82
			COMPUTER SUPPLIES	
			029.2100.4206	21.81
			Total :	78.37
83456	8/10/2021	005895 MORADI, MITRA	CWQ18004 REFUND BALANCE	
			CWQ18004 REFUND BALANCE	
			001.3200.4450	4,515.00
			Total :	4,515.00
83457	8/10/2021	005926 CALIFORNIA INTERGOVERNMENTAL	FY 21/22 INSURANCE PREMIUM	
			FY 21/22 PROPERTY INS PREMIUM	
			041.9500.4360	83,715.00
			FY 21/22 CRIME BOND PREMIUM	
			041.9500.4360	1,874.00
			FY 21/22 CYBER SECURITY PREMIUM	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83457	8/10/2021	005926 CALIFORNIA INTERGOVERNMENTAL	(Continued)	
			041.9500.4360	3,504.51
			FY 21/22 POLLUTION PREMIUM	
			041.9500.4360	423.00
			Total :	89,516.51
83458	8/10/2021	005927 BOOT WORLD, INC.	UNIFORM BOOT: COLEMAN	
			UNIFORM BOOT: COLEMAN	
			001.6000.4249	150.00
			UNIFORM BOOT: RAMOS	
			UNIFORM BOOT: RAMOS	
			004.8310.4249	150.00
			UNIFORM BOOT: AVON	
			UNIFORM BOOT: AVON	
			004.8310.4249	150.00
			UNIFORM BOOT: RICHARDSON	
			UNIFORM BOOT: RICHARDSON	
			004.8310.4249	150.00
			UNIFORM BOOT: HALLOWAY	
			UNIFORM BOOT: HALLOWAY	
			001.6010.4249	145.44
			UNIFORM BOOT: BENNETT	
			UNIFORM BOOT: BENNETT	
			004.8310.4249	145.44
			Total :	890.88
83459	8/10/2021	005930 AWHAP ACQUISTION CORP	OUT OF CITY BUS LIC REFUND	
			OUT OF CITY BUS LIC REFUND	
			001.1450.7450	180.00
			OUT OF CITY BUS LIC REFUND	
			051.1493	4.00
			Total :	184.00
41 Vouchers for bank code : wfb				Bank total : 585,926.90
41 Vouchers in this report				Total vouchers : 585,926.90

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
599	8/13/2021	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			001.1170	10,131.20
			ICMA DEFERRED COMP 457: Payment	
			004.1170	1,115.41
			ICMA DEFERRED COMP 457: Payment	
			010.1170	799.97
			ICMA DEFERRED COMP 457: Payment	
			012.1170	12.49
			ICMA DEFERRED COMP 457: Payment	
			016.1170	12.49
			ICMA DEFERRED COMP 457: Payment	
			023.1170	5.00
			ICMA DEFERRED COMP 457: Payment	
			041.1170	756.19
			ICMA DEFERRED COMP 457: Payment	
			070.1170	435.38
			Total :	13,268.13
600	8/13/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment	
			001.1145	526.22
			EPMC: Payment	
			004.1145	120.43
			EPMC: Payment	
			006.1145	19.76
			EPMC: Payment	
			010.1145	40.04
			EPMC: Payment	
			012.1145	2.37
			EPMC: Payment	
			016.1145	2.37
			EPMC: Payment	
			023.1145	6.62
			EPMC: Payment	
			024.1145	0.56

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
600	8/13/2021	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			EPMC: Payment	
			041.1145	31.57
			EPMC: Payment	
			042.1145	11.55
			EPMC: Payment	
			070.1145	54.70
			PERS: Payment	
			001.1145	12,844.33
			PERS: Payment	
			004.1145	2,778.03
			PERS: Payment	
			006.1145	665.44
			PERS: Payment	
			010.1145	937.29
			PERS: Payment	
			012.1145	114.96
			PERS: Payment	
			016.1145	114.94
			PERS: Payment	
			023.1145	115.13
			PERS: Payment	
			024.1145	19.22
			PERS: Payment	
			041.1145	451.28
			PERS: Payment	
			042.1145	737.01
			PERS: Payment	
			070.1145	781.56
			PERS SURVIVOR: Payment	
			001.1145	23.32
			PERS SURVIVOR: Payment	
			004.1145	4.63
			PERS SURVIVOR: Payment	
			006.1145	1.31
			PERS SURVIVOR: Payment	
			010.1145	1.06

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
600	8/13/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS SURVIVOR: Payment	
			012.1145	0.57
			PERS SURVIVOR: Payment	
			016.1145	0.55
			PERS SURVIVOR: Payment	
			023.1145	0.28
			PERS SURVIVOR: Payment	
			024.1145	0.05
			PERS SURVIVOR: Payment	
			041.1145	0.33
			PERS SURVIVOR: Payment	
			042.1145	1.62
			PERS SURVIVOR: Payment	
			070.1145	0.69
			Total :	20,409.79
601	8/13/2021	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			FEDERAL TAXES: Payment	
			001.1120	9,882.63
			FEDERAL TAXES: Payment	
			004.1120	2,143.75
			FEDERAL TAXES: Payment	
			006.1120	570.61
			FEDERAL TAXES: Payment	
			010.1120	700.00
			FEDERAL TAXES: Payment	
			012.1120	38.75
			FEDERAL TAXES: Payment	
			016.1120	38.74
			FEDERAL TAXES: Payment	
			023.1120	73.62
			FEDERAL TAXES: Payment	
			024.1120	15.00
			FEDERAL TAXES: Payment	
			041.1120	315.81
			FEDERAL TAXES: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
601	8/13/2021	000119 INTERNAL REVENUE SERVICE	(Continued)	
			042.1120	494.08
			FEDERAL TAXES: Payment	
			070.1120	632.95
			SOCIAL SECURITY: Payment	
			001.1140	605.94
			MEDICARE: Payment	
			001.1140	2,730.50
			MEDICARE: Payment	
			004.1140	559.54
			MEDICARE: Payment	
			006.1140	140.26
			MEDICARE: Payment	
			010.1140	174.42
			MEDICARE: Payment	
			012.1140	31.40
			MEDICARE: Payment	
			016.1140	31.40
			MEDICARE: Payment	
			023.1140	24.32
			MEDICARE: Payment	
			024.1140	4.42
			MEDICARE: Payment	
			041.1140	75.78
			MEDICARE: Payment	
			042.1140	175.60
			MEDICARE: Payment	
			070.1140	133.98
			Total :	19,593.50
602	8/13/2021	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			001.1130	3,777.53
			STATE TAXES: Payment	
			004.1130	876.69
			STATE TAXES: Payment	
			006.1130	218.74

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
602	8/13/2021	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			010.1130	317.72
			STATE TAXES: Payment	
			012.1130	16.79
			STATE TAXES: Payment	
			016.1130	16.79
			STATE TAXES: Payment	
			023.1130	20.68
			STATE TAXES: Payment	
			024.1130	5.14
			STATE TAXES: Payment	
			041.1130	125.41
			STATE TAXES: Payment	
			042.1130	184.71
			STATE TAXES: Payment	
			070.1130	245.10
			Total :	5,805.30
83460	8/13/2021	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	2.27
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.69
			Total :	15.00
83461	8/13/2021	003804 AFLAC WWWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	108.78
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.97
			AFLAC ACCIDENT INSURANCE: Payment	
			012.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83461	8/13/2021	003804 AFLAC WWHQ	(Continued)	
			016.1181	
			AFLAC ACCIDENT INSURANCE: Payment	3.58
			023.1181	
			AFLAC ACCIDENT INSURANCE: Payment	5.80
			024.1181	
			AFLAC CANCER INSURANCE: Payment	0.27
			001.1181	
			AFLAC DISABILITY INSURANCE: Payment	18.63
			001.1181	
			AFLAC DISABILITY INSURANCE: Payment	211.30
			004.1181	
			AFLAC DISABILITY INSURANCE: Payment	24.69
			012.1181	
			AFLAC DISABILITY INSURANCE: Payment	6.31
			016.1181	
			AFLAC DISABILITY INSURANCE: Payment	6.31
			024.1181	
			AFLAC HOSPITAL INSURANCE: Payment	0.51
			001.1181	
			AFLAC HOSPITAL INSURANCE: Payment	73.59
			012.1181	
			AFLAC HOSPITAL INSURANCE: Payment	6.71
			016.1181	
			AFLAC DENTAL: Payment	6.70
			001.1181	
			AFLAC DENTAL: Payment	27.89
			004.1181	
			AFLAC DENTAL: Payment	0.56
			041.1181	
			AFLAC DENTAL: Payment	1.67
			070.1181	
			AFLAC SPECIFIED HEALTH INS: Payment	0.54
			001.1181	
			AFLAC SPECIFIED HEALTH INS: Payment	2.96
			012.1181	
			AFLAC SPECIFIED HEALTH INS: Payment	1.49

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83461	8/13/2021	003804 AFLAC WWHQ	(Continued) 016.1181	1.49
Total :				527.31
83462	8/13/2021	004556 STATE OF CALIFORNIA	STATE TAX GARNISHMENT: PAYMENT STATE TAX GARNISHMENT: Payment 001.1180 STATE TAX GARNISHMENT: Payment 006.1180	21.00
Total :				35.00
7 Vouchers for bank code : wfb				Bank total : 59,654.03
7 Vouchers in this report				Total vouchers : 59,654.03

08/17/2021 2:00:39PM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83463	8/17/2021	000075 THE COUNSELING TEAM INT'L	EMPLOYEE SUPPORT SVCS EMPLOYEE SUPPORT SVS: JUL 001.1600.4537	675.00
Total :				675.00
83464	8/17/2021	000085 EAST VALLEY WATER DISTRICT	CORP YARD-JUL CORP YARD-JUL 004.8310.4030 CORP YARD-JUL CORP YARD-JUL 004.8310.4030 CORP YARD-JUL CORP YARD-JUL 004.8310.4030 ATHLETIC CTR-JUL ATHLETIC CTR-JUL 001.6000.4030 ATHLETIC CTR-JUL ATHLETIC CTR-JUL 001.6000.4030 YMCA COMMUNITY PARK-JUL YMCA COMMUNITY PARK-JUL 001.6000.4030 COMMUNITY PARK-JUL COMMUNITY PARK-JUL 001.6000.4030 COMMUNITY PARK-JUL COMMUNITY PARK-JUL 001.6000.4030 CUNNINGHAM PARK-JUL CUNNINGHAM PARK-JUL 016.8540.4030 OAK CREEK PARK-JUL OAK CREEK PARK-JUL 016.8540.4030 COMM CTR-JUL COMM CTR-JUL	70.27 121.76 848.02 35.14 519.70 193.33 10,143.69 52.70 72.81 1,866.23

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83464	8/17/2021	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			001.6000.4030	52.70
			COMM CTR IRRIGATION-JUL	
			COMM CTR IRRIGATION-JUL	
			001.6000.4030	803.47
			LIBRARY/ELC-JUL	
			LIBRARY/ELC-JUL	
			001.6000.4030	70.27
			LIBRARY/ELC-JUL	
			LIBRARY/ELC-JUL	
			001.6000.4030	487.96
			LIBRARY/ELC-JUL	
			LIBRARY/ELC-JUL	
			001.6000.4030	608.64
			LMD 10-JUL	
			LMD 10-JUL	
			012.8500.4030	1,666.77
			LMD 10-JUL	
			LMD 10-JUL	
			012.8500.4030	777.80
			LMD 30-JUL	
			LMD 30-JUL	
			012.8500.4030	228.30
			LMD 34-JUL	
			LMD 34-JUL	
			012.8500.4030	185.26
			LMD 36-JUL	
			LMD 36-JUL	
			012.8500.4030	277.02
			Total :	19,081.84
83465	8/17/2021	000127 K & L HARDWARE	GRAFITTI REMOVAL SUPPLIES	
			GRAFITTI REMOVAL SUPPLIES	
			001.6010.4206	94.34
			CORP YARD SUPPLIES	
			CORP YARD SUPPLIES	
			004.8310.4206	167.96
			CORP YARD SUPPLIES	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
83465	8/17/2021	000127 K & L HARDWARE	(Continued) CORP YARD SUPPLIES 004.8310.4206	15.27
Total :				277.57
83466	8/17/2021	000127 K & L HARDWARE	STATION #1 SUPPLIES STATION #1 SUPPLIES 028.2050.4070 STATION #1 SUPPLIES 029.2100.4070 STATION #2 SUPPLIES STATION #2 SUPPLIES 028.2050.4070 STATION #2 SUPPLIES 029.2100.4070 STATION #2 SUPPLIES STATION #2 SUPPLIES 028.2050.4070 STATION #2 SUPPLIES 029.2100.4070 STATION #1 SUPPLIES STATION #1 SUPPLIES 028.2050.4203 STATION #1 SUPPLIES 029.2100.4203 PARK SUPPLIES PARK SUPPLIES 001.6000.4206	32.91 32.90 21.10 21.09 26.39 26.39 16.47 16.47 81.86
Total :				275.58
83467	8/17/2021	000165 AT&T	WHITE PAGES-JUL WHITE PAGES-JUL 042.9510.4060	18.17
Total :				18.17
83468	8/17/2021	000203 SOUTHERN CALIFORNIA EDISON	CUNNINGHAM PARK-JUL CUNNINGHAM PARK-JUL 016.8540.4010	16.03

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
83468	8/17/2021	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			HIGHLAND COMMUNITY PARK-JUL	
			HIGHLAND COMMUNITY PARK-JUL	
			001.6000.4010	281.10
			CANYON OAK PARK-JUL	
			CANYON OAK PARK-JUL	
			016.8540.4010	17.68
			SEELEY PARK-JUL	
			SEELEY PARK-JUL	
			016.8540.4010	16.66
			LMD'S-JUL	
			LMD'S-JUL	
			012.8500.4010	604.64
			HIGHLAND AVE ALPR-JUL	
			HIGHLAND AVE ALPR-JUL	
			001.2000.4062	14.62
			LS3 METER-JUL	
			LS3 METER-JUL	
			013.8510.4011	22.32
			STATION #1-JUL	
			STATION #1-JUL	
			028.2050.4010	496.70
			STATION #1-JUL	
			029.2100.4010	496.69
			Total :	1,966.44
83469	8/17/2021	000237 WILL DAN ASSOCIATES	BUILDING AND SAFETY PLAN CHECK-JUL	
			BUILDING AND SAFETY PLAN CHECK-JUL	
			001.4500.4540	2,505.00
			INSPECTION SERVICES-JUL	
			INSPECTION SERVICES-JUL	
			001.4500.4540	12,155.00
			PERMIT TECHNICIAN SERVICES-JUL	
			PERMIT TECHNICIAN SERVICES-JUL	
			001.4500.4540	2,470.00
			Total :	17,130.00
83470	8/17/2021	000598 PR PRINTING	PD: WINDOW & NON WINDOW ENVELOPES	

Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
83470	8/17/2021	000598 PR PRINTING	(Continued) PD: WINDOW & NON WINDOW ENVELOPES 001.2000.4200	
Total :				619.92
83471	8/17/2021	000744 D&T AUTO REPAIR	VEH#117: AC REPAIR VEH#117: AC REPAIR 001.4600.4240 VEH#130: AC REPAIR VEH#130: AC REPAIR 004.8310.4240 VEH#116: REPAIR VEH#116: REPAIR 001.6010.4240	
Total :				159.81
83472	8/17/2021	000774 ARROWHEAD CREDIT UNION-DEPT 91	CIRA AIRFARE & PARKING: DANTUONO CIRA AIRFARE: DANTUONO 041.9500.4320 CIRA PARKING: DANTUONO 041.9500.4320	
Total :				845.85
83473	8/17/2021	000774 ARROWHEAD CREDIT UNION-DEPT 91	DRI CRASH PLAN DRI CRASH PLAN 042.9510.4208 ZOOM MEETINGS ZOOM MEETINGS 042.9510.4310	
Total :				19.98
83474	8/17/2021	000979 VERIZON WIRELESS	CELL PHONES/AIR CARDS-JUL CELL PHONES-JUL 001.2000.4061 AIR CARDS-JUL 001.2000.4062 CELL PHONES-JUL 001.6000.4061	
Total :				110.00
Total :				129.98
Total :				170.38
Total :				1,064.32
Total :				67.65

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83474	8/17/2021	000979 VERIZON WIRELESS	(Continued)	
			CELL PHONES-JUL	
			001.6010.4061	32.05
			CELL PHONES-JUL	
			004.8310.4061	159.42
			AIR CARDS-JUL	
			004.8310.4062	76.02
			CELL PHONES-JUL	
			028.2050.4061	141.94
			AIR CARDS-JUL	
			028.2050.4062	266.07
			CELL PHONES-JUL	
			042.9510.4061	647.54
			AIR CARDS-JUL	
			042.9510.4062	228.06
			Total :	2,853.45
83475	8/17/2021	000979 VERIZON WIRELESS	AIR CARDS-JUL	
			AIR CARDS-JUL	
			001.2000.4061	76.02
			Total :	76.02
83476	8/17/2021	001193 LIFE ASSIST, INC.	DISINFECTANT FOR BATTALION EQUIP	
			DISINFECTANT FOR BATTALION EQUIP	
			028.2050.4245	117.54
			DISINFECTANT FOR BATTALION EQUIP	
			029.2100.4245	117.53
			Total :	235.07
83477	8/17/2021	001337 ICEMA	FS#1-3: PARAMEDIC SERVICE PERMIT	
			FS#1-3: PARAMEDIC SERVICE PERMIT	
			028.2050.4223	3,200.00
			Total :	3,200.00
83478	8/17/2021	001476 TIME WARNER CABLE	CITY HALL TELE/INT-AUG	
			CITY HALL TELE/INT-AUG	
			042.9510.4065	1,640.17
			Total :	1,640.17

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83479	8/17/2021	001618 INNOVATIVE FEDERAL STRATEGIES	PROFESSIONAL SERVICES-JUL PROFESSIONAL SERVICES-JUL 023.3890.4554	3,000.00
Total :				3,000.00
83480	8/17/2021	001679 MC CRAY'S ENTERPRISES	ME543 REPAIRS ME543 REPAIRS 029.2100.4240 ME543 REPAIRS 028.2050.4240	4,951.15
Total :				4,951.15
83481	8/17/2021	001996 HINDERLITER DE LLAMAS & ASSOC	SALES TAX AUDITS SALES TAX AUDIT 07/21-09/21 001.1450.4505	9,902.30
Total :				450.00
83482	8/17/2021	002190 ENGINEERING RESOURCES OF SO CA	STR20003 DE MSRI CREDIT STR20003 DE MSRI CREDIT 017.8350.6550 STR20003 DE SB CO CREDIT STR20003 DE SB CO CREDIT 027.8490.6550 STR20003 DE MSRI-JUL STR20003 DE MSRI-JUL 017.8350.6550 STR20003 DE SB CO-JUL STR20003 DE SB CO-JUL 027.8490.6550	-291.52 -960.08 2,942.05
Total :				9,689.20
83483	8/17/2021	002408 PEOPLEREADY	TEMPORARY LABOR TEMPORARY LABOR 001.6100.4206 TEMPORARY LABOR 004.8310.4570 TEMPORARY LABOR 015.8530.4592	56.79 113.59 113.58

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83483	8/17/2021	002408 PEOPLEREADY	(Continued) TEMPORARY LABOR 001.6000.4206	283.95
Total :				567.91
83484	8/17/2021	002511 RECORDER-CLERK CO OF SB	DOCUMENT RECORDING SERVICES DOCUMENT RECORDING SERVICES 001.1200.4506	20.00
				DOCUMENT RECORDING SERVICES DOCUMENT RECORDING SERVICES 001.1200.4506
Total :				40.00
83485	8/17/2021	002912 CHAMPION ELECTRIC, INC.	POLICE STATION ELECTRICAL REPAIR POLICE STATION ELECTRICAL REPAIR 001.2000.4070	250.00
Total :				250.00
83486	8/17/2021	003044 THOMSON REUTERS WEST	CODE BOOKS CODE BOOKS 001.1200.4626	1,243.50
Total :				1,243.50
83487	8/17/2021	003073 EWING IRRIGATION PRODUCTS INC	LMD 36 IRRIGATION SUPPLIES LMD 36 IRRIGATION SUPPLIES 012.8500.4206	235.21
				LMD 21 IRRIGATION SUPPLIES LMD 21 IRRIGATION SUPPLIES 012.8500.4206
				LMD 55 IRRIGATION SUPPLIES LMD 55 IRRIGATION SUPPLIES 012.8500.4206
Total :				155.26
83488	8/17/2021	003713 SATCOM GLOBAL LTD.	SATELLITE PHONES-AUG SATELLITE PHONES-AUG 001.2000.4061	42.75
				SATELLITE PHONES-AUG 042.9510.4061
Total :				42.75

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83488	8/17/2021	003713 SATCOM GLOBAL LTD.	(Continued)	
			SATELLITE PHONES-AUG	
			028.2050.4061	21.38
			SATELLITE PHONES-AUG	
			029.2100.4061	21.37
			Total :	128.25
83489	8/17/2021	004162 SUPERCO SPECIALTY PRODUCTS	GRAFFITI REMOVAL SUPPLIES	
			GRAFFITI REMOVAL SUPPLIES	
			001.6010.4206	916.69
			Total :	916.69
83490	8/17/2021	004282 HIGHLAND GLASS AND MIRROR	CORP YARD: BROKEN WINDOW REPAIR	
			CORP YARD: BROKEN WINDOW REPAIR	
			004.8310.4070	565.00
			Total :	565.00
83491	8/17/2021	004416 SIEMENS MOBILITY, INC.	5TH/PALM-RELOCATE PULL BOX & REPAIR	
			5TH/PALM-RELOCATE PULL BOX & REPAIR	
			004.8310.4580	7,500.00
			Total :	7,500.00
83492	8/17/2021	004416 SIEMENS MOBILITY, INC.	TRAFFIC SIGNAL MAINTENANCE-JUL	
			TRAFFIC SIGNAL MAINTENANCE-JUL	
			004.8310.4580	3,283.64
			STREET LIGHT MAINTENANCE-JUL	
			STREET LIGHT MAINTENANCE-JUL	
			013.8510.4664	2,528.50
			TRAFFIC SIGNAL RESPONSE CALL OUTS-JUL	
			TRAFFIC SIGNAL RESPONSE CALL OUTS-JUL	
			004.8310.4580	4,827.54
			Total :	10,639.68
83493	8/17/2021	004850 PEPE TOWING	ME542 TOW FOR REPAIRS	
			ME542 TOW FOR REPAIRS	
			029.2100.4240	212.50
			ME542 TOW FOR REPAIRS	
			028.2050.4240	212.50

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83493	8/17/2021	004850	004850 PEPE TOWING	
			(Continued)	
			Total :	425.00
83494	8/17/2021	004860	CRIME SCENE STERI-CLEAN, LLC	
			BIO-HAZARD CLEAN UP PD INTERVIEW ROOM	
			BIO-HAZARD CLEAN UP PD INTERVIEW ROOM	
			030.8495.4349	
			Total :	300.00
83495	8/17/2021	004920	TKE ENGINEERING	
			BRG04004A CE DIF REG-MAY	
			BRG04004A CE DIF REG-MAY	
			007.8330.6813	
			BRG04004A CE PNRS-MAY	
			BRG04004A CE PNRS-MAY	
			030.8495.6813	
			BRG04004A CE DIF REG-JUN	
			BRG04004A CE DIF REG-JUN	
			007.8330.6813	
			BRG04004A CE PNRS-JUN	
			BRG04004A CE PNRS-JUN	
			030.8495.6813	
			Total :	46,374.54
83496	8/17/2021	004920	TKE ENGINEERING	
			STR11006 CE RDA04-MAY	
			STR11006 CE RDA04-MAY	
			010.3830.6530	
			STR11006 CE IN LIEU-MAY	
			STR11006 CE IN LIEU-MAY	
			008.8340.6530	
			STR11006 CE SRTS-MAY	
			STR11006 CE SRTS-MAY	
			030.8495.6530	
			STR11006 CE IN LIEU-JUN	
			STR11006 CE IN LIEU-JUN	
			008.8340.6530	
			STR11006 CE SRTS-JUN	
			STR11006 CE SRTS-JUN	
			030.8495.6530	
			STR11005 CE IN LIEU-JUN	
			STR11005 CE IN LIEU-JUN	
			Total :	1,201.74

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83496	8/17/2021	004920 TKE ENGINEERING	(Continued)	
			008.8340.6530	4,355.85
			STR11005 CE MSRI-JUN	
			STR11005 CE MSRI-JUN	
			017.8350.6530	5,765.51
			STR11005 CE SRTS-JUN	
			STR11005 CE SRTS-JUN	
			030.8495.6530	37,508.21
			Total :	98,957.74
83497	8/17/2021	004920 TKE ENGINEERING	STR18001 PM RDA07-MAY	
			STR18001 PM RDA07-MAY	
			010.3830.6550	5,270.00
			STR18001 PM RDA07-JUN	
			STR18001 PM RDA07-JUN	
			010.3830.6550	3,237.50
			Total :	8,507.50
83498	8/17/2021	004920 TKE ENGINEERING	SWK19002 DE MSRI APR-JUN	
			SWK19002 DE MSRI APR-JUN	
			017.8350.6545	395.23
			SWK19002 DE ART3 APR-JUN	
			SWK19002 DE ART3 APR-JUN	
			005.8320.6545	899.77
			Total :	1,295.00
83499	8/17/2021	004920 TKE ENGINEERING	SWK19001 DE MSRI-MAY	
			SWK19001 DE MSRI-MAY	
			017.8350.6545	145.00
			SWK19001 DE ART3-MAY	
			SWK19001 DE ART3-MAY	
			005.8320.6545	145.00
			SWK19001 DE MSRI-JUN	
			SWK19001 DE MSRI-JUN	
			017.8350.6545	175.00
			SWK19001 DE ART3-JUN	
			SWK19001 DE ART3-JUN	
			005.8320.6545	175.00

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83499	8/17/2021	004920 TKE ENGINEERING	(Continued)	
			Total :	640.00
83500	8/17/2021	004988 VIGILANT SOLUTIONS, LLC	LICENSE PLATE READER BASE LINE/CHURCH LICENSE PLATE READER BASE LINE/CHURCH 023.3890.4203	
			Total :	6,268.72
83501	8/17/2021	005212 LEVERAGE INFORMATION SYSTEMS	PD: VIDEO SURVEILLANCE SYSTEM PD: VIDEO SURVEILLANCE SYSTEM 001.2000.6040	
			Total :	18,616.00
83502	8/17/2021	005553 CLARK PEST CONTROL OF STOCKTON	YMCA PEST CONTROL YMCA PEST CONTROL 001.6000.4589 CITY HALL PEST CONTROL CITY HALL PEST CONTROL 042.9510.4589 POLICE DEPT PEST CONTROL POLICE DEPT PEST CONTROL 001.2000.4589	
			Total :	91.00
			Total :	62.00
			Total :	97.00
			Total :	250.00
83503	8/17/2021	005554 IMPERIAL SPRINKLER SUPPLY	LMD 34 IRRIGATION SUPPLIES LMD 34 IRRIGATION SUPPLIES 012.8500.4206 LMD 37 IRRIGATION SUPPLIES LMD 37 IRRIGATION SUPPLIES 012.8500.4206 LMD 31 IRRIGATION SUPPLIES LMD 31 IRRIGATION SUPPLIES 012.8500.4206 LMD 0 IRRIGATION SUPPLIES LMD 0 IRRIGATION SUPPLIES 012.8500.4206 LMD 10 IRRIGATION SUPPLIES LMD 10 IRRIGATION SUPPLIES 012.8500.4206 LMD 36 IRRIGATION SUPPLIES	
				59.88
				89.81
				119.75
				122.35
				22.97

Voucher List
CITY OF HIGHLAND

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
83503	8/17/2021	005554 IMPERIAL SPRINKLER SUPPLY	(Continued)	
			LMD 36 IRRIGATION SUPPLIES	
			012.8500.4206	11.99
			IRRIGATION SUPPLIES	
			IRRIGATION SUPPLIES	
			004.8310.4206	74.13
			SEELEY/CUNNINGHAM PARK IRRIGATION SUPPLI	
			SEELEY PARK IRRIGATION SUPPLIES	
			016.8540.4206	15.13
			CUNNINGHAM PARK IRRIGATION SUPPLIES	
			016.8540.4206	15.13
			LMD70 IRRIGATION SUPPLIES	
			LMD70 IRRIGATION SUPPLIES	
			012.8500.4206	140.20
			COMM PARK: IRRIGATION REPAIR PARTS	
			COMM PARK: IRRIGATION REPAIR PARTS	
			001.6000.4045	271.01
			Total :	942.35
83504	8/17/2021	005677 PARAGON PARTNERS LTD	STR11006 R/W MSRI-JUL	
			STR11006 R/W MSRI-JUL	
			017.8350.6530	996.84
			Total :	996.84
83505	8/17/2021	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	
			OFFICE SUPPLIES	
			001.1200.4200	14.30
			FS# : KITCHEN SUPPLIES	
			KITCHEN SUPPLIES	
			029.2100.4203	512.87
			KITCHEN SUPPLIES	
			028.2050.4203	512.86
			Total :	1,040.03
83506	8/17/2021	005932 ZYSS, VICTOR	STAFF REVIEW REFUND	
			STAFF REVIEW REFUND	
			001.4100.4450	53.00
			Total :	53.00

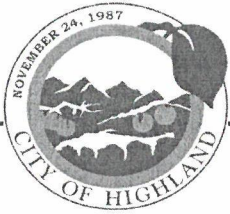
Voucher List
CITY OF HIGHLAND

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
83507	8/17/2021	005933 COMPASS CONSULTING ENTERPRISES	SDR17001 ENV GCF-JUN SDR17001 ENV GCF-JUN 023.3890.4582 SDR17001 ENV GCF-JUL SDR17001 ENV GCF-JUL 023.3890.4582	2,535.20
Total :				2,755.20
1001923080	8/17/2021	000004 PUBLIC EMPLOYEE RETIREMENT SYS	GASB 68 REPORT 20/21 PEPR/CLASSIC GASB 68 REPORT 20/21 PEPR 001.1700.4510 GASB 68 REPORT 20/21 CLASSIC 001.1700.4510	350.00
Total :				350.00
Bank total :				311,012.54
Total vouchers :				311,012.54

46 Vouchers for bank code : wfb

46 Vouchers in this report



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

FROM: Joseph A. Hughes, City Manager

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

SUBJECT: Treasurer's Report for July 2021

RECOMMENDATION: City Council to receive and file the Treasurer's Report for July 2021.

FISCAL IMPACT:

Cash and Investments:	
General Fund	\$ 7,386,454.98
Special Revenue Funds	\$35,237,507.28
Internal Service Funds	\$ 3,974,843.01
Capital Projects Funds	\$20,811,560.11
Agency Funds	\$ 4,229,396.87
Housing Authority Fund	\$ 3,650,233.56
SARDA Funds	\$ 3,554,340.99

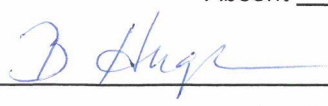
PUBLIC NOTICE: The agenda for this item was posted at the three required locations.

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 July 31, 2021

CASH AND BANK ACCOUNTS:

Cash on Hand-Office Petty Cash & Change Fund Accounts	1,150.00
Wells Fargo Checking-Account #*****236	22,318,777.80

DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: LOCAL GOVERNMENT INVESTMENT POOLS				
<u>California Treasurer's Local Agency Investment Fund (LAIF)</u>	n/a	0.221%		
General Fund			4,579,282.08	
Special Revenue Funds			18,101,033.00	
Internal Service Funds			4,530,045.00	
Capital Projects Funds			13,483,379.00	
Total City LAIF Funds				40,693,739.08
Housing Authority Fund			3,550,835.69	
Total Housing Authority LAIF Funds				3,550,835.69
Total LAIF Funds				44,244,574.77

- 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 June 2021 on-line for listing of investments.
- 5) Market Value is based on the June 30, 2021 applicable percentage of 1.00008297.
- 6) Market Value is \$44,248,245.74 (\$44,244,574.77 x 1.00008297).

<u>California Asset Management Program (CAMP)</u>	n/a	0.050%		
General Fund			131,755.70	
Special Revenue Funds			1,553,932.00	
Capital Projects Funds			5,699,291.00	
Total CAMP Funds				7,384,978.70

INVESTMENTS: FISCAL AGENT ACCOUNTS

US Bank Corporate Trust Services (Community Facilities Districts)

Community Facilities District (CFD) 90-1

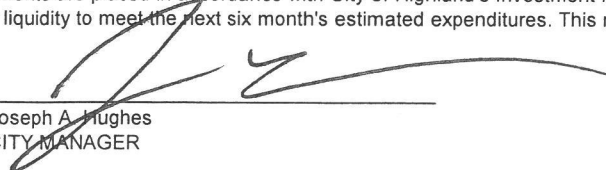
Administrative Expense Fund #128262-011				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	88,709.66	88,709.66
Fire Protection Expense Fund #128262-012				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	3,103.58	3,103.58
Police Protection Expense Fund #128262-013				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	1,147.97	1,147.97

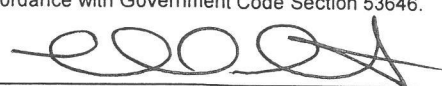
Community Facilities District (CFD) 2001-1

Special Tax Fund #149239000				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	13,508.75	13,508.75
Interest Account #149239001				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	18.53	18.53
Principal Account #149239002				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	0.02	0.02
Reserve Fund #149239003				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	2.63	2.63
Administrative Expense Fund #149239004				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	16,622.91	16,622.91
Surplus Fund #149239006				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	0.32	0.32
Costs of Issuance Fund #217795005				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	12,518.97	12,518.97
Escrow Fund #270134000				
US Bank Money Market Account CUSIP #8AMMF0AP6	n/a	0.00%	3,105,006.25	3,105,006.25

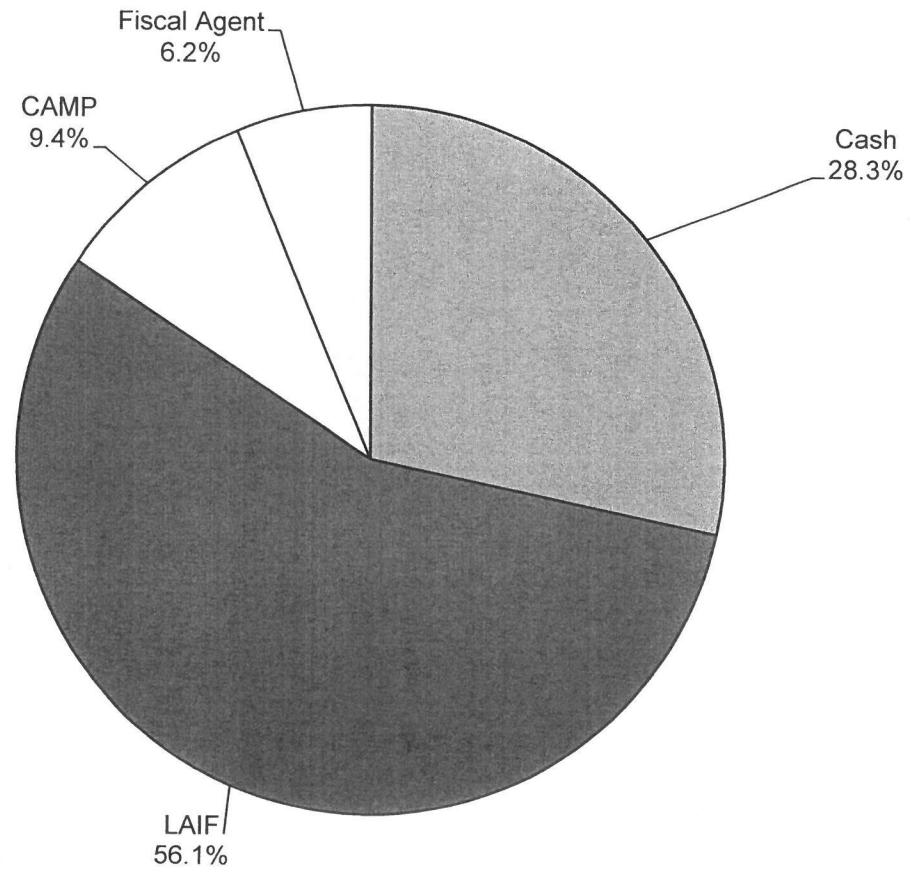
DESCRIPTION	MATURITY PERIOD	YIELD	PAR VALUE	ORIGINAL COST
INVESTMENTS: FISCAL AGENT ACCOUNTS (continued)				
Community Facilities District (CFD) 2007-1				
Administrative Expense Fund #260722000				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	8,791.09	8,791.09
Fire Expense Fund #260722001				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.01%	129.02	129.02
Police Expense Fund #260722002				
US Bank Money Market Account CUSIP #8AMMF0390	n/a	0.00%	48.24	48.24
TOTAL INVESTMENTS US BANK (COMMUNITY FACILITIES DISTRICTS)				3,249,607.94
<u>US Bank Corporate Trust Services (SARDA)</u>				
2004B Tax Allocation Refunding Bonds				
Special Fund 786709001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.01%	3.57	3.57
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%	176,429.53	176,429.53
2015A Tax Allocation Refunding Bonds				
Special Fund 268777000				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	0.75	0.75
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%	956,949.90	956,949.90
Expense Account 268777006				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	13,504.46	13,504.46
2017 Tax Allocation Refunding Bonds				
Debt Service Fund 259928000				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.01%	498,359.38	498,359.38
Interest Fund 259928001				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
Principal Fund 259928002				
Federated Treasury Obligations CUSIP #60934N872	n/a	0.00%	-	-
TOTAL INVESTMENTS US BANK (SARDA)				1,645,247.59
TOTAL CASH AND INVESTMENTS				78,844,336.80

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.

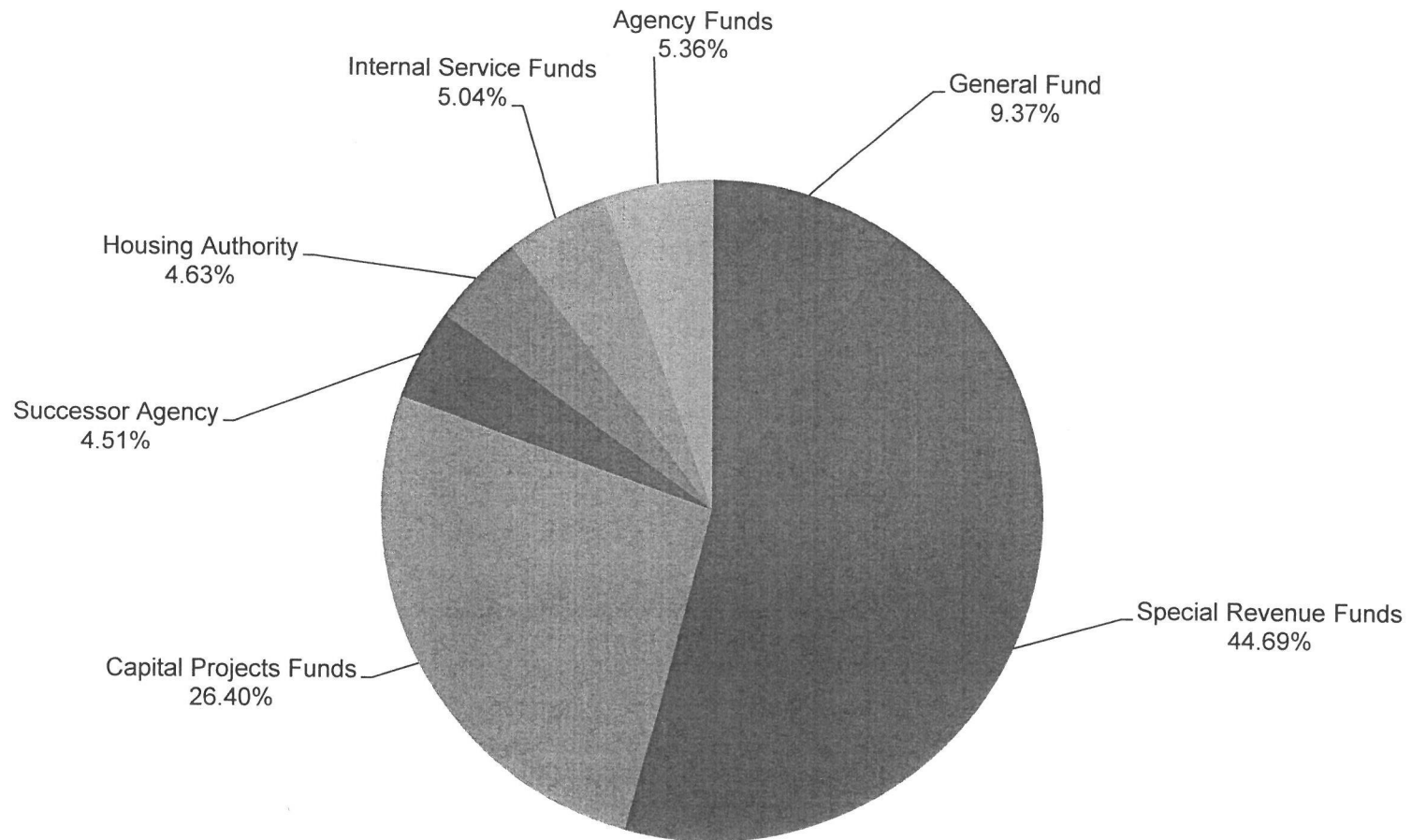
SIGNED: 
Joseph A. Hughes
CITY MANAGER

SIGNED: 
Chuck Dantuono
DIRECTOR OF ADMINISTRATIVE
SERVICES/CITY TREASURER

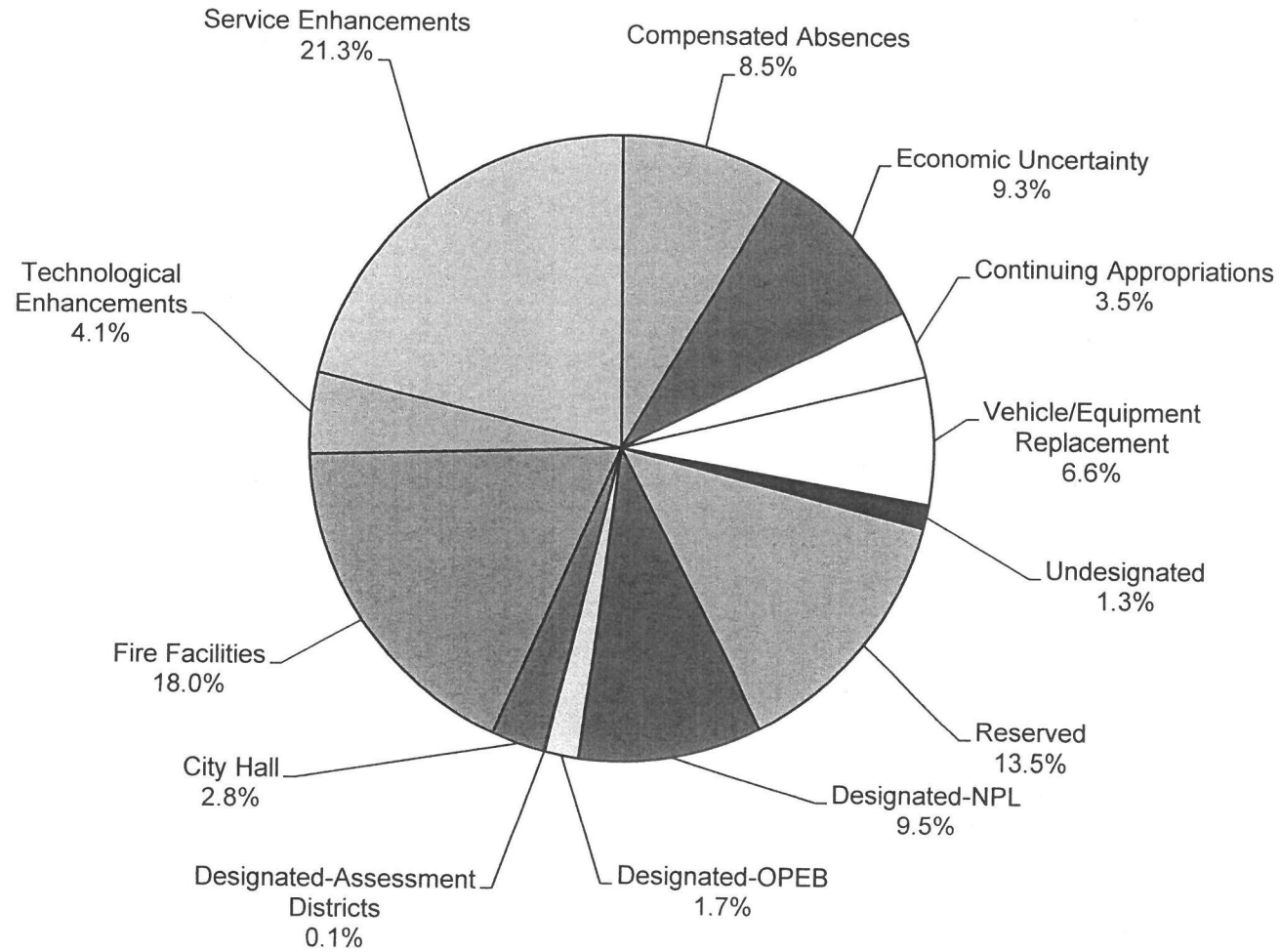
Treasurer's Report



Cash & Investments



General Fund Reserves





STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

FROM: Joseph Hughes, City Manager

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

PREPARED BY: Camille Goritz, Administrative Assistant III

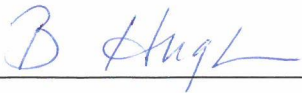
SUBJECT: Declare one (1) Seat Vacant on the Community Trails Committee

RECOMMENDATION: Staff recommends the City Council:

1. Declare one (1) seat vacant on the Community Trails Committee; and
2. Direct the City Clerk to advertise the vacancy on 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: 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.

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: August 24, 2021

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Lawrence A. Mainez, Community Development Director 

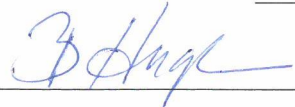
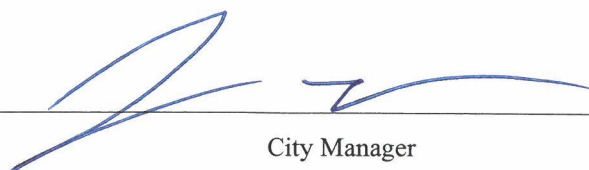
SUBJECT: Second Reading of Ordinance No. 448 of the City of Highland amending Title 16 (Land Use and Development Code) of the Highland Municipal Code, Chapter 16.06 (Definitions), Chapter 16.12 (Special Districts), Chapter 16.16 (Residential Districts), Chapter 16.22 (Mixed Use Districts), and Chapter 16.44 (Specific Development Standards) regarding Accessory Dwelling Units ("ADUs") and Junior Accessory Dwelling Units ("JADUs") and making finding under CEQA.

LOCATION: City-Wide

RECOMMENDATION: The City Council conduct a second reading, read by title only, and waive further reading of Ordinance No. 448 Amending Title 16 (Land Use and Development Code) of the Highland Municipal Code to amend regulations pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Units and making a finding of exemption under section 15282(H) of the California Environmental Quality Act Guidelines and Public Resources Code Section 21070.17.

PREVIOUS ACTION: On August 10, 2021, the City Council held a public hearing for subject Municipal Code Amendment and no modifications were made, therefore staff recommends the City Council recognize the subject Ordinance and adopt as submitted.

Attachment 1: Ordinance No. 448

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

ATTACHMENT 1

(ORD. No. 448)

ORDINANCE NO. 448

AN ORDINANCE OF THE CITY OF HIGHLAND, CALIFORNIA AMENDING TITLE 16 (ZONING) OF THE HIGHLAND MUNICIPAL CODE TO AMEND REGULATIONS PERTAINING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND MAKING A FINDING OF EXEMPTION UNDER SECTION 15282(H) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES AND PUBLIC RESOURCES CODE SECTION 21070.17

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HIGHLAND DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. **Purpose, Findings, and Intent.**

A. Effective January 1, 2020, AB 881, AB 68, SB 13, AB 587, and AB 670 amended Government Code Sections 65852.2 and 65852.22, and other provisions of State law, to further limit the application of local development standards, fees, and discretionary approval processes to accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”).

B. As amended, Government Code Section 65852.2 allows the City to designate, under a ministerial review process, areas where new ADUs may be permitted and to establish objective standards related to parking, height, setback, landscaping, architectural review, and maximum size of units.

C. On January 14, 2020, the City Council adopted an interim ordinance to impose a moratorium on the construction of ADUs in high fire severity zones. The interim ordinance was subsequently extended on February 28, 2020. The City submitted a copy of the interim ordinance (Ordinance No. 441) to the Department of Housing and Community Development on January 31, 2020, and the City received a response on February 3, 2020 confirming receipt but no further comments received after 60 days. The interim ordinance expired on February 28, 2021.

D. Staff has studied the issue of whether there should be a permanent ban on the construction of ADUs in high fire severity zones or if certain health and safety regulations should be adopted to allow ADUs to be constructed in these areas under certain parameters. As a result of careful consideration by Staff working closely with the City’s Fire Marshal, and the City’s Battalion Chief, it was determined to be appropriate to ban all construction of ADUs in high fire severity zones due to the concentration of housing tracts with units built near each other along the foothills of the National Forest. It was further determined appropriate to ban ADU in high fire severity zones because detached ADUs along the foothills will intrude into the rear setbacks (and others) and could result in impacts to the fuel modification zones, both designed to protect the residential neighborhoods from wildfires.

E. The City Council hereby determines that the construction of ADUs in areas that have been designated as high fire severity zones could endanger the public health and safety. These areas are prone to fires, and increasing the density in these areas can hinder the ability of the fire personnel to evacuate people quickly in event of a fire emergency. On June 27, 2017 there was a 900-acre wildfire in Highland that forced the evacuation of about 200 residents. On July 12, 2017 there was a 33-acre fire that burned in the City. A few days later on July 14, 2017, there was

a 450-acre brush fire that burned around homes in the City. In the neighboring city of San Bernardino, there was a brush fire on October 21, 2019 that destroyed or damaged nine homes. On October 24, 2019 there was a wildfire in San Bernardino that burned 145 acres. According to CalFire, 7,860 fires were recorded to CalFire and the US Forest Service in 2019, an increase from the 7,571 fires in 2018. In 2020, these figures increased again to 9,639 fire incidents. In September 2020, the El Dorado Fire occurred in Yucaipa where 22,744 acres were burned, 10 structures were destroyed, and tragically, one firefighter died. The City is prone to strong winds which help fuel brush fires and can create a dangerous situation, particularly if there is only one escape route from the fire and streets are blocked due to on-street parking during an evacuation event. Increasing the population in high fire severity zone areas could have devastating consequences if the additional people must be quickly moved from the area in the event of an emergency. According to most fuel modification and defensible space plans, there are generally areas where no combustible construction is to occur adjacent to development in the high fire hazard severity zones. Should construction of an ADU (or any combustible construction) occur in these areas, it will compromise the design of any fuel modification and defensible space plan.

F. The City Council determines that the construction of ADUs in areas without appropriate sewer systems is detrimental to the local water quality, and public health and safety. ADUs proposed to be served by On-site Wastewater Treatment Systems (OWTS) (e.g., septic systems) require review and approval from the local health officer per Government Code Section 65852.2(a)(1)(D)(ix). In this case the City's local health officer is the County of San Bernardino Department of Public Health. The County's approval process requires all proposed (new) and modified septic systems in the City of Highland to be submitted to the State Water Quality Control Board for evaluation and approval. The extensive minimum standards and technical requirements (also derived from the California Plumbing Code) for the treatment and disposal of sewage through the use of OWTS on small lots in established neighborhoods, when no connection to a sewer is available, conflicts with the state's ADUs legislation standards. These conflicts include, but are not limited to minimum lot size, setbacks from septic tanks and leach fields, and setback from structures and existing water service lines. For these reasons and others the State Water Quality Control Board is denying ADUs based on current statewide OWTS policy. Accordingly, this ordinance prohibits the construction of ADUs in areas not serviced by sewer systems as it would be detrimental to the public health and safety.

G. The Planning Commission considered this Ordinance, including the environmental exemption, on June 15, 2021, at a duly noticed public hearing, as prescribed by law, at which time City Staff and interested persons had an opportunity to and did testify either in support of or opposition to this matter.

H. At the conclusion of the Planning Commission hearing and after due consideration of the testimony, the Planning Commission adopted Resolution No. 2021-010, recommending approval of the Ordinance by the City Council.

I. The City Council, at a regular meeting, considered the Ordinance, including the environmental exemption, on August 10, 2021, at a duly noticed public hearing, as prescribed by law, at which time City Staff and interested persons had an opportunity to and did testify either in support or opposition to this matter.

J. All legal prerequisites to the adoption of this Ordinance have occurred.

Section 2. **General findings**

In compliance with Section 16.08.040(D) of the Highland Municipal Code, the City Council makes the following findings:

A. The proposed change of zone or revision is consistent with the goals, objectives, policies, and programs of the general plan, and is necessary and desirable to implement the provisions of the general plan;

Response: The proposed revision is consistent with the goals, objectives, policies, and programs of the general plan because the amendments to the Land Use and Development Code related to Accessory Dwelling Units help to provide a unique opportunity to address a variety of housing needs and provide affordable housing options for family members, friends, students, the elderly, in-home health care providers, people with disabilities, and others. This type of development is desirable for the City and is consistent with the goals, objectives, and policies and program of the General Plan. Goal 8.3, Policy 2 of the of the City of Highland General Plan Housing Element states, “provide a variety of home building opportunities for a range of housing types,” and Policy 3 states “expand the affordable housing stock and provide homeowners with an additional source of income by facilitating the construction of second dwelling units.” In addition, the proposed amendments would help improve public health and safety by prohibiting ADUs in designated areas identified as being vulnerable to fires (high fire severity zones) and areas with inadequate sewer services, which is consistent with the General Plan. Goal 4.1, Policy 1 of the City of Highland General Plan states, “prior to permitting, ensure that all major extensions of services, facilities and utilities are comprehensively reviewed for related social, economic and environmental impacts and identify mitigation measures as appropriate,” and Policy 4 states, “continue to ensure that public water, sewer, drainage and other facilities needed for a project phase are constructed prior to or concurrent with initial development within that phase, unless otherwise approved by the City.” Goal 4.3 of the City of Highland General Plan states, “provide a safe and effective sewer system that meets the needs of Highland residents, businesses and visitors.” Goal 4.8, Policy 5 of the City of Highland General Plan states, “ensure that development in Fire Hazard Zones comply with adequate fire safety standards (e.g., fuel modification zones, perimeter roads, greenbelts, etc.).” Goal 6.5, Policy 1 of the City of Highland General Plan states, “review the vulnerability of new development in areas with the potential for wildland-urban interface fires and incorporate appropriate mitigation measures in the conditions of approval,” and Policy 2 states, “ensure the adequate protection of proposed and existing development in areas subject to wildland-urban interface fires and balance the need for fire prevention measures with the need to preserve significant biological resources.” .

B. The proposed change of zone or revision will not adversely affect the public health, safety, and welfare or result in an illogical land use pattern;

Response: The proposed revision will not adversely affect the public health, safety, and welfare because the amendments to the Land Use and Development Code for all new ADUs constructed in the City are required to comply the local building codes, and to further protect the

public health and safety, and welfare of the City, ADUs will be prohibited in an area designated as high fire severity zone and areas without appropriate sewer systems to protect water quality, and public health and safety.

C. The proposed change of zone or revision is consistent with the purpose and intent of the remainder of this title not under consideration; and

Response: The proposed revision is consistent with the purpose and intent of the remainder of this title not under consideration because the amendments to the Land Use and Development Code only address those sections associated with ADUs as restricted by state law and do not impact other Code sections relative to land use review and permits and/or construction permits.

D. The potential environmental impacts of the proposed change of zone or revision are insignificant or there are overriding considerations which outweigh the potential impacts.

Response: The potential environmental impacts of the proposed revision are insignificant because the amendment to Land Use and Development Code implements the provisions of Government Code Section 65852.2 and is therefore exempt from the California Environmental Quality Act pursuant to Public Resources Code Section 21080.17 and California Code of Regulations, Title 14, Chapter 3, Section 15282(h). A Notice of Exemption will be filed with the County Clerk of the Board.

Section 3. Table 16.16.030A (Uses permitted within residential districts) of Section 16.16.030 (Use regulations for residential districts.) of Chapter 16.16 (Residential Districts) of Title 16 (Land Use and Development) of the Highland Municipal Code is hereby amended to delete the row titled “Accessory Dwelling Unit (shall comply with the provisions of HMC 16.44.180)” under Section A(1), and to add a new row in the position of Section A(13) entitled “Accessory Dwelling Unit and Junior Accessory Dwelling Unit” that shall read as follows, with all other provisions of Table 16.16.030A to remain unchanged:

	A/EQ	R-1	R-2	R-3	R-4	HDS	VR	R-2C	EHV
13. Accessory Dwelling Unit and Junior accessory dwelling units (shall comply with the provisions of HMC 16.44.180)	P	P	P	P	P	P	P	P	P

Section 4. The definition of “Accessory dwelling unit” or “ADU” in Section 16.06.010 (A definitions) of Chapter 16.06 (Definitions) of Title 16 (Land Use and Development) of the Highland Municipal Code is hereby amended to read as follows:

“Accessory Dwelling Unit” or “ADU” has the meaning ascribed in Government Code Section 65852.2, as the same may be amended from time to time.

Section 5. Section 16.06.100 (J definitions) of Chapter 16.06 (Definitions) of Title 16 (Land Use and Development) of the Highland Municipal Code is hereby amended to include a definition for “Junior Accessory Dwelling Unit” or “JADU”, which shall read as follows:

“Junior Accessory Dwelling Unit” or “JADU” has the meaning ascribed in Government Code Section 65852.22, as the same may be amended from time to time.

Section 6. A new subsection (B)(5) is hereby added to Section 16.12.020 (Planned Development (PD) District) of Chapter 16.12 (Special Districts) of Title 16 (Land Use and Development) of the Highland Municipal Code to read as follows, with all other provisions of Section 16.12.020 remaining unchanged:

“B.5. Accessory Dwelling Units and Junior Accessory Dwelling Units are permitted if they comply with the provisions of HMC 16.44.180.”

Section 7. Table 16.22.030A (Uses permitted within mixed use districts) of Section 16.22.030 (Mixed use regulations.) of Chapter 16.22 (Mixed Use Districts) of Title 16 (Land Use and Development) of the Highland Municipal Code is hereby amended to add a new row B(7) titled “Accessory Dwelling Units and Junior Accessory Dwelling Units” that shall read as follows, with all other provisions of Table 16.22.030A to remain unchanged:

Use	Attached Mixed Use Structure	Separated Multiple Use Project
B. 7 Accessory Dwelling Units and Junior Accessory Dwelling Units (shall comply with the provisions of HMC 16.44.180)	P	P

Section 8. Section 16.44.180 (Accessory Dwelling Units) of Chapter 16.44 (Specific Development Standards) of Title 16 (Land Use and Development) of the Highland Municipal Code is hereby amended in its entirety as follows:

“16.44.180 Accessory dwelling units and junior access dwelling units.

A. **Intent.** This section is intended to provide reasonable regulations for the development of accessory dwelling units (“ADUs”) and junior ADU (“JADUs”) in certain residential areas on lots developed or proposed to be developed concurrently with single-family residential or multi-family residential dwellings in compliance with state law regarding ADUs and JADUs (California Government Code Sections 65852.2 and 65852.22). ADUs and JADUs contribute needed housing to the community’s housing stock and are intended to provide livable housing at lower cost while providing greater security, companionship and family support for the occupants. In addition, the regulations in this section are intended to ensure that ADUs and JADUs

located in residential districts do not adversely impact adjacent residential parcels or the surrounding neighborhood, have access to adequate water and sewer services, will have limited impacts on traffic flow and public safety, and are developed in a manner which protects the integrity of the residential district, while providing for needed housing opportunities for owners of eligible parcels. Moreover, the regulations are intended to ensure that ADUs are not constructed in high fire severity zones as this poses a great risk to the public health and safety in the event of a fire and the need to quickly evacuate residents.

B. Definitions.

The following words shall have the meanings set forth below, unless the context otherwise permits or requires:

1. "Accessory Dwelling Unit" or "ADU" has the meaning ascribed in Government Code Section 65852.2, as the same may be amended from time to time.
2. "Attached ADU" means an ADU that is constructed as a physical expansion (i.e. addition) of the Primary Dwelling and shares a common wall with the Primary Dwelling.
3. "Detached ADU" means an ADU that is constructed as a separate structure from the Primary Dwelling, which does not share any walls with the Primary Dwelling.
4. "Existing Structure" means an existing single-family dwelling, multi-family dwelling, or other accessory structure that can be safely converted into habitable space under the California Building Standards Code, as amended by the City, and other applicable law.
5. "Junior Accessory Dwelling Unit" or "JADU" has the meaning ascribed in Government Code Section 65852.22, as the same may be amended from time to time.
6. "Primary Dwelling" means the existing or proposed single-family dwelling or multi-family dwelling on the lot where an ADU would be located.
7. "Public Transit" has the meaning ascribed in Government Code Section 65852.2(j), as the same may be amended from time to time.

C. General Requirements and Application Procedure.

1. An application for an ADU or JADU shall be considered ministerially, without discretionary review or a hearing, pursuant to either "Planning Review" ADU or a streamlined "Building Permit Only" Review. The city shall act on the application within 60 days from the date the city receives a completed application if there is an existing single-family dwelling or multi-family dwelling on the lot. If the application to create an ADU or JADU is submitted with a permit application to create a new single-family dwelling on the lot, the city may delay acting on the application for the ADU or JADU until the city acts on the permit application to create the new single-family dwelling, but the application to create the ADU or JADU shall still be considered ministerially without discretionary review or public hearing under either the Planning Review or Building Permit Only Review. If the applicant requests a delay, the 60-day time period shall be

tolled for the period of the delay. Table 16.44.180 summarizes the level of ministerial review required for various types of ADUs.

Table 16.44.180 - Ministerial ADU Review

Applications Subject to “Planning Review” [See Section 16.44.180(D)]	Applications Subject to “Building Permit Only” Review [See Section 16.44.180(E)]
Any application for an ADU that is <u>not</u> eligible for “Building Permit Only” Review, including but not limited to: • An ADU within the space of an existing accessory structure that expands the physical dimensions of that accessory structure by more than 150 square feet or where the expansion is not for the purpose of accommodating ingress and egress, and • A detached ADU with a floor area that exceeds 800 square feet or does not provide four-foot side and rear yard setbacks, on a lot with an existing or proposed single-family dwelling.	• One ADU within the space of an existing or proposed single-family dwelling or an accessory structure. The ADU may expand the physical dimensions of an existing accessory structure by not more than 150 square feet to allow for ingress and egress. The space must have exterior access from the proposed or existing or proposed single-family dwelling. The rear and side yard setbacks must be sufficient for fire and safety. • A JADU that meets the requirements of Government Code Section 65852.22. • One detached, new construction ADU, so long as the ADU does not exceed (1) a total floor area of 800 square feet, and (2) a height of 16 feet. • Multiple ADUs within the portions of an existing multi-family dwelling, in spaces not used as living space. Examples include conversion of storage rooms, boiler rooms, attics, basements, and garages. Each accessory dwelling unit must comply with state building standards for dwellings. The number of ADUs that may be created within a multi-family dwelling is equal to 25 percent of the number of existing multi-family dwelling units, or one ADU, whichever is greater. • Not more than two Detached ADUs, on a lot with an existing multi-family dwelling. The ADUs are subject to a 16-foot height limit and must maintain at least a 4-foot rear and side yard setback.

2. All ADUs and JADUs shall satisfy the requirements of the California Building Standards Code, as amended by the City.

3. In accordance with State law, ADUs are an accessory use or an accessory structure to the Primary Dwelling on the lot. ADUs shall not be considered to exceed the allowable density for the lot.

4. The application for the Planning Review ADU or Building Permit Only ADU or JADU must be signed by the owner(s) of the parcel of land.

D. Planning Review ADUs

Except as otherwise set forth in subsection E of this section, the city shall not approve an application for a new ADU unless the ADU satisfies all of the standards below. An application for a new ADU that satisfies each of the below standards shall be approved by the director of community development, or designee, following a ministerial review for compliance. ADUs approved pursuant to "Planning Review" shall comply with the following standards, unless State law mandates that different standards shall apply in which case the mandated State law standards shall apply:

1. Location Restrictions: One ADU shall be allowed on a lot with a proposed or existing Primary Dwelling that is zoned residential, except as otherwise set forth herein. To protect the public health and safety, no ADUs shall be constructed in an area designated as a high fire severity zone, or in an area without appropriate sewer systems (i.e. on septic tank system).

2. Development Standards:

a. Size restrictions. The total floor area of an Attached ADU or Detached ADU that is a studio or 1-bedroom shall not exceed 850 square feet. The total floor area of an Attached ADU or Detached ADU that has two or more bedrooms shall not exceed 1,200 square feet. For an attached ADU where there is an existing Primary Dwelling, the total floor area shall not exceed 50 percent of the size of the existing Primary Dwelling, or the size restrictions stated above, whichever is less. In no case shall an ADU be a smaller size than an "efficiency unit" as defined in Section 17958.1 of Health and Safety Code.

b. Height restrictions. A Detached ADU shall not exceed 16 feet in height, and an Attached ADU shall not exceed the height of the Primary Dwelling.

c. Setback. No setback shall be required for an ADU that is within an Existing Structure or within a structure constructed in the same location and that has the same dimensions as an Existing Structure. For all other ADUs, the required setback from side and rear lot lines shall be four feet. An ADU shall comply with all required front yard setbacks otherwise required by the Municipal Code.

d. Lot Coverage. An ADU shall conform to all lot coverage requirements applicable to the zoning district in which the property is located, except where the application of

the lot coverage regulations would not permit construction of an 800 square foot ADU that is 16 feet in height with four-foot side and rear yard setbacks.

e. Historic Resources. An ADU that has the potential to adversely impact any historical resource listed on the California Register of Historic Resources, shall be designed and constructed in accordance with the “Secretary Of The Interior’s Standards For The Treatment Of Historic Properties With Guidelines For Preserving, Rehabilitating, Restoring, And Reconstructing Historic Buildings” found at 36 CFR 68.3, as amended from time to time.

3. Design and Features:

a. Design. The ADU shall have the same design, colors, materials, and architectural details (including windows and roof pitch) of the Primary Dwelling, and shall comply with any objective design standards adopted by the City that are applicable to the zoning district, Specific Plan area, or Planned Unit Development where the ADU is located.

b. Fire Sprinklers. ADUs are required to provide fire sprinklers if they are required for the Primary Dwelling, or as required under the existing California Residential Code.

c. Entrance. An attached ADU shall have a separate entrance from the Primary Dwelling.

4. Covenant Required: The property owner shall record a declaration of restrictions, in a form approved by the City Attorney, placing the following restrictions on the property, the property owner, and all successors in interest: (i) the ADU is to be rented only for terms of 31 days or longer; and (ii) the ADU is not to be sold or conveyed separately from the Primary Dwelling. Proof of recordation of the covenant shall be provided to the City prior to the issuance of a Certificate of Occupancy for the ADU.

5. Transfer. An ADU shall not be sold, transferred, or assigned separately from the Primary Dwelling, but may be rented. The ADU shall not be used for short term rentals for less than 31 consecutive days.

6. Parking Requirements:

a. In addition to the off-street parking space(s) required for the Primary Dwelling, one off-street parking space shall be provided for each ADU, except when:

i. The ADU is located within one-half mile walking distance of Public Transit;

ii. The ADU is located within an architecturally and historically significant historic district;

iii. The ADU is part of a proposed or existing Primary Dwelling or accessory structure;

iv. The ADU is located in an area where on-street parking permits are required but not offered to an ADU occupant; or

v. The ADU is located within one block of a city-approved and dedicated parking space for a car share vehicle.

b. Off-street parking shall be permitted in setback areas in locations determined by the planning division or through tandem parking.

c. When the ADU is created by converting or demolishing a garage, carport or covered parking structure, replacement of parking space(s) eliminated by the construction of the ADU shall not be required as long as the ADU remains in use as a legal ADU.

7. Permits required. Except as otherwise required herein, all construction, structural alterations or additions made to create an ADU shall comply with current development standards and building, electrical, fire and plumbing codes. The applicant shall obtain a building permit and any other applicable construction permits prior to the construction of the ADU.

E. Building Permit ADUs

1. An applicant shall not be required to submit an application for an ADU or JADU permit under this ordinance, and may instead seek building permit approval for an ADU and/or JADU that satisfies the requirements of Government Code Section 65852.2(e)(1), as the same may be amended from time to time, and the California Building Standards Code, as amended by the City.

2. In addition to obtaining a building permit under this process, the applicant shall be required to obtain all other applicable construction permits prior to the construction of the ADU or JADU.

3. An ADU or JADU approved by a building permit only process shall be rented only for terms of 31 days or longer.

4. The property owner shall record a declaration of restrictions, in a form approved by the City Attorney, placing the following restrictions on the property, the property owner, and all successors in interest: (i) the ADU or JADU is to be rented only for terms of 31 days or longer; (ii) the ADU or JADU is not to be sold or conveyed separately from the Primary Dwelling, and (iii) if there is a JADU on the property, either the JADU or single family residence shall be occupied by the owner of record. Proof of recordation of the covenant shall be provided to the City before a Certificate of Occupancy may be issued for the ADU and/or JADU.

5. Pursuant to Government Code section 65858.2(e), the City shall ministerially approve an application for a building permit within a residential or mixed-use zone to create any of the following:

a. One ADU and one JADU per lot with a proposed or existing single-family dwelling if all of the following apply:

(i) The ADU or JADU is within the proposed space of a single-family dwelling or existing space of a single-family dwelling or accessory structure and may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress.

(ii) The space has exterior access from the proposed or existing single-family dwelling.

(iii) The side and rear setbacks are sufficient for fire and safety.

(iv) The JADU complies with the requirements of Section 65852.22 as set forth in subsection 6 below.

b. One detached, new construction, ADU that does not exceed four-foot side and rear yard setbacks for a lot with a proposed or existing single-family dwelling. The Detached ADU may be combined with a JADU described in subparagraph (A) above. The ADU shall be no more than 800 square feet in size, with a height limit of 16 feet.

c. At least one ADU within the portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, if each unit complies with state building standards for dwellings. If requested, multiple ADUs shall be allowed, up to the number of ADUs that equals 25 percent of the existing multifamily dwelling units in the structure.

d. Not more than two Detached ADUs that are located on a lot that has an existing multifamily dwelling, subject to a height limit of 16 feet and four-foot rear yard and side setbacks.

6. In accordance with the standards set forth in Government Code section 65852.22, JADUs shall comply with the following requirements, unless State law is amended to set forth different standards in which case State law standards will govern:

a. A JADU shall be a minimum of 220 square feet and a maximum of 500 square feet of gross floor area. The gross floor area of a shared sanitation facility shall not be included in the maximum gross floor area of a JADU.

b. A JADU must be contained entirely within the walls of the existing or proposed single-family dwelling.

c. A separate exterior entry from the main entrance to the single-family dwelling shall be provided to serve a JADU.

d. A JADU may include separate sanitation facilities, or may share sanitation facilities with the existing single-family dwelling.

e. A JADU shall include an efficiency kitchen meeting the requirements of Government Code Section 65852.22.

f. No additional parking is required for a JADU.

g. Unless State law is amended, the JADU or the single family residence shall be occupied by the owner of record, except where the owner is another governmental agency, land trust, or housing organization.

F. Fees and Utility Connections.

ADUs and JADUs that are processed under either the Planning Review ADUs set forth in Section D or through the Building Permit Only ADU process set forth in Section E, shall comply with the following:

1. ADUs and JADUs shall have adequate water and sewer services. These services may be provided from the water and sewer points of connection for the Primary Dwelling and need not be a separate set of services, unless the local water and sewer service provider requires a new or separate utility connection directly between the ADU and the utility if the ADU is constructed with a new single family residence.

2. The owner of an ADU or JADU shall be subject to the payment of all sewer, water and other applicable fees, including impact fees set forth in Government Code section 66000 *et seq.*, except as specifically provided in California Government Code Sections 65852.2 and 65852.22.

3. Prior to receiving a building permit, the owner of an ADU must submit letters of service availability for water and sewer disposal to the Building Official.”

Section 9. CEQA. The City Council hereby finds that this ordinance implements the provisions of Government Code Section 65852.2 and is therefore exempt from the California Environmental Quality Act pursuant to Public Resources Code Section 21080.17 and California Code of Regulations, Title 14, Chapter 3, Section 15282(h). The Community Development Director is hereby directed to file a Notice of Exemption.

Section 10. Severability. If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 11. Savings Clause Neither the adoption of this Ordinance nor the repeal or amendment by this Ordinance of any ordinance or part or portion of any ordinance previously in effect in the City, or within the territory comprising the City, shall in any manner affect the prosecution for the violation of any ordinance, which violation was committed prior to the effective date of this Ordinance, nor be construed as a waiver of any license, fee or penalty or the penal provisions applicable to any violation of such ordinances.

Section 12. Submittal of Ordinance. The Community Development Director, or his designee, shall submit a copy of the Ordinance to the Department of Housing and Community Development within 60 days after adoption of this Ordinance.

PASSED, APPROVED AND ADOPTED by the Highland City Council on _____, 2021.

Penny Lilburn, Mayor

ATTEST:

Betty Hughes, City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

FROM: Joseph A. Hughes

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

PREPARED BY: Matt Bennett, Assistant Public Works Director *MB*

SUBJECT: Final Map Approval/Tract 18893-1 & Tract 18893-2 (D.R. Horton)

RECOMMENDATION: That the City Council adopt Resolution No. 2021-____ & Resolution No. 2021-____ to (1) approve the Final Maps of Tract 18893-1 & Tract 18893-2 (2) accept the subdivision bonds, and (3) authorize the mayor to sign the standard subdivision agreements.

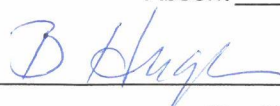
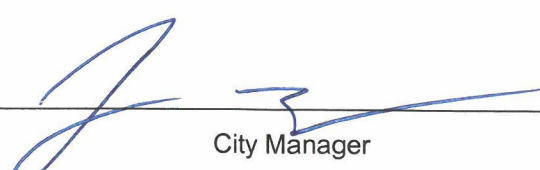
FISCAL IMPACT: The maintenance of streets, storm drains, and community facility district improvements within this subdivision will be the City's responsibility upon future completion by the developer and acceptance of said improvements by the City. Maintenance costs for street, storm drains, and community facility district improvements will be funded out of annual assessments collected within this subdivision.

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

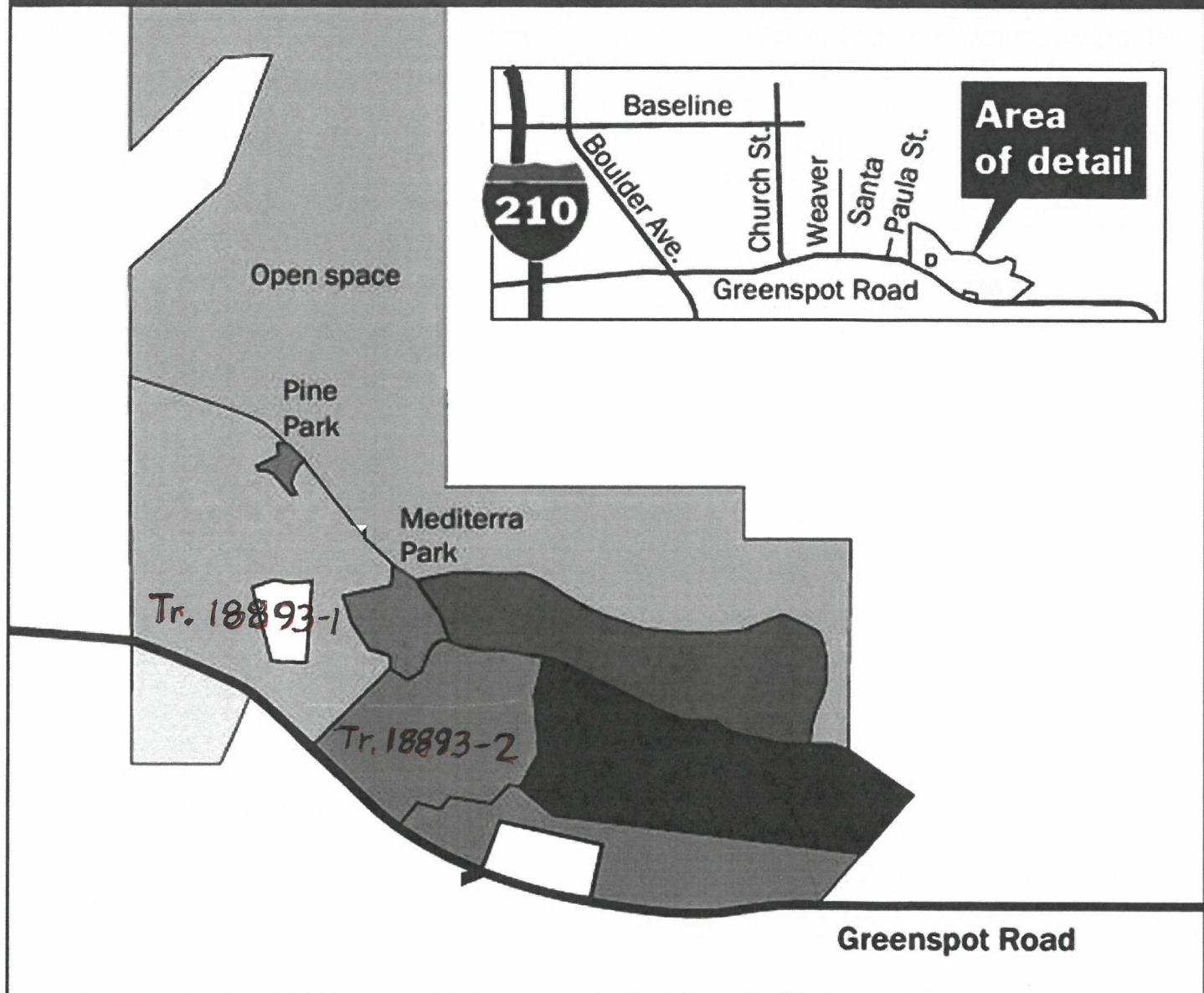
BACKGROUND: Tract 18893-1 is a 98-lot subdivision & Tract 18893-2 is a 51 lot subdivision and are located northerly of Greenspot Rd. and easterly of Santa Paula Street. These tracts are being developed by D.R. Horton who has provided bonding for all required improvements. The tentative maps were approved by the Planning Commission on Nov. 19, 2019. All the conditions necessary for final map approval have been met by the developer, and the final maps are now ready for City Council approval.

The grading, street and storm drain, and community facility district bonds required to guarantee construction and payment of the various improvements for Tracts 18893-1 & 18893-2, are listed individually in the resolutions. The water and sewer improvement bonds have been processed directly through East Valley Water District and are not a part of the City Resolutions.

Attachments: (1) Vicinity Map (2) Tract Site Maps (3) Resolutions

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

MEDITERRA HOUSING PROJECT



VICINITY MAP

GROSS ACREAGE = 30.51 AC
NET ACREAGE = 17.83 AC
NO. OF RESIDENTIAL LOTS = 98
NO. OF LETTERED LOTS = 7

SHEET 6 OF 10 SHEETS

IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA

TRACT MAP NO. 18893-1

BEING A SUBDIVISION OF A PORTION OF THE SECTIONS 5, 6, 7 AND 8, TOWNSHIP 1 SOUTH, RANGE 2 WEST, SAN BERNARDINO BASE & MERIDIAN, IN THE CITY OF HIGHLAND IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA.

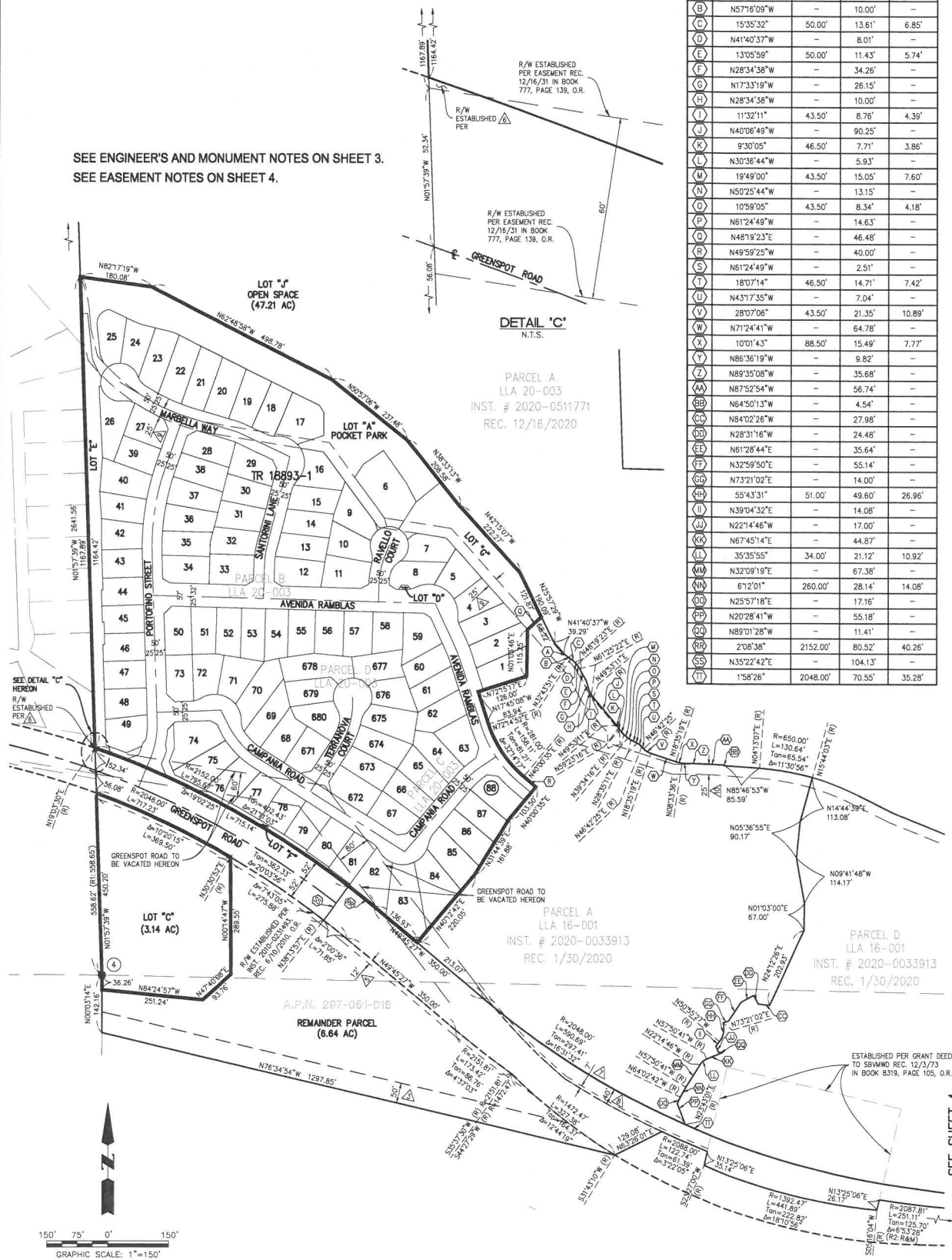
DENNIS C. FARNSWORTH R.C.E. 31653 DECEMBER 2019

AGUILAR CONSULTING INC.
PHASE BOUNDARY ESTABLISHMENT

CURVE/LINE DATA TABLE

Δ	DELTA/BEARING	RADIUS	LEN./DIST.	TANGENT
A	N49°28'23"W	—	10.85'	—
B	N57°16'09"W	—	10.00'	—
C	S5°35'32"E	50.00'	13.61'	6.85'
D	N41°40'37"W	—	8.01'	—
E	S3°05'59"E	50.00'	11.43'	5.74'
F	N28°34'38"W	—	34.26'	—
G	N17°33'19"W	—	26.15'	—
H	N28°34'38"W	—	10.00'	—
I	S1°32'11"E	43.50'	8.76'	4.39'
J	N40°06'49"W	—	90.25'	—
K	S3°30'05"E	46.50'	7.71'	3.86'
L	N30°36'44"W	—	5.93'	—
M	S19°49'00"E	43.50'	15.05'	7.60'
N	N50°25'44"W	—	13.15'	—
O	S10°59'05"E	43.50'	8.34'	4.18'
P	N61°24'49"W	—	14.63'	—
Q	N48°19'23"E	—	46.48'	—
R	N49°59'29"W	—	40.00'	—
S	N61°24'49"W	—	2.51'	—
T	S18°07'14"E	46.50'	14.71'	7.42'
U	N43°17'35"W	—	7.04'	—
V	S28°07'06"E	43.50'	21.35'	10.89'
W	N71°24'41"W	—	64.78'	—
X	S10°01'43"E	88.50'	15.49'	7.77'
Y	N86°36'19"W	—	9.82'	—
Z	N89°35'08"W	—	35.68'	—
AA	N87°52'54"W	—	56.74'	—
BB	N64°50'13"W	—	4.54'	—
CC	N84°02'26"W	—	27.98'	—
DD	N28°31'16"W	—	24.48'	—
EE	N61°28'44"E	—	35.64'	—
FF	N32°59'50"E	—	55.14'	—
GG	N73°21'02"E	—	14.00'	—
HH	S5°43'31"E	51.00'	49.60'	26.96'
II	N39°04'32"E	—	14.08'	—
JJ	N22°14'46"W	—	17.00'	—
KK	N67°45'14"E	—	44.87'	—
LL	S35°35'55"E	34.00'	21.12'	10.92'
MM	N32°09'19"E	—	67.38'	—
NN	S6°12'01"E	260.00'	28.14'	14.08'
OO	N25°57'18"E	—	17.16'	—
PP	N20°28'41"W	—	55.18'	—
QQ	N89°01'28"W	—	11.41'	—
RR	S2°08'38"E	2152.00'	80.52'	40.26'
SS	N35°22'42"E	—	104.13'	—
TT	S5°26'26"E	2048.00'	70.55'	35.28'

SEE ENGINEER'S AND MONUMENT NOTES ON SHEET 3.
SEE EASEMENT NOTES ON SHEET 4.



SEE SHEET 4

GROSS ACREAGE = 14.69 AC
NET ACREAGE = 8.74 AC
NO. OF RESIDENTIAL LOTS = 51
NO. OF LETTERED LOTS = 5

IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA

SHEET 6 OF 8 SHEETS

TRACT MAP NO. 18893-2

BEING A SUBDIVISION OF PARCEL B OF LLA 16-001, PER INSTRUMENT NO. 2020-0033913, RECORDED JANUARY 30, 2020, ALSO BEING A PORTION OF THE SECTIONS 5, 6, 7 AND 8, TOWNSHIP 1 SOUTH, RANGE 2 WEST, SAN BERNARDINO BASE & MERIDIAN, IN THE CITY OF HIGHLAND IN THE COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA.

DENNIS C. FARNSWORTH R.C.E. 31653 DECEMBER 2019

AGUILAR CONSULTING INC.
PHASE BOUNDARY ESTABLISHMENT

CURVE/LINE DATA TABLE

	DELTA/BEARING	RADIUS	LEN./DIST.	TANGENT
(A)	N49°28'23"W	—	10.85'	—
(B)	N57°16'09"W	—	10.00'	—
(C)	15°35'32"	50.00'	13.61'	6.85'
(D)	N41°40'37"W	—	8.01'	—
(E)	13°05'59"	50.00'	11.43'	5.74'
(F)	N28°34'38"W	—	34.26'	—
(G)	N17°33'19"W	—	26.15'	—
(H)	N28°34'38"W	—	10.00'	—
(I)	11°32'11"	43.50'	8.76'	4.39'
(J)	N40°06'49"W	—	90.25'	—
(K)	9°30'05"	46.50'	7.71'	3.86'
(L)	N30°36'44"W	—	5.93'	—
(M)	19°49'00"	43.50'	15.05'	7.60'
(N)	N50°25'44"W	—	13.15'	—
(O)	10°59'05"	43.50'	8.34'	4.18'
(P)	N61°24'49"W	—	14.63'	—
(Q)	N48°19'23"E	—	46.48'	—
(R)	N49°59'25"W	—	40.00'	—
(S)	N61°24'49"W	—	2.51'	—
(T)	18°07'14"	46.50'	14.71'	7.42'
(U)	N43°17'35"W	—	7.04'	—
(V)	28°07'06"	43.50'	21.35'	10.89'
(W)	N71°24'41"W	—	64.78'	—
(X)	10°01'43"	88.50'	15.49'	7.77'
(Y)	N86°36'19"W	—	9.82'	—
(Z)	N89°35'08"W	—	35.68'	—
(AA)	N87°52'54"W	—	56.74'	—
(BB)	N64°50'13"W	—	4.54'	—
(CC)	N84°02'26"W	—	27.98'	—
(DD)	N28°31'16"W	—	24.48'	—
(EE)	N61°28'44"E	—	35.64'	—
(FF)	N32°59'50"E	—	55.14'	—
(GG)	N73°21'02"E	—	14.00'	—
(HH)	55°43'31"	51.00'	49.60'	26.96'
(II)	N39°04'32"E	—	14.08'	—
(JJ)	N22°14'46"W	—	17.00'	—
(KK)	N67°45'14"E	—	44.87'	—
(LL)	35°35'55"	34.00'	21.12'	10.92'
(MM)	N32°09'19"E	—	67.38'	—
(NN)	67°2'01"	260.00'	28.14'	14.08'
(OO)	N25°57'18"E	—	17.16'	—
(PP)	N20°28'41"W	—	55.18'	—
(QQ)	N89°01'28"W	—	11.41'	—
(RR)	2°08'38"	2152.00'	80.52'	40.26'
(SS)	N35°22'42"E	—	104.13'	—
(TT)	1°58'26"	2048.00'	70.55'	35.28'

SEE ENGINEER'S AND MONUMENT NOTES ON SHEET 3.
SEE EASEMENT NOTES ON SHEET 4.



RESOLUTION NO. 2021 - _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, APPROVING THE FINAL MAP AND SUBDIVISION AGREEMENT,
AND ACCEPTING THE SUBDIVISION BONDS FOR TRACT NO. 18893-1
(D.R. Horton)**

WHEREAS, Tentative Tract No. 18893-1 has previously been filed with the City of Highland;

WHEREAS, all of the conditions for final map approval for Tract No. 18893-1 have been met by the subdivider;

NOW, THEREFORE, be it resolved by the City Council of the City of Highland that the City Council approve the Final Map of Tract No. 18893-1, accept the Faithful Performance, Labor and Materials, and Warranty Bonds for grading, street and storm drain, and community facility maintenance district improvements.

The bonds submitted by D.R. Horton, which are to be accepted with this final map, are Faithful Performance, Labor and Materials, and Warranty bonds for the following:

<u>Improvement</u>	<u>Faithful Performance</u>	<u>Labor and Materials</u>	<u>Warranty</u>	<u>Bond Number</u>
Grading	*\$645,800	N/A	N/A	CMS0338568
Street and Storm Drain	\$4,235,600	\$2,117,800	\$1,058,900	20844-800054843
Community Facility District	\$120,100	\$60,500	\$30,025	20843-800054840

*Covers Tr's. 18893-1 & 18893-2

BE IT FURTHER RESOLVED that the Mayor be authorized to execute the Standard Subdivision Agreement on behalf of the City.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2021.

Penny Lilburn
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk

RESOLUTION NO. 2021 - _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, APPROVING THE FINAL MAP AND SUBDIVISION AGREEMENT,
AND ACCEPTING THE SUBDIVISION BONDS FOR TRACT NO. 18893-2
(D.R. Horton)**

WHEREAS, Tentative Tract No. 18893-2 has previously been filed with the City of Highland;

WHEREAS, all of the conditions for final map approval for Tract No. 18893-2 have been met by the subdivider;

NOW, THEREFORE, be it resolved by the City Council of the City of Highland that the City Council approve the Final Map of Tract No. 18893-2, accept the Faithful Performance, Labor and Materials, and Warranty Bonds for grading, street and storm drain, and community facility maintenance district improvements.

The bonds submitted by D.R. Horton, which are to be accepted with this final map, are Faithful Performance, Labor and Materials, and Warranty bonds for the following:

<u>Improvement</u>	<u>Faithful Performance</u>	<u>Labor and Materials</u>	<u>Warranty</u>	<u>Bond Number</u>
Grading	*\$645,800	N/A	N/A	CMS0338568
Street and Storm Drain	\$2,665,900	\$1,332,950	\$666,475	20846-800054845
Community Facility District	\$1,412,900	\$706,450	\$363,225	20845-800054844

*Covers Tr's. 18893-1 & 18893-2

BE IT FURTHER RESOLVED that the Mayor be authorized to execute the Standard Subdivision Agreement on behalf of the City.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2021.

Penny Lilburn
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

FROM: Joseph A. Hughes, City Manager

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

SUBJECT: Use of State and Local Fiscal Recovery Funds (SLFRF) through the American Rescue Plan Act (ARPA).

RECOMMENDATION: That the City Council:

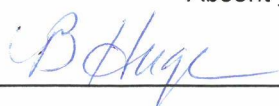
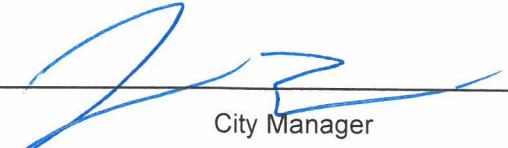
1. Authorize the expenditures of the \$7,447,553.50 for the SLFRF funds for the programs and amounts described in Attachment #1 and authorize the Finance Subcommittee to move any funds as needed in the future within the approved categories.
2. Authorize budget adjustments in the amount of \$7,447,555 (accounts listed in Attachment #1) in expenditures.

FISCAL IMPACT: The total grant award to Highland is \$7,447,553.50.

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

BACKGROUND: On March 11, 2021, The American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds, which together make up the Coronavirus State and Local Fiscal Recovery Funds (SLFRF). This program is intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and to contain impacts on communities, residents, and businesses.

The SLFRF funding through ARPA provides a total of \$350B for economic relief. Highland's portion of this is two installments of \$7,447,553.50. We have already received the first installment. Staff will be presenting the funding options for the second installment at a later time. Finance staff attended several webinars on approved uses of these funds. Although these funds are mainly for large cities with hospitals, testing centers and revenue loss problems, staff has prepared eligible uses for smaller cities such as Highland. Examples of how these funds can be expended are as follows using categories defined in the American Rescue Plan Act.

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

1-Public Health 1.4 Prevention/Mitigation in Congregate Settings-this category includes expenditures relating to the renting of park fencing, new cubicle dividers at City Hall and ventilation improvements at all city facilities. It is an eligible use to purchase cubicle dividers that extend higher than the dividers currently being used. Recipients of these funds are also strongly encouraged by the US Department of the Treasury to use the SLFRF funds for ventilation improvements. This includes repairing/replacing any HVAC (entire system) at any city facility.

1-Public Health 1.5 Personal Protective Equipment (PPE)-this category includes cleaning supplies, hand sanitizer, hand sanitizer stations, Clorox wipes, gloves, gowns, masks, etc. We do not know how long this pandemic will last and we will need future funding to purchase these important items. It also includes Hazard Cleanup. The Fire Department and Police Department have had incidents where we had to have a contractor come out to clean up a biohazard event (vomiting, bleeding, etc.).

1-Public Health 1.8 Communications/Enforcement-this category includes City Attorney services advising the city with emergency declarations, re-opening orders, enforcement of health orders, etc.

1-Public Health 1.9 Payroll for Safety Staff Responding to Public Health Emergency-this category includes Fire, Police and Paramedics. Public Safety has been greatly affected by this pandemic and costs can be used to reimburse cities for their public safety contract personnel.

2-Negative Economic Impacts 2.2 Household Assistance: Rent, Mortgage, and Utility Aid- this category will include \$1,000,000 for mortgage aid. This mortgage assistance program will be in addition to the CDBG-CV mortgage assistance program and will use the same guidelines established by the County.

2-Negative Economic Impacts 2.9 Small Business Economic Assistance-this category includes continuing the small business grant program used with the CARES Act funding but increasing the grant amount from \$2,500 per business to \$7,500 per business. Attachment #1 shows a budget of \$3M for this grant.

6-Revenue Replacement 6.1 Provisions of Government Services-this category includes modernization of cybersecurity, including hardware, software, and protection of critical infrastructure. In addition to these purchases, staff will have a consultant perform a penetration test to gauge how vulnerable our current network is and repair/replace hardware and/or software, as needed.

The deadline for these funds to be expended (to have the check cut) is December 31, 2026. Any unused funds must be returned to the Treasury.

To date, \$7,447,553.50 of the funds has been received and approximately \$7,000 has been expended. Because of the timing and urgency, staff started to expend funds already-mainly on PPE & Legal Services. However, staff wanted to wait for the webinars to make sure on how the higher amounts could be expended and to get City Council approval.

This item was presented to the Finance Subcommittee on August 11, 2021. The Finance Subcommittee recommends that the funds and amounts be used in the manner described in Attachment #1 and that authorization is given to the Finance Subcommittee to move any funds as needed in the future within the approved categories.

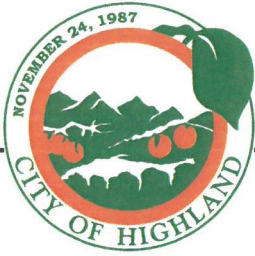
Attachment #1

Recommended Uses of the SLFRF funds

State and Local Fiscal Recovery Funds (SLFRF) & American Rescue Plan Act (ARPA) Uses for First Installment

1- Public Health				2-Negative Economic Impacts		6-Revenue Replacement	Total
1.4 Prevention/Mitigation in Congregate Settings (Park Fences, Cubicle Dividers, Ventilation Improvements)	1.5 PPE	1.8 Communications/ Enforcement (Legal)	1.9 Payroll Cost for Safety Staff Responding to Public Health Emergency	2.2 Household Assistance: Rent, Mortgage, and Utility Aid (Low-Income Mortgage Assistance)	2.9 Small Business Economic Assistance (\$7,500 ea.)	6.1 Provision of Government Services (Cybersecurity)	
\$325,000	\$95,055	\$2,500	\$2,850,000	\$1,000,000	\$3,000,000	\$175,000	\$7,447,555

Budget Adjustments			
Category	Account #	Purpose	\$
1.4	030-8495-4248	Fence Rental for Parks	25,000
1.4	030-8495-6030	Ventilation Improvements	225,000
1.4	030-8495-6040	Cubicle Dividers	75,000
1.5	030-8495-4349	PPE	95,055
1.8	030-8495-4520	City Attorney Services	2,500
1.9	030-8495-4560	Police Services	950,000
1.9	030-8495-4567	Paramedic Services	950,000
1.9	030-8495-4569	Fire Services	950,000
2.2	030-8495-4349	Mortgage Assistance Program	1,000,000
2.9	030-8495-4349	Small Business Grants	3,000,000
6.1	030-8495-6070	Cybersecurity	175,000
			<u>7,447,555</u>



STAFF REPORT

TO THE CITY COUNCIL

MEETING DATE: August 26, 2021

FROM: Joseph Hughes, City Manager

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

PREPARED BY: David Kinzle, Consultant Project Manager

SUBJECT: Measure I 5-Year Capital Improvement Plan
(2021/2022-2025/2026)

RECOMMENDATION: (1) Approve the Measure I Capital Improvement Plan Expenditure Strategy (2021/2022-2025/2026), and (2) Approve Resolution No. 2021- ____ adopting the Measure I 5-Year Capital Improvement Plan (2021/2022-2025/2026).

FISCAL IMPACT: Based on SBCTA's estimate, the City's annual Measure I Local Pass-Through revenue for the next 5 years ranges from \$1,019,982 to \$1,256,494 per year. The total amount of revenue for the 5-year period (2021/2022-2025/2026) is estimated at \$5,928,283. The proposed 5-year plan will serve as a planning guide for the City's expenditure of Measure I Local Pass-Through Funds. Since Measure I funds are restricted to roadway/traffic/transit type improvements, adoption of the 5-year plan will not affect other City services.

PUBLIC NOTICE: Notices of Council Meeting agenda were posted at the three locations required by resolution and on the City website.

BACKGROUND: The SBCTA Measure I Strategy Plan requires that each local jurisdiction receiving Local Pass-Through Funds annually adopt a 5-Year Capital Improvement Plan (CIP) to outline the specific projects upon which these funds will be expended. SBCTA also requires each jurisdiction to adopt an Expenditure Strategy to clarify its policy approach for expenditure of these funds.

Currently, the City has in reserve \$2,352,000 of unused Measure I Local Pass-Through Funds. Along with the projected \$5,928,283 revenue for the next 5 years, a total of \$8,280,283 Measure I fund is available for programming in the 5-year CIP.

In the 5-year CIP, \$3,427,000 Measure I funds are being programmed to provide the necessary local

Approved _____	Motion _____	Second _____	Agenda Item No. <i>10</i>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>B. Hughes</i> City Clerk		<i>[Signature]</i> City Manager	

-1-

match for 8 competitive grant projects and 5 CDBG projects, and to provide partial funding of 4 committed pavement rehabilitation and street improvement projects, as listed below:

Planning Documents:

- Development of Local Roadway Safety Plan (HSIP/LRSP grant)

Bikeway and Trail Improvements:

- City Creek/Alabama Street Bikeways (ATP and Article 3 grants)
- Highland/Redlands regional Connector (ATP and Article 3 grants)

Pavement Rehabilitation:

- CDBG FY18/19 (Elmwood Rd, McKinley St, Walker St)
- CDBG FY19/20 (Del Rosa Ave, Elm St, San Francisco St)
- CDBG FY20/21
- CDBG FY21/22
- CDBG FY22/23
- Sectors B and C
- Sector D
- Sector E
- Tippecanoe Avenue (3rd St to Vine St)

Street Improvements:

- 9th Street (Cunningham Street to Palm Avenue) and Church Avenue/Norwood Street Intersection (SRTS grant)
- McKinley Street (9th Street to Base Line) and Base Line/Valaria Drive Intersection (SRTS grant)
- Boulder Avenue (San Manuel Village Entrance to Greenspot Rd) (PNRS & MSRC grants)
- Sapphire Street (0.43 Miles North of Florida St to 0.21 Miles Northeast) (Joint with County)
- Sapphire Street (0.3 Miles Northeast of Florida St to 0.13 Miles North)

Transit Access Improvements:

- 9th Street (Eucalyptus Drive to Victoria Avenue) (Article 3 grant)
- Olive Tree Lane Sidewalk and Base Line/Boulder/9th St Transit Access (Article 3 grant)

In addition, \$500,000 of Measure I funds are being programmed for Miscellaneous City-wide Street Repairs. This will leave \$4,353,283 Measure I Funds for additional projects to be programmed in the 5-year CIP. These future projects, when identified, can be added to the CIP through periodic amendments or annual updates of the CIP as approved by the City Council.

Attachments: Measure I Local Pass-Through Program Funds and Revenue Estimates
Measure I CIP Expenditure Strategy
Resolution - Measure I 5-Year Capital Improvement Plan (with attachments)

Resolution Number: 2021-xxx
Resolution Approval Date: 08/24/2021
Contact Person/Title: Carlos Zamano
Phone: (909) 864-8732
Email: czamano@cityofhighland.org

Measure I Local Pass-through Program
FIVE YEAR CAPITAL IMPROVEMENT PLAN
Fiscal Years 2021/2022 thru 2025/2026

Highland

6/30/21 Carryover Balance: **\$2,352,000.00**

Named Projects:	Is Project in City's Non-motorized Transportation Plan? (Yes/No)	Does Project have an ATP Component? (Yes/No)	Is the Project on the City's Nexus Study List? (Public/DIF Share %)		Estimated Total Project Cost	FY2021/22 Est. Revenue		FY2022/23 Est. Revenue		FY2023/24 Est. Revenue		FY2024/25 Est. Revenue		FY2025/26 Est. Revenue		Total Est. Rev.
						\$1,109,982.00		\$1,153,622.00		\$1,186,952.00		\$1,221,233.00		\$1,256,494.00		\$5,928,283.00
						Carryover Funds	Current Estimate	Carryover Funds	Current Estimate	Carryover Funds	Current Estimate	Carryover Funds	Current Estimate	Carryover Funds	Current Estimate	Total
brg04004a- Street Improvement-Boulder Avenue (San Manuel Village Entrance to Greenspot Road)	Yes	No	100%	0%	\$226,000.00	226,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$226,000.00
LRS19001-Develop Local Roadway Safety Plan	No	No	100%	0%	\$2,000.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$2,000.00
ola18001- Rehab (18/19 CDBG) - Elmwood Rd (Base Line to Fisher St), McKinley St (9th St to Base Line), and Walker St (Sterling Ave to East Terminus)	No	No	100%	0%	\$5,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$5,000.00
ola19001- Rehab (19/20 CDBG)-Del Rosa Ave (4th St to 5th St), Elm St (6th St to 9th St), and San Francisco St (Base Line to Sparks St)	No	No	100%	0%	\$5,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$5,000.00
ola20001 CDBG 20/21 Pavement Rehab - Central Avenue (9th St to north edge of City Creek Bypass Bridge)	No	No	100%	0%	\$5,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$5,000.00
ola20002 CDBG 21/22 Pavement Rehab - Cunningham Street (9th Street to Base Line)	No	No	0%	100%	\$102,000.00	51,000.00	0.00	51,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$102,000.00
Sapphire Street (0.3 mile NE of Florida St to 0.13 miles north)	No	No	100%	0%	\$20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$20,000.00
Sapphire Street (0.43 miles N/O Florida St to 0.21 miles northeast) (Joint Project with County)	No	No	100%	0%	\$10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$10,000.00
Sector D Pavement Rehabilitation and Maintenance (Locations per Attachments "D" and "E")	No	No	100%	0%	\$5,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$5,000.00
str11005 Pavement Rehab & Street Imps - 9th Street (Cunningham Street to Palm Avenue) and Church Avenue/Norwood Street Intersection	Yes	No	100%	0%	\$116,000.00	116,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$116,000.00
str11006 Pavement Rehab & Street Imps - McKinley Street (9th Street to Base Line) and Base Line/Valaria Drive Intersection	Yes	No	100%	0%	\$212,000.00	212,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$212,000.00
str15002 - Highland/Redlands Regional Connector (Orange Street, Streater Drive, Glenheather Drive and Love Street)	Yes	Yes	100%	0%	\$192,000.00	0.00	84,000.00	0.00	43,000.00	0.00	65,000.00	0.00	0.00	0.00	0.00	\$192,000.00
str17001- Bikeway-City Creek/Alabama Street Bikeways	Yes	Yes	100%	0%	\$346,000.00	0.00	75,000.00	0.00	83,000.00	0.00	188,000.00	0.00	0.00	0.00	0.00	\$346,000.00
str20001 Sector E Pavement Rehabilitation and Maintenance (Locations per Attachments "F" and "G")	No	No	100%	0%	\$1,093,000.00	0.00	1,445,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,445,000.00
str20003 Pavement Rehab & Street Imps - Tippecanoe Avenue (3rd Street - Vine St.) - Joint Project with SB County	No	No	100%	0%	\$641,000.00	0.00	641,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$641,000.00
swk19001- Transit-Stops, Sidewalk and Bikeway Improvements on 9th St (Eucalyptus Dr to Victoria Ave)	Yes	No	100%	0%	\$27,000.00	27,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$27,000.00
swk19002- Transit-Stop Access Improvements on Base Line, Boulder, 9th St, and Olive Tree Lane	Yes	No	100%	0%	\$4,000.00	68,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$68,000.00
Named Projects Total:						\$752,000.00	\$2,245,000.00	\$51,000.00	\$126,000.00	\$0.00	\$253,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,427,000.00
Total Carryover + Estimate:						\$2,997,000.00		\$177,000.00		\$253,000.00		\$0.00		\$0.00		
(%) Named Projects to FY Est. Revenue:						270.00%		15.34%		21.32%		0.00%		0.00%		

Categorical Projects:																
Miscellaneous City-Wide Street Rear	No	No		\$500,000.00		100,000.00		100,000.00		100,000.00		100,000.00		100,000.00		\$500,000.00
Categorical Projects Total:						\$100,000.00		\$100,000.00		\$100,000.00		\$100,000.00		\$100,000.00		\$500,000.00
(%) Categorical Projects to FY Est. Revenue:						9.01%		8.67%		8.42%		8.19%		7.96%		

Total Carryover Programming: **\$803,000.00**
Total Estimated Programming: **\$3,124,000.00**
Total Programming: **\$3,927,000.00**

CITY OF HIGHLAND

MEASURE I CAPITAL IMPROVEMENT PLAN

EXPENDITURE STRATEGY Fiscal Year 2021/2022 to 2025/2026

The City of Highland intends to expend Measure I Local Street Program Pass-Through revenue primarily to (1) improve pavement conditions of the City's roadway network by constructing various pavement management projects including pavement rehabilitation, overlay, slurry seal and crack seal projects, and (2) provide local match to grant funding of roadway/bikeway improvement projects.

RESOLUTION NO. 2021-____

RESOLUTION OF THE COUNCIL OF THE CITY HIGHLAND, STATE OF
CALIFORNIA, ADOPTING THE MEASURE I FIVE-YEAR CAPITAL
IMPROVEMENT PLAN FOR FY2021/2022 THROUGH FY2025/2026

WHEREAS, San Bernardino County voters approved passage of Measure I in November 2004, authorizing the San Bernardino County Transportation Authority to impose a one-half of one percent retail transactions and use tax applicable in the incorporated and unincorporated territory of the County of San Bernardino; and

WHEREAS, revenue from the tax can only be used for transportation improvement and traffic management programs authorized in the Expenditure Plans set forth in Ordinance No. 04-01 of the Authority; and

WHEREAS, the Strategic Plan requires each local jurisdiction applying for revenue from the Local Street Program to annually adopt and update a Five-Year Capital Improvement Plan; and

NOW, THEREFORE, BE IT RESOLVED by the City of Highland, State of California, that the Measure I Five-Year Capital Improvement Plan attached to this resolution is hereby adopted.

PASSED, APPROVED AND ADOPTED this 24th day of August, 2021.

Penny Lilburn
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk

ATTACHMENT "D"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR D REHABILITATION LIST OF STREETS

NO.	STREET	FROM	TO
1	Atlantic Ave.	255' E/O Boulder Ave.	East End
2	Atlantic Ave.	Palm Ave.	Boulder Ave.
3	Base Line	Clubview Dr.	Weaver Street
4	Browning Rd.	Saffron Ave.	North End
5	Clydesdale St.	Hackney St.	North End
6	Highland Ave.	Surrey Ln.	Gala St.
7	Highland Ave.	Hamilton Dr.	Church St.
8	Highland Ave.	Rock Spring Ln.	Cloverhill Dr.
9	Highland Ave.	Clear Spring Ln.	Pleasant View Ln.
10	Oak Ridge Rd.	West End	Gala St.
11	Pacific St.	Buckeye St.	Boulder Ave.
12	Poppet Dr.	York Dr.	Hagy Ave.
13	Seine Ave.	Base Line	Messina St.

ATTACHMENT "E"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR D PREVENTIVE MAINTENANCE

NO.	STREET SECTIONS	FROM	TO
1	19th Court	La Praix Street	West CDS
2	20th Street	La Praix Street	East CDS
3	21st Street	East End	Rainbow Lane
4	Amber Street	Oak Ridge Road	Highland Avenue
5	Amberwood Lane	Rosewood Lane	Cloverhill Road
6	Amberwood Lane	Cloverhill Road	Winterwood Lane
7	Applewood St.	Terrace Dr.	North End
8	Bobcat Ln.	Jackrabbit Ln.	South End
9	Browning Rd.	Greenfield Ln.	Burns Ave.
10	Browning Road	Saffron Avenue	Burns Avenue
11	Browning Road	Greenfield Lane	Base Line Street
12	Carriage Hill Drive	East CDS	West CDS
13	Carriage Hill Drive	West CDS	East CDS
14	Catalpa Avenue	North CDS	Stratford Street
15	Church St.	Orangewood Rd.	Highland Ave.
16	Church Street	Orange Blossom Drive	Orangewood road
17	Clifton St.	La Praix St.	East End
18	Clifton Street	Mountain Avenue	Grove Avenue
19	Coachman Lane	Carriage Hill Drive	West CDS
20	Deerwood Place	Rosewood Lane	South Cul-De-Sac
21	Grove Ave.	Stratford St.	Pacific St.
22	Grove Avenue	Millar Street	Pacific Street
23	Highland Avenue	CloverHill Drive	Clearspring Lane
24	Highland Avenue	Church Street	Rock Spring
25	La Praix Court	21st Street	North CDS
26	La Praix St.	Pacific St.	542' S/O Pacific St.
27	La Praix Street	524ft South of Pacific St.	Stratford Street
28	Laurel Ave.	Pacific St.	North End
29	Laurel Lane	Clifton Street	North CDS

ATTACHMENT "E"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR D PREVENTIVE MAINTENANCE

NO.	STREET SECTIONS	FROM	TO
30	Messina Street	Seine Avenue	159ft East of Siene Ave.
31	Millar Street	Mountain Avenue	Grove Avenue
32	Mountain Ave.	Nona Ave.	Millar St.
33	Mountain Avenue	Nona Avenue	Pasito Street
34	Mountain Avenue	Atlantic Avenue	South End
35	Mountain Avenue	Pacific Street	South End
36	Mountain Laurel Ct.	Orangewood Rd.	South End
37	Nona Avenue	Mountain Avenue	Grove Avenue
38	Oleander Avenue	North CDS	Clifton Street
39	Oleander Avenue	North CDS	Pasito Street
40	Orange Blossom Dr.	Applewood St.	Church St.
41	Orangewood Ln.	Orangewood Rd.	South End
42	Orangewood Rd.	820' E/O Orangewood Ln.	Church St.
43	Orangewood Rd.	Orangewood Ln.	820' E/O Orangewood Ln.
44	Orangewood Road	Terrace Drive	Orangewood Lane
45	Orangewood Road	Arroyo Vista Drive	Terrace Drive
46	Pacific Street	Boulder Avenue	Grove Avenue
47	Pasito St.	Laurel Ave.	Grove Ave.
48	Pasito Street	Mountain Avenue	Laurel Avenue
49	Rainbow Court	La Praix Street	West CDS
50	Rainbow Lane	Seine Avenue	Rainbow Ave.
51	Rainbow Pl.	Rainbow Ln.	North End
52	Rainbow Place	240ft North of Rainbow Ln.	Rainbow Lane
53	Rainbow Place	North End	240ft North of Rainbow Ln.
54	Rhone Avenue	North CDS	Stratford Street
55	Rhone Court	North CDS	21st Street
56	Rhone Court	North CDS	Rainbow Lane
57	Rhone St.	Clifton St.	North End
58	Rosewood Ln.	Cloverhill Rd.	Winterwood Ln.

ATTACHMENT "E"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR D PREVENTIVE MAINTENANCE

NO.	STREET SECTIONS	FROM	TO
59	Sandlewood Pl.	Winterwood Ln.	West End
60	Seine Ave.	Clifton St.	North End
61	Seine Avenue	20th Street	Atlantic Avenue
62	Seine Avenue	North CDS	Stratford Street
63	Seine Court	21st Street	North CDS
64	Stratford St.	Grove Ave.	Mountain Ave.
65	Stratford Street	La Praix Street	Devon Lane
66	Summit Dr.	Terrace dr.	Orangewood Dr.
67	Summit Drive	Live Oak Road	Terrace Drive
68	Surrey Ln.	Highland Ave.	Coachman Ln.
69	Surrey Ln.	Coachman Ln.	Highland Ave.
70	Terrace Drive	Orangewood Road	Summit Drive
71	Terrace Drive	Summit Drive	Applewood Street
72	Terrace Drive	Applewood Street	Church Street
73	Weaver St.	Pleasant View Ln.	Base Line
74	Willowood Lane	Cloverhill Road	Winterwood Lane
75	Winterwood Lane	Amberwood Lane	Rosewood Lane
76	Wisteria Court	North CDS	Garden Lane
77	Carriage Hill Drive	West End	East End

ATTACHMENT "F"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR E PREVENTIVE MAINTENANCE

NO.	STREET SECTIONS	FROM	TO
1	7th Street	Elmwood road	Del Rosa Avenue
2	9th Street	Elmwood road	Del Rosa Drive
3	9th Street	Elmwood road	Bonnie Street
4	9th Street	Bonnie Street	Sterling Avenue
5	9th Street	Sterling Avenue	255ft East of Sterling Avenue
6	9th Street	255ft East of Sterling Avenue	Guthrie Street
7	9th Street	Guthrie Street	Newcomb Street
8	9th Street	Newcomb Street	McKinley Street
9	9th Street	McKinley Street	231ft East of McKinley Street
10	9th Street	231ft East of McKinley Street	117ft East of Eucalyptus Drive
11	9th Street	117ft East of Eucalyptus Drive	677ft East of Eucalyptus Drive
12	9th Street	677ft East of Eucalyptus Drive	Victoria Avenue
13	9th Street	Victoria Avenue	Cunningham Street
14	9th Street	Cunningham Street	Hillview Street
15	9th Street	Hillview Street	536ft East of Hillview Street
16	9th Street	536ft East of Hillview Street	Central Avenue
17	9th Street	Central Avenue	Lillian Lane
18	9th Street	Lillian Lane	Drummond Ave
19	9th Street	Drummond Avenue	Palm Avenue
20	Abbey Wy.	Church St.	1112' E/O Church St.
21	Abbey Wy.	1112' E/O Church St.	East End
22	Aloe Court	172' South of Water Street	South Cul-De-Sac
23	Alta Vista	Santa Ana Canyon Drive	Frontera Del Norte
24	Aplin Street	Water Street	730' N/O Water St.
25	Aranci Way	Goldbuckle Road	Polo Street
26	Aranci Wy.	North End	Goldbuckle Rd.

ATTACHMENT "F"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR E PREVENTIVE MAINTENANCE

NO.	STREET SECTIONS	FROM	TO
27	Ashford Court	Quail Run Drive	East CDS
28	Autumnchase Dr.	Sycamore Dr.	Golden Oak Ln.
29	Base Line Street	Greenbrier Place	Weaver Street
30	Birchwood Pl.	Southwood Ln.	North End
31	Blue Creek Lane	Elder Creek Lane	Willow Creek Lane
32	Bobcat Ln.	North End	Jackrabbit Ln.
33	Bright Spot Road	Weaver Street	665' East of Weaver Street
34	Calle Carrisa	Via Alicia Street	North Cul-De-Sac
35	Canyon Oaks Drive	Oak Park Drive	Willow Oak Lane
36	Catalpa Avenue	Saturn Street	Norwood Street
37	Chanticleer Road	Goldbuckle Road	1567ft North of Goldbuckle Rd.
38	Church Street	Greenspot Road	Old Greenspot Road
39	Church Street	Old Greenspot Road	Abbey Way
40	Cortez Street	Old Greenspot Road	Merris Street
41	Cram Rd.	Kemper Ln.	Water St.
42	Cram Road	Lochnivar Road	Kemper Lane
43	Falkirk Place	Canyon Oak Drive	Glenheather Drive
44	Fox Tail Way	Foxtail Court	Jack Rabbit Lane
45	Fox Tail Way	Glenheather Drive	Foxtail Court
46	Foxtail Ct.	Foxtail Wy.	North End
47	Foxtail Pl.	Foxtail Wy.	South End
48	Gala Street	Highland Avenue	Sheffield Drive
49	Garden Crescent	Palm View Lane	Palm View Lane
50	Goldbuckle Rd.	Weaver St.	Unicorn Wy.
51	Highland Grove Court	Highland Grove Road	North Cul-De-Sac
52	Homestead Lane	North Cul-De-Sac	Whitegate Lane

ATTACHMENT "F"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR E PREVENTIVE MAINTENANCE

NO.	STREET SECTIONS	FROM	TO
53	Jackrabbit Ln.	Church St.	North End
54	Lavender Court	North Cul-De-Sac	Garden Crescent
55	Lavender Court	Palm View Lane	South Cul-De-Sac
56	Lochinvar Rd.	Weaver St.	North End
57	Marilyn Avenue	5th Street	South End
58	Meadow Gate Lane	Club View Drive	Homestead Lane
59	Merris St.	Old Greenspot Rd.	Merris St.
60	Merris Street	Church Street	Merris Street
61	Oak Court	North Cul-De-Sac	Garden Crescent
62	Oak Ct.	Palm View Ln.	South End
63	Old Greenspot Road	Merris Street	East End
64	Palm Avenue	Base Line Street	11th Street
65	Palm Avenue	11th Street	Norwood Street
66	Palm Avenue	Norwood Street	9th Street
67	Palm Avenue	9th Street	Harlin Lane
68	Palm Avenue	Harlin Lane	Cypress Street
69	Palm Avenue	Cypress Street	956ft Soth of Cypress Street
70	Palm Avenue	956ft South of Cypress Street	Meines Street
71	Palm Avenue	Meines Street	5th Street
72	Palm View Ln.	Parkview Ln.	Club View Dr.
73	Parkview Ln.	Greenspot Rd.	North End
74	Pattee Court	Nye Drive	East CDS
75	Pepper Tree Court	Oak Court	Northeast cul-De-Sac
76	Pluto Street	Baseline Frontage	Seine Avenue
77	Polo St.	Goldbuckle Rd.	East End
78	San Benito Street	La Cresta Street	North End

ATTACHMENT "F"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR E PREVENTIVE MAINTENANCE

NO.	STREET SECTIONS	FROM	TO
79	Santa Ana Canyon Rd.	Merlin Wy.	East End
80	Santa Ana Canyon Road	1290' East of North Fork Road	Merlin Way
81	Santa Ana Canyon Road	711' East of Aplin Street	1290' East of North Fork Road
82	Saturn Street	Seine Avenue	Windrose Drive
83	Silver Bucket Court	Silver Buckle Road	East Cul-De-Sac
84	Silver Bucket Road	Belt Lane	Goldbuckle Road
85	Silver Bucket Road	Goldbuckle Road	Silver Bucket Court
86	Southwood Ln.	Alpin St.	West End
87	Sweetwater Lane	North Cul-De-Sac	Meadowgate Lane
88	Sweetwater Lane	Meadowgate Lane	Whitegate Lane
89	Tiara Avenue	Tiara Court	Burns Avenue
90	Tiara Court	Tiara Drive	East CDS
91	Tyler Street	Old Greenspot Road	Merris Street
92	Villa Court	Villa Avenue	Foster Avenue
93	Water Street	Aplin Street	North Fork Road
94	Water Street	Weaver Street	Aplin Street
95	Weaver Street	Water Street	Highland Grove Ln.
96	Weaver Street	Highland Grove Ln.	Greenspot Road
97	Webster St.	Boulder Ave.	Eucalyptus Ave.
98	Webster Street	Base Line Street	Cherokee Rose Drive
99	Webster Street	Boulder Avenue	208ft South of Boulder Ave.
100	Whitegate Lane	Club View Drive	East Cul-De-Sac
101	Wisteria Court	Garden Lane	South CDS
102	Ypsilantha Street	Old Greenspot Rd.	Merris Street
103	Canyon Oak Dr.	Streater Ave.	Oak Park Dr.

ATTACHMENT "G"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR E PAVEMENT REHABILITATION

NO.	STREET SECTIONS	FROM	TO
1	Brightspot Rd.	Carro Amano Ln.	665' E/O Weaver St.
2	Carro Amano Ln.	Lochinvar Rd.	Aplin St.
3	Cloverhill Dr.	Water St.	Base Line
4	Clubview Dr.	Water St.	Whitegate Ln.
5	Clubview Dr.	Whitegate Ln.	Greenspot Rd.
6	Goldbuckle Rd.	Goldbuckle Rd.	Weaver St.
7	Goldbuckle Rd.	Greenspot Rd.	Goldbuckle Rd.
8	Santa Ana Canyon Rd.	Weaver St.	585' E/O Weaver St.
9	Unicorn Wy.	Belt Ln.	7784 Unicorn Wy.
10	Webster St.	Eucalyptus Ave.	Cherokee Rose Dr.
11	Belt Ln.	Silverbuckle Rd.	Unicorn Wy.
12	Double A Ln.	Highland Grove Ln.	North End
13	Highland Grove Ln.	Chanticleer Rd.	Weaver St.
14	Lochinvar Rd.	Lochinvar Rd.	North Cul-de-Sac
15	Lochinvar Rd.	Chanticleer Rd.	Weaver St.
16	Atlantic Ave.	Boulder Ave.	East End
17	Gold Buckle Ct.	Goldbucke Rd.	North End
18	Canyon Oak Dr.	Streater Ave.	Oak Park Dr.
19	Canyon Oak Dr.	Willow Oak Ln.	White Oak Ln.
20	Silver Oak Ln.	Canyon Oak Dr.	East End
21	Willow Oak Ln.	Canyon Oak Dr.	East End
22	White Oak Ln.	Canyon Oak Dr.	East End
23	Hilltop Dr.	Sunny Ridge Loop	West End
24	Sunny Ridge Loop	Canyon Oak Dr.	Canyon Oak Dr.

ATTACHMENT "G"
5-YEAR PAVEMENT MANAGEMENT PROGRAM
SECTOR E PAVEMENT REHABILITATION

NO.	STREET SECTIONS	FROM	TO
25	River Oak Ln.	Canyon Oak Dr.	Church St.



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

FROM: Joseph Hughes, City Manager

REVIEWED BY: Lawrence A. Mainez, Community Development Director *LM*
Maricela Marroquin, City Attorney

PREPARED BY: Kim Stater, Assistant Community Development Director *KS*

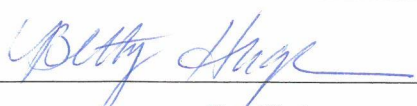
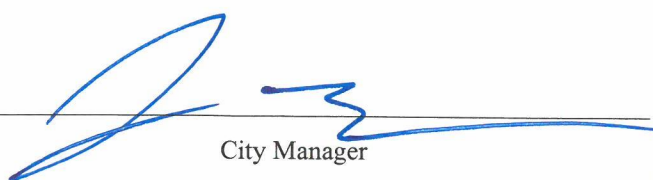
SUBJECT: Consideration of an Interim Urgency Ordinance to Establish a Moratorium for a Period of 45 Days on the Approval of Land Use Entitlements for New Fueling Service Stations or the Expansion of the Number of Fueling Pumps at Existing Stations.

RECOMMENDATION: Staff recommends the City Council adopt Interim Ordinance No. ____ Establishing a Moratorium on the Approval of Land Use Entitlements for New Service Stations or Expansion of the Number of Fueling Pumps at Existing Stations by a four-fifths vote, waiving full reading, and read by title only.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per City Council Resolution and on the City's website.

PREVIOUS ACTION: On August 10, 2021, the Council directed staff to prepare an Interim Urgency Ordinance for the Council's consideration to halt the approval of additional land use permits for new fueling service stations in order to consider short and long-term impacts to the City's commercial and residential land use composition, and economic development goals to preserve the City's health, safety and general welfare.

BACKGROUND: Within the past year, the City received four (4) entitlement

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

applications for service station projects; three (3) new stations and one (1) expansion to include a car wash. Two of the four applications received approvals. The third entitlement application is for the expansion of an existing station, specifically for the addition of a new car wash. This item is scheduled for public hearing on September 21, 2021. The fourth entitlement proposal, a new fueling station with gasoline, diesel, EV charging stations, convenience store and quick serve restaurant is in the pre-application stage. A formal application has not been submitted as of the date of this report.

Existing Service Stations

Currently there are twelve (12) existing gas stations in the City with a thirteenth (13) station constructed and anticipated to be operational before the end of the year.

The table below is a summary of existing and proposed fueling service stations in Highland.

STATION NAME		ADDRESS	CROSS STREET
EXISTING & NEWLY ENTITLED STATIONS – 15 total (12 existing, 3 newly entitled*)			
1	7-11*	Greenspot Road	SWC Greenspot Rd & Boulder Ave
2	76	27627 Base Line	SWC Base Line & 210 Freeway
3	ARCO	25330 3 rd Street	NWC 3 rd & Del Rosa Dr
4	ARCO	27323 5 th Street	SEC 5 th Street & Palm Ave
5	ARCO	27727 Base Line	SEC Base Line & 210 Freeway
6	ARCO	26492 Highland Ave	NWC Highland Ave & Victoria Ave
7	ARCO	25717 Base Line	SEC Base Line & Sterling Ave
8	CHEVRON	27981 Greenspot Road	Midblock between 210 & Boulder Ave
9	FOOD 4 LESS	26481 Highland Ave	SEC Highland Ave & Victoria Ave
10	SARWAR *	8020 Palm Ave	SWC 5 th Street & Palm Ave
11	SUPER MART	26498 Base Line #A	NWC Base Line & Victoria Ave
12	TREH *	Greenspot Road	NEC Greenspot & 210 Freeway
13	VALERO	27767 Base Line	SEC Base Line & Seine Ave
14	VALERO	7955 Webster Street	NWC Greenspot Rd & Boulder Ave
15	VALERO	26492 Pacific Street	NWC Pacific Street & Victoria Ave
PROPOSED NEW STATIONS & EXPANSIONS – 2 total (1 new, 1 expansion)			
16	ARCO expansion – new drive-thru car wash proposed at an existing station	27727 Base Line	SEC Base Line & 210 Freeway
17	Harikrishna Gas Inc. – proposed new service station	5 th Street	NEC 5 th St & Palm Ave

The number of applications submitted within the past year, and their disproportionate concentration on certain street segments along 5th Street, Greenspot Road, and Base Line has raised concerns for the City Council (see Attachment 1 - Site Map).

Five (5) of the stations are located along the Base Line corridor and six (6) along the Greenspot Road/5th Street corridor. These corridors include four (4) of the City's five (5) General Plan Community Policy Areas; Town Center, Base Line, 5th Street (inclusive of the pending Airport Gateway Specific Plan), and Golden Triangle. These policy areas include prominent entries to the community, and represent the City's most eligible properties for quality, comprehensive retail, business park and industrial development. Service stations now dominate many of those gateways with the looming possibility of more. It is important for the City to maintain its General Plan policies and vision to ensure a "mix of uses attractive to broad segments of Highland's population", "protect surrounding single-family neighborhoods from incompatible uses", "ensure quality commercial and residential development", "concentrate office and big box retail uses along 5th Street", and "require commercial development to provide functional public spaces and/or plazas for shoppers and visitors".

Moreover, the proliferation of service stations in these areas of the City inequitably increases health risks for the residents in these locations due to the potential contaminants present at service stations. Their location near sensitive uses increases the risk of contaminant exposure to vulnerable populations. This problem is magnified in instances where a service station may become obsolete and become a "brownfield" site, i.e. a property of which the expansion, redevelopment, or reuse may be complicated by the presence or potential presence of a hazardous substance(s), pollutant(s), or contaminant(s). Exposure to the types of contaminants that are present, or are potentially present, at service stations threatens the public health, safety or welfare of neighboring sensitive uses. This outcome is not necessarily accounted for in the City's current land use regulations.

At the intersection of Palm Avenue and 5th Street, there is an existing station at the southeast corner, a newly entitled station at the southwest corner, and a proposed project at the northeast corner. This overconcentration reduces the opportunity for more appropriate, and highly desired Business Park and Industrial uses that are planned for at this gateway to the San Bernardino International Airport.

The City's development standards for service stations, described in Highland Municipal Code Section 16.44.200 *Service stations*, were adopted in 1994 and modified in 2009. Now, more than 12 years old, this Section should be updated to discuss the new fueling technology, state mandates, improved design standards and requirements. There should be an acknowledgement of current Water Quality Management Plan requirements for uses with the potential for hazardous substances, pollutants and/or contaminants. If passed, a moratorium would allow staff the opportunity evaluate these issues in greater detail and adopt updated standards and operational requirements.

The adoption of a moratorium will allow for a comprehensive analysis on how to manage and reduce the impact of additional service stations in the City. The City will be able to analyze their potential impacts on the public health such as the potential for contaminant exposure near sensitive receptors such as residences, impacts on public safety, impacts on the public welfare due to the disproportionate concentration of service stations in certain residential areas of the City and potential for blight in

connection with the declining demand for gas. These studies will help the Council and City's Planning Division determine how best to prevent impacts to public health, safety and welfare, and evaluate the General Plan, Development Code, and Zoning map and develop appropriate regulations and/or appropriate zones to achieve positive outcomes for the City's residents, business community, property owners and developers.

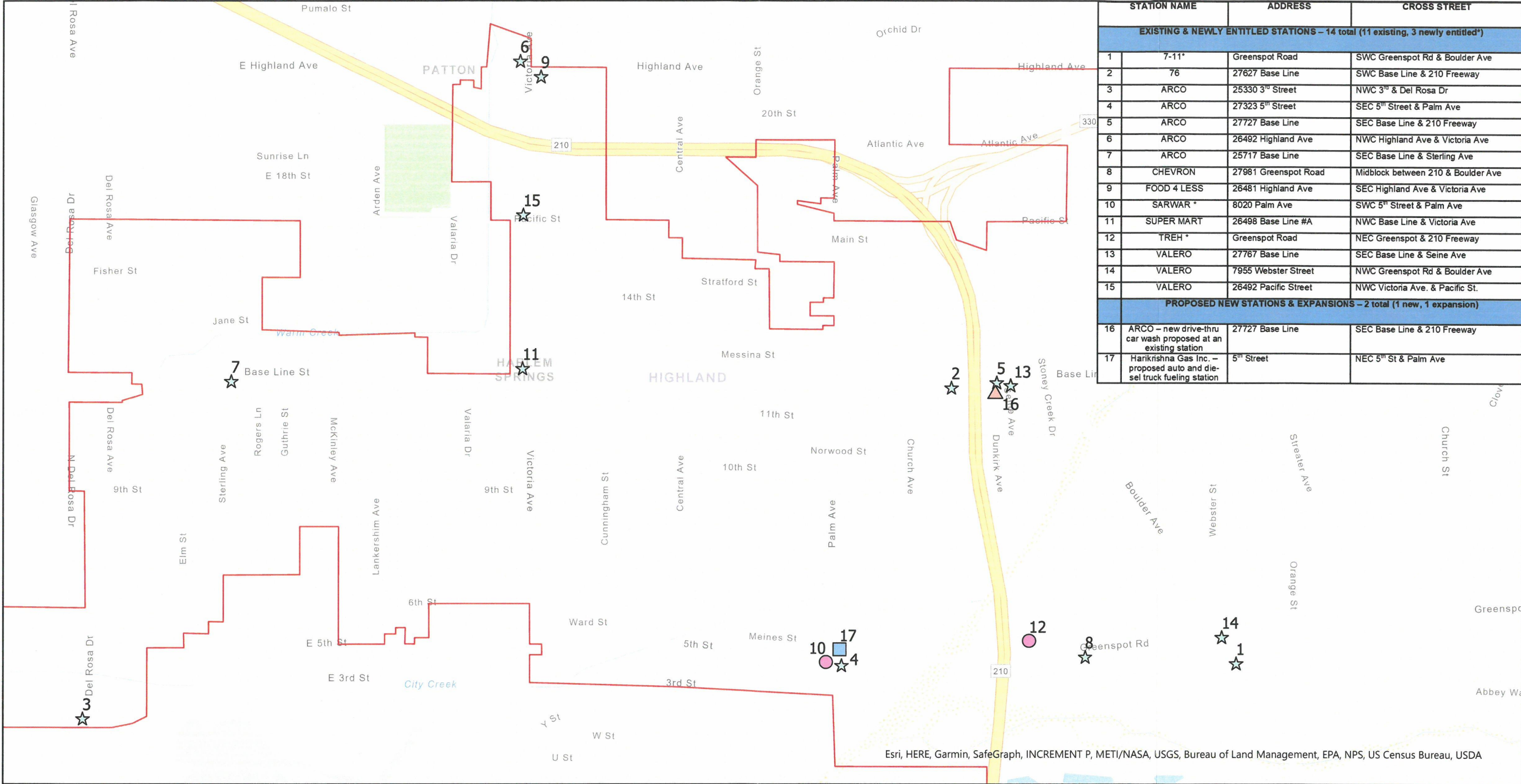
Service stations demand a significant draw on police services. The fiscal impact of calls for services and time spent at the service stations will be analyzed and provided if the Council elects to establish a moratorium.

ATTACHMENT: 1. Site Map
2. Ordinance

G:CC\REPORTS\Gas Station Moratorium Urgency Ordinance

ATTACHMENT 1

Site Map



- ☆ Existing Station
- Newly Entitled
- ▲ Pending Application
- Proposed
- highland_boundary

Service Stations



ATTACHMENT 2

Ordinance

INTERIM ORDINANCE NO. _____

**AN INTERIM ORDINANCE OF THE CITY OF HIGHLAND ESTABLISHING A
MORATORIUM ON THE APPROVAL OF APPLICATIONS FOR LAND USE
ENTITLEMENTS FOR NEW SERVICE STATION USES OR THE EXPANSION IN
THE NUMBER OF PUMPS OF EXISTING SERVICE STATION USES IN THE CITY
OF HIGHLAND**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HIGHLAND DOES
HEREBY ORDAIN AS FOLLOWS:

Section 1. Purpose, Findings, and Intent.

A. Service stations are currently permitted within the City's Commercial and Employment Districts subject to approval of a land use entitlement permit and conformance with development standards established in Highland Municipal Code Section 16.44.200 (Service stations).

B. There are currently thirteen (13) service stations in Highland and an additional two (2) stations with approved Conditional Use Permits which have not yet applied for building permits.

C. A disproportionate amount of the City's existing and entitled service stations are concentrated along two corridors, Base Line and Greenspot Road/5th Street. Five stations are located along the Base Line corridor. Five (5) existing stations, and one (1) entitled station are located along Greenspot Road/5th Street corridor.

D. On January 13, 2021, the City also received a Design Review Application to expand an existing station on Base Line with the addition of a car wash at the southwest corner of Base Line and the 210 Freeway. This project is scheduled for Public Hearing by the Planning Commission on September 21, 2021.

E. The City received a Pre-Application for a service station at the northeast corner of 5th Street and Palm Avenue to include gasoline, high-speed diesel fueling, electric vehicle charging stations, a quick service restaurant, convenience market, and car wash. Staff provided comments on the preliminary plan, a formal entitlement application has not yet been received.

F. The existing location and concentration of service stations in the City mean that drivers need only drive several minutes in order to reach most existing service stations in the City. Applications for additional service stations continue to be submitted to the City despite the already high concentration of service stations in the City and declining demand.

G. Vehicle technology is rapidly evolving such that reliance on gas is steadily declining. On September 23, 2020, Governor Newsom issued Executive Order N-79-20 to require that, by 2035, all new cars and passenger trucks sold in California be zero-emission vehicles. The order also directs the state to take more actions to address oil extraction and move the state further away from its reliance on climate change-causing fossil fuels. Additional measures will be taken to eliminate harmful emissions from the transportation sector.

H. The declining demand for gasoline may increase competition amongst existing service stations such that closures may occur over time. Due to their propensity to become brownfield sites, service stations require remediation for potential ground contamination prior to redevelopment. Closed sites may be abandoned and left unused for long periods of time and the removal of contaminants may present health risks for neighboring communities and sensitive receptors. This could result in blight and dangerous conditions throughout the City, threatening public health, safety and welfare. The City wishes to assess the appropriate concentration and locations of service stations given declining demand.

I. The City Council finds and determines that there is an immediate threat to the public health, safety, or welfare, and that new and expanded service station uses within the City, under the City's current regulations, constitutes a threat to the public health, safety or welfare. As described in this Section 1, the staff report accompanying this Interim Urgency Ordinance, and other evidence in the record, such continued service station development in the City could threaten the health, safety and welfare of the community through negative impacts that include, but are not limited to, police service, contaminant exposure, and police protection services. To preserve the public health, safety, and welfare, the City Council finds that it is necessary that this Interim Urgency be adopted to prevent such harm.

J. The City Council finds that time provided by the moratorium will allow for a comprehensive analysis on how to manage and reduce the impact of additional service stations in the City. The City will be able to analyze their potential impacts on the public health such as the potential for contaminant exposure near sensitive receptors, impacts on public safety related to the provision of public safety to service stations, impacts on the public welfare due to the disproportionate concentration of service stations in certain residential areas of the City and potential for blight in connection with the declining demand for gas. These studies will help the Council and City's Planning Division determine how best to prevent impacts to public health, safety and welfare, and evaluate the General Plan, Development Code, and Zoning map and develop appropriate regulations and/or appropriate zones to achieve positive outcomes for the City's residents, business community, property owners and developers.

K. All legal prerequisites to the adoption of this Ordinance have occurred.

Section 2. **Moratorium Enacted.** In accordance with Government Code Section 65858(a), and pursuant to the findings stated herein, the City Council hereby: (1) declares that the findings and determinations in Section 1 are true and correct; (2) finds that there exists a current and immediate threat to the public health, safety, and welfare requiring this interim urgency ordinance; (3) finds that this Ordinance is necessary for the immediate preservation of the public peace, health, and safety as set forth herein; and (4) declares and imposes a temporary moratorium with interim regulations for the immediate preservation of the public health, safety, and welfare as set forth below:

A. This Ordinance shall expire, and its standards and requirements shall terminate, 45 days after the date of adoption of this Ordinance, unless extended by the City Council at a regularly noticed public hearing, pursuant to Government Code Section 65858.

B. Notwithstanding any other ordinance or provision of the Highland Municipal Code or any Specific Plan, no entitlement application, including a design review or conditional use permit, shall be accepted for processing or approving new service station, or for expanding additional fueling pumps at existing service stations.

C. Nothing contained in this Interim Urgency Ordinance shall preclude the improvement, renovation, or demolition of an existing service station, provided that such development otherwise conforms to applicable law and does not result in an increase to the number of gas pumping facilities.

D. For the purposes of this Interim Urgency Ordinance, the term “service station” shall be limited to a retail business selling gasoline or other motor vehicle fuels derived from fossil fuels.

Section 3. **Special Conditional Use Permit.**

A. Notwithstanding any other provision of this Interim Urgency Ordinance, the City may accept, process and approve applications for special conditional use permits for development or use of property otherwise subject to this Interim Ordinance, if the City Council finds, after receipt of a recommendation from the Planning Commission, that an owner of property subject to the moratorium imposed by this Interim Urgency Ordinance will be deprived of all economically viable use of his or her land unless the property owner is allowed to develop or use the property for a service station, or that the law of California or of the United States otherwise requires the City to approve an application for a permit or an entitlement for the development or use. The special conditional use permit provided by the Section shall be an available entitlement process and permit for a property owner affected by the moratorium whether or not a conditional use permit would otherwise be required by the Highland Municipal Code. A special conditional use permit submitted pursuant to this Section shall be processed in accordance with the Highland Municipal Code, except that the City Council shall serve as the final decision-making body, which shall make the additional findings required by this Section prior to approving the special conditional use permit.

Section 4. **CEQA.** The City Council hereby finds that it can be seen with certainty that there is no possibility that the adoption of this Interim Urgency Ordinance may have a significant effect on the environment, because the Interim Urgency Ordinance will establish a temporary moratorium on approvals of applications for service station uses in the City in order to protect the public health, safety and general welfare, and will thereby serve to avoid potentially significant adverse environmental impacts during the term of the moratorium. It is therefore not subject to the California Environmental Quality Act review pursuant to Title 14, Chapter 3, Section 15061(b)(3) of the California Code of Regulations.

Section 5. **Severability.** If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance, is for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or

portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 6. Savings Clause Neither the adoption of this Ordinance nor the repeal or amendment by this Ordinance of any ordinance or part or portion of any ordinance previously in effect in the City, or within the territory comprising the City, shall in any manner affect the prosecution for the violation of any ordinance, which violation was committed prior to the effective date of this Ordinance, nor be construed as a waiver of any license, fee or penalty or the penal provisions applicable to any violation of such ordinances.

PASSED, APPROVED AND ADOPTED by the Highland City Council on August 24, 2021.

Penny Lilburn, Mayor

ATTEST:

Betty Hughes, City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: August 24, 2021

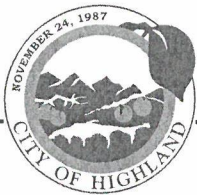
FROM: Joseph A. Hughes, City Manager

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

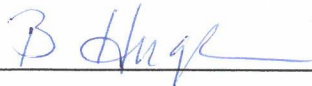
DATE: August 24, 2021

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	