

CITY OF HIGHLAND REGULAR MEETING OF THE CITY COUNCIL AGENDA

REGULAR MEETING

March 8, 2022
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

CITY COUNCIL MEMBERS

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

STAFF

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

MISSION STATEMENT

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

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

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

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

Submission of Public Comments: 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 March 8, 2022, to the City Clerk at publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the March 8, 2022 agenda, please identify the agenda item number in the subject line.

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

**CITY COUNCIL REGULAR MEETING
MARCH 8, 2022 - 6:00 p.m.**

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT FROM CLOSED SESSION

SPECIAL PRESENTATIONS

Proclamation

Vietnam Veterans Day

Presentation

Richard Aquino, Girl Scouts of America

Kelly Malloy, Director of Strategic Services, East Valley Water District
Update on the Sterling Natural Resource Center

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 March 8, 2022, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes. Email comments submitted by a speaker that also appears in person to address the same matter will not be read into the record.

CITY COUNCIL CONSENT CALENDAR

1. Waive the Reading of All Ordinances
RECOMMENDATION: Waive the reading of all Ordinances in their entirety and read by title only.
2. Minutes – February 8, 2022 City Council Special Meeting
RECOMMENDATION: Approve the Minutes as submitted.
3. Minutes – February 8, 2022 City Council Regular Meeting
RECOMMENDATION: Approve the Minutes as submitted.
4. Warrant Register
RECOMMENDATION: Approve Warrant Register No. 739 for March 8, 2022, in the amount of \$1,916,815.90 and Payroll of \$106,017.01.
5. Preparation of Annual Engineer's Reports for 2022/2023 Assessments
RECOMMENDATION: That the City Council:
 - 1) Adopt Resolution No. 2022-_____ ordering the preparation of an Engineer's Report for Consolidated Landscape and Lighting District No. 96-1; and
 - 2) Adopt Resolution No. 2022-_____ ordering the preparation of an Engineer's Report for Street and Drainage Maintenance District 96-1.
6. Upgrading the City's Current Fleet to be Compatible with the U-EBSS for NFPA 1981-2018 Standard SCBAs
RECOMMENDATION: That the City Council:
 - 1) Approve the quote by All Star Fire Equipment, Inc., in the amount of \$20,393.89; and
 - 2) Approve the attached Resolution No. 2022-_____ finding that All Star Fire Equipment, Inc., is a sole source vendor for this item.

7. Easements Acceptance/Dan Moore – “Dan Moore Electric” Industrial Project (27002 Meines Street)
RECOMMENDATION: That the City Council:
 - 1) Accept Grants of Easement for Road and Drainage purposes and Sidewalk purposes from Dan Moore; and
 - 2) Direct the City Clerk to record the Grant of Easement.
8. Review of the City’s 2021 General Plan Implementation Annual Report in Accordance with Government Code Section 65400 and 65588
RECOMMENDATION: That the City Council receive and file the 2021 General Plan Annual Report.

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. 2022 Community Events
RECOMMENDATION: That the City Council discuss community events and direct staff accordingly.
10. AB 1623 (Ramos) Personal Income Taxes: Exclusion: Uniformed Services Retirement Pay: Survivor Benefit Plan Payments
RECOMMENDATION: That the City Council consider Assemblymember James Ramos’ request for a letter of support.
11. City Manager Report and Comments (Work Program, Regional/Legislative/Development Issues, Subcommittees, etc.)
RECOMMENDATION: Discussion and possible action.
12. 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

Effective March 1, 2022, pursuant to Resolution No. 2022-001, the regular City Council meetings will be held once a month on the second Tuesday of each month.

April 12; May 10; June 14; July 12; August 9; September 13; October 11; November 8; December 13

I, Betty Hughes, City Clerk, certify I caused to be posted this Agenda on or before March 3, 2022, by 5:30 p.m., on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: March 3, 2022



Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

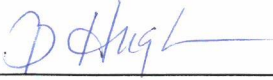
DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Waive the Reading of All Ordinances

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

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



STAFF REPORT

TO THE CITY COUNCIL

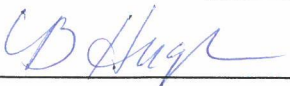
DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – February 22, 2022 Special Meeting

RECOMMENDATION: Approve the minutes as submitted.

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

**MINUTES
CITY COUNCIL SPECIAL MEETING
FEBRUARY 22, 2022**

CALL TO ORDER

The special meeting of the City Council of the City of Highland was called to order at 5:30 p.m. by Mayor McCallon.

PUBLIC COMMENT

None

ROLL CALL

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

CLOSED SESSION

At 5:30 p.m., City Manager Hughes read the City Council into closed session regarding the following:

CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Government Code Section 54956.9(d)(4): One matter.

ADJOURN

There being no further business, Mayor McCallon adjourned the meeting at 5:46 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: Minutes – February 22, 2022 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
FEBRUARY 22, 2022**

CALL TO ORDER

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

The invocation was given by Pastor Grant Reader, Community Cross Church, and the Pledge of Allegiance was led by Council Member Timmer.

ROLL CALL

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

CITY COUNCIL PUBLIC HEARING – REDISTRICTING

Mayor McCallon opened the public hearing.

City Clerk Hughes stated this is the last public hearing of the four that are required by law. At the last public hearing on January 11, NDC's presentation showed the current population is 57,232. Each district population should be roughly 11,446. Current law allows no more than a 10% deviation. The current deviation is 7.03%, therefore, the current district map is considered balanced based on the criteria of the California Voting Rights Act. The City did not receive any draft maps from the public, and no public comment was received. City Council's direction was to bring forth a draft resolution adopting the current district map. The proposed map of the district boundaries was published on the City's redistricting webpage on February 11. The City has not received any draft maps from the public or any public input regarding the redistricting process. If a member of the public submits any maps at this public hearing, they will need to be considered by the Council. At this time, she will turn it over to our consultant, Todd Tatum of National Demographics Corporation, for his presentation.

Todd Tatum, National Demographics Corporation, stated good evening, everyone. Again, thank you, City Clerk Hughes for the introduction. He is going to share his screen now. Like City Clerk Hughes stated, this is our fourth and final hearing. Again, the deadline for adoption is April 17, 2022. Just a quick review of how we got here. We followed the three categories, the federal laws, which are equal population, followed the federal Voting Rights Act and no racial gerrymandering. We followed number two, the California criteria for cities which are now in ranked order. Number one, geographically contiguous districts; number two, try to keep undivided neighborhoods and communities of interest; number three, easily identifiable boundaries; and number four, keep the districts compact.

Also, a reminder that it is prohibited to favor or discriminate against any political party. The third other traditional redistricting principles that we followed were using every effort to minimize voters shifted to different election years, respect voters' choices, and continuity in office. Look for any future population growth that we should know about, and we want to do our best to preserve the core existing districts. Luckily, you had a balanced map, as City Clerk Hughes said, so all of those principles were followed when you adopted this map, so it was easy to come back and declare your map balanced. Again, your total population was 57,232 and each district should have roughly 11,446 people. You have a current deviation across all districts of 7.03% and the maximum allowed is 10%. Once again, we have reached the end of our work here with the public hearing. He asks now if you have any questions and look forward to the introduction of the resolution to adopt the map.

Mayor McCallon asked does Council have any questions from the Council? Madam Clerk, have we received any public comment?

City Clerk Hughes stated we have not.

Mayor McCallon stated is there anyone in the audience who wishes to speak either in favor or against or present a map to the Council? Seeing none, he will go ahead and close the public hearing and bring it back to the Council for action.

City Clerk Hughes stated before you is a resolution for Council's consideration and adoption. Again, all necessary public hearings and opportunities for public testimony and written comment have been conducted in compliance with state law and the Highland Municipal Code. This concludes staff's presentation.

A MOTION was made by Mayor Pro Tem Lilburn, seconded by Council Member Solano, to adopt Resolution No. 2022-006 establishing Council Member district boundaries. Motion carried, 5-0.

RESOLUTION NO. 2022-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, ADOPTING A REDISTRICTING MAP FOR THE CITY OF
HIGHLAND PURSUANT TO ELECTIONS CODE SECTION 21600 ET SEQ.

REPORT FROM CLOSED SESSION

City Attorney Marroquin stated Council met pursuant to Government Code Section 54956.9(d)(4) potential litigation. The Council granted approval to initiate a legal action. The action, defendants and any particulars shall, once formally commenced, be disclosed to anyone that inquires but that won't be disclosed at this time.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

Jody Scott spoke regarding her concerns to the flow of traffic, heading east on Base Line in relation to the freeway improvement project.

CITY COUNCIL CONSENT CALENDAR

A MOTION was made by Council Member Timmer, seconded by Council Member Solano, to approve the consent calendar as submitted. Motion carried on a roll call vote, 5-0.

2. Waive the Reading of All Ordinances
Waived the reading of all Ordinances in their entirety and read by title only.
3. Minutes – February 8, 2022 City Council Special Meeting
Approved the Minutes as submitted.
4. Minutes – February 8, 2022 City Council Regular Meeting
Approved the Minutes as submitted.
5. Claim Consideration – Ophelia Adame
Rejected claim.
6. Claim Consideration – Annamarie Hidalgo
Rejected claim.
7. Claim Consideration – Wawanesa as Subrogee of Annamarie Hidalgo
Rejected claim.
8. Warrant Register
Approved Warrant Register No. 738 for February 22, 2022, in the amount of \$1,568,398.33 and Payroll of \$104,150.20.
9. Treasurer's Report for January 2022
Received and filed Treasurer's Report for January 2022.

10. Resolution No. 2022-007 Implementing on July 1, 2022, a 5% Across-the-Board Adjustment for All Employees (Except Interns)
Approved Resolution No. 2022-007 implementing on July 1, 2022, a 5% across-the-board adjustment for all employees (except interns) and amending Section 2 of Resolution No. 2021-020.

RESOLUTION NO. 2022-007
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, AMENDING RESOLUTION NO. 2021-020
ESTABLISHING EMPLOYEE SALARIES

11. San Bernardino County Municipal Separate Storm Sewer System – National Pollution Discharge Elimination System (NPDES) Common Interest, Joint Defense, and Confidentiality Agreement Among Permittees
Authorized the Mayor to execute the San Bernardino County Municipal Separate Storm Sewer System – National Pollution Discharge Elimination System (NPDES) Common Interest, Joint Defense, and Confidentiality Agreement Among Permittees on behalf of the City of Highland.

CITY COUNCIL PUBLIC HEARING

No public hearing.

CITY COUNCIL LEGISLATIVE

12. All American Asphalt Contract Change Order – Pavement Management Program – Sector E Pavement Rehabilitation (Project str20001)

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

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to authorize contract change orders up to 20% of the original construction contract with All American Asphalt (AAA) for the Pavement Management Program – Sector E Pavement Rehabilitation Project. Motion carried, 5-0.

13. Cooperative Agreement with County of San Bernardino for Pavement Rehabilitation of Pacific Street

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

A MOTION was made by Council Member Solano, seconded by Council Member Chavez, to participate in the joint project with the County where they would be responsible for the design, construction and administration of the project. The Cooperative Agreement between the City and County of San Bernardino for pavement rehabilitation on Pacific Street between Del Rosa Drive and Sterling Avenue will be brought forth at a future City Council meeting. Motion carried, 5-0.

14. City Selection Committee Election – Chair and Vice Chair for the City Selection Committee and Primary Member and Alternate Member for San Bernardino County Local Agency Formation Commission (LAFCO)

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

City Council reviewed the candidates for consideration and advised the Mayor.

15. Proposed Resolution Opposing Initiative 21-0042A1

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

A MOTION was made by Council Member Timmer, seconded by Mayor Pro Tem Lilburn, to adopt Resolution No. 2022-008 opposing Initiative 21-0042A1. Motion carried, 5-0.

RESOLUTION NO. 2022-008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
CALIFORNIA, OPPOSING INITIATIVE 21-0042A1

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

City Manager Hughes stated just to bring you up to speed on a few items. The City has received three Request for Proposals (RFP) for auditing services, so the Finance Subcommittee will be conducting interviews in March, and we will be bringing that item forward to the City Council in April. At the February 15 Planning Commission meeting, the Commission approved the Design Review Application for the 21-unit market rate apartment complex adjacent to the future Tractor Supply Company store that is west of Church Avenue. The project will consist of two-bedroom units, each with an enclosed garage and carport, outdoor patios, and a lot of architectural treatments. The new 7-11 Mini Mart is open at Greenspot and Boulder. The Council should have received an email today regarding a ribbon cutting ceremony on Friday, February 25 at 1:00 p.m. If you are planning on attending, let City Clerk Hughes know so she can give 7-11 a head count on that. The Tippecanoe Pavement Improvement project that Public Works Director/City Engineer Zamano touched on briefly, this is the second week of the temporary road closure on Tippecanoe Avenue from 3rd Street to 6th Street, which began on Monday, February 14. The contractor has completed the base paving of Tippecanoe Avenue between 5th Street and 6th Street. Traffic for the east/west direction only has been opened at the intersection of Tippecanoe Avenue and 5th Street, but the traffic signal remains on red flash. Weather permitting, the contractor is due to complete the base paving of the remaining segment of Tippecanoe Avenue between 3rd Street and 5th Street this Friday, February 25, and will allow Tippecanoe Avenue to reopen one lane in each direction by 5:00 p.m., but he is not sure how this rain is impacting things, so that might have to be pushed back. Boulder Avenue improvements, construction of this project has been

underway for several months, primarily with curb wraps, slot paving next to the raised curb medians, sound wall, parkway, and median landscape work. Last week the contractor began to install the decorative bridge lighting on Boulder Avenue and City Creek. Installation of the streetlights and parkway lights on Boulder Avenue between City Creek and Greenspot Road will continue this week. The City is coordinating with Edison for the installation of the meters and the streetlights are anticipated to be turned on if we can get the meters from Edison, late March of 2022. Coordination is also underway with East Valley Water District (EVWD) for installation of the irrigation meters. Once the meters are set, the contractor will begin to install the drought tolerant landscape. This project is coming together and is anticipated to be completed by May of 2022. Some good news, we are going to have our first Highland Improvement Team (HIT) back since COVID. Our first HIT will be Saturday, March 19, and it will be the clean-up in anticipation of the Citrus Harvest Festival. We have another HIT scheduled, a community day of service HIT that will happen at Highland Community Park in cooperation with the Church of Jesus Christ of Latter-Day Saints. That will be on May 7, and we will have more details on that, but they are planning a big cleanup and some painting down at the Community Park. July 4 parade, staff is gearing up for that, so we will be ready to go. We are also going to be bringing forward to the City Council at the next Council meeting a list of all the potential community projects, the National Night Out, Volunteer Dinner and all those things to get some input for some new dates from the Council for those items this year. So, that will be at the next Council meeting. The Coronavirus Recovery Business Grant Fund, we are still holding at 173 applications on that. We are processing five, and the grocery delivery grant program, we are at 27 inquiries on that. We are still holding at 2 on the mortgage assistance program. The calls for service from the Police Department from February 7 to February 20, we did see a bit of an uptick. We had 1,607 calls for service, 122 reports and 79 arrests.

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

None

ANNOUNCEMENTS

None

CLOSED SESSION

None

ADJOURN

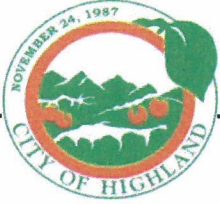
There being no further business, Mayor McCallon adjourned the meeting at 6:37 p.m.

Submitted By:

Approved By:

Betty Hughes, MMC
City Clerk

Larry McCallon
Mayor



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

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

PREPARED BY: Leticia Nava-Cruz, Accounting Supervisor

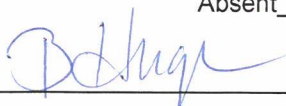
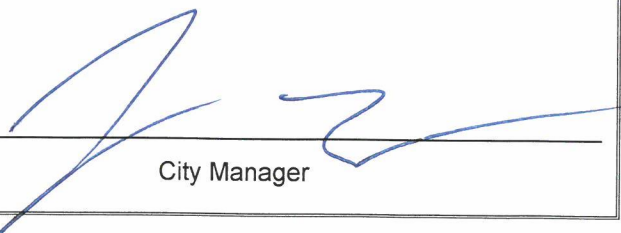
SUBJECT: Warrant Register #739

RECOMMENDATION: City Council to approve Warrant Register #739; Warrants in the amount of \$1,916,815.90 and Payroll in the amount of \$106,017.01.

FISCAL IMPACT: The total of Cash and Expenditures is \$2,022,832.91.

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 #739

March 8, 2022

Warrants:

2/22/2022 Ck#84675-84721	1,645,067.71
2/25/2022 Payroll Wire #655-658 & Ck #84722-84724	60,056.61
2/23/2022 Ck#84725-84728	28,924.78
3/1/2022 Ck#84729-84771 & Wire#1002056758	182,766.80

Total Warrants \$ 1,916,815.90

Payroll:

2/25/2022 Direct Deposits #11556-11598	105,731.29
2/25/2022 Ck #655	285.72

Total Payroll \$ 106,017.01

Total Warrants & Payroll \$ 2,022,832.91

APPROVED BY:

Larry McCallon
Finance Subcommittee

Joseph A. Hughes
City Manager

John Timmer
Finance Subcommittee

Chuck Dantuono
Director of Administrative
Services/City Treasurer

02/22/2022 3:16:36PM

Voucher List
CITY OF HIGHLAND

Page: 1

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
84675	2/22/2022	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD SERVICES-01/09-01/22/2022 CROSSING GUARD SERVICES-01/09-01/22/2022 002.8200.4530	2,720.52
Total :				2,720.52
84676	2/22/2022	000090 FEDEX	OVERNIGHT MAIL OVERNIGHT MAIL 001.3200.4210 OVERNIGHT MAIL 001.4600.4210	20.36
Total :				35.81
84677	2/22/2022	000108 HIGH TECH SECURITY	BURGLARY SYSTEM-MAR COMM PARK & CELL SVC MONIT/MAINT-MAR 001.6000.4066 CORP YARD & CELL MONIT/MAINT-MAR 004.8310.4066 CITY HALL & CHAMBER MONIT/MAINT-MAR 042.9510.4066 ST#3 MONIT/MAINT-MAR ST#3 MONIT/MAINT-MAR 028.2050.4066 ST#3 MONIT/MAINT-MAR 029.2100.4066 POLICE MONIT/MAINT-MAR 001.2000.4066 LIBRARY MONIT/MAINT-MAR 001.6000.4066 YMCA MONIT/MAINT-MAR 001.6000.4066 CORP YARD MONIT/MAINT-MAR 004.8310.4066 CITY HALL MONIT/MAINT-MAR 042.9510.4066 AURANTIA PARK MAINT-MAR AURANTIA PARK MAINT-MAR 001.6000.4066	55.00 55.00 80.00 25.00 25.00 85.00 50.00 50.00 85.00 50.00 25.00
				25.00

02/22/2022 3:16:36PM

Voucher List
CITY OF HIGHLAND

Page: 2

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
84677	2/22/2022	000108 HIGH TECH SECURITY	(Continued)	
			COMM PARK/SNACK BAR MAINT-MAR	
			001.6000.4066	50.00
			CORP YARD MAINT-MAR	
			004.8310.4066	25.00
			CITY HALL MAINT-MAR	
			042.9510.4066	25.00
			CANYON OAK PARK MAINT-MAR	
			016.8540.4066	25.00
			Total :	710.00
84678	2/22/2022	000127 K & L HARDWARE	STREET MAINTENANCE-RETURN	
			STREET MAINTENANCE-RETURN	
			004.8310.4206	-24.60
			JANITORIAL SUPPLIES-ST#1	
			JANITORIAL SUPPLIES-ST#1	
			028.2050.4055	13.46
			JANITORIAL SUPPLIES-ST#1	
			029.2100.4055	13.46
			PROPANE-ST#2	
			PROPANE-ST#2	
			028.2050.4070	25.85
			PROPANE-ST#2	
			029.2100.4070	25.85
			MAINTENANCE SUPPLIES-ST#1	
			MAINTENANCE SUPPLIES-ST#1	
			028.2050.4070	47.42
			MAINTENANCE SUPPLIES-ST#1	
			029.2100.4070	47.41
			MAINTENANCE SUPPLY-CORP YARD	
			MAINTENANCE SUPPLY-CORP YARD	
			004.8310.4206	32.31
			MAINTENANCE SUPPLIES-ST#1	
			MAINTENANCE SUPPLIES-ST#1	
			028.2050.4070	9.25
			MAINTENANCE SUPPLIES-ST#1	
			029.2100.4070	9.25
			BUILDING SUPPLIES-CORP YARD	

02/22/2022 3:16:36PM

Voucher List
CITY OF HIGHLAND

Page: 3

Bank code : wfb

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
84678	2/22/2022	000127 K & L HARDWARE	(Continued) BUILDING SUPPLIES-CORP YARD 004.8310.4206	83.98
Total :				283.64
84679	2/22/2022	000143 COMMUNITY WORKS DESIGN GROUP	DRA 21-002 PLAN CHECK DRA 21-002 PLAN CHECK 001.4100.4547	465.00
			DRA21-007 PLAN CHECK DRA21-007 PLAN CHECK 001.4100.4547	155.00
			CUP 21-007 PLAN CHECK-OCT CUP 21-007 PLAN CHECK-OCT 001.4100.4547	310.00
			DRA 21-013 PLAN CHECK-OCT DRA 21-013 PLAN CHECK-OCT 001.4100.4547	155.00
			DRA 21-017 PLAN CHECK-OCT DRA 21-017 PLAN CHECK-OCT 001.4100.4547	310.00
Total :				1,395.00
84680	2/22/2022	000155 NEW YORK LIFE	NEW YORK LIFE-MAR NEW YORK LIFE-MAR 004.1180	0.65
			NEW YORK LIFE-MAR 041.1180	1.95
			NEW YORK LIFE-MAR 070.1180	0.65
			NEW YORK LIFE-MAR 001.1180	9.75
Total :				13.00
84681	2/22/2022	000168 LETICIA NAVA-CRUZ, PETTY CASH	PETTY CASH-FEB PETTY CASH-FEB 001.0020	50.00
Total :				50.00

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Voucher	Date	Vendor	Description/Account	Amount
84682	2/22/2022	000231 VISTA PAINT CORP	GRAFFITI REMOVAL SUPPLIES GRAFFITI REMOVAL SUPPLIES 001.6010.4206	171.02
Total :				171.02
84683	2/22/2022	000233 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES-CORP YARD JANITORIAL SUPPLIES-CORP YARD 004.8310.4055	214.80
			JANITORIAL SUPPLIES-COMM PARK JANITORIAL SUPPLIES-COMM PARK 001.6000.4055	664.28
			JANITORIAL SUPPLIES-CITY HALL JANITORIAL SUPPLIES-CITY HALL 042.9510.4055	355.86
			JANITORIAL SUPPLIES-COMM PARK JANITORIAL SUPPLIES-COMM PARK 001.6000.4055	71.42
Total :				1,306.36
84684	2/22/2022	000324 DIB'S SAFE & LOCK SERVICE	BLDG KEY REPLACEMENT-PD BLDG KEY REPLACEMENT-PD 001.2000.4070	24.14
			FS#1: DOOR LOCK FS#1: DOOR LOCK 028.2050.4070	379.54
			FS#1: DOOR LOCK 029.2100.4070	379.54
			BUILDING MAINT REKEY-ST#1 BUILDING MAINT REKEY-ST#1 028.2050.4070	6.94
			BUILDING MAINT REKEY-ST#1 029.2100.4070	6.94
Total :				797.10
84685	2/22/2022	000360 EL CHICANO	NEWSPAPER PUBLICATIONS NEWSPAPER PUBLICATIONS 001.1200.4300	136.00
			NEWSPAPER PUBLICATIONS	

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Voucher	Date	Vendor	Description/Account	Amount
84689	2/22/2022	000884	000884 ALL AMERICAN ASPHALT, INC. (Continued)	
Total :				228,443.69
84690	2/22/2022	001072	AUTO ZONE	
			MAINTENANCE-E541A	
			MAINTENANCE-E541A	
			028.2050.4240	11.89
			MAINTENANCE-E541A	
			029.2100.4240	11.89
			MAINTENANCE-ME542	
			MAINTENANCE-ME542	
			028.2050.4240	31.88
			MAINTENANCE-ME542	
			029.2100.4240	31.88
			VEHICLE MAINTENANCE-VEH#116	
			VEHICLE MAINTENANCE-VEH#116	
			001.6010.4240	38.54
Total :				126.08
84691	2/22/2022	001086	STK ARCHITECTURE, INC.	
			DIF UPDATE CALCS	
			DIF UPDATE CALCS	
			023.3890.4582	592.50
Total :				592.50
84692	2/22/2022	001193	LIFE ASSIST, INC.	
			DISINFECTANT-BATTALION EQUIPMENT	
			DISINFECTANT-BATTALION EQUIPMENT	
			030.8495.4349	235.07
			PPE GLOVES-ST#1	
			PPE GLOVES-ST#1	
			030.8495.4349	431.00
			PPE GLOVES-ST#3	
			PPE GLOVES-ST#3	
			030.8495.4349	258.60
			PARAMEDIC SUPPLIES-ST#3	
			PARAMEDIC SUPPLIES-ST#3	
			028.2050.4207	686.49
			PPE GLOVES-ST#1	
			PPE GLOVES-ST#1	
			030.8495.4349	646.50
Total :				2,257.66

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Voucher	Date	Vendor	Description/Account	Amount
84696	2/22/2022	001476 TIME WARNER CABLE	(Continued)	
			STATION #3 TELE/INT-FEB	
			029.2100.4065	222.76
			STATION #2 TELE/INT-FEB	
			STATION #2 TELE/INT-FEB	
			028.2050.4065	107.03
			STATION #2 TELE/INT-FEB	
			029.2100.4065	107.03
			Total :	1,027.56
84697	2/22/2022	001764 DEPENDABLE COFFEE & WATER SVC.	BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	13.44
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	10.45
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	13.44
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	13.44
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	10.45
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	13.44
			BREAKROOM SUPPLIES	
			BREAKROOM SUPPLIES	
			042.9510.4200	110.13
			Total :	184.79
84698	2/22/2022	002511 RECORDER-CLERK CO OF SB	DOCUMENT RECORDING SERVICES-JAN	
			DOCUMENT RECORDING SERVICES-JAN	
			001.1200.4506	240.00
			DOCUMENT RECORDING SERVICES-JAN	
			DOCUMENT RECORDING SERVICES-JAN	

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Voucher	Date	Vendor	Description/Account	Amount
84698	2/22/2022	002511 RECORDER-CLERK CO OF SB	(Continued)	
			001.1200.4506	20.00
			DOCUMENT RECORDING SERVICES-JAN	
			DOCUMENT RECORDING SERVICES-JAN	
			001.1200.4506	20.00
			DOCUMENT RECORDING SERVICES-JAN	
			DOCUMENT RECORDING SERVICES-JAN	
			001.1200.4506	29.00
			Total :	309.00
84699	2/22/2022	002664 INLAND LIGHTING SUPPLIES, INC.	LIGHTING SUPPLIES-COMM PARK	
			LIGHTING SUPPLIES-COMM PARK	
			001.6000.4206	174.00
			Total :	174.00
84700	2/22/2022	002756 CENTRAL LITTLE LEAGUE	CDBG REGISTRATION REIMB	
			CDBG REGISTRATION REIMB	
			006.8400.4348	400.00
			Total :	400.00
84701	2/22/2022	003144 REVENUE & COST SPECIALISTS,	DEVELOPMENT IMPACT FEE STUDY	
			DEVELOPMENT IMPACT FEE STUDY	
			023.3890.4582	7,700.00
			Total :	7,700.00
84702	2/22/2022	003535 WEST COAST ARBORISTS, INC.	TREE RISK ASSES-CHURCH ST	
			TREE RISK ASSES-CHURCH ST	
			004.8310.4680	1,920.00
			LMD 2-TREE PRUNING	
			LMD 2-TREE PRUNING	
			012.8500.4585	4,830.00
			LMD 13-TREE PRUNING	
			LMD 13-TREE PRUNING	
			012.8500.4585	1,750.00
			Total :	8,500.00
84703	2/22/2022	004206 #1 SON PLUMBING	HANDS FREE BOTTLE FILLER	
			HANDS FREE BOTTLE FILLER	
			001.4200.4202	6,200.00

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Voucher	Date	Vendor	Description/Account	Amount
84703	2/22/2022	004206 #1 SON PLUMBING	(Continued) HANDS FREE BOTTLE FILLER-ST#1 HANDS FREE BOTTLE FILLER-ST#1 001.4200.4202	6,200.00
Total :				12,400.00
84704	2/22/2022	004206 #1 SON PLUMBING	LMD17: WATER BACKFLOW PREVENTER REPAIRS LMD17: WATER BACKFLOW PREVENTER REPAIRS 012.8500.4030 AURANTIA PARK: TOILET DRAIN REPAIRS AURANTIA PARK: TOILET DRAIN REPAIRS 001.6000.4070	1,452.51
Total :				795.77
Total :				2,248.28
84705	2/22/2022	004241 BLICHARSKI, TONY	UNIFORM REIMB-BLICHARSKI UNIFORM REIMB-BLICHARSKI 001.2000.4561	271.83
Total :				271.83
84706	2/22/2022	004298 ZOLL MEDICAL CORPORATION	PARAMEDIC SUPPLIES-ST#3 PARAMEDIC SUPPLIES-ST#3 028.2050.4207 PARAMEDIC SUPPLIES-ST#3 PARAMEDIC SUPPLIES-ST#3 028.2050.4207	1,998.28
Total :				3,641.12
Total :				5,639.40
84707	2/22/2022	004418 FAIL SAFE TESTING, LLC	ANNUAL PUMP TESTS-ST#1&2 ANNUAL PUMP TESTS-ST#1&2 029.2100.4240 ANNUAL PUMP TESTS-ST#1&2 028.2050.4240	675.00
Total :				675.00
Total :				1,350.00
84708	2/22/2022	004543 WEX BANK	POOL CAR FUEL POOL CAR FUEL 042.9510.4220	5.16
Total :				5.16

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Voucher	Date	Vendor	Description/Account	Amount
84709	2/22/2022	005123 HDL SOFTWARE, LLC	BUSINESS LICENSE USER FEE 2022/2023 BUSINESS LICENSE USER FEE 2022/2023 001.1700.4255	4,702.22
Total :				4,702.22
84710	2/22/2022	005164 MIKE ROQUET CONSTRUCTION INC.	ASPHALT PATCH REPAIR-CITY HALL ASPHALT PATCH REPAIR-CITY HALL 042.9510.4070	1,250.00
Total :				1,250.00
84711	2/22/2022	005191 TRENCH PLATE RENTAL	PERMA PATCH PERMA PATCH 004.8310.4206	1,185.26
Total :				1,185.26
84712	2/22/2022	005285 LA VERNE POWER EQUIPMENT INC	MAINTENANCE SUPPLIES-CORP YARD MAINTENANCE SUPPLIES-CORP YARD 004.8310.4680	76.10
Total :				76.10
84713	2/22/2022	005358 FLEET SERVICES INC	BATTERIES-ME542A BATTERIES-ME542A 028.2050.4240 BATTERIES-ME542A 029.2100.4240	273.77
Total :				273.77
84714	2/22/2022	005553 CLARK PEST CONTROL OF STOCKTON	PEST CONTROL SERVICES-YMCA PEST CONTROL SERVICES-YMCA 001.6000.4589 PEST CONTROL SERVICES-CITY HALL PEST CONTROL SERVICES-CITY HALL 004.8310.4589	91.00
Total :				62.00
84715	2/22/2022	005554 IMPERIAL SPRINKLER SUPPLY	ROW MAINTENANCE ROW MAINTENANCE 004.8310.4206 ROW MAINTENANCE	1,927.61

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Voucher	Date	Vendor	Description/Account	Amount
84715	2/22/2022	005554 IMPERIAL SPRINKLER SUPPLY	(Continued) ROW MAINTENANCE 004.8310.4206	1,145.76
Total :				3,073.37
84716	2/22/2022	005679 KEN GRODY FORD	VEH#116: FUEL PUMP REPLACEMENT VEH#116: FUEL PUMP REPLACEMENT 001.6010.4240 VEHICLE MAINTENANCE- VEH#123 VEHICLE MAINTENANCE- VEH#123 001.4200.4240 VEH#128: TIRES & SERVICE VEH#128: TIRES & SERVICE 042.9510.4240	1,245.70 139.43
Total :				747.92
84717	2/22/2022	006001 YUNEX LLC	STREET LIGHT MAINT-JAN STREET LIGHT MAINT-JAN 013.8510.4664 DECO LIGHT POLE REPLACEMENT DECO LIGHT POLE REPLACEMENT 013.8510.4664	2,528.50
Total :				22,439.51
84718	2/22/2022	006056 CAL FIRE	STORM CHANNEL MAINTENANCE STORM CHANNEL MAINTENANCE 004.8310.4666 STORM CHANNEL MAINTENANCE 024.8470.4666	964.50
Total :				170.20
84719	2/22/2022	006072 TRENCH SHORING COMPANY	PERMA PATCH-CITY HALL PERMA PATCH-CITY HALL 004.8310.4206	2,070.31
Total :				2,070.31
84720	2/22/2022	006078 PAVEMENT REHAB COMPANY	REFUND BUSINESS LICENSE REFUND BUSINESS LICENSE 001.1450.7450	180.00

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Voucher	Date	Vendor	Description/Account	Amount
84720	2/22/2022	006078 PAVEMENT REHAB COMPANY	(Continued) REFUND BUSINESS LICENSE 051.1493	4.00
Total :				184.00
84721	2/22/2022	006079 TELECOMM DEVELOPMENT & CONST	REFUND BUSINESS LICENSE REFUND BUSINESS LICENSE 001.1450.7450 REFUND BUSINESS LICENSE 051.1493	180.00
Total :				4.00
Total :				184.00
47 Vouchers for bank code : wfb				Bank total : 1,645,067.71
47 Vouchers in this report				Total vouchers : 1,645,067.71

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Voucher	Date	Vendor	Description/Account	Amount
655	2/25/2022	000003 ICMA RETIREMENT TRUST-457	ICMA DEFERRED COMP 457: PAYMENT	
			ICMA DEFERRED COMP 457: Payment	
			001.1170	8,796.69
			ICMA DEFERRED COMP 457: Payment	
			004.1170	994.20
			ICMA DEFERRED COMP 457: Payment	
			010.1170	819.20
			ICMA DEFERRED COMP 457: Payment	
			012.1170	12.50
			ICMA DEFERRED COMP 457: Payment	
			016.1170	12.50
			ICMA DEFERRED COMP 457: Payment	
			023.1170	30.61
			ICMA DEFERRED COMP 457: Payment	
			041.1170	327.70
			ICMA DEFERRED COMP 457: Payment	
			070.1170	293.86
			Total :	11,287.26
656	2/25/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	EPMC: PAYMENT	
			EPMC: Payment	
			024.1145	0.56
			EPMC: Payment	
			041.1145	31.58
			EPMC: Payment	
			042.1145	11.56
			EPMC: Payment	
			070.1145	54.72
			PERS: Payment	
			001.1145	13,270.92
			PERS: Payment	
			004.1145	2,832.73
			PERS: Payment	
			006.1145	454.54
			PERS: Payment	
			010.1145	965.88

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Voucher	Date	Vendor	Description/Account	Amount
656	2/25/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			PERS: Payment	
			012.1145	173.90
			PERS: Payment	
			016.1145	173.91
			PERS: Payment	
			023.1145	169.44
			PERS: Payment	
			024.1145	19.49
			PERS: Payment	
			041.1145	451.29
			PERS: Payment	
			042.1145	729.32
			PERS: Payment	
			070.1145	781.58
			PERS SURVIVOR: Payment	
			001.1145	23.96
			PERS SURVIVOR: Payment	
			004.1145	4.59
			PERS SURVIVOR: Payment	
			006.1145	0.63
			PERS SURVIVOR: Payment	
			010.1145	1.07
			PERS SURVIVOR: Payment	
			012.1145	0.57
			PERS SURVIVOR: Payment	
			016.1145	0.56
			PERS SURVIVOR: Payment	
			023.1145	0.28
			PERS SURVIVOR: Payment	
			024.1145	0.05
			PERS SURVIVOR: Payment	
			041.1145	0.34
			PERS SURVIVOR: Payment	
			042.1145	1.68
			PERS SURVIVOR: Payment	
			070.1145	0.68

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Voucher	Date	Vendor	Description/Account	Amount
656	2/25/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	(Continued)	
			EPMC: Payment	
			001.1145	529.51
			EPMC: Payment	
			004.1145	122.51
			EPMC: Payment	
			006.1145	19.79
			EPMC: Payment	
			010.1145	42.04
			EPMC: Payment	
			012.1145	2.37
			EPMC: Payment	
			016.1145	2.37
			EPMC: Payment	
			023.1145	6.63
			Total :	20,881.05
657	2/25/2022	000119 INTERNAL REVENUE SERVICE	FEDERAL TAXES: PAYMENT	
			FEDERAL TAXES: Payment	
			001.1120	10,542.45
			FEDERAL TAXES: Payment	
			004.1120	2,369.42
			FEDERAL TAXES: Payment	
			006.1120	393.12
			FEDERAL TAXES: Payment	
			010.1120	903.03
			FEDERAL TAXES: Payment	
			012.1120	88.29
			FEDERAL TAXES: Payment	
			016.1120	88.28
			FEDERAL TAXES: Payment	
			023.1120	206.95
			FEDERAL TAXES: Payment	
			024.1120	14.72
			FEDERAL TAXES: Payment	
			041.1120	414.09
			FEDERAL TAXES: Payment	

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Voucher	Date	Vendor	Description/Account	Amount
657	2/25/2022	000119 INTERNAL REVENUE SERVICE	(Continued)	
			042.1120	488.07
			FEDERAL TAXES: Payment	
			070.1120	689.09
			SOCIAL SECURITY: Payment	
			001.1140	603.38
			SOCIAL SECURITY: Payment	
			070.1140	71.70
			MEDICARE: Payment	
			001.1140	2,835.26
			MEDICARE: Payment	
			004.1140	582.75
			MEDICARE: Payment	
			006.1140	111.41
			MEDICARE: Payment	
			010.1140	185.76
			MEDICARE: Payment	
			012.1140	42.50
			MEDICARE: Payment	
			016.1140	42.46
			MEDICARE: Payment	
			023.1140	45.84
			MEDICARE: Payment	
			024.1140	4.62
			MEDICARE: Payment	
			041.1140	76.26
			MEDICARE: Payment	
			042.1140	176.06
			MEDICARE: Payment	
			070.1140	155.46
			Total :	21,130.97
658	2/25/2022	000001 CALIF STATE EMPLOYMENT	STATE TAXES: PAYMENT	
			STATE TAXES: Payment	
			070.1130	268.12
			STATE TAXES: Payment	
			001.1130	4,064.38

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Voucher	Date	Vendor	Description/Account	Amount
658	2/25/2022	000001 CALIF STATE EMPLOYMENT	(Continued)	
			STATE TAXES: Payment	
			004.1130	926.69
			STATE TAXES: Payment	
			006.1130	148.11
			STATE TAXES: Payment	
			010.1130	346.74
			STATE TAXES: Payment	
			012.1130	37.15
			STATE TAXES: Payment	
			016.1130	37.13
			STATE TAXES: Payment	
			023.1130	61.44
			STATE TAXES: Payment	
			024.1130	5.37
			STATE TAXES: Payment	
			041.1130	167.96
			STATE TAXES: Payment	
			042.1130	174.53
			Total :	6,237.62
84722	2/25/2022	000433 ARROWHEAD UNITED WAY	ARROWHEAD UNITED WAY: PAYMENT	
			ARROWHEAD UNITED WAY: Payment	
			001.1180	11.26
			ARROWHEAD UNITED WAY: Payment	
			004.1180	0.77
			ARROWHEAD UNITED WAY: Payment	
			041.1180	2.26
			ARROWHEAD UNITED WAY: Payment	
			070.1180	0.71
			Total :	15.00
84723	2/25/2022	003804 AFLAC WWHQ	AFLAC ACCIDENT INSURANCE: PAYMENT	
			AFLAC ACCIDENT INSURANCE: Payment	
			001.1181	104.21
			AFLAC ACCIDENT INSURANCE: Payment	
			004.1181	13.98
			AFLAC ACCIDENT INSURANCE: Payment	

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Voucher	Date	Vendor	Description/Account	Amount
84723	2/25/2022	003804 AFLAC WWHQ	(Continued)	
			012.1181	3.57
			AFLAC ACCIDENT INSURANCE: Payment	
			016.1181	3.56
			AFLAC ACCIDENT INSURANCE: Payment	
			023.1181	10.38
			AFLAC ACCIDENT INSURANCE: Payment	
			024.1181	0.26
			AFLAC CANCER INSURANCE: Payment	
			001.1181	18.63
			AFLAC DISABILITY INSURANCE: Payment	
			001.1181	153.72
			AFLAC DISABILITY INSURANCE: Payment	
			004.1181	24.69
			AFLAC DISABILITY INSURANCE: Payment	
			012.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			016.1181	6.30
			AFLAC DISABILITY INSURANCE: Payment	
			024.1181	0.51
			AFLAC HOSPITAL INSURANCE: Payment	
			001.1181	73.58
			AFLAC HOSPITAL INSURANCE: Payment	
			012.1181	6.71
			AFLAC HOSPITAL INSURANCE: Payment	
			016.1181	6.71
			AFLAC DENTAL: Payment	
			001.1181	27.89
			AFLAC DENTAL: Payment	
			004.1181	0.56
			AFLAC DENTAL: Payment	
			041.1181	1.67
			AFLAC DENTAL: Payment	
			070.1181	0.54
			AFLAC SPECIFIED HEALTH INS: Payment	
			001.1181	2.96
			AFLAC SPECIFIED HEALTH INS: Payment	

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Voucher	Date	Vendor	Description/Account	Amount
84723	2/25/2022	003804 AFLAC WWHQ	(Continued)	
			012.1181	1.49
			AFLAC SPECIFIED HEALTH INS: Payment	
			016.1181	1.49
			Total :	469.71
84724	2/25/2022	004556 STATE OF CALIFORNIA	STATE TAX GARNISHMENT: PAYMENT	
			STATE TAX GARNISHMENT: Payment	
			001.1180	19.07
			STATE TAX GARNISHMENT: Payment	
			006.1180	15.93
			Total :	35.00
7 Vouchers for bank code : wfb			Bank total :	60,056.61
7 Vouchers in this report			Total vouchers :	60,056.61

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CITY OF HIGHLAND

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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
84725	2/23/2022	000085 EAST VALLEY WATER DISTRICT	LMD 17-B-JAN	
			LMD 17-B-JAN	
			012.8500.4030	227.97
			LMD 11-JAN	
			LMD 11-JAN	
			012.8500.4030	85.86
			LMD 55-JAN	
			LMD 55-JAN	
			012.8500.4030	91.08
			LMD 17-D-JAN	
			LMD 17-D-JAN	
			012.8500.4030	46.93
			LMD 25-JAN	
			LMD 25-JAN	
			012.8500.4030	70.42
			LMD 17-C-JAN	
			LMD 17-C-JAN	
			012.8500.4030	49.54
			LMD 76-JAN	
			LMD 76-JAN	
			012.8500.4030	41.71
			LMD 17-D-JAN	
			LMD 17-D-JAN	
			012.8500.4030	52.69
			SEELEY PARK-JAN	
			SEELEY PARK-JAN	
			016.8540.4030	41.71
			LMD 43-JAN	
			LMD 43-JAN	
			012.8500.4030	41.71
			LMD 47-JAN	
			LMD 47-JAN	
			012.8500.4030	44.32
			LMD 16-JAN	
			LMD 16-JAN	
			012.8500.4030	31.88

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Voucher	Date	Vendor	Description/Account	Amount
84725	2/23/2022	000085	000085 EAST VALLEY WATER DISTRICT (Continued)	
Total :				825.82
84726	2/23/2022	000168	LETICIA NAVA-CRUZ, PETTY CASH	
			PETTY CASH-FEB	
			PETTY CASH-FEB	
			001.0020	35.00
Total :				35.00
84727	2/23/2022	003401	ULINE	
			TRASH LINERS	
			TRASH LINERS	
			001.4200.4202	1,441.16
			TRASH LINERS	
			TRASH LINERS	
			001.4200.4202	152.15
Total :				1,593.31
84728	2/23/2022	006082	CITIZENS BUSINESS BANK	
			STR20001 PPE#1 RET REL CON GCF MOE	
			STR20001 PPE#1 RET REL CON GCF MOE	
			023.1350	6,154.73
			STR20001 PPE#2.1 RET REL CON SB1 RMRA	
			STR20001 PPE#2.1 RET REL CON SB1 RMRA	
			004.1350	10,655.35
			STR20001 PPE#2.1 RET REL CON SB1 RMRA	
			STR20001 PPE#2.1 RET REL CON SB1 RMRA	
			004.1350	1,368.00
			STR20001 PPE#2 RET REL CON GCF MOE	
			STR20001 PPE#2 RET REL CON GCF MOE	
			023.1350	1,096.52
			STR20001 PPE#2 RET REL CON SB1 RMRA	
			STR20001 PPE#2 RET REL CON SB1 RMRA	
			004.1350	7,196.05
Total :				26,470.65
4 Vouchers for bank code : wfb				
4 Vouchers in this report				
Bank total :				28,924.78
Total vouchers :				28,924.78

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<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Description/Account</u>	<u>Amount</u>
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
84729	3/1/2022	000014 ALL CITY MANAGEMENT SERVICES	CROSSING GUARD SERVICES-1/23-2/5/22 CROSSING GUARD SERVICES-1/23-2/5/22 002.8200.4530	3,022.80
			Total :	3,022.80
84730	3/1/2022	000085 EAST VALLEY WATER DISTRICT	LMD 04-FEB LMD 04-FEB 012.8500.4030 POLICE STATION-FEB POLICE STATION-FEB 001.2000.4030 POLICE STATION-FEB POLICE STATION-FEB 001.2000.4030 STATION # 3-FEB STATION # 3-FEB 029.2100.4030 STATION # 3-FEB 028.2050.4030 LMD 29-FEB LMD 29-FEB 012.8500.4030 CITY HALL-FEB CITY HALL-FEB 042.9510.4030 LMD 15 - A-FEB LMD 15 - A-FEB 012.8500.4030 LMD 07-FEB LMD 07-FEB 012.8500.4030 BASELINE MEDIAN-FEB BASELINE MEDIAN-FEB 004.8310.4030 STATION # 1-FEB STATION # 1-FEB 029.2100.4030	62.30 188.16 1,701.34 26.35 26.35 76.57 367.37 360.45 71.79 155.47 73.29

Voucher List
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Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
84730	3/1/2022	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			STATION # 1-FEB	
			028.2050.4030	73.28
			LMD 21- B-FEB	
			LMD 21- B-FEB	
			012.8500.4030	504.70
			STATION # 2-FEB	
			STATION # 2-FEB	
			029.2100.4030	112.37
			STATION # 2-FEB	
			028.2050.4030	112.37
			CITY HALL-FEB	
			CITY HALL-FEB	
			042.9510.4030	35.14
			AURANTIA PARK-FEB	
			AURANTIA PARK-FEB	
			001.6000.4060	879.16
			LMD 45 *LMD 44-FEB	
			LMD 45 *LMD 44-FEB	
			012.8500.4030	1,295.86
			LMD 15 - B-FEB	
			LMD 15 - B-FEB	
			012.8500.4030	631.33
			STATION # 2-FEB	
			STATION # 2-FEB	
			029.2100.4030	17.57
			STATION # 2-FEB	
			028.2050.4030	17.57
			BASELINE MEDIAN-FEB	
			BASELINE MEDIAN-FEB	
			004.8310.4030	211.40
			LMD 73-FEB	
			LMD 73-FEB	
			012.8500.4030	56.07
			LMD 37-FEB	
			LMD 37-FEB	
			012.8500.4030	258.80
			STATION # 3-FEB	

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Voucher	Date	Vendor	Description/Account	Amount
84730	3/1/2022	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			STATION # 3-FEB	
			029.2100.4030	100.09
			STATION # 3-FEB	
			028.2050.4030	100.09
			LMD 21- A-FEB	
			LMD 21- A-FEB	
			012.8500.4030	73.84
			STATION # 3-FEB	
			STATION # 3-FEB	
			028.2050.4030	33.69
			STATION # 3-FEB	
			029.2100.4030	33.69
			POLICE STATION-FEB	
			POLICE STATION-FEB	
			001.2000.4030	52.70
			POLICE STATION-FEB	
			POLICE STATION-FEB	
			001.2000.4030	52.70
			Total :	7,761.86
84731	3/1/2022	000085 EAST VALLEY WATER DISTRICT	LMD 17 - B-FEB	
			LMD 17 - B-FEB	
			012.8500.4030	317.27
			LMD 11-FEB	
			LMD 11-FEB	
			012.8500.4030	363.18
			LMD 55-FEB	
			LMD 55-FEB	
			012.8500.4030	417.29
			LMD 17 - D-FEB	
			LMD 17 - D-FEB	
			012.8500.4030	72.94
			LMD 25-FEB	
			LMD 25-FEB	
			012.8500.4030	75.00
			LMD 17 - C-FEB	
			LMD 17 - C-FEB	

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Voucher	Date	Vendor	Description/Account	Amount
84731	3/1/2022	000085 EAST VALLEY WATER DISTRICT	(Continued)	
			012.8500.4030	136.73
			LMD 76-FEB	
			LMD 76-FEB	
			012.8500.4030	83.06
			LMD 17 - A-FEB	
			LMD 17 - A-FEB	
			012.8500.4030	102.74
			SEELEY PARK-FEB	
			SEELEY PARK-FEB	
			016.8540.4030	199.13
			LMD 43-FEB	
			LMD 43-FEB	
			012.8500.4030	136.97
			LMD 47-FEB	
			LMD 47-FEB	
			012.8500.4030	150.15
			LMD 16-FEB	
			LMD 16-FEB	
			012.8500.4030	51.65
			Total :	2,106.11
84732	3/1/2022	000090 FEDEX	OVERNIGHT MAIL	
			OVERNIGHT MAIL	
			001.1700.4210	149.00
			Total :	149.00
84733	3/1/2022	000127 K & L HARDWARE	DRYER OUTLET REPAIR-ST#1	
			DRYER OUTLET REPAIR-ST#1	
			028.2050.4070	15.40
			DRYER OUTLET REPAIR-ST#1	
			029.2100.4070	15.39
			Total :	30.79
84734	3/1/2022	000143 COMMUNITY WORKS DESIGN GROUP	TRA20001 DE GCF-JAN	
			TRA20001 DE GCF-JAN	
			023.3890.6816	
			TRA20001 DE RTP-JAN	3,648.23

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Voucher	Date	Vendor	Description/Account	Amount
84734	3/1/2022	000143 COMMUNITY WORKS DESIGN GROUP	(Continued) TRA20001 DE RTP-JAN 030.8495.6816	
				5,038.03
				Total : 8,686.26
84735	3/1/2022	000176 PRINCIPAL LIFE INSURANCE CO	PRINCIPAL-MAR	
				PRINCIPAL-MAR
				001.4500.3590
				46.34
				PRINCIPAL-MAR
				001.4600.3590
				48.62
				PRINCIPAL-MAR
				001.6000.3590
				16.49
				PRINCIPAL-MAR
				001.6010.3590
				16.23
				PRINCIPAL-MAR
				001.6020.3590
				10.94
				PRINCIPAL-MAR
				004.8310.3590
				108.13
				PRINCIPAL-MAR
				006.8400.3590
				29.77
				PRINCIPAL-MAR
				010.3830.3590
				31.32
				PRINCIPAL-MAR
				012.8500.3590
				8.13
				PRINCIPAL-MAR
				016.8540.3590
				8.13
				PRINCIPAL-MAR
				023.3890.3590
				4.68
				PRINCIPAL-MAR
				024.8470.3590
				0.88
				PRINCIPAL-MAR
				041.9500.3590
				13.86
				PRINCIPAL-MAR
				042.9510.3590
				28.07
				PRINCIPAL-MAR
				070.7000.3590
				28.71
				PRINCIPAL-MAR

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Voucher	Date	Vendor	Description/Account	Amount
84735	3/1/2022	000176 PRINCIPAL LIFE INSURANCE CO	(Continued)	
			001.1200.3590	41.86
			PRINCIPAL-MAR	
			001.1450.3590	62.29
			PRINCIPAL-MAR	
			001.1600.3590	7.84
			PRINCIPAL-MAR	
			001.1700.3590	87.67
			PRINCIPAL-MAR	
			001.3200.3590	29.78
			PRINCIPAL-MAR	
			001.4100.3590	111.93
			PRINCIPAL-MAR	
			001.4200.3590	62.27
			Total :	803.94
84736	3/1/2022	000203 SOUTHERN CALIFORNIA EDISON	SIGNALS -FEB	
			SIGNALS -FEB	
			004.8310.4580	2,774.05
			SMART N FINAL SCE FEES-FEB	
			SMART N FINAL SCE FEES-FEB	
			013.8510.4011	26.38
			LMD 70-FEB	
			LMD 70-FEB	
			012.8500.4010	16.89
			TRAFFIC SIG PALM/CYPRESS-FEB	
			TRAFFIC SIG PALM/CYPRESS-FEB	
			013.8510.4011	35.63
			Total :	2,852.95
84737	3/1/2022	000203 SOUTHERN CALIFORNIA EDISON	LS3 METER-FEB	
			LS3 METER-FEB	
			013.8510.4011	28.90
			LS#3-FEB	
			LS#3-FEB	
			013.8510.4011	113.38
			LS#3-FEB	
			LS#3-FEB	

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Voucher	Date	Vendor	Description/Account	Amount
84737	3/1/2022	000203 SOUTHERN CALIFORNIA EDISON	(Continued)	
			013.8510.4011	79.59
			LMD#76-FEB	
			LMD#76-FEB	
			012.8500.4010	17.62
			Total :	239.49
84738	3/1/2022	000207 KONICA MINOLTA	COPIER LEASE-MAR	
			COPIER LEASE-MAR	
			042.9510.4205	1,054.54
			COPIER LEASE-MAR	
			001.2000.4205	625.29
			Total :	1,679.83
84739	3/1/2022	000226 UNUM LIFE INSURANCE	LONG TERM DISABILITY-MAR	
			LONG TERM DISABILITY-MAR	
			001.1180	612.92
			LONG TERM DISABILITY-MAR	
			004.1180	58.23
			LONG TERM DISABILITY-MAR	
			006.1180	18.50
			LONG TERM DISABILITY-MAR	
			010.1180	37.00
			LONG TERM DISABILITY-MAR	
			041.1180	25.53
			LONG TERM DISABILITY-MAR	
			070.1180	55.13
			Total :	807.31
84740	3/1/2022	000233 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES-ST#3	
			JANITORIAL SUPPLIES-ST#3	
			029.2100.4055	175.83
			JANITORIAL SUPPLIES-ST#3	
			028.2050.4055	175.83
			Total :	351.66
84741	3/1/2022	000426 LEAGUE OF CALIF CITIES	2022 MEMBERSHIP RENEWAL	
			2022 MEMBERSHIP RENEWAL	

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Voucher	Date	Vendor	Description/Account	Amount
84741	3/1/2022	000426 LEAGUE OF CALIF CITIES	(Continued) 001.1000.4310	600.00
Total :				600.00
84742	3/1/2022	000662 HI WAY SAFETY INC	STR20003 MSRI CON-FEB STR20003 MSRI CON-FEB 017.8350.6550 STR20003 SBCO CON-FEB STR20003 SBCO CON-FEB 027.8490.6550	616.76
Total :				2,467.05
84743	3/1/2022	001070 SAFETY-KLEEN SYSTEMS, INC.	PARTS WASHING SERVICE-POLICE PARTS WASHING SERVICE-POLICE 001.2000.4245	254.56
Total :				254.56
84744	3/1/2022	001070 SAFETY-KLEEN SYSTEMS, INC.	PARTS WASHING SERVICE-POLICE PARTS WASHING SERVICE-POLICE 001.2000.4245	254.56
Total :				254.56
84745	3/1/2022	001404 LOWE'S	MAINTENANCE SUPPLIES-COMM PARK MAINTENANCE SUPPLIES-COMM PARK 001.6000.4206	51.17
Total :				51.17
84746	3/1/2022	001439 OFFICE SOLUTIONS	OFFICE SUPPLIES-ST#3 OFFICE SUPPLIES-ST#3 029.2100.4200 OFFICE SUPPLIES-ST#3 028.2050.4200	67.22
Total :				67.21
84747	3/1/2022	001679 MC CRAY'S ENTERPRISES	ME542A ENGINE REBUILT ME542A ENGINE REBUILT 029.2100.4240 ME542A ENGINE REBUILT 028.2050.4240	15,254.03
Total :				15,254.02

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Voucher	Date	Vendor	Description/Account	Amount
84747	3/1/2022	001679 MC CRAY'S ENTERPRISES	(Continued) ME541A REBUILT TRANSMISSION ME541A REBUILT TRANSMISSION 029.2100.4240 ME541A REBUILT TRANSMISSION 028.2050.4240	3,613.45 Total : 37,734.97
84748	3/1/2022	003058 ADVANCE REFRIGERATION SYS INC	ICE MACHINE-ST#3 ICE MACHINE-ST#3 028.2050.4245 ICE MACHINE-ST#3 029.2100.4245	285.88 Total : 571.75
84749	3/1/2022	003351 COMMUNITY ACTION PARTNERSHIP	REIMB BP#20211193 REIMB BP#20211193 001.1450.7600	150.00 Total : 150.00
84750	3/1/2022	003360 DIRECTV	POLICE SATTELITE CABLE-FEB POLICE SATTELITE CABLE-FEB 001.2000.4065	78.00 Total : 78.00
84751	3/1/2022	003519 BOULDER HOLDINGS, LLC	CUP17002 7-11 EROS CTRL CUP17002 7-11 EROS CTRL 051.1440	11,000.00 Total : 11,000.00
84752	3/1/2022	003821 DIGITAL MAP PRODUCTS	GIS RENEWAL 22/23 GIS RENEWAL 22/23 001.4100.4534 GIS RENEWAL 22/23 001.4500.4534 GIS RENEWAL 22/23 001.4600.4534	11,143.50 Total : 33,430.50

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Voucher	Date	Vendor	Description/Account	Amount
84753	3/1/2022	004073 FIRE ETC	ME543-GASKET KIT ME543-GASKET KIT 029.2100.4245 ME543-GASKET KIT 028.2050.4245	58.73
Total :				58.72
				117.45
84754	3/1/2022	004206 #1 SON PLUMBING	STR20003 MSRI PM-FEB STR20003 MSRI PM-FEB 017.8350.6550	885.51
Total :				885.51
84755	3/1/2022	004298 ZOLL MEDICAL CORPORATION	PARAMEDIC SUPPLIES-ST#1 PARAMEDIC SUPPLIES-ST#1 028.2050.4207	169.17
Total :				169.17
84756	3/1/2022	004329 SAN BERNARDINO SUN	NEWSPAPER SUBSCRIPTION-3/22-3/23 NEWSPAPER SUBSCRIPTION-3/22-3/23 001.1450.4310	865.01
Total :				865.01
84757	3/1/2022	004956 FIDELITY SECURITY	VISION-MAR VISION-MAR 001.1160 VISION-MAR 004.1160 VISION-MAR 006.1160 VISION-MAR 010.1160 VISION-MAR 012.1160 VISION-MAR 016.1160 VISION-MAR 024.1160 VISION-MAR	146.53
				31.77
				7.61
				15.21
				5.18
				5.18
				0.41

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Voucher	Date	Vendor	Description/Account	Amount
84757	3/1/2022	004956 FIDELITY SECURITY	(Continued)	
			041.1160	1.64
			VISION-MAR	
			042.1160	10.36
			VISION-MAR	
			070.1160	3.59
			Total :	227.48
84758	3/1/2022	005164 MIKE ROQUET CONSTRUCTION INC.	ASHPHALT REPAIR-SANTA ANA CANYON R	
			ASHPHALT REPAIR-SANTA ANA CANYON RD	
			004.8310.4570	9,695.00
			Total :	9,695.00
84759	3/1/2022	005310 KOA CORPORATION	STR17001-DE COSB SEP - DEC	
			STR17001-DE COSB SEP - DEC	
			027.8490.6530	22.61
			STR17001-DE ART3 SEP - DEC	
			STR17001-DE ART3 SEP - DEC	
			005.8320.6530	8,605.83
			STR17001-DE MSRI SEP -DEC	
			STR17001-DE MSRI SEP -DEC	
			017.8350.6530	4,670.63
			Total :	13,299.07
84760	3/1/2022	005324 CHARLES ABBOTT ASSOCIATES, INC	FIRE MARSHALL-JAN	
			FIRE MARSHALL-JAN	
			029.2100.4540	4,505.00
			Total :	4,505.00
84761	3/1/2022	005358 FLEET SERVICES INC	FUEL ADDITIVE-ST#2	
			FUEL ADDITIVE-ST#2	
			028.2050.4220	82.81
			FUEL ADDITIVE-ST#2	
			029.2100.4220	82.81
			Total :	165.62
84762	3/1/2022	005394 DATA TICKET, INC.	PARKING CITATION - JAN	
			PARKING CITATION - JAN	
			001.1700.4516	46.25

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Voucher	Date	Vendor	Description/Account	Amount
84762	3/1/2022	005394	005394 DATA TICKET, INC.	
			(Continued)	
			Total :	46.25
84763	3/1/2022	005450	ESECURITY SOLUTIONS	
			FIREWALLS W/ 3YR SUPPORT	
			FIREWALLS W/ 3YR SUPPORT	
			030.8495.4349	
			Total :	5,900.00
84764	3/1/2022	005530	MCA DIRECT	
			ELECTION SUPPLIES 2022	
			ELECTION SUPPLIES 2022	
			001.1200.4335	
			Total :	294.81
84765	3/1/2022	005558	GENERAL DOOR	
			BAY DOOR SENSOR-ST#1	
			BAY DOOR SENSOR-ST#1	
			028.2050.4224	112.50
			BAY DOOR SENSOR-ST#1	
			029.2100.4224	112.50
			BAY DOOR SENSOR-ST#1	
			BAY DOOR SENSOR-ST#1	
			028.2050.4224	192.35
			BAY DOOR SENSOR-ST#1	
			029.2100.4224	192.34
			BAY DOOR SENSOR-ST#2	
			BAY DOOR SENSOR-ST#2	
			028.2050.4224	78.13
			BAY DOOR SENSOR-ST#2	
			029.2100.4224	78.12
			BAY DOOR SENSOR-ST#1	
			BAY DOOR SENSOR-ST#1	
			028.2050.4224	136.85
			BAY DOOR SENSOR-ST#1	
			029.2100.4224	136.84
			Total :	1,039.63
84766	3/1/2022	005737	AGA ENGINEERS, INC.	
			ON-CALL TRAFFIC ENGINEERING SERVICE-JAN	
			ON-CALL TRAFFIC ENGINEERING SERVICE-JAN	
			020.8440.4550	
			TRAFFIC SIGNAL MONITORING-JAN	
				5,385.00

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Voucher	Date	Vendor	Description/Account	Amount
84766	3/1/2022	005737 AGA ENGINEERS, INC.	(Continued) TRAFFIC SIGNAL MONITORING-JAN 020.8440.4550	3,200.00
Total :				8,585.00
84767	3/1/2022	005771 AMAZON CAPITAL SERVICES	OFFICE SUPPLIES OFFICE SUPPLIES 001.4100.4200	38.76
Total :				38.76
84768	3/1/2022	005951 SOUTHWEST DESERT TELECOMM	INSTALL MOBILE RADIOS HSGP FY19-ST#1-3 INSTALL MOBILE RADIOS HSGP FY19-ST#1-3 030.8495.4203	1,851.00
Total :				1,851.00
84769	3/1/2022	006077 CLOCKWORK EXTRICATION	ANNUAL TOOL SERVICE-ST#3 ANNUAL TOOL SERVICE-ST#3 029.2100.4245 ANNUAL TOOL SERVICE-ST#3 028.2050.4245	375.00
Total :				750.00
84770	3/1/2022	006080 RUIZ, HUMBERTO	REFUND DEPOSIT/HIGHLAND MUSTANGS REFUND DEPOSIT/HIGHLAND MUSTANGS 001.1450.9525 REFUND DEPOSIT/HIGHLAND MUSTANGS 051.1430	-40.00
Total :				500.00
84771	3/1/2022	006081 CIK POWER DISTRIBUTORS	REFUND DUPLICATE BUSINESS LICENSE REFUND DUPLICATE BUSINESS LICENSE 001.1450.7450 REFUND DUPLICATE BUSINESS LICENSE 051.1493	180.00
Total :				4.00
1002056758	3/1/2022	000004 PUBLIC EMPLOYEE RETIREMENT SYS	PERS HEALTH-MAR PERS HEALTH-MAR 001.1150	11,264.36

03/01/2022 2:37:28PM

Voucher List
CITY OF HIGHLAND

Page: 14

Bank code : wfb

Voucher	Date	Vendor	Description/Account	Amount
1002056758	3/1/2022	000004	PUBLIC EMPLOYEE RETIREMENT SYS (Continued)	
			PERS HEALTH-MAR	
			004.1150	1,683.84
			PERS HEALTH-MAR	
			006.1150	501.70
			PERS HEALTH-MAR	
			010.1150	1,131.35
			PERS HEALTH-MAR	
			012.1150	192.96
			PERS HEALTH-MAR	
			016.1150	192.96
			PERS HEALTH-MAR	
			041.1150	323.08
			PERS HEALTH-MAR	
			070.1150	308.37
			PERS HEALTH-MAR	
			001.1450.3511	53.67
			PERS HEALTH-MAR	
			041.9500.3515	2,200.00
			Total :	17,852.29
44	Vouchers for bank code : wfb			Bank total : 182,766.80
44	Vouchers in this report			Total vouchers : 182,766.80



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

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

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

SUBJECT: Preparation of Annual Engineer's Reports for 2022/2023 Assessments

RECOMMENDATION: Staff recommends the City Council:

(1) Adopt Resolution No. 2022-__ ordering the preparation of an Engineer's Report for Consolidated Landscape and Lighting District No. 96-1; and

(2) Adopt Resolution No. 2022-__ ordering the preparation of an Engineer's Report for Street and Drainage Maintenance District 96-1.

FISCAL IMPACT: The fee quoted by Harris & Associates for the preparation of an annual report and an assessment roll for both districts is \$13,400.00. The City will be reimbursed through assessments on the benefitting properties within the district.

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

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

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

[Signature] _____
City Clerk

[Signature] _____
City Manager

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

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

Consolidated Landscape and Lighting District 96-1

Street Lighting	\$6,700
Landscaping	3,600
Trail	500
Park	<u>500</u>
Sub-Total:	\$11,300

Street and Drainage Maintenance District 96-1 \$2,100

Total: \$13,400

Attachment: Resolutions

RESOLUTION NO. 2022-___

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
COUNTY OF SAN BERNARDINO, CALIFORNIA
ORDERING THE PREPARATION OF ENGINEER'S REPORT
FOR CONSOLIDATED LANDSCAPE & LIGHTING DISTRICT NO. 96-1
FOR FISCAL YEAR 2022/2023**

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

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

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

NOW, THEREFORE, be it resolved by the City Council of the City of Highland that the Engineer of Work is ordered to prepare the annual report for fiscal year 2022/2023 in accordance with Article 4, Division 15, of the Streets and Highways Code, "Landscaping and Lighting Act of 1972" of the State of California.

APPROVED AND ADOPTED this 8th day of March 2022.

Larry McCallon
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk

RESOLUTION NO. 2022-____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND,
COUNTY OF SAN BERNARDINO, CALIFORNIA
ORDERING THE PREPARATION OF AN ENGINEER'S REPORT FOR
STREET AND DRAINAGE MAINTENANCE DISTRICT 96-1
FOR FISCAL YEAR 2022/2023**

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

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

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

NOW, THEREFORE, be it resolved by the City Council of the City of Highland that the Engineer of Work is ordered to prepare the annual report for fiscal year 2022/2023 for the proposed assessment district in accordance with Section 54716 of the Act.

APPROVED AND ADOPTED this 8th day of March 2022.

Larry McCallon
Mayor

ATTEST:

Betty Hughes, MMC
City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Chuck Dantuono, Director of Administrative Services/City Treasurer 
Sean Landavazo, Fire Chief (Cal Fire Battalion Chief)

SUBJECT: Upgrading the City's current fleet to be compatible with the U-EBSS for NFPA 1981-2018 Standard SCBAs.

RECOMMENDATION: That the City Council:

1. Approve the quote by All Star Fire Equipment, Inc. in the amount of \$20,393.89; &
2. Approve the attached Resolution finding that All-Star Fire Equipment, Inc. is a sole source vendor for this item.

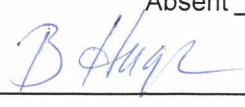
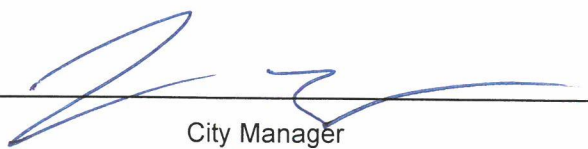
FISCAL IMPACT: Total upgrade of entire city fleet (38 devices) will be \$20,393.89.

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

BACKGROUND: Due to the proposed update to the NFPA (National Fire Protection Association) standards and to get ahead of the upcoming changes from OSHA (Occupational Safety & Health Agency), it is imperative to upgrade our current fleet to be compatible with the U-EBSS (Universal Emergency Breathing Support System) for NFPA 1981-2018 standard SCBAs.

Cal Fire and All-Star Fire Equipment, Inc. are currently in the process of upgrading the Scott X-3 SCBA's (Self Contained Breathing Apparatus) during annual flow testing to the current 2018 NFPA specification for buddy breathing. The previous Scott buddy breather block with the male and female quick disconnect fitting is being replaced with the 2018 NFPA buddy breather block and fittings (rectus connection) that is now required on all manufacturers SCBA's built during or after 2018.

This is a safety issue and the change out process for full cross capability is being evaluated and planned at the state and local level. We are scheduled to get our SCBA'S flow tested and converted on March 24th and 25th.

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

Memorandum

To: All CAL FIRE Employees

Date: February 23, 2022

Telephone: (916) 539-1607

Website: www.fire.ca.gov

Gabrielle Avina

From: Gabrielle Avina
Deputy Director, Cooperative Fire Protection
California Department of Forestry and Fire Protection (CAL FIRE)

Subject: Self-Contained Breathing Apparatus (SCBA) EBSS to UEBSS

In an effort to stay current with National Fire Protection Association (NFPA) standards, CAL FIRE and our contractor, ALLSTAR Fire Equipment, are in the process of upgrading the Scott X-3 SCBA's from the current Emergency Breathing Support System (EBSS) to a Universal Emergency Breathing Support System (UEBSS) using FY21 year-end funding. This change is necessary to ensure CAL FIRE State issued SCBA's are compatible Department wide for the purposes of connecting respirators for "Buddy Breathing". The UEBSS connection has been required on all SCBA's manufactured since 2018 (NFPA 1981) and incorporates standardized fittings to enable compatibility between all NFPA certified SCBA manufacturers.

It is important to note the EBSS fittings are not compatible with the new UEBSS fittings (Rectus Connection). Additionally, once the SCBA's have the UEBSS, the Mask Mounted Regulator (MMR) will no longer connect to the upgraded buddy breather block.

These changes will require coordination with local agencies (including Schedule A local government cooperators) who have not upgraded to the UEBSS to ensure appropriate protocols are developed for rescue situations until new SCBA's are purchased or existing SCBA's are upgraded with the UEBSS.

All new State purchases of outfitted apparatus and replacement SCBA's have been to the 2018 standard with UEBSS fittings. This has resulted in incompatibility between the SCBA's with EBSS and those with UEBSS. With the implementation of this transition to UEBSS, the Safety Program seeks to alleviate these incompatibility concerns.

If you have any questions, please contact Staff Chief Jeremy Lawson at Jeremy.Lawson@fire.ca.gov or (209) 332-0891.

RESOLUTION NO. 2022-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND FINDING THAT IT IS NECESSARY TO PROCURE THIRTY EIGHT (38)-SCOTT X-3 SCBA's FOR THE HIGHLAND FIRE DEPARTMENT FROM A SINGLE SOURCE, AS AUTHORIZED BY THE HIGHLAND MUNICIPAL CODE § 2.40.070

A. Recitals.

(i) The City intends to comply with the proposed update to the NFPA (National Fire Protection Association) standards by purchasing from All Star Fire Equipment, Thirty Eight (38)-Scott X-3 SCBAs for its Fire Department fleet.

(ii) The City feels it is imperative to upgrade our current fleet to be compatible with the U-EBSS (Universal Emergency Breathing Support System) for the NFPA 1981-2018 standard SCBAs, which is a universal standard and can be used by all Fire Departments during a mutual aid situation.

(iii) Highland Municipal Code § 2.40.070 allows the bidding to be dispensed of when the commodity can be obtained from only one vendor.

(iv) All legal prerequisites to the adoption of this Resolution have occurred.

B. Resolution.

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

1. The facts set forth in the Recitals are true and correct and are incorporated by reference as part of this Resolution.

2. In order to develop and maintain consistency of the SCBA's the City already utilizes, and for the standardization of interfacing with other Fire Departments, the City Council hereby finds that it is necessary to specify the "All Star Fire Equipment" brand SCBAs (Scott), including all equipment and materials comprising that system, as the only brand of SCBAs that shall be utilized in connection with the fleet of the Highland Fire Department.

3. The City Council further finds that the finding and determination set forth in Section 2, above, is authorized by the Highland Municipal Code § 2.40.070.

4. The City Clerk shall certify to the adoption of this Resolution.

APPROVED and ADOPTED this 8th day of March, 2022.

Larry McCallon, Mayor

I, Betty Hughes, City Clerk of the City of Highland, California, do hereby certify that the foregoing Resolution was passed and adopted at a regular meeting of the City Council of the City of Highland held on the 8th day of March, 2022, by the following vote:

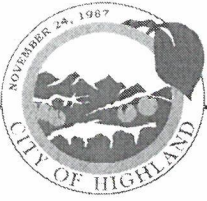
AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAINED: COUNCILMEMBERS:

ATTEST: _____
Betty Hughes, City Clerk



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

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

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

SUBJECT: Easements Acceptance/Dan Moore - "Dan Moore Electric" Industrial Project. (27002 Meines Street)

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

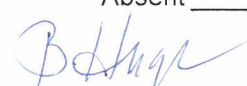
FISCAL IMPACT: None

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

BACKGROUND: The Conditions of Approval for "Dan Moore Electric", (DRA 019-008) an industrial project for a new office and equipment/material storage building, located at 27002 Meines Street, requires a Road and Drainage easement for dedication of additional Right-of-Way on the north side of Meines Street to accommodate the required street improvements, and a sidewalk easement along the north side of Meines Street, to accommodate construction of a sidewalk for ADA wheelchair access behind the proposed commercial drive approach. The Grants of Easement from the owner, Dan Moore, are ready for City Council acceptance.

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

L:\Engineering_Backup\030173013 DRA 019-008-27002 Meines St-Dan Moore Electric\3013 11 12 ROW SW staff report.doc

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



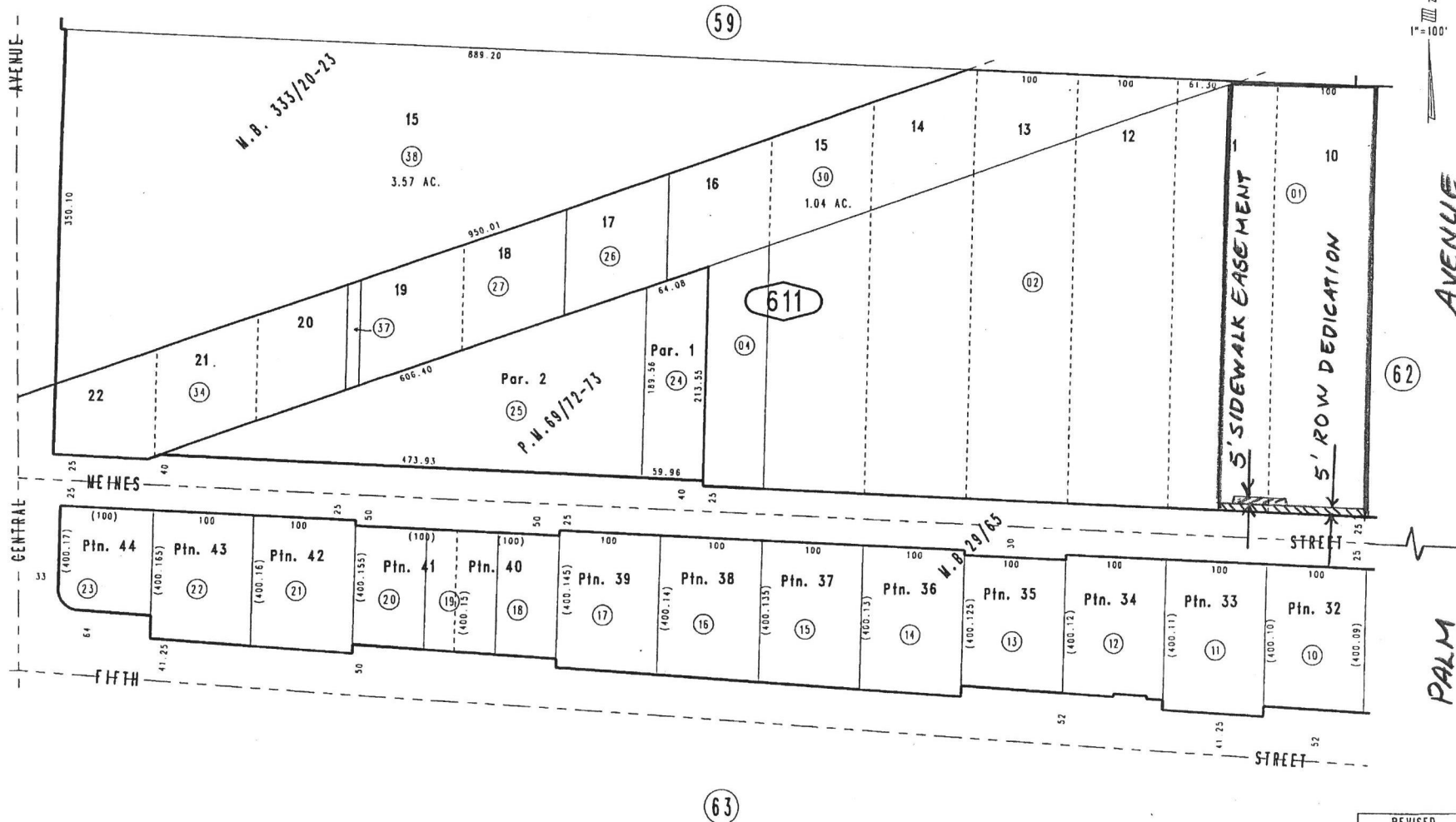
THIS MAP IS FOR THE PURPOSE
OF AD VALOREM TAXATION ONLY.



Ptn. Tract No. 2060, Blue Ribbon Farms, M.B. 29/65

City of Highland
Tax Rate Area
18042

1192 - 61



AUGUST 1997

Ptn. Tract No. 16295, M.B. 333/20-23
Parcel Map No. 6274, P.M. 69/72-73

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

Assessor's Map
Book 1192 Page 61
San Bernardino County

REVISED
05/08/15 RU
12/09/16 KC

ASSESSOR'S PARCEL MAP

RECORDING REQUESTED BY:
BETTY HUGHES

WHEN RECORDED MAIL TO:

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

APN: 1192-611-01

SPACE ABOVE THIS LINE FOR RECORDER'S USE

GRANT OF EASEMENT (ROAD AND DRAINAGE)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, DMDS GROUP, LLC,

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

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

DATED: 2/28/22

Danny S. Moore
Danny S. Moore/Owner

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

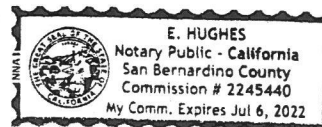
STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

On February 28, 2022, before me, E. Hughes, Notary Public,
personally appeared Danny S. Moore,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and
that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted,
executed the instrument.

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

WITNESS my hand and official seal.

E. Hughes
Signature



(This Area for Official Notary Seal)

EXHIBIT "A"

LEGAL DESCRIPTION OF RIGHT OF WAY DEDICATION

That portion of Lot 10 and the East ½ of Lot 11 of Tract 2060 in the City of Highland, County of San Bernardino, State of California, as per map recorded in Book 29, page 65 of Maps, records of the County of San Bernardino, CA, described as follows:

Beginning at the Southeast corner of said Lot 10;

Thence, N 86°56'38" W` along the existing Right of Way of Meines Street, 149.97 feet to the Southwest Corner of the East one half of said Lot 11;

Thence, N 1°46'37" E, along the West line of the East one half of said Lot 11, 5.00 feet;

Thence, S 86°56'38" E`` along a line parallel with and 5.00 feet Northerly of the existing Right of Way, 149.97 feet to a point on the East line of said Lot 10;

Thence, S 1°47'00" W, along the East line of said Lot10, 5.00 feet to the **Point of Beginning**.

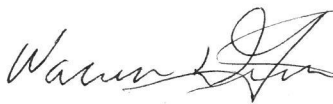
See (Exhibit "B") for a plat depicting the above described property.

Affects: APN 1192-611-01

Area: 750 sf = 0.0172 Ac

Date: February 22, 2022

Prepared By:



Warren D. Tuttle

R.C.E. 30171 Exp. 3-31-22



EXHIBIT "B"

SHEET 1 OF 1

RIGHT OF WAY ADDITIONAL DEDICATION

IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO,
THE SOUTHERLY 5.00 FEET OF BOTH LOT 10 AND THE EAST HALF OF LOT 11.
TRACT 2060, MB 29, PAGE 65, RECORDS OF SAN BERNARDINO COUNTY



SCALE 1" = 30'

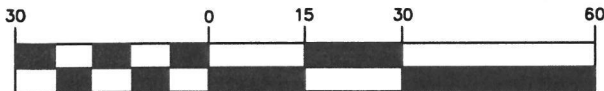
LOT 9

TRACT 2060

LOT 10

MB 29/65

GRAPHIC SCALE



(IN FEET)

1 inch = 30 ft.



INDICATES AREA
OF RIGHT OF WAY
DEDICATION 750 sf

5' ADDITIONAL
DEDICATION



N01°46'37"E 5.00'

LOT 11

EXIST.
R/W

R/W

PALM AVENUE

EXIST.
R/W

N 03°03'22" E
25.00'

S01°47'00"W 5.00'

POB

N 86°56'38" W
1315.49'

R/W LOT 31

S 86°56'38" E

N 86°56'38" W

N 86°56'38" W

MEINES STREET

LOT 32

N 03°03'22" E
25.00'

LOT 33



TUTTLE ENGINEERING

1445 W. REDLANDS BLVD., SUITE A
REDLANDS, CA 92373
(909) 798-6785

WARREN D. TUTTLE
R.C.E 30171 EXP. DATE 3/31/2022

DATE

2-27-22

DATE: OCTOBER 4, 2020

PROJ. NO.: 18-07

SCALE: 1" = 30'

RECORDING REQUESTED BY:
BETTY HUGHES

WHEN RECORDED MAIL TO:

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

APN: 1192-611-01

SPACE ABOVE THIS LINE FOR RECORDER'S USE

GRANT OF EASEMENT (SIDEWALK)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, DMDS GROUP, LLC,

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

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

DATED: 2/28/22

Danny S. Moore
Danny S. Moore, Owner

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

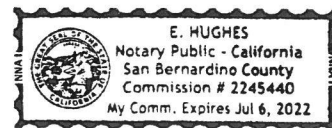
STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

On February 28, 2022, before me, E. Hughes, Notary Public, personally appeared Danny S. Moore, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

E. Hughes
Signature



(This Area for Official Notary Seal)

EXHIBIT "A"
SIDEWALK EASEMENT

That portion of Lot 10 and the East one half of Lot 11 of Tract 2060, in the City of Highland, County of San Bernardino, State of California, described as follows:

Commencing at the Southeast corner of said Lot 10; thence N 86 °56'38" W, along the Northerly Right of Way of Meines Street, 85.50 feet to the **Point of Beginning**;

Thence N 03°03'22" E, at right angles to the centerline of said Meines Street, 5.00 feet;

Thence, N 86°56'38" W, on a course parallel with and 35.00 feet distant from centerline of Meines Street, 50.00 feet;

Thence S 03°03'22" W, at right angles to the centerline of said Meines Street, 5.00 feet to a point on the current Northerly Right of Way of Meines Street;

Thence, S 86°56'38" E, along the Northerly Right of Way of Meines Street, 50.00 feet to the **Point of Beginning**;

See (Exhibit "B") for a plat depicting the above described property.

Affects: APN 1192-611-01

Area 250 sf = 0.0057 Ac Date: February 22, 2022

Prepared By:

Warren D. Tuttle

Warren D. Tuttle

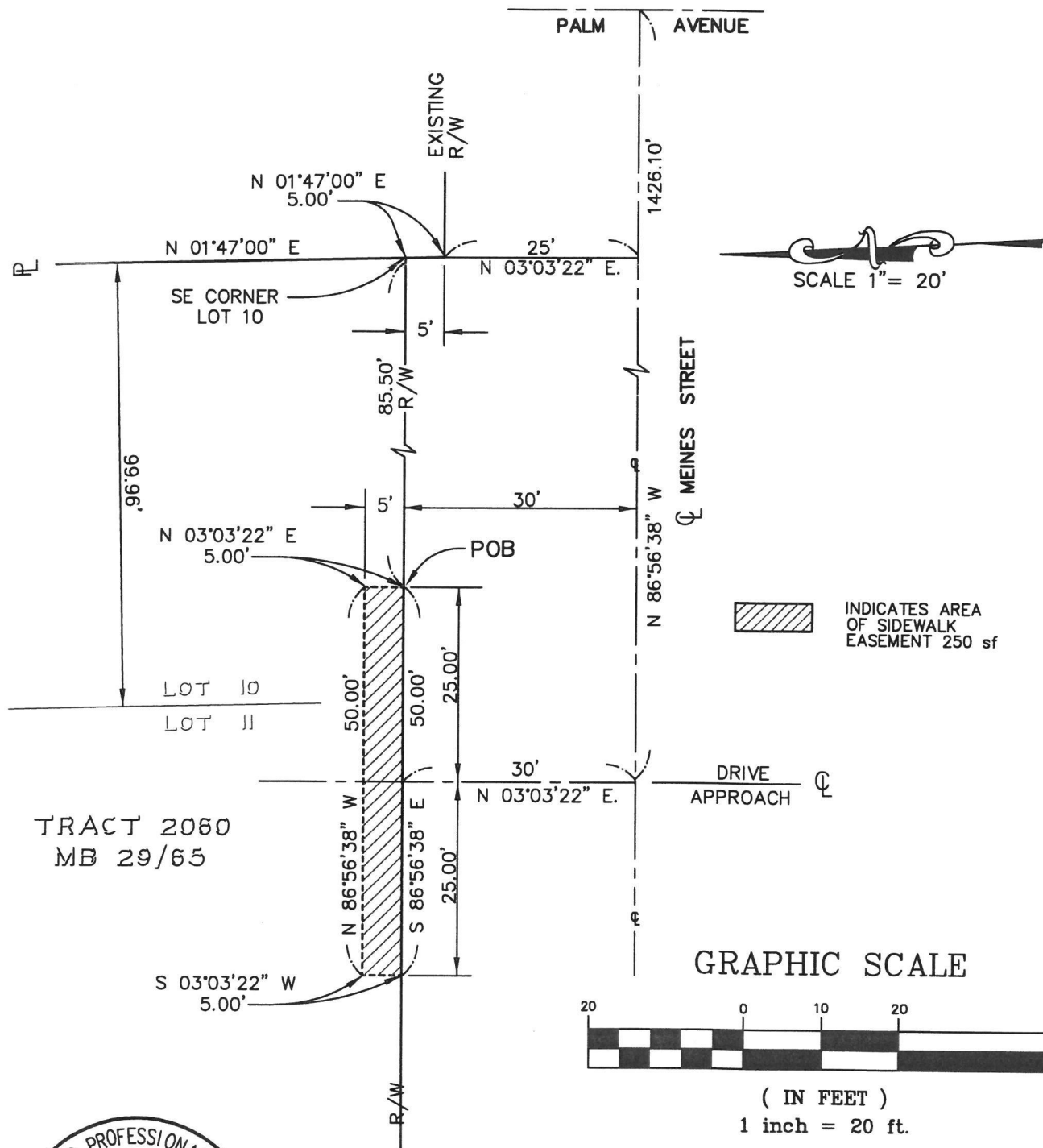
R.C.E. 30171 Exp. 3-31-22



EXHIBIT "B" SIDEWALK EASEMENT

SHEET 1 OF 1

IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO,
THE SOUTHERLY 5.00 FEET OF A PORTION OF BOTH LOT 10 AND THE EAST HALF
OF LOT 11, TRACT 2060, MB 29, PAGE 65, RECORDS OF SAN BERNARDINO COUNTY



TUTTLE ENGINEERING
1445 W. REDLANDS BLVD., SUITE A
REDLANDS, CA 92373
(909) 798-6785

WARREN D. TUTTLE
R.C.E 30171 EXP. DATE 3/31/2022

DATE

DATE: October 4, 2020

PROJ. NO.: 18-07

SCALE: 1" = 20'



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph Hughes, City Manager

REVIEWED BY: Lawrence A. Mainez, Community Development Director *Lamy*

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

SUBJECT: Review of the City's 2021 General Plan Implementation Annual Report in accordance with Government Code Section 65400 and 65588.

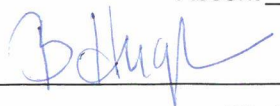
RECOMMENDATION: Staff recommends the City Council receive and file the 2021 General Plan Annual Report.

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

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

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

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

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

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

SUMMARY: The City of Highland is satisfactorily implementing its General Plan as illustrated in the attached "General Plan Implementation – Annual Review Tables for 2021." The Implementation Table is a work in progress and is updated throughout the year.

HCD requires a separate template for the Housing Element. Information in this report assists the State in tracking affordability and infill development. Next year's 2022 update will include a review of the City's newly adopted Housing Element and Public Health, Safety and Environmental Justice Element.

The Planning Commission reviewed the reports on February 15, 2022. They provided comments on the General Plan which were incorporated into a revised draft. Staff recommends the Council receive and file the reports.

Attachment: 2021 City of Highland General Plan Implementation Annual Report including Housing Element

Please Start Here

General Information	
Jurisdiction Name	Highland
Reporting Calendar Year	2021
Contact Information	
First Name	Kimberly
Last Name	Stater
Title	Assistant Community Development Director
Email	kstater@cityofhighland.org
Phone	9098648732
Mailing Address	
Street Address	27215 Base Line
City	Highland
Zipcode	92346

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

v 1_13_2022

Jurisdiction	Highland	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

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

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Applications		Application Status	Notes
1					2	3	4	5							6	7	8	9	10		11	12
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Was a Density Bonus requested for this housing development?	Was a Density Bonus approved for this housing development?	Please indicate the status of the application.	Notes*
Summary Row: Start Data Entry Below								0	34	0	5	0	26	206	271	265	0					
	1192-481-01	27164 Cypress Ave	SFR Fire Rebuild	DRA 21-003	SFD	O	2/3/2021						1		1	1		No	No	No	Approved	
	1200-381-05	Terminus of Foster St	TSC Residential	DRA-21-021	5+	R	11/15/2021						21		21	21		No	No	No	Pending	CUP approved, DRA pendin
		Greenspot Road, east of San Benito	Vista Verde at Mediterra by DR Horton	DRA-21-007	SFD	O	3/24/2021							149	149	149		No	No	No	Approved	
	1192-061-44	Newcomb St	New SFR 1,609 sf	DRA 21-011	SFD	O	4/29/2021						1		1	1		No	No	No	Approved	
	1210-101-38	7415 Via Del Dene	New SFR 3,143 sf	DRA 21-012	SFD	O	5/27/2021							1	1	1		No	No	No	Approved	
	1210-371-51	Santa Ana Canyon Road, east of Aplin	Beazer Homes / Kiel Tract	DRA 21-013	SFD	O	8/18/2021							54	54	54		No	No	No	Approved	
	1191-121-12	Valaria Dr	New SFR 1,621 sf	DRA 21-014	SFD	O	8/19/2021						1		1			No	No	No	Pending	
	1200-311-02	28585 Highland Ave	New SFR 9,189 sf	DRA 21-018	SFD	O	10/12/2021							1	1			No	No	No	Pending	
	1210-121-03	Kemper Ln	New SFR 2,070 sf	DRA 21-020	SFD	O	11/4/2021							1	1			No	No	No	Pending	
	1201-031-09	7511 Peacock Av	Attached ADU 500 sf	ADU 21-001	ADU	R	1/11/2021		1						1	1		No	No	No	Approved	
	1201-091-18	7368 Seine Av	Detached ADU 600 sf	ADU 21-002	ADU	R	2/8/2021		1						1	1		No	No	No	Approved	
	278-092-21	7538 Del Rosa Av	Detached ADU 695 sf	ADU 21-003	ADU	R	2/12/2021		1						1	1		No	No	No	Approved	
	1192-441-65	27280 Norwood Dr	Detached ADU 1,000 sf	ADU 21-004	ADU	R	2/24/2021				1				1	1		No	No	No	Approved	
	273-241-25	7229 Elmwood Rd	Detached ADU 748 sf	ADU 21-005	ADU	R	2/24/2021		1						1	1		No	No	No	Approved	
	273-162-30	6981 Osbun Rd	Detached ADU 750 sf	ADU 21-006	ADU	R	3/10/2021		1						1	1		No	No	No	Approved	
	1192-332-34	7370 Marshall	Jr Attached ADU 489 sf	ADU 21-007	ADU	R	3/10/2021		1						1	1		No	No	No	Approved	
	273-242-40	7109 Del Rosa Av	Attached ADU 474 sf	ADU 21-008	ADU	R	3/16/2021		1						1	1		No	No	No	Approved	
	273-252-30	7179 Osbun Rd	Detached ADU 750 sf	ADU 21-009	ADU	R	4/6/2021		1						1	1		No	No	No	Approved	
	1192-141-63	7544 Lynwood	Attached ADU 749 sf	ADU 21-010	ADU	R	4/27/2021		1						1	1		No	No	No	Approved	
	1192-141-61	7528 Lnywood Wy	Detached ADU 746 sf	ADU 21-011	ADU	R	4/29/2021		1						1	1		No	No	No	Approved	
	1191-181-17	7237 Sterling Av	Attached ADU 549 sf	ADU 21-012	ADU	R	5/5/2021		1						1	1		No	No	No	Approved	
	1191-241-21	26552 Pacific St	Detached ADU 804 sf	ADU 21-013	ADU	R	5/13/2021				1				1	1		No	No	No	Approved	
	1200-371-82	27329 Bessant	Detached ADU 698 sf	ADU 21-014	ADU	R	5/17/2021		1						1	1		No	No	No	Approved	
	1191-451-24	7188 Orange St	Attached ADU 280 sf	ADU 21-015	ADU	R	5/17/2021		1						1	1		No	No	No	Approved	
	1201-141-23	7410 Mtn Laurel	Detached ADU 750 sf	ADU 21-016	ADU	R	5/17/2021		1						1	1		No	No	No	Approved	
	1192-531-34	26607 6th St	Detached ADU 696 sf	ADU 21-017	ADU	R	6/4/2021		1						1	1		No	No	No	Approved	
	1192-421-38	27178 11th St	Detached ADU 429 sf	ADU 21-018	ADU	R	6/21/2021		1						1			No	No	No	Pending	Application Incomplete
	1192-121-56	7506 Los Feliz Dr	Detached ADU 750 sf	ADU 21-019	ADU	R	7/13/2021		1						1	1		No	No	No	Approved	
	273-241-38	7103 Elmwood Rd	Detached ADU 750 sf	ADU 21-021	ADU	R	7/28/2021		1						1	1		No	No	No	Approved	
	278-102-16	7428 Golondrina Dr	Detached ADU 794 sf	ADU 21-022	ADU	R	7/28/2021		1						1	1		No	No	No	Approved	
	1201-011-19	7363 Bonita Dr	Detached ADU 594 sf	ADU 21-023	ADU	R	7/28/2021		1						1	1		No	No	No	Approved	
	273-241-15	7242 Del Rosa	Detached ADU 403 sf	ADU 21-024	ADU	R	7/28/2021		1						1	1		No	No	No	Approved	
	1192-021-09	7356 McKinley	Detached ADU 1,000 sf	ADU 21-025	ADU	R	8/11/2021		1						1	1		No	No	No	Approved	
	0278-296-12	7842 Golondrina Dr	Detached ADU 513 sf	ADU 21-026	ADU	R	8/11/2021		1						1	1		No	No	No	Approved	
	1210-101-38	7415 Via Deldene	Detached ADU 1,200 sf	ADU 21-027	ADU	R	8/19/2021						1		1	1		No	No	No	Approved	
	1192-181-34	7786 Lankershim Ave	Detached ADU 21-028	ADU 21-028	ADU	R	9/15/2021		1						1	1		No	No	No	Approved	
	1191-361-35	26671 15th Street	Detached ADU 602 sf	ADU 21-029	ADU	R	9/22/2021		1						1	1		No	No	No	Approved	
	1210-071-29	7485 Fire Oak Rd	Attached ADU 499 sf	ADU 21-030	ADU	R	10/4/2021				1				1	1		No	No	No	Approved	
	278-273-12	25005 Union St	Detached ADU 748 sf	ADU 21-031	ADU	R	10/27/2021		1						1	1		No	No	No	Approved	
	297-261-16	7793 La Monica	Detached ADU 946 sf	ADU 21-032	ADU	R	11/2/2021						1		1	1		No	No	No	Approved	
		26627 Mansfield, Lot 14	Detached ADU 747 sf	ADU 21-033	ADU	R	11/3/2021				1				1	1		No	No	No	Approved	
		26671 Mansfield, Lot 15	Detached ADU 747 sf	ADU 21-034	ADU	R	11/3/2021				1				1	1		No	No	No	Approved	
	1192-351-22	7417 San Francisco St	Attached ADU 747 sf	ADU 21-035	ADU	R	11/8/2021		1						1			No	No	No	Withdrawn	Resubmitted. Shown below :
	1192-141-62	7538 Lynwood Wy	Attached ADU 735 sf	ADU 21-036	ADU	R	11/9/2021		1						1	1		No	No	No	Approved	
	1192-451-32	26997 10th St	Attached ADU 400 sf	ADU 21-037	ADU	R	11/17/2021		1						1	1		No	No	No	Approved	
	278-112-06	7551 Bonnie St	Detached ADU 697 sf	ADU 21-038	ADU	R	11/24/2021		1						1	1		No	No	No	Approved	
	1191-141-04	6834 Victoria	Detached ADU 732 sf	ADU 21-039	ADU	R	12/2/2021		1						1	1		No	No	No	Approved	
	1192-351-22	7417 San Francisco St	Detached ADU 747 sf	ADU 21-040	ADU	R	12/6/2021		1						1	1		No	No	No	Approved	
	278-102-05	25469 Paloma Rd	Detached ADU 748 sf	ADU 21-041	ADU	R	12/7/2021		1						1			No	No	No	Pending	

	1192-431-26	7423 Olive Tree Ln	Detached ADU 591 sf	ADU 21-042	ADU	R	12/14/2021		1						1	1	No	No	No	Approved	
															0						
															0						

Reporting Year		5th Cycle		Line 1 - Doc 31		ANNUAL ELEMENT PROGRESS REPORT		Housing Element Implementation		CCR Title 25 §2002		Note: "N" indicates an optional field		Cells in grey contain auto-calculation formulas																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
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Project Identifier					Unit Types		Affordability by Household Income - Completed Entitlement								Affordability by Household Income - Building Permits								Affordability by Household Income - Certificate of Occupancy								Streamlining		Infill		Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		Term of Affordability or Deed Restriction		Demolished/Destroyed Units				Density Bonus		Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
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Project APN	Current APN	Street Address	Project Name	Lead Jurisdiction	Tracting ID	Unit Category (SFR, SFD, S, etc.)	Tenure (Rent, Own, etc.)	Very Low-Income Deed Restricted	Very Low-Income Rent Restricted	Low-Income Deed Restricted	Low-Income Rent Restricted	Moderate-Income Deed Restricted	Moderate-Income Rent Restricted	Above-Moderate-Income	Entitled Date/Amount	# of Units Issued/Entitled	Very Low-Income Deed Restricted	Very Low-Income Rent Restricted	Low-Income Deed Restricted	Low-Income Rent Restricted	Moderate-Income Deed Restricted	Moderate-Income Rent Restricted	Above-Moderate-Income	Building Permits Issued/Amount	# of Units Issued/Building Permits	Very Low-Income Deed Restricted	Very Low-Income Rent Restricted	Low-Income Deed Restricted	Low-Income Rent Restricted	Moderate-Income Deed Restricted	Moderate-Income Rent Restricted	Above-Moderate-Income	Certificate of Occupancy or other form of redress	# of Units Issued/Certificate of Occupancy or other form of redress	How many of the units were Extremely Low Income? (S, S+35, S+50, etc.)	Was Project Approved using OC, SFR, SFD, S, etc. (S, S+35, S+50, etc.)	Infill Units? (Y/N)	Assistance Programs for Each Development (Units added, multiple, etc. instructions)	Deed Restriction Type (any added, multiple, etc. instructions)	For units affected without financial assistance or deed restrictions, explain how the units were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if applicable, in perpetuity enter "000")	Number of Demolished/Destroyed Units	Demolished/Destroyed Units	Demolished/Destroyed Units	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Including Parking Waivers or Parking Modifications)	Did the project receive a reduction or waiver of parking standards? (Y/N)	Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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1192-011-01	20580 6th Street	New SFR 1,304 of	20191144	SFD	O										3/15/2021	1							5/24/2021	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							</

Jurisdiction	Highland	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

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

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

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	349	-	-	-	-	-	-	-	-	-	15	334
	Non-Deed Restricted		-	-	-	-	-	-	-	-	15		
Low	Deed Restricted	246	-	-	-	-	-	-	-	-	-	207	39
	Non-Deed Restricted		-	-	-	-	-	-	-	4	203		
Moderate	Deed Restricted	280	-	-	-	-	-	-	-	-	-	28	252
	Non-Deed Restricted		-	1	-	6	9	-	2	5	5		
Above Moderate		625	-	3	6	18	70	17	3	-	-	117	508
Total RHNA		1,500											
Total Units			-	4	6	24	79	17	5	9	223	367	1,133

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will include units that were permitted since the start of the planning period.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Highland		
Reporting Year	2021	(Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Single Family Rehabilitation	Assist 217 lower income & 171 moderate income hhs	2006-2014	Partially completed. Terminated in 2012 due to loss of RDA.
	Increase grant amount to \$25,000	1/1/2007	Completed, but will be terminated in 2012 due to loss of the RDA.
	Continue to provide no-interest rate loans. 100 loans annually	Annually	Completed, but at a rate of 50-60 loans per year. Terminated in 2012 due to loss of RDA.
Single Family Rehabilitation	Assist 217 lower income & 171 moderate income hhs	2006-2014	Partially completed. Terminated in 2012 due to loss of RDA.
	Increase grant amount to \$25,000	39083	Completed, but will be terminated in 2012 due to loss of the RDA.
	Continue to provide no-interest rate loans. 100 loans annually	Annually	Completed, but at a rate of 50-60 loans per year. Terminated in 2012 due to loss of RDA.
	Continue to participate in the "World Changes" Program.	Annually	Completed, but Program to be terminated due to loss of City RDA.
Rental Rehabilitation	Develop a program to rehab single & multi-family rentals	Funding 2012/2013	No action due to lack of funding.
	Continue rental inspection program	On-going	In place and on-going.
Code Enforcement	Prohibit owners of substandard housing from claiming depreciation etc. on State income tax.	by June 2011	No action.
	Windshield surveys to identify areas with substandard housing and identify services.	Commence 6 months following Housing Element adoptin.	Completed.
	Enforce Prop Maintenance Ord. HMC Section 15.52, and provide owners with info on Neighborhood Pride Grant.	On-going	Program terminated due to loss of City RDA.
	Continue the Neighborhood Enhancement Program (NEP), and continue the Crime-free Multi-family Housing Program.	On-going	The NEP program was eliminated due to loss of City RDA. The City substituted a new program called "CPF for Multi-family Housing" (which involves Code, Police, and Fire) to improve individual multi-family projects.
	Implement Neighborhood Pride Grant program	5 year objective	Program terminated due to loss of City RDA.
Inclusionary Housing and Fees	Inclusionary Housing Ordinance	2006	In place and on-going. Current balance approximately \$635,000.
	Review in-lieu fee established for the Inclusionary Housing Ordinance.	December 2010, and biannually thereafter	Most recently completed in 2020. On-going.
	Evaluate Development Impact Fees to ensure they are minimum necessary to cover actual costs etc.	Review bi-annually.	Completed April 2021.
	Assist in the development of adequate housing of lower and moderate income households by providing a comprehensive menu of opportunities.	various timeframes for individual projects throughout 2006-2014	On-going
Regulatory Relief	Encourage the development of multifamily housing types by permitting units by right in multi-family zoned sites as identified in the HE.	one year from HE adoption	Completed.
	Update the Land Use and Development Code to address updates to density bonus laws.	Adopt updates as needed.	Ongoing to address 2021/2022 changes to state law.
	Increase staffing in the Redevelopment Department to increase efficiency and implementation of the City's housing programs	As funds are available.	Completed in 2006 - hired a second housing technician. Subsequently in 2011/2012 entire department eliminated due to loss of City RDA.
	Incentivize lot consolidation for high density multi-family projects by expediting the process for sites identified in the HE.	On-going.	Completed.
Developer Outreach	Amend the Land Use and Development Code to include pre-application conference and advertise benefits on City's website and "come home to highland" website	On-going.	Pre-application process in place and ongiong. Standing meetings every Thursday at 10am. Meetings are scheduled two weeks from reception of project description.
	Conduct an annual citywide analysis to assess and document the City and RDA housing activities in annual report to HCD	On-going	Completed annually and on-going.
	Continue to offer the City's brochure on zoning, development requirements, development fees and permitting procedures in City Hall and online	On-going	Complete. City's Municipal Code available on-line and update of the City's website completed in 2020. Additional updates made throughout 2021.
	Continue to utilize a digital database to track development applications and periodically post summaries on City's website	On-giong.	City utilizes iWORQ software. Item Complete and on-going.
Innovative and Efficient Housing	Encourage development on sites identified in the land resources section of the HE by providing inventory on City's website	Within 3 months of adoption of the Housing Element.	The HE inventory is provided on the City's website. It was updated and moved in 2021 to make its position more prominent.
	Discuss mixed-use housing development opportunities with property owners in the PD and Mixed-use Districts	On-going.	Two residential projects currently proposed and undergoing entitlement approval in the Mixed Use Zone between Buckeye Street and Palm Avenue (Woodcrest Development & KZ Devco).
	Explore opportunities for incentivizing residential green building and renovation efforts	City Council Goal for 2009/2010	Completed. Revised program evaluted in 2012. Adopted most recent Green Code.
	Complete the filing of tentative tract map on the City owned land at Lillian Lane and provide land for residential developer	Map finaled in February 2010	Completed.

	Continue to allow flexibility in design and development standards through PD and Mix-use District and policies provided in the Community Design Element of the General Plan	On-going	Completed and on-going. Examples include Harmony (approved in 2016), Mediterra (approved in 2016), Blossom Trails (approved in 2018), Woodbridge, and Mastercraft Planned Developments (approved in 2017).
	Contact Southern California Edison (SCE) and The Gas Company to obtain latest information on energy efficient building technology	On-going.	Completed. Annual meetings with City staff and utilities. City also adopted the most current Cal Green Code which promotes energy efficient building technology.
	Reduce energy waste by reviewing all residential buildings for compliance with Title 24	On-going	Completed. City also adopted the most current Cal Green Code which promotes energy efficient building technology.
Residential High Density Special (R-4 zone)	Amend the General Plan and Land Use and Development Code to allow for the creation of a land use and zoning district called Residential High Density Special (HDS) and R4 that allows development between 20-30 du/ac	Within 1 year of Housing Element adoption.	Completed. Refer to City Council Ordinance Nos. 361 & 362 adopted in October 2011.
	Establish a Residential High Density Special Overlay on approximately 35 acres illustrated on page 8-20 of HE to accommodate a portion of the City's regional housing needs	Within 1 year of Housing Element adoption.	Completed. Refer to City Council Ordinance Nos. 361 & 362 adopted in October 2011.
	Develop and implement a formal on-going monitoring procedure to ensure sufficient residential capacity for units affordable to lower income households is maintain on sites identified to accommodate the regional need for lower income households	Established concurrently	Completed. A mapping program is in place to monitor housing development in the City. A pdf of this Annual Report is posted on the City's webpage.
Town Center Policy Area	The City will explore the adoption of a Transit Oriented Development Project in the Town Center Policy Area	conduct discussion with Planning Commission and City Council by October 2011	Completed in 2012.
Second Units	Encourage the development of attached or detached second units per HMC Section 16.44.180	advertise the second unit ordinance on the City's website within 3 months of HE adoption	Completed & updated per the latest State legislation in 2021.
Homeowner Assistance Programs	Update the City's down payment assistance program to expand to maximum funding amount and adjust the terms to meet current market needs	in 2007 program terms changed to provide 10% of the home cost	Completed. Terminated in 2012 due to loss of City RDA.
	Apply to become a subordinate locality with the CalHFA which will allow the layering of first and second mortgages with below market interest rates	Apply in 2010.	No action. Terminated in 2012 due to loss of City RDA.
	Provide additional homeownership resources to City residents by providing info at City Hall and on City's website	October 2010.	Completed.
Rental Assistance	Support the Housing Authority's Housing Choice Voucher program by providing info at City Hall and City's website	On-going.	Completed.
	Subsidize and restrict existing rental projects, Raintree Apartments and Base Palm Apartments	provide resources to subsidize 32 vl income units and 48 l income units during planning period	Terminated due to loss of RDA.
	Increase the affordable housing supply by actively seeking additional opportunities to subsidize and place long-term affordable covenants on market-rate rental units	contact market-rate apartment property owners	On-going. In 2021, the City advertised 3.75 acres of surplus property to seek a partner in the development of affordable multi-family senior housing.
Priority Services	Provide housing element to the water and sewer service providers and assist them in drafting policies to provide priority water and sewer service to affordable housing projects	provide HE and offer assistance upon adoption	Completed.
Redevelopment Subsidies	Continue to provide redevelopment agency subsidies to the development community in order to offset the cost of providing affordable housing	On-giong.	Completed for Golden Triangle Policy Area then terminated due to loss of RDA.
Fair Housing Mediation	Increase awareness of the City's partnership with the Inland Fair Housing & Mediation Board (IFHMB) by providing a link to their website on the City's website and City's annual newsletter, etc.	October 2010.	Completed.
	Contribute to the regional evaluation of discriminatory housing practices by participating in the SB County Analysis of Impediments to Fair Housing.	Spring of 2010	Completed.
Housing Preservation Program	Seek to reduce foreclosures by providing educational information to residents and refer concerned homeowners and homebuyers to nonprofits and provide information on the City's website	December 2010.	On-going. Information available from Inland Fair Housing & Mediation Board.
	Establish a program to provide outreach to owners of affordable projects to ensure they understand ways to ensure affordability, such as partnering with the City or affordable housing organization	October 2010.	On-going
Housing for Disabled Persons	Enact a process for disabled individuals or those acting on their behalf to make request for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices, and/or procedures of the City.	Spring 2010.	Included in the City's Business Friendly Ordinance. Also, the City readily complies with all new disabled laws and policies.
	Provide information materials on Southern California Edison's Customer Assistance Program at City Hall	December 2008.	Completed.

Jurisdiction	Highland	
Reporting Period	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Highland	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	23
Low	Deed Restricted	0
	Non-Deed Restricted	203
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		17
Total Units		250

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

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	209	26	5
2 to 4	0	0	0
5+	200	200	0
ADU	38	24	3
MH	0	0	0
Total	447	250	8

Housing Applications Summary	
Total Housing Applications Submitted:	50
Number of Proposed Units in All Applications Received:	271
Total Housing Units Approved:	265
Total Housing Units Disapproved:	0

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

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

Cells in grey contain auto-calculation formulas

Jurisdiction	Highland	
Reporting Year	2021	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT					
Local Early Action Planning (LEAP) Reporting					
(CCR Title 25 §6202)					
Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.					
Total Award Amount	\$ 150,000.00 Total award amount is auto-populated based on amounts entered in rows 15-26.				
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
RFP Process	\$2,000.00	\$0.00	Completed		
Selection Process	\$4,000.00	\$0.00	In Progress		In process. Agreement anticipated in March 2022
Software Setup	\$50,000.00	\$0.00	In Progress		Pending
License 8 Depts	\$72,000.00	\$0.00	In Progress		Pending
Software Training	\$22,000.00	\$0.00	In Progress		Pending

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	31
Low	Deed Restricted	0
	Non-Deed Restricted	205
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		204
Total Units		447

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	23
Low	Deed Restricted	0
	Non-Deed Restricted	203
Moderate	Deed Restricted	0
	Non-Deed Restricted	7
Above Moderate		17
Total Units		250

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	1
Low	Deed Restricted	0
	Non-Deed Restricted	4
Moderate	Deed Restricted	0
	Non-Deed Restricted	3
Above Moderate		0
Total Units		8

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:
General Plan Element:	Goals:	Policies:	Actions:	
Chapter 2 – Land Use Element				
Land Use	GOAL 2.1 Create opportunities for a diverse population to interact, exchange ideas, and establish and realize common goals as a unified community.			
		1) Actively plan and promote the development of the Town Center, Golden Triangle and other designated mixed-use areas.		On-going Two Compass Blueprint Grants: 1. Town Center Implementation Project (3/31/08) – SCAG, SANBAG; 2. Base Line Corridor Study – VMT to BRT (7/2011). Each site promoted heavily during the City’s annual participation at the International Council of Shopping Centers (ICSC) convention. 2021 - Collaborated with Woodcrest Companies to develop a Mixed-Use Plan that includes retail, restaurant, multi-family and single family development at the northwest corner of Base Line and Church Avenue in the Town Center. Collaborated with KZ Holdings to develop the second phase of a mixed-use project (grocery and residential) at the northeast corner of Base Line and Church Avenue. Collaborated with TREH Partners to develop 21 acres a 105-acre mixed use project at the northeast corner of the 210 Freeway and Greenspot Road.
		2) Ensure that the Town Center and Golden Triangle promote safe and convenient pedestrian environments for residents, employees and visitors through the implementation of Land Use and Community Design Element policies and guidelines and Development Code standards.		On-going The “Base Line Improvement Project” between the 210 Freeway and Cole Street completed in 2015. Installed landscaped medians and parkways, decorative lighting, decoratively paved intersections, class II bike lanes and wayfinding signs, upgrade sidewalks and streets within the Town Center. It implemented the existing design policies established by the City to meet this goal. A new retail store (Family Dollar) in the Town Center completed construction in 2014 and grocery store (Smart & Final) in 2017. Pedestrian and vehicular traffic movements were designed to promote a cohesive, walkable center, connecting with the adjacent restaurants, pharmacy, churches, daycare and elementary school. The Greenspot Village and Market Place Specific Plan, located within the Golden Triangle, was approved in June 2013. The 104-acre plan comprehensively coordinates pedestrian and vehicular movements throughout the mixed-use project. Commercial site approvals to accommodate nearly 500,000 square feet of commercial development approved in May 2014. City/RDA and State Local Partnership Program-funded street and storm drain improvements were completed along Greenspot Road in 2017, fronting development along the north and south sides of the road. These improvements included, among other things, class II bike lanes and wayfinding signs, a bio-swale for water quality management, sidewalks, and lighting which dramatically improved safe pedestrian and bicycling environments. Improvements at the southwest corner of Greenspot Road and Boulder Avenue are anticipated in 2019 with the development of a new retail project that will also greatly benefit pedestrian movement for residents, elementary and middle school students nearby. In the Town Center at Base Line and Church Avenue these features were installed in conjunction with the new Smart and Final grocery store in 2017. The plaza offers shade, landscaping and lighting to promote a safe and inviting pedestrian space at this vital intersection connecting retail, educational and religious uses. In 2021 the City continued work with this developer to add a 34-unit residential project to the north. Entitlement applications were submitted in January 2022. 2020 – City Public Works and Planning Staff worked closely with Caltrans, development partners, and existing businesses at the northeast corner of Base Line

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:
General Plan Element:	Goals:	Policies:	Actions:	
				and Buckeye Street to improve the pedestrian environment immediately west of the 210/Base Line interchange. The City and Caltrans began construction of vehicular, pedestrian, and bicycling improvements in conjunction with the 210 and Base Line interchange widening. This project is anticipated to be completed in the 3rd quarter of 2022. 2021 – The Tractor Supply Co. mixed-use project was approved, and its design incorporated pedestrian and bike friendly features to draw residents from the corner onto the site and have safe internal movements.
		3) Retain and provide a hierarchy of community gathering places, including the Town Center, park lands, a community center and plaza areas within new commercial, office and industrial complexes.		On-going. A new pedestrian plaza was constructed at the northeast corner of Base Line and Church Avenue in conjunction with the new Smart and Final grocery store in 2017. The plaza offers shade, landscaping and lighting to promote a safe and inviting pedestrian space at this vital intersection connecting retail, educational and religious uses. In 2018, the Highland Historic District and the Highland Town Center were both included in the San Bernardino County Transportation Authority’s Points of Interest Pedestrian Plan (PIPP). In preparation of the PIPP, SBCTA has analyzed the existing pedestrian environment and has recommended improvements for safety and comfort of pedestrians, including improved pedestrian gathering places. 2021 – The developers of both projects in the Town Center (Woodcrest & Maranita) have prepared preliminary development plans that include community gathering spaces and plazas compliant with the vision of the General Plan. The Woodcrest plans were approved in late 2021 and Maranita shortly thereafter.
		4) Encourage future development to provide functional public spaces that foster social interaction.		On-going The Greenspot Village and Marketplace contains several open plaza areas throughout its Specific Plan within the multi-tenant shopping areas. These areas will be furnished to encourage outdoor dining and gathering for the public. The Specific Plan also contains a landscaped walking paseo that will connect commercial, residential and off-site pedestrian movements through the project and into the City’s Master Trail System. Incorporated pedestrian plaza at the corner of Church Avenue and Base Line as part of the Smart & Final development in 2017. Outdoor dining and gathering opportunities were provided at the most recent restaurant developments within the Golden Triangle at Jersey Mikes, Jamba Juice and Wing Stop in 2018. In 2019 outdoor seating and plazas were included in conjunction with the expansion of the Highland Crossings center (Mountain Mike’s Pizza) on the south side of Greenspot Road, east of the 210 Freeway at the City’s request. In 2021, TREH Partner’s project on the north side of the street was approved with a public plaza located at the center of the commercial activity that will encourage outdoor dining and gathering. The Highland Historic District is included in a current grant application to the ATP. When funded, it is envisioned that the improvements within the Historic District will include improved parking with landscape fingers, improved sidewalks, improved handicap access, benches, trash receptacles, pedestrian level lighting, bikeways and wayfinding signs, bicycle racks, bulb-outs, a round-about, and a pedestrian Plaza, much of which is included in recommendations of SBCTA’s PIPP. In April of 2021, the City was informed that it’s application for Active Transportation Program (ATP) Cycle 5 was not successful. The City of San Bernardino, a partner to the application, informed City staff they no longer wish to purse joint improvements within their jurisdiction. Highland will need to seek other grant fund opportunities to construct improvements in the Historic District. 2021 – The developers of both current projects in the Town Center (Woodcrest & Maranita) have prepared

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
				preliminary development plans that include community gathering spaces and plazas compliant with the vision of the General Plan. The Woodcrest plans were approved in 2021 and Marinita is soon to follow.				
Land Use	GOAL 2.2 Preserve and enhance the quality and character of Highland’s existing residential neighborhoods.							
		1) Maintain the integrity of existing residential neighborhoods by preventing through traffic wherever possible, prohibiting encroachment by incompatible uses, and providing appropriate buffers between residential and nonresidential uses, as well as between single- and multiple-family areas.		On-going with case-by-case consideration of each design review application. 2020 – The most current example of this practice is the design of the REXCO 200-unit apartment development at Greenspot Road and Webster Street. This community is wholly enclosed to vehicular traffic utilized by the project, but still contains several pedestrian connections to future commercial development in the mixed-use Specific Plan. 2021 – The TREH mixed-use project was well-designed to protect the northerly multi-family residential uses from the southerly commercial uses. The circulation and boundaries are well defined by attractive wrought iron fencing and landscape buffers. Noise and circulation were accounted for in the design and mitigation measures for the project. 2021 – The Woodcrest mixed-use project is adjacent to single family homes along Foster Street to the west and Villa Avenue to the north. Woodcrest was sensitive to its neighbors and proposed additional single family along Villa and a buffer of multi-family between the existing single family and the new commercial uses. Adequate setbacks and landscape buffers are provided.				
		2) Where conversion of a residential area to nonresidential uses is proposed, ensure that such conversion occurs in an orderly manner with minimal disruption to adjacent residential areas.		A General Plan Amendment and Zone Change on the east side of Palm Avenue, south of Base Line was approved in 2017, converting Single Family Residential to Office Professional land use designations. One conversion from residential to a land surveyor office has been approved. The appropriate setbacks, land use intensity, lighting, parking and circulation were required to ensure no negative effect to the adjacent residential uses occurred. The Zone Change effectuated 2018 included the rezoning of low-density residential to the permanent preservation of open space along Greenspot Road for biological resources. This will not conflict with future residential uses. 2021 – No such conversions took place.				
		3) Ensure that all new development is designed in a manner that preserves the quality of life in existing neighborhoods.		On-going. 2021 – Approximately half of the approved residential projects were for Accessory Dwelling Units. Review of these plans were ministerial, but ensured that the new development was architecturally compatible, had the minimum setbacks, maximum height and contained the appropriate access that would not negatively affect the surrounding existing neighborhoods. The large TREH mixed use project is not adjacent to an existing neighborhood but was condition to require construction of the appropriate infrastructure, road, sidewalk and traffic improvements so not to negatively impact the area. The DR Horton Mediterra project was thoroughly vetted to ensure its consistency with the existing residential development to the west, Entrada Ventana as was the Beazer Homes project on Santa Ana Canyon Road. Public notices were circulated, several homeowners responded and their comments resulted in substantive changes to the plans for the betterment of the project’s compatibility. The Kiel/Beazer single family neighborhood will connect similar single-family neighborhoods east to west on Cabo Del Oeste Street. This connection will improve neighborhood mobility to local schools and shopping.				
		4) Continue to implement the City’s neighborhood improvement efforts in working with neighborhood stakeholders to create and implement long-term plans.		Ongoing. Code Enforcement Residential Rental Inspection Program. Neighborhood Watch Programs. CPF for Multi-family Housing Program. CDBG Code Enforcement Enhancement Program.				
Land Use	GOAL 2.3 Provide a variety of urban, suburban and rural							

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:					
General Plan Element:		Goals:	Policies:	Actions:					
	housing opportunities that are adequate to meet the City’s share of regional housing needs.								
		1) Provide a broad range of, and encourage innovation in, housing types that incorporate high quality design and construction.		On-going 2021 – Forty-one (41) Accessory dwelling units were approved as well as a 200-unit multi-family (TREH) project that incorporates very high-quality design and construction. One mixed use project was approved, and one is under consideration. These exemplify a broad range of housing types and quality design.					
		2) Maintain residential areas that provide for and protect rural lifestyles and protect natural resources and hillsides in the rural areas of the City.		2021 - The Medieterra Specific Plan received an extension of time this year and begun construction of its first 17 lots. Phase 1 and 2 will dedicate natural open space to be preserved in perpetuity. It will be transferred to a conservation organization with the appropriate endowment.					
		3) Maintain residential areas that provide for a suburban lifestyle, including ownership of single-family housing.		On-going as listed in Policy 1 above.					
		4) Ensure that new residential development provides appropriate community amenities, including common open space.		Examples of approved entitlements include Woodcrest Development (21 units), Greenspot Village and Marketplace Rexco and TREH, Mastercraft Base Line, and Blossom Trails which all incorporated open space and shared community amenities.					
		5) Continue the innovative use of land resources and development of a variety of housing types and sizes within the City by using the Planned Development designation.		Greenspot Village & Marketplace Specific Plan approved is a Planned Development approved in 6/11/2013. The recently approved Rexco 200-unit project represents the first residential construction within the Plan. The Mediterra Planned Development began construction of its first phase this year and will provide a 3 different housing types, densities, open space, trails, private and public recreation and amenities.					
		6) Require the preparation of a specific plan, planned unit development, conditional use permit or similar mechanism for residential development within areas designated Planned Development.		Examples: 11/2005 Glen Rose Ranch PD. 6/11/2013 Greenspot Village and Marketplace Specific Plan. 2016 - Mediterra and MasterCraft Planned Development. 2017 - Hispano Planned Development 2018 - Crestwood Communities 49 condos approved with a CUP. 2021 – Woodcrest / Tractor Supply Company CUP approved for a mixed use Commercial/Residential Project.					
		7) Require that Planned Development projects provide a greater level of community amenities and cohesiveness, achieve superior design and create a more desirable living environment than could be achieved through conventional subdivision design and requirements.		Glenrose Ranch PD Greenspot Village and Marketplace Specific Plan Mediterra PD MasterCraft Base Line PD Hispano PD Each of these projects demonstrated a high level of amenities including multi-use trails, parklets, parks, pool, tot lots, and open space. 2021 – Woodcrest / Tractor Supply project was approved with superior landscaping, pedestrian connectivity and exterior architecture as a result of its PD standards.					
		8) Encourage provision of low- and moderate-cost housing, as well housing for other identified special housing needs groups, consistent with the other provisions of the General Plan and the City’s Redevelopment Agency Plan and housing goals.		In 2014, the Highland Housing Authority purchased 2 acres of land adjacent to an existing 2-acre ownership that will accommodate an affordable senior housing project. In 2021 the City’s Housing Authority declared this property surplus in order to stimulate plan development and partnership opportunities. The City also continues to collect Inclusionary Housing Fees to fund future low-and moderate income projects.					
		9) Review the zoning and subdivision codes and include clear incentives for the provision of housing to meet the needs identified above, including, but not limited to, density bonuses of up to 25 percent over the densities indicated in the Land Use Element.		2021 - More recent state law will require a new update. Update of the Housing Element is underway and will include a goal to update the density bonus regulations and amenities.					
Land Use	Goal 2.4 Provide lands for retail and service commercial uses in sufficient quantity to meet the needs of Highland residents.								
		1) Maximize sales-tax-generating uses through the strategic location of commercial areas, particularly at freeway interchanges, at		7/2006 San Manuel Village & SR330/SR210 (Highland Ave/Boulder Ave). 2018 - Acquisition of San Bernardino County Flood					

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review					Implementation & Progress:				
General Plan Element:		Goals:	Policies:	Actions:					
			major intersections, and within the Town Center and Golden Triangle (see also Town Center, Golden Triangle and Victoria Avenue Corridor Community Policy Areas).		Control District prop. @ n/e corner of SR210 & Greenspot Road. Continued negotiations of ENA with the SBCFCD and TREH Partners. In 2019 additional environmental studies were performed and escrow opened on the property in question. ENA executed. 2021 – Development plans approved for TREH including commercial aspects adjacent to the 210 Freeway and Greenspot Road.				
			2) Consistent with maintaining an image of the City of Highland as a quality residential community, reserve vacant lands at heavily traveled locations that are not appropriate for residential use for commercial, office, mixed-use or other nonresidential uses.		On-going through the City’s zoning policies.				
			3) Prevent future strip commercial development by encouraging lot consolidation within commercially designated areas and by limiting commercial designations to areas of sufficient size to accommodate larger scale, quality development.		On-going, case-by-case. Most recent example is the Helo Property at Base Line between Seine and Stoney Creek. The property owner is working to acquire additional land to create an appropriately sized commercial development.				
			4) Establish minimum increments for the design of commercial development, permitting individual commercial lots to be developed while ensuring that the benefits of large-scale, high quality developments are realized.		Standard condition of approval requiring reciprocal access and parking with contiguous parcels (i.e. Implemented with the Family Dollar/Bakers/CVS project on Base Line. In 2020 – with plans proposed by Woodcrest and KZ Holdings). Also discussed with Lowe’s center and easterly ownership on Greenspot Road).				
			5) Specifically encourage the consolidation of individual parcels along Base Line to provide a sufficient land area for vibrant commercial uses.		Standard condition of approval and applied to Highland Crossings as well as CVS/Bakers and project north of City Hall (Highland Plaza). 2021 – Approval of the Woodcrest / Tractor Supply project that involved all 9+ acres at the corner of Base Line and Church Ave. instead of piecemealing the commercial and residential portions.				
			6) Designate areas for Planned Commercial uses to provide a means for the development of mixed-use commercial/office projects that recognize the site-specific constraints of designated parcels.		Completed.				
			7) Require that development within areas designated Planned Commercial be through use of a specific plan pursuant to Government Code Section 65450, a planned unit development, conditional use permit or similar mechanism.		Helo Property – Base Line (between Seine & Stoney Creek) 2021 - Woodcrest Companies Property – Base Line & Church Avenue				
			8) Ensure that uses and development intensities within Planned Commercial areas provide appropriate transitions to adjacent land uses and are consistent with the provisions of the Highland General Plan.		Aysar Helo Property – Base Line (between Seine & Stoney Creek) 2021 – Rewed interest in wash expansion and circulation improvements that were part of a 2015 Extension of Time approval				
			9) Require development in areas designated Village Commercial to establish commercial and office-related land use types that recognize and are compatible with the historical, small town nature of the original Highland townsite.		Renovation and reestablishment of the “Belle” tavern in 2014. Adjacent hair salon renovation in 2015. Ceramics studio approved and renovations completed in 2017. Conversion of smog shop to landscaping design/installation business office approved with significant improvements to the circulation, parking, fencing and exterior paint. 2018/2019 review proposed coffee shop and office uses at the northwest corner of Palm Ave and Main Street. Modifications made to the plans to keep the uses in compliance with this goal of having a small town feel to the District. 2021 – Approval of auto body and repair shop at the southeast corner of Pacific Street & Palm Avenue in keeping with the historic automotive repair use and upgrading the interior and exterior to accentuate the architecture and prominent location. “Shorty’s Auto Shop” coming to this location in 2022 that will restore and display classic and vintage automobiles.				
			10) Establish a clear preservation plan for the Village area, along with a historic preservation ordinance.		Completed. Currently the City has an Historic Preservation Plan & Design Guidelines for exterior paint, fencing & roofing. US Secretary of the Interior’s Guidelines utilized for more complicated projects. The City maintains its status as a state Certified Local Government by maintaining these regulations and standards.				
Land Use	Goal 2.5 Promote a mix of attractive employment-generating areas with a mix of uses that provide a sound and diversified economic base and that are compatible with the community’s overall residential character.								
			1) Require development in areas designated for Office Professional uses to provide areas for the establishment of office-based working		On-going on Palm Avenue including 2017 rezoning. New office projects include Precision Engineering and Champion Plumbing both of which underwent a design				

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
		environments for general, professional and administrative offices, as well as necessary support uses.		review process and made significant site improvements and interior upgrades.				
		2) Require development in areas designated for Business Park uses to provide for light industrial, research and development, and/or office-based firms seeking a pleasant and attractive working environment, as well as for business support services and commercial uses requiring extensive land areas.		Work Program item to establish a “High Tech Highland” program to promote this policy. 2019 – A new light industrial building was constructed by Transition Properties at the northwest corner of 5th Street and Church Ave. It had upgraded architectural amenities and landscaping to enhance the use and its important gateway location adjacent to the 210 Freeway. 2020 - A second, complimentary building was approved began construction. It will replace an aged mid-century office building and storage yard, significantly upgrading the site. 2020/2021 Construction complete.				
		3) Require development in areas designated for Industrial uses to provide for light industrial, research and development, and office based firms seeking an attractive and pleasant working environment and a prestige location.		2012 - H&H Contractors business park project at Palm and 5th; BP Development at Northwest corner of 5th St. & Church Ave; 2017-2020 - Transition Properties. 2020/2021 – Dan More Contractor’s Storage Yard approved in the industrial zone with high-quality design and finishes.				
		4) Work with the San Bernardino International Airport Authority to ensure that future airport planning activities promote Highland’s economic development objectives.		On-going Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Airport Overlay Ordinance – Ord No. 342, and 343 2016-2021 - Airport Gateway Specific Plan currently being drafted. Multi-agency effort.				
Land Use	Goal 2.6 Maintain an organized pattern of land use that minimizes conflicts between adjacent land uses.							
		1) Require that new development be at an appropriate density or intensity based upon compatibility with surrounding existing and planned land uses.		On-going. 2020 – An example would be the Mastercraft 13-lot tract currently under construction at Greenspot Road and Blossom Trail Drive. This new development was required to be compatible with the density of the existing adjacent tract 15252 and 11613. 2020/2021 – the Mediterra DR Horton project matched the density of the adjacent “Entrada Ventana” project with 10,000 square foot los at its westerly end and will match the area’s single family home design and densities found to the north and the west. The same applies to the approved Diversified / Beazer project at Santa Ana Canyon Road, west of Alta Vista.				
		2) Where a question of compatibility exists, require the new use to conform to the lower intensity use.		On-going. Mediterra and Diversified as examples.				
		3) Ensure that residential infill development respects the design character of the surrounding neighborhood by balancing the provision of density incentives with appropriate design concepts.		On-going Post-flood Reconstruction of single family homes in the East Highlands Village required to compliment the density, massing and architecture of the existing homes by meeting the design criteria established for this distinctive neighborhood. Single home completed in between 2012 and 2020. Mastercraft Highland Hills anticipated soon. Infill density incentives were carefully considered when the City rezoned property on Greenspot Road. The permanent set-aside of environmentally sensitive habitat was balanced with a slight increase in density on either side so that the City’s housing balance would not be compromised.				
		4) Ensure that land uses develop in accordance with the Land Use Plan and Development Code in an effort to attain land use compatibility.		On-going				
		5) Promote compatible development through adherence to Community Design Element policies and guidelines.		On-going. 2016/2020 - Standards established along Greenspot Road and Base Line with the City’s construction of median and right-of-way improvements in the Golden Triangle and Town Center policy areas. Most current example is Transition Properties at the northwest corner of Greenspot Road and Church Avenue.				
		6) Require developers to consider and address project impacts upon surrounding neighborhoods during the design and development process.		On-going Coordinate with owners/developers at the mandatory pre-application meetings.				
		7) Require new or expanded uses to provide mitigation or buffers, including greenbelts or landscaping, between dissimilar uses or existing uses where potential adverse impacts could occur.		On-going Implemented in the Rexco project provided in the Greenspot Village & Marketplace Specific Plans to buffer between commercial and residential uses. Other example included the residential buffer behind new Smart & Final and O’Reilly Auto Parts.				
		8) Prohibit future multiple-family development in existing single family		On-going as needed.				

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		designated neighborhoods.						
		9) Require landscape and/or open space buffers to maintain a natural edge for proposed private development directly adjacent to natural, public open space areas.		On-going Implemented in the Greenspot Village & Marketplace Specific Plan and Mediterra Specific Plan.				
		10) Aggressively review planning efforts of other jurisdictions to minimize potential incompatibilities with City land uses and preserve economic vitality.		On-going. This policy was discussed with the City of San Bernardino during their potential rezoning of a residential property to industrial at 6 th Street that could negatively affect an existing single family neighborhood in Highland. Some recommendations were taken.				
Land Use	Goal 2.7 Encourage natural resource and open space preservation through appropriate land use policies that recognize their value and through the conservation of areas required for the protection of public health and safety.							
		1) Within the eastern portions of the City, utilize lower densities to protect agricultural lands, scenic resources and topographic features.		Being implemented as part of the Mediterra Planned Development. 2020 – Staff reviewed a draft Agricultural Conservation Easement to satisfy the project’s Mitigation Measure to preserve agricultural lands in Highland.				
		2) Preserve agricultural lands within the eastern portions of the City as commercial operations if possible, or within residential developments if not. Utilize Planned Developments with joint ownership or agricultural uses or placement of low density housing within an overall grove setting.		Being implemented as part of the Mediterra Planned Development. 2020 – Staff reviewed a draft Agricultural Conservation Easement to satisfy the project’s Mitigation Measure to preserve agricultural lands in Highland. Citrus themed landscaping utilized where appropriate.				
		3) Permit mineral extraction activities and expansion of existing operations only where the following findings can be made: • Potential significant impacts related to loss of significant biological resources have been mitigated to an acceptable level, as have potential significant impacts of noise, air pollutant emissions, dust and hazardous materials; • Significant impacts will not be created on lands used or planned for residential use; • Public health and safety will be protected; • Haul routes have been identified, and will be utilized, which will not create significant impacts within residential areas and will not negatively impact access into commercial/industrial areas; • The municipal revenue-generating characteristics of the proposed operation are such that a positive fiscal benefit will accrue to the City of Highland and to its residents; and • The analysis of fiscal benefits shall account for the incremental capital and maintenance costs for the area circulation system created by the high intensity of truck use associated with the operation.		Upper Santa Ana River Wash and Land Management Plan. Approved. Implementation underway. Robertson’s Ready Mix Mining expansion Conditional Use Permit, adopted June 2, 2009 (CUP-007004) Cemex Mining expansion Conditional Use Permit, adopted June 2, 2009 (CUP-007-005)				
		4) Preserve areas designated as Open Space to provide for recreation, preservation of scenic and environmental values, managed production of resources (agriculture, water reclamation and conservation, mineral extraction) and protection of public safety.		3/2009 dedication of approx. 93 acres of national parkland to the City of Highland located near the easterly terminus of Base Line – (East Highlands Ranch PUD DIF Agreement). 4/2011 awarded a \$130,000.00 State Nature Education Facilities Grant for the City’s Natural Parkland Interpretive Signage program. Mediterra Specific Plan to preserve the adjacent hillside natural open space buffering the San Bernardino National Forest. 2020 – Construction underway. Zone Change from approximately 192 acres from Agricultural/Equestrian to Open Space approved along Greenspot Road.				
		5) Promote joint development with adjacent jurisdictions.		On-going Coordination occurring between Highland and the County of San Bernardino to incorporate portions of the Santa Ana River. Met several times. 2019/2021 – Joint project by Highland and Redlands to expand non-motorized transportation; specifically the project titled “Highland Redlands Regional Connector” located in the general vicinity of Boulder Avenue and Greenspot Rd. Due to unreasonable environmental mitigation requirements by CDFW, construction of this project will be postponed until additional grant funds are obtained by Highland and Redlands. 2021 – Worked comprehensively with the City of San Bernardino on the “Highland Hills” project on the north				

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					side of Highland Avenue, east of the 330 Freeway. Met to discuss circulation, right-of-way and residential design issues.				
Land Use	Goal 2.8 Coordinate land use planning programs between local, regional, state and federal jurisdictions.								
		1) Notify neighboring jurisdictions and adjacent developments when considering changes to the City’s existing land use pattern adjacent to City boundaries.		On-going Adjacent jurisdictions are notified by mail for each project requiring discretionary land use approval by the City. Comments commonly received by Redlands, City and County of San Bernardino.					
		2) Cooperate with neighboring jurisdictions through review and comment on proposed changes to existing land use patterns that could affect the City of Highland.		On-going. 2019/2021 - Continue to meet with City of San Bernardino Staff to discuss the Highland Hills Specific Plan located on the north side of Highland Avenue, east of SR330 as well as the Motel 6 on Highland Avenue and warehouse on 6 th Street near McKinley.					
		3) Establish regular lines of communication with local, regional, state and federal agencies whose planning programs may affect Highland residents and businesses.		On-going. Much discussion with local, state and federal agencies with respect to development along the Greenspot corridor.					
Land Use	Goal 2.9 Establish and maintain logical City boundaries that reflect existing service capabilities, social and economic interdependencies, citizen desires and City costs and revenues.								
		1) Work with the Local Agency Formation Commission (LAFCO), the City and County of San Bernardino, and area residents to promote the establishment of better-defined boundaries that would facilitate more efficient provision of municipal services and an economically viable community.		No interest on behalf of the City of San Bernardino at this time.					
		2) Consider annexation of such areas where the following findings can be made: • The proposed annexation is consistent with goals and objectives of the General Plan. • Significant benefits will be derived by the City and affected property owners and/or residents upon annexation. • There exists a significant social and economic interdependence and interaction between the City of Highland and the area proposed for annexation. • There exists a significant social and economic interdependence and interaction between the City of Highland and the area proposed for annexation.		On-going.					
		3) Work with the City of San Bernardino to provide buffers in areas where existing or planned land uses in one city are incompatible with adjacent areas in the other.		Commenced in 2009, asked surrounding cities to refer project notices to the City for review and comment. 2019 – Worked with the City of San Bernardino on a project of theirs for a warehouse in the vicinity of 6 th St and McKinley Street, surrounded by single family homes in Highland. San Bernardino did require some redesign with respect to walls for noise mitigation and emergency access from the west. 2020 – Worked with San Bernardino on a Motel 6 project within their boundaries to ensure the noise, aesthetics, walls, landscaping and circulation were not impactful to Highland.					
Land Use	GOAL 2.10 Create a new Town Center where Highland residents, employees and visitors can live, shop, work, recreate and socialize in a vibrant, safe and pedestrian friendly environment.								
		1) Ensure quality design through adherence to the Town Center design guidelines and policies in the Community Design Element.		CVS/Baker’s/Family Dollar project, Highland Plaza Revitalization project, Base Line Beautification project and the Paseo Del Oro Planned Development. Smart & Final project on Base Line completed in 2017. 2020 – Worked with Woodcrest Company and KZ Holdings to ensure the Community Design Element is followed. Pre-Applications for both projects have been held and received comments on this topic. Revisions anticipated shortly. 2021 – Woodcrest / Tractor Supply Co. project approved consistent with the Town Center guidelines and Community Design Element.					
		2) Ensure that the Town Center maintains a mix of uses attractive to broad segments of Highland’s population and that stimulate activity during day and evening hours, every		On-going. 2020 – Latest plans include mixed use projects of commercial, restaurant, single-family, and multi-family					

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			day of the week.		uses all of which are heavily needed and desired within the City. 2021 – Woodcrest / Tractor Supply Co. project approved consistent with the Town Center guidelines and Community Design Element that includes a multi—phased commercial project including retail, entertainment and dining options in a pedestrian-friendly atmosphere.				
			3) Provide access to multiple modes of travel, including pedestrian, bicycle, transit and automobile.		Base Line Beautification project. Completed west of the 210 freeway in 2014 & east of freeway in 2016. 2020 – the City’s Public Works Division has made several grant applications to improve pedestrian and bike safety along Base Line and Palm Avenue. While not successful in this cycle, they will continue to apply. The City prepared a draft Active Transportation Plan thoroughly detailing improved multi-modal transportation. It is anticipated to be approved in early 2021. The City also has a close relationship with Omni Trans transit provide and meets frequently to improve and maintain the transit system within Highland. The 210 Freeway expansion and Base Line interchange improvements are under construction and will significantly improve multi-modes of travel along Base Line between Seine and Palm Avenue.				
			4) Work with property owners to implement the Town Center Vision.		On-going. Base Line Beautification Project Designs approved in 2008. 2020/2021 - Continue coordinating with Maranita, KZ Holdings and Woodcerst Companies all located on the north side of Base Line between the 210 Freeway and Palm Avenue.				
			5) Protect surrounding single-family neighborhoods from incompatible uses.		2020/2021 - Plans from KZ and Woodcrest include developing residential uses along their perimeters with existing residential development. Maranita will construct the appropriate noise and aesthetic mitigation on its northerly boundary to avoid impacts with the existing single family residential.				
			6) Provide transition areas/buffers between land uses within the Town Center and with surrounding neighborhoods.		Maranita, located on the north side of Base Line between Buckeye Street and the 210 Freeway has shown well-planned buffers on their draft development plans. These were reviewed for consistency by the Planning Commission in 2021 and action deferred to 2022.				
			7) Connect the Town Center physically and visually with the Historic Village District with pedestrian connections, historically compatible architecture, signage, landscaping and other streetscape elements.		Base Line Beautification Project Design. 2013-14 & 2018 Public Works Grant Application to improve circulation and street design on Palm Avenue and Pacific Street. Unsuccessful thus far, but will continue to make applications as new grants and funding rounds occur.				
			8) Explore opportunities to relocate historic structures onto the Town Center site in prominent locations.		No projects proposed.				
			9) Require new development to provide for public plazas and other gathering places.		Smart and Final 2017. 2021 – Achieved with the Woodcrest and Maranita project plans.				
			10) Prohibit freestanding drive-through commercial structures and convenience commercial uses, except at the major intersection of Palm Avenue and Base Line and along the south side of Base Line between Palm Ave and Bonita Ave.		Policy deleted by City Council.				
Land Use	Goal 2.11 Revitalize the Base Line Corridor by concentrating commercial uses at strategic intersections and by redeveloping aging, mid-block commercial areas with new residential development.								
			1) Revitalize the Base Line Corridor with infill development of vacant land and redevelopment of aging commercial areas with residential development, consistent with the Land Use Plan.		Barnes and Seeley Court Residential Developments (Gardner Construction). Olive Street Residential Development (Dr. Williams) 2018 - 60-unit Assisted Living Facility				
			2) Specifically encourage the consolidation of individual parcels along Base Line to provide a sufficient land area for vibrant commercial uses.		Aysar Helo, Consolidation of lots on Base Line between Seine Avenue & Stoney Creek.				
			3) Prohibit the development of parcels not fronting on Base Line for commercial use except as part of an integrated commercial project that will take its access from, and focus on Base Line.		Aysar Helo, Consolidation of lots on Base Line between Seine Avenue & Stoney Creek.				
			4) Limit new access for commercial uses to Base Line, Del Rosa Drive, Sterling Avenue, Victoria Avenue, Central Avenue, Stoney		Aysar Helo – Base Line between Seine Avenue and Stoney Creek. Paseo Del Oro – Base Line at Buckeye/Church Avenue.				

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		Creek and Boulder Avenue.		CVS/Bakers/Family Dollar at Base Line /Palm Avenue. Smart & Final in 2017. 2021 - Greenspot Village & Marketplace Specific Plan, Maranita & Woodcrest.				
		5) Consolidate existing access to accommodate future medians.		Base Line Beautification Project in the Town Center Policy Area and Brightwater Senior Living facility.				
		6) Facilitate conversion of existing residential parcels along the rear of commercially designated areas along Base Line on a block-byblock, rather than on a parcel-by-parcel basis.		On-going 2021 – Applications by Woodcrest / Tractors Supply and KZ Holdings on Base Line between Buckeye and Foster Street.				
		7) Ensure quality commercial and residential development through adherence to the Community Design Element policies and guidelines and Development Code standards.		On-going 2021 – Achieved in projects such as Marinita, Woodcrest / Tractor Supply and KZ Holdings.				
Land Use	Goal 2.12 Create a signature, mixed-use master-planned community that integrates commercial, office and residential uses in a unique environmental setting.							
		1) Require commercial designs within this area to relate to adjacent major roadways and the freeway.		Commercial designs shall have prominent front-facing elevations as they relate to major roadways like Base Line and the 210 Freeway. On-going.				
		2) Concentrate office and big box retail uses along 5th Street.		Greenspot Village & Marketplace Specific Plan and Highland Crossings/Crossroads developments have incorporated the majority of big box retail uses. Several smaller boxes are proposed along Base Line.				
		3) Provide adequate transitions and/or buffers between residential and nonresidential uses within the area.		Transitions to nonresidential areas are comprised of significant setbacks, landscaping and decorative walls.				
		4) Require residential development to provide adequate amenities such as common open space and recreation areas.		These ongoing policies are prevalent in recently approved and constructed projects such as Glenrose Ranch, Mastercraft 13, Mastercraft 46, Rexco, Blossom Trails, and Meditterra.				
		5) Require commercial development to provide functional public spaces and/or plazas for shoppers and visitors.		Ongoing. 2020/2021 – Examples of public spaces and plazas that have been incorporated in recent developments include TREH Partners on Greenspot Road, Marinita and Woodcrest.				
		6) Land use intensity will be determined upon the adoption of a specific plan, planned unit development, conditional use permit or similar mechanism.		Approved projects that exemplify this policy include Greenspot Village & Marketplace Specific Plan. Meditterra Planned Development, and Mastercraft 46.				
		7) Ensure quality design through adherence to the Community Design Element policies and applicable Development Code standards.		Ongoing. All projects receive discretionary approval must make findings to adhere to the Community Design Element and Development Code (Highland Municipal Code0				
		8) Orient uses along City Creek to take advantage of views of and connections to open space and recreational amenities.		This was incorporated in the Greenspot Village & Marketplace Specific Plan that runs south and east of City Creek. Special attention was given to building heights, architecture, fencing, and trail access.				
		9) Actively participate in future San Bernardino International Airport planning activities to minimize potential negative impacts on Highland’s economic development opportunities and quality of life.		Participating in the development of a Specific Plan for area around the SBIA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2022. Highland is also active in reviewing and commenting on San Bernardino projects within the vicinity of its boundaries.				
Land Use	Goal 2.13 Transform the 5th Street Corridor into a major employment center and gateway to the San Bernardino International Airport.							
		1) Continue to coordinate with the City of San Bernardino and the San Bernardino International Airport Authority for future planning on and around the airport.		Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2022.				
		2) Continue to plan and promote the 5th Street Corridor as the major industrial entryway into the San Bernardino International Airport.		Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2022.				
		3) Develop a comprehensive design and branding program for the 5th Street Corridor, promoting it as a unified, business-friendly employment center.		Participating in the development of a Specific Plan for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2022.				
		4) Ensure exceptional circulation through adherence to the policies of the Circulation Element.		On-going. Required for each project approved by the City.				
		5) Protect and enhance the integrity and desirability of industrial sites from nonindustrial uses.		On-going. These efforts can be seen in the Transition Properties industrial project under construction at the northwest corner of 5 th Street and Church Avenue and Dan Moore’s contractor’s storage yard approved in 2020 on				

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				Meines Street, east of Palm Avenue. 2021 – Application pending for Roquet Contractor’s Storage Yard on Meines Street appropriate for the Industrial Zone.				
		6) Improve landscaping along the edges and median of 5th Street and the boundaries of the corridor.		Joint effort with IVDA & San Bernardino 2020 - Landscape median design and parkway landscaping installed along the 5 th Street frontage of Transition Properties, west of Church Ave.				
		7) Ensure quality development through Development Code standards and the Community Design Element policies and guidelines.		Participating in the development of a Specific Plan including design standards for area around the SBIAA with surrounding cities & IVDA. Airport Gateway Specific Plan anticipated completion in 2022.				
		8) Until nonconforming residential uses transition out of the area, provide adequate transitions and/or buffers between existing residential neighborhoods and industrial or other incompatible land uses.		2019/2020 - Attempted to require such buffers in conjunction with a San Bernardino project on 6 th street at the terminus of McKinley to the south. Some recommendations were implemented by San Bernardino. 2021 – Appropriate setbacks and landscape buffers used to transition from warehousing to adjacent residential uses at the Patriot Partners project at 6 th Street & Victoria Ave.				
		9) Work with San Bernardino International Airport Authority to ensure that future planning activities encourage consistency with adopted City land use plans and minimize impacts on Highland’s economic development opportunities and quality of life.		On-going Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Airport Overlay Ordinance – Ord No. 342, and 343				
Land Use	Goal 2.14 Establish the Victoria Avenue Corridor as the major entryway into the San Bernardino International Airport.							
		1) Concentrate commercial uses along Victoria Avenue at Base Line, Pacific Street and Highland Avenue.		Application for Arco Rehab & Motel Project approved in 2014. Completed in 2017. Real Journey’s charter school and Food 4 Less gas station both approved in 2018, construction completed in 2018/2019 – located at the southeast corner of Highland and Victoria Avenues. 2020 – Victoria Square commercial strip center project under review, anticipated approval in 2021. Located at the southeast corner of Victoria and Pacific Streets.				
		2) Allow for a mix of commercial and residential uses in appropriate areas through the Planned Development land use designation.		On-going.				
		3) Provide residential opportunities in mid-block areas between 9th Street and Pacific Avenue.		15 Lot small lot subdivision at Victoria and Pacific (Sanchez) approved in 2017 began construction in 2021.				
		4) Encourage the consolidation of parcels to promote quality, planned development.		On-going. 2021 – Achieved with the Patriot Partners warehouse at 6 th & Victoria Avenue with the consolidation of 6 lots.				
		5) Consolidate access points along Victoria Avenue to improve traffic flows.		On-going. Will continue to review in conjunction with the Airport Gateway Specific Plan. 2021 – Achieved with the Patriot Partners warehouse at 6 th & Victoria Avenue.				
		6) Create a major business park node at the southern terminus of Victoria Avenue to maximize employment opportunities adjacent to the airport.		On-going. Will continue to review in conjunction with the Airport Gateway Specific Plan. 2021 – 4 business park projects in the pre-application process for review in 2022.				
Land Use	Goal 2.15 Create a one-of-a-kind, high-quality, master-planned estate community in the Seven Oaks area that incorporates substantial scenic, open space, recreation and trail amenities.							
		1) Ensure trail connections to existing or planned local and regional open space and trail systems.		Coordinating with the County of San Bernardino on the Santa Ana River Trail Project. Connection to occur through the Seven Oaks Policy Area and Mediterra Planned Development. Continued to meet in 2019 as the trail continues to be constructed easterly by the County. 2020 – The Cities of Highland and Redlands are jointly sponsoring the construction of 2 non-motorized trails along Boulder Ave/Orange St and Palm Ave/Alabama St.				
		2) Provide extensive open space linkages within the site to connect to adjacent open space resources.		Mediterra Planned Development provides partial linkages. Construction commenced in 2021. Future development through the Seven Oaks Policy Area is expected to link to Mediterra and other master trails, open space and amenities.				

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			3) Continue to collaborate with the City of Redlands, the County of San Bernardino and property owners.		2020 – The Cities of Highland and Redlands are jointly sponsoring the construction of 2 non-motorized trails along Boulder Ave/Orange St and Palm Ave/Alabama St.		
			4) Ensure that sufficient access, including emergency access, is provided to support future development.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
			5) Ensure that adequate public services and facilities keep pace with future development.		The appropriate Development Impact Fees are collected by each new project to ensure public facilities are sufficient. Public services are evaluated continuously by the City’s management and public safety officials.		
			6) Provide appropriate habitat corridor linkages in collaboration with applicable habitat conservation planning.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
			7) Implement future development guidance of the Seven Oaks area by means of a specific plan or similar mechanism.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
			8) Require that hillside development minimize alteration of the natural landforms and natural vegetation, while maximizing viewshed protection.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
			9) Limit grading to the amount necessary to provide stable areas for structural foundations, street rights-of-way, parking facilities and other intended uses.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
			10) Minimize import/export associated with grading.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
			11) Consider clustered development, especially in connection with such recreation amenities as a golf course, in future planning activities for the site.		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
			12) Maintain the Greenspot Agricultural Preserve until such time future development is proposed or more detailed planning is initiated. In the event that proposed development would impact the Agricultural Preserve, the City shall evaluate the viability of incorporating the Preserve into the development, consistent with the City adopted <i>Rules and Procedures for the Administration of Agricultural Preserves and Contracts</i> .		Future developments in the Seven Oaks Policy Area will be conditioned to comply with this Policy.		
Chapter 3 – Circulation Element							
Circulation	Goal 3.1 Provide a comprehensive transportation system that facilitates current and long-term circulation in and through the City.						
			1) Require new development proposals to ensure that all mid-block street segments operate at LOS “D” or better during the peak hours of traffic. (Note: Because of the location of the Palm Avenue/Pacific Street intersection within the Historic District, consideration will be given to alternatives to traffic signal mitigation. Alternatively, the City may elect to accept a lower LOS to retain the historic character of the District.)		Developing design concept to convert existing 4-way stop control at Palm/Pacific intersection to a roundabout as an alternative to traffic signal		
			2) Ensure that all intersections operate at LOS “D” or better during the peak hours of traffic.		Implemented through traffic impact analysis as development occurs.		
			3) Ensure that the City’s street system be designed and constructed to accommodate the traffic generated by buildout of the General Plan land use designations.		Retained consultant and performed a feasibility study and determined a single lane roundabout is achievable at the Palm/Pacific intersection.		
			4) Maintain flexibility in the cross-sections and configuration of streets within topographically rugged or environmentally sensitive areas as long as mid-block street segments and intersections operate at LOS “D” or better.		Implemented through traffic impact analysis as development occurs		

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		5) Design and employ traffic control measures (e.g., install traffic signals, provide access restrictions, etc.) to ensure city streets and roads function as intended.		Implemented through traffic impact analysis as development occurs			
		6) Periodically update the General Plan master traffic study to maintain its relevance and correspondence to the General Plan land use designations and the design and construction of new and existing City streets.		Implemented through the Capital Improvement Program			
		7) Monitor the intensity of land use to keep traffic on any arterial in balance with roadway capacity.		Implemented as development occurs			
		8) Require development proposals with the potential to generate traffic volumes or other impacts not adequately evaluated in the Circulation Element and the General Plan Program EIR to prepare a traffic analysis consistent and compatible with the City’s Master General Plan Traffic Model.		Implemented thru site plan/development plan review process as development occurs			
		9) Restrict the number of access points and intersections along arterials to preserve mid block and intersection capacities and to maintain public safety.		Implemented as development occurs			
		10) Encourage major employers to reduce vehicular trips by offering incentive concepts discussed in the General Plan Circulation Element, including but not limited to reduced transit passes and preferential parking for ridesharing.		Saint Adelaide Church parking lot park and ride.			
Circulation	Goal 3.2 Provide a well-maintained roadway system.						
		1) Maintain and rehabilitate all components of the circulation system, including roadways, sidewalks, bicycle facilities, pedestrian facilities and traffic signals.					
		2) Establish and maintain a roadways pavement management program (PMP) that sets forth budgeting, timelines and schedules for maintenance of existing roadways in the community.		First 5-year PMP completed construction of 11 miles of pavement rehabilitation and 72 miles of pavement maintenance in 2019. Second 5-year PMP to be adopted in 2020.			
		3) Continue to study the need and feasibility of providing additional all-weather crossings along critical roadways, and develop an implementation plan and schedule, if appropriate.		Boulder Ave. Bridge constructed; Greenspot Rd Bridge constructed; Base Line Bridge in environmental phase for future construction scheduled to begin in April 2021; Orange Street Bridge in environmental phase for future construction scheduled to begin in 2022.			
		4) Coordinate maintenance or enhancement of transportation facilities with related infrastructure improvements.		Implemented through CIP. Example: mining CUP			
		5) Develop and implement programs and policies that require additional improvements or mitigation from industries or entities that generate heavy truck traffic and pavement impacts.		Implemented through TIA and pavement impact studies for specific projects & coordinated with truck generators			
Circulation	Goal 3.3 Preserve and enhance uniquely scenic or special visual resource areas along appropriate routes for the enjoyment of all travelers.						
		1) Designate the following roadways as Scenic Highways and establish guidelines that protect visual resources in the community and allow for the development of additional recreational opportunities: • Boulder Avenue • Base Line (east of City Creek) • Palm Avenue • Greenspot Road • Church Street • Highland Avenue (east of City Creek)		-			
		2) Attractively landscape and maintain Highland’s Secondary Highways, Special Secondary Highways, Major Highways, Primary Arterials, and Modified Primary Arterials and prepare/implement distinctive streetscape improvement plans.		Construction of landscape median on Greenspot Road from SR 210 to Boulder Avenue in Golden Triangle completed. Construction of landscape median on Base Line from Cole Avenue to SR 210 in Town Center completed. Construction of landscape median on Palm Ave between Cypress St and north of 9th St completed. Construction of landscape medians on Base Line between SR-210 and Boulder Avenue completed. Landscape median gap closure on Base Line between Marigold Avenue and Church Street completed. Construction of landscape median and parkways on Boulder Avenue between San Manuel Village Entrance and Greenspot Road currently in design phase, and is scheduled for construction in 2020.			

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		3) Take such actions as may be necessary to protect scenic routes, including but not limited to: • regulation of land use and intensity of development; • detailed land and site planning; • control of outdoor advertising; • careful attention to and control of grading and landscaping; and • careful design and maintained appearance of structures and equipment.		Sign Code Update adopted in February 11, 2011. Implemented as development occurs.			
Circulation	Goal 3.4 Provide a safe circulation system.						
		1) Establish the local street system within developing neighborhoods through a cooperative public/private planning process.		Through development review process & HMC.			
		2) Require new development to install and maintain streets within planned residential areas as private streets in accordance with development standards set forth in the Development Code and other applicable standards and guidelines.		Through development review process & HMC. Toll Bros Project (TR16914) was required to meet City private street standards			
		3) Promote the principle that streets have multiple uses and users, and protect the safety of all users.		Though development review process & HMC. Constructed 25 miles and acquired funding for an additional 6 miles of bike lanes on streets throughout the City. Construction of a new trail node kiosk at the Santa Ana River bridge on Old Greenspot Road has been completed. Installation of bicycle parking racks at 6 locations in the City has been completed. Installation of 63 new bike wayfinding signs and funding acquisition for 50 more throughout the City has been completed. Funding acquisition to construct 4 rest stops along two of the City’s Class I bikeways has been completed.			
		4) Require new development to provide pedestrian paths and linkages through projects, locating linkages to avoid conflicts with motorized traffic.		Though development review process & HMC. Greenspot Village & Marketplace Specific Plan with paths & trail linkage. Community trail on Base Line from Palomino Street to Tract 15960 north boundary			
		5) Discourage high-speed, through traffic on local streets with appropriate traffic-calming measures (e.g., traffic enforcement, bulb-outs, lane striping, chokers, etc).		Through development review process & HMC. Construction of the Base Line Beautification and Safety Improvement Project has been completed. Construction of the 9 th Street Safety Improvement Project road-diet has been completed. Construction of the Base Line Safety Improvement Project has been completed. Constructed 25 miles and acquired funding for an additional 6 miles of bike lanes on streets throughout the City. Construction of a new trail node kiosk at the Santa Ana River bridge on Old Greenspot Road has been completed. Installation of bicycle parking racks at 6 locations in the City has been completed. Installation of 63 new bike wayfinding signs and funding acquisition for 50 more throughout the City has been completed. Funding acquisition to construct 4 rest stops along two of the City’s Class I bikeways has been completed. Tract 18935, (Diversified Pacific) constructed two mid-block oval medians for traffic calming on Aplin Street. Currently making application to fund bikeways and road diets on Palm Avenue north of Base Line and on Pacific Street from Del Rosa Drive to Boulder Avenue			
		6) Design access onto major arterial streets in an orderly and controlled manner.		Through development review process & HMC. Approved Panda Express / Jack in the Box, and Greenspot Village & Market Place with access restriction / limitation onto Base Line and Greenspot Road.			
		7) Utilize shared driveways in common areas to minimize disruptions to traffic and pedestrian/bicycle flow.		Through development review process & HMC. Shared driveway between Highland Plaza and Highland Civic Center Plaza on Base Line between Cole Ave and Reedy St. Shared driveways required of Panda Express/Jack on Base Line at Seine Avenue. Shared driveways required of Transition Properties on Fifth Street at Church Avenue.			
		8) Implement street design features such as the use of medians, bus turnouts and consolidated driveways to minimize mid-block traffic congestion.		Through development review process & HMC. - Construction of landscape median and bus turnouts on Greenspot Road from SR 210 to Boulder Avenue in Golden Triangle has been completed. - Construction of landscape median on Base Line from Cole Avenue to SR 210 in Town Center has been completed. - Construction of landscape median on Palm Ave between Cypress St and north of 9th St has been completed. - Construction of landscape medians on Base Line between SR-210 and Boulder Avenue has			

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				been completed. - Construction of landscape median gap closure on Base Line between Marigold Avenue and Church Street has been completed. - Construction of landscape median and parkways on Boulder Avenue between San Manuel Village Entrance and Greenspot Road is currently in the construction phase, and is scheduled to be completed in the 3rd quarter of 2022.			
		9) Support freeway improvements that remove through traffic from local streets.		Through development review process & HMC. Constructon of SR 210 / Greenspot Rd westbound on and off ramp improvements is completed. The SR 210 / Base Line bridge widening and ramp improvements completed the design and is currently under construction. Construction is anticipated to completed in the 3rd quarter of 2022. Widening of the SR210/5th Street undercrossing is currently in environmental and preliminary design phase.			
		10) Provide adequate sight distances for safe vehicular movement on roadways and at intersections.		Through development review process & HMC.			
		11) Encourage and improve pedestrian connections from residential neighborhoods to retail activity centers, employment centers, schools, parks, open space areas and community centers.		Through development review process & HMC. - Greenspot Village & Marketplace Specific Plan. - Highland/Redlands Regional Connector Project, a non-motorized transportation project, connecting residential neighborhoods to many activity centers, schools and the Santa Ana River Trail has been awarded federal funding and currently in environmental phase.			
		12) Encourage barrier-free accessibility for all handicapped residents, employees and visitors throughout the City's circulation system.		Through development review process & HMC. Sidewalk and handicap ramp improvement via CIP projects.			
		13) Support the planning of sidewalks of appropriate width to allow the provision of buffers to shield nonmotorized traffic from vehicles.		Through development review process & HMC. Implementation of Federal Safe Routes to School Programs. Curb-adjacent sidewalk is required to be 6-foot wide minimum; striped buffer minimum 12” to 18” wide is required for new bike lanes.			
		14) Add raised, landscaped medians and bulb-outs, where appropriate, to reduce exposure to cross traffic at street crossings.		Through development review process & HMC. -Construction of landscape median and bus turnouts on Greenspot Road from SR 210 to Boulder Avenue in Golden Triangle has been completed. - Construction of landscape median on Base Line from Cole Avenue to SR 210 in Town Center has been completed. - Construction of landscape median on Palm Ave between Cypress St and north of 9th St has been completed. - Construction of landscape medians on Base Line between SR-210 and Boulder Avenue has been completed. - Construction of landscaped median gap closure on Base Line between Marigold Avenue and Church Street has been completed. - Construction of landscape medians and parkways on Boulder Avenue between San Manuel Village Entrance and Greenspot Road currently in design phase and is scheduled for construction in 2020. - Bulb outs will be constructed in Mediterra. -Bulbouts are being planned on Palm Avenue in the Historic District.			
		15) When feasible, walkways should include pedestrian amenities such as shade trees and/or plantings, trash bins, benches and shelters.		- Through development review process & HMC. - The Base Line Beautification Project which includes construction of sidewalks and landscaping has been completed. - The Greenspot Road Project in the Golden Triangle which includes construction of sidewalks and landscaping has been completed. - The Highland/Redlands Connector Project which will construct 3 rest stops for bicyclist is in design. - The City Creek/Alabama Street Bikeways Project which will construct 1 rest stop for bicyclist is in design. - Pedestrian plaza included as a part of the Smart and Final project at the corner of Base Line and Church Avenue. - A Pedestrian Plaza with shade trees, trash bins, benches and bicycle parking is being planned on palm Avenue in the Historic District.			
Circulation	Goal 3.5 Promote bus service and paratransit						

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	improvements.						
		1) Continue to support the regional bus system to provide intracity service, intercity service to major employment centers, and connection to regional transportation transfer points.		- Constructed sidewalks to access bus stops via CIP projects. - Constructed bus bays on Greenspot Road. - Constructed Bus pads completed on 5th Street and Base Line.			
		2) Plan for the provision of areas within the City to be used as park and-ride regional bus and car pool facilities.		Saint Adelaide’s Park & Ride lot – 2010.			
		3) Work with Omnitrans to ensure that transit services are extended to serve residents in the eastern portion of the study area.		- Bus service reaches Church Street for Base Line & Greenspot Road. - Construction of bus stops and turnouts have been completed on 5th Street/Greenspot Road (Boulder Ave to Victoria Ave) to accommodate future extended bus service.			
		4) Coordinate with Omnitrans to provide safe, clean and attractive bus shelters at bus stops and transfer stations.		Omnitrans maintains bus shelters in good condition. A new bus shelter has been installed on westbound Base Line west of Church Street. City and Omnitrans are working on an updated cooperative agreement regarding maintenance & operations of bus shelters. Omnitrans is currently working with the City to update bus stops with shelters, lights, and other amenities in the area within ½ mile of the Highland/San Bernardino Bi-City Bikeway and Walkway Connector project that is currently being proposed for ATP funding.			
		5) Ensure accessibility of disabled persons to public transportation.		Constructed sidewalk widening around obstructions, new sidewalks and access ramps for improved access to bus stops via CIP projects.			
		6) Investigate new opportunities to finance further transit service for the elderly, handicapped and recreational purposes.					
		7) Support privately funded local transit systems for commuter residents and maintain local transit systems for seniors and youth.					
		8) Design transit improvements to minimize impacts on other modes of travel.		As development occurs. Constructed bus bays on Greenspot road to minimize impacts to travel lanes. Have bus shelters on Base Line constructed at locations that do not block pedestrian paths. Omnitrans is currently considering a new shelter with an information banner at the northwest corner of Base Line and Palm Avenue.			
Circulation	Goal 3.6 Provide a circulation system that reduces conflicts between commercial trucking, private/public transportation and land use.						
		1) Maintain designated truck routes for use by commercial trucking that link industrial and commercial activity areas with major roadways and regional transportation routes and minimize impacts on local traffic neighborhoods.		Implemented through the General Plan and posting of truck route signs.			
		2) Provide appropriately designed roadways for the designated truck routes that can safely accommodate truck travel.		Implemented through design of CIP projects and development projects making sure roadways for designated truck routes have adequate width, configuration and pavement structural section.			
		3) Develop berms and barriers where feasible along truck routes to minimize noise impacts to sensitive land uses.		Sound Wall completed on Boulder Ave as part of the Boulder Bridge projects.			
		4) Provide sufficient loading areas to minimize interference with efficient traffic circulation.		Implemented through development review process. Constructed bus turn-out bays on Greenspot Road between SR-210 and Boulder Avenue within the Golden Triangle.			
		5) Regulate on-street parking of trucks where necessary to discourage truck parking on primarily residential streets or where they are incompatible with adjacent land uses.		Implemented through the HMC.			
		6) Conduct a study examining the interface between proposed truck routes, the complete roadway network, and adjacent land uses.					
		7) Evaluate truck route alternatives based on Caltrans Traffic Study guidelines.					
		8) Require as a part of the development review process for all new or expanding mineral extraction and all other heavy industry activities within the City, that the following information be provided: • A detailed plan of haul roads, indicating measures that will be taken to minimize aesthetic, noise, traffic, and particulate emission impacts to the surrounding land		Completed as part of EIR and CUP for CEMEX and Robertson expansion approvals (June 2, 2009). Constructed pavement rehabilitation to provide adequate pavement structural sections on 3 rd St, 5 th St, Greenspot Road, Base Line, Pacific Street, and Highland Ave, Sterling Ave, Victoria Ave, Palm Ave, Boulder Ave and Church Street.			

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		uses; • A traffic analysis that indicates both the number of projected trucks and their associated potential impact to city streets; • A “fair-share” mitigation analysis indicating the impacts and associated maintenance costs caused by the potential generation of future truck traffic; and • A comprehensive mitigation program, designed to run the life of the mineral extraction activity (including reclamation) that will: - Cover the fair-share portion of surrounding roadway maintenance costs due to the increase in local truck activity, or - Provide new or appropriate improvements to existing roadway facilities which in the opinion of the City would mitigate the impacts caused by the increase in local truck traffic.					
		9) Work with private mining operators to establish specialized truck routes that: • Allow for the transport of raw and finished materials from quarries within the Santa Ana River Wash area to the Foothill Freeway on paved private haul roads; • Reduce, to the extent feasible, the movement of mining transport trucks on City streets; and • Mitigate, to the extent feasible, the noise, dust and vibration effects of such transport activities on surrounding land uses.		Same as #8 above. A mining CUP required the private mining haul road to be connected to 5 th Street immediately west of the SR-210 eastbound on-ram, thereby reducing truck impact on City streets.			
Circulation	Goal 3.7 Protect and encourage bicycle travel.						
		1) Develop a system of continuous and convenient bicycle routes to places of employment, shopping centers, schools, and other high activity areas with potential for increased bicycle use.		- Implemented through the General Plan. - West Highland Bikeway with wayfinding signage completed on Base Line from Del Rosa Drive to Cole Avenue. - Greenspot Road Bikeway and Base Line Bikeway completed. - The Highland/Redlands Regional Connector Project, and the City Creek/Alabama St Bikeway Project, two non-motorized transportation projects, connecting residential neighborhoods to many activity centers, schools and the Santa Ana River Trail are in the environmental phase with construction scheduled for 2021. - The Highland/San Bernardino Bi-City Bikeway and Walkway Connector project, which would provide Highland residents with direct access to CSUSB, is being proposed to the Active Transportation Program (ATP) for funding.			
		2) Encourage new development to provide reasonable and secure space for bicycle storage.		Implemented through the Development Review process.			
		3) Provide bicycle racks at all public facilities and along major public streets.		Greenspot Road & Base Line bikeway projects included bicycle rack installation. Highland/Redlands Regional Connector Project includes bicycle parking. The Highland/San Bernardino Bi-City Bikeway and Walkway Connector project being proposed to the Active Transportation Program (ATP) for funding includes bike racks.			
		4) Assure that local bicycle routes will complement regional systems and be compatible with routes of neighboring municipalities.		All completed or planned bike routes within the City are coordinated and consistent with the non-motorized plan for San Bernardino County. The Highland/Redlands Regional Connector Project, and the City Creek/Alabama St Bikeway Project, two non-motorized transportation projects, connecting residential neighborhoods in Highland and Redlands to many activity centers, schools and the Regional Santa Ana River Trail.			
		5) Provide linkages between bicycle routes and other trails, such as the Santa Ana River Trail, within the City as appropriate.		Highland/Redlands Regional Connector Project, and the City Creek/Alabama Street Bikeway Project, will provide connections to the Regional Santa Ana River Trail. The proposed Highland/San Bernardino Bi-City Bikeway and Walkway connector project being proposed for ATP funding will connect the cities of San Bernardino and Highland resulting in 59 mile of continuous bikeway network between the two cities.			
Circulation	Goal 3.8 Incorporate consideration of regional transportation implications into						

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	decisions made by the City of Highland and, conversely, incorporate consideration of the local transportation implications on the City of Highland into decisions made by other local agencies, as well as into decisions made by state and federal agencies.						
		1) Participate in a wide range of regional transportation planning and programs to improve the capacity, efficiency and safety of the shared circulation system.		On-going, Public Works Division works closely with Caltrans, SBCTA and surrounding cities on the regional transportation planning and programs.			
		2) Participate in all regional transportation committees and regularly coordinate with other local agencies regarding their plans, programs and services that affect the quality and safety of the Highland roadway system.		Public Works Division regularly attends SBCTA Transportation Technical Advisory Committee meetings and SR 210 widening project meetings.			
		3) Coordinate street system improvements and traffic signal coordination with regional transportation efforts.		On-going implementation with SBCTA. The City participated in the implementation of the valley-wide traffic signal coordination system. The City also completed citywide traffic signal coordination systems upgrade on 7 corridors in 2017.			
		4) Coordinate signal construction and timing with Caltrans improvements in and around SR-30/I-210 off- and on-ramps.		The City coordinated on a regular basis with Caltrans to ensure traffic signals at freeway interchanges are well synchronized with the City’s traffic signals.			
		5) Coordinate transit planning with the Southern California Association of Governments, SBCTA, Omnitrans and adjacent communities.					
		6) Work with the Southern California Commuter Rail Council and the San Bernardino Association of Governments and Omnitrans to establish a transit connection with the Metrolink Commuter Rail System.					
		7) Coordinate with Caltrans, the City of San Bernardino, the County of San Bernardino, the San Bernardino International Airport Authority and the San Manuel Band of Mission Indians to study the feasibility of a new freeway interchange at Victoria Avenue and to facilitate applicable roadway improvements.		As required by the City, Caltrans completed a Project Study Report in 2012, and SBCTA completed a feasibility study in 2014 of a proposed interchange on SR-210 at Victoria Avenue. The City is leading the effort to develop a cooperative agreement with the City of San Bernardino, IVDA, and San Manuel to fund the \$4 million needed for the project environmental phase.			
		8) Coordinate with human services agencies and public schools to reduce duplicate transportation where feasible.					
		9) Prior to permitting connection of roadways from adjacent jurisdictions into the City of Highland, ensure that regional benefits are not achieved at the expense of Highland residents and businesses. Where a potential for negative impacts to Highland residents and business exists, ensure that the agency proposing the connection provides sufficient mitigation such that the connection is not only of regional benefit, but also of benefit to the City of Highland.		Implement during response to project notices and review of encroachment permit applications from adjacent jurisdictions.			
Circulation	Goal 3.9 Ensure adequate parking is made available to City residents, visitors, and businesses.						
		1) Locate new development and their access points in such a way that traffic is not encouraged to utilize local residential streets and alleys for access to the development and its parking.		Implemented through the development review process.			
		2) Investigate the implementation of Variable Parking District Overlays along Base Line, Highland Historic District and other areas where appropriate, to encourage the enhancement of existing parking-deficient development.		Developed an enhanced on-street parking concept on Palm Avenue in the Historic District.			
		3) Assess the adequacy of existing or proposed on- and off-street parking as needed, especially in urban and commercial areas, to ensure that an adequate supply is provided.		Implemented through the Highland Municipal Code and development review process.			
		4) Explore strategies for the management of parking supply, which can include parking fees, metered on-street parking and staggered work schedules.					
		5) Develop strategies for the control of parking demand such as improved transit service, amenities for bicyclists and rideshare		Requires new developments to construct bikeways to reduce the need for driving and parking.			

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		vehicles.		
		6) Develop strategies for shared parking opportunities in mixed-use and multiple-use development.		
		7) Encourage the use of well-designed, aesthetically enhanced parking structures as an alternative to large, expansive surface parking lots in retail and employment centers.		

Chapter 4 –
Public Services and Facilities Element

Public Services & Facilities	Goal 4.1 Coordinate and balance the provision of public services with development activity to eliminate service gaps, maximize the use of public facilities, provide efficient and economical public services, achieve the equitable and legally defensible sharing of costs of such services and facilities, and maintain adequate service systems capable of meeting the needs of Highland residents.						
		1) Prior to permitting, ensure that all major extensions of services, facilities and utilities are comprehensively reviewed for related social, economic and environmental impacts and identify mitigation measures as appropriate.		On-going. All new development is responsible to construct and pay for their services and share of facilities.			
		2) Ensure that proposed development, which requires the extension of public services and facilities, will generate sufficient municipal income to pay for the operations, maintenance and replacement of those services and facilities by the City.		On-going.			
		3) Ensure that existing residents and businesses are not burdened with the cost of financing infrastructure aimed at supporting new development or the intensification of existing development.		Development Impact Fees are collected from all new development.			
		4) Continue to ensure that public water, sewer, drainage and other facilities needed for a project phase are constructed prior to or concurrent with initial development within that phase, unless otherwise approved by the City.		On-going and coordinated with East Valley Water District on a comprehensive City-wide and project specific basis. The District’s Sterling Natural Resources Center water treatment facility is under construction which will improve and expand service.			
		5) Continue to make the project sponsor of a proposed development ultimately responsible for ensuring the timely availability of all infrastructure improvements (including system wide improvements) needed to support the development.		On-going as part of land use entitlements.			
		6) Continue to require that deficiencies in existing public services and facilities are corrected prior to or concurrent with proposed development.		All public service and facility providers are contacted via mail with a Project Notice and asked to comment on each new development proposal within the City.			
		7) Continue to coordinate with public service and utility companies to assure the long-term provision of services including water, wastewater, solid waste, electricity, natural gas and other private utilities (e.g., cable, Internet, telephone) for City residents.		Frequent meetings with East Valley Water District and Southern California Edison related to City-wide service areas.			
		8) Continue to direct future growth to areas with adequate existing facilities and services, or areas with adequate facilities and services committed, or areas where public services and facilities can be economically extended.		On-going.			
		9) Develop a public facility assessment reporting system as part of the Capital Improvement Program and in accordance with AB 1600 to monitor the capacity of existing facilities to ensure that new developments do not overwhelm existing facilities. The following are guidelines for developing the reporting system: Identify and understand the demands for services that will be placed on Highland by		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts. Fiscal impact analysis reports, which include public service costs, are required for new, large-scale development.			

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		regional demographic and economic changes. • Monitor the progress of current local development projects, and ensure that public service and facility plans, as well as their forecasts and funding mechanisms, reflect changing conditions. • Track the status of capital improvement program implementation. • Develop a community survey to identify public facility deficiencies and usage.		
		10) Conduct and maintain an inventory of the availability and adequacy of public services and facilities in coordination with the County and service agencies in the area. Use the information to coordinate capital improvement programs and to make determinations on the adequacy of community facilities.		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts
		11) Continue to follow the procedures established for the regular exchange of information regarding proposed development and availability and adequacy of public services and facilities.		Local public service providers invited to attend city’s pre-application meetings with developers of new projects.
		12) Continue to utilize a proactive approach to assuring that the flow of information between service agencies is maintained.		On-going. Reviewed periodically. CIP regularly monitored & status reported. Participate in SCAG, SANBAG and OmniTrans planning efforts
		13) Utilize performance standards to determine the adequacy of public services and facilities and to establish requirements, fees and exactions provided by new development in the City.		Fiscal impact analysis reports, which include public service costs, are required for new, large-scale development.
		14) Maintain a development review process that places the ultimate responsibility on the project sponsor for ensuring that necessary infrastructure improvements (including system-wide improvements) needed to support new development are, in fact, available at the time they are needed.		Implemented through the entitlement process.
		15) Require the construction of public facilities as a condition of approval for a proposed development if the development exceeds the capacity of existing public facilities to support such development.		Implemented through the entitlement process.
		16) Continue to require that project applicants provide sufficient information in the application process so that the City may comprehensively determine the potential impacts and/or the need for improvements to existing services and facilities to support project buildout consistent with the City’s performance.		Implemented through the entitlement process.
		17) Continue to require that all new development pay the applicable Development Impact Fees established by the City Council.		On-going and applied during the entitlement process.
		18) Maintain flexibility in the collection and application of Development Impact Fees to permit the construction of master planned facilities in lieu of fees when the City determines that it is in the public interest to do so.		On-going. DIF fees and policy to be reviewed by the City Council 2022.
		19) Continue to require the construction of public facilities as a condition of approval where the value of the services and facilities needed to support buildout of a proposed development exceed established Development Impact Fees, as consistent with the City’s performance standards. Require an agreement with the developer for reimbursement from future development fees for the excess costs. Such reimbursements shall be from future fees collected for the specific excess facilities, which the initial developer was required to construct.		Reviewed with the adoption of City’s Bi-annual Budget 2022-2023.
		20) In the event that the performance standards for public services and facilities are not being met, the following conditions shall apply: • Where the performance standards are not being met due to needs created by existing development, the City Council shall adopt in its Capital Improvement Plan a program to ensure that the performance criteria will be met at the earliest possible date.		

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		In instances where the performance standards are being exceeded prior to approval of a proposed development as the result of existing development, require that the proposed development provide such facilities as are necessary to ensure that performance criteria are met for new public facilities and services provided to the development, and that existing public services and facilities are not further downgraded.					
		21) Review the development fee structure, user charges, and mitigation fees every five years in accordance with the provisions of AB 1600 to ensure that the charges are consistent with the costs of improvement and maintenance and that public services and facilities are being expanded in a cost-efficient manner. Utilize the City's performance standards for public services and facilities as the basis for this review.		DIF fees and policy to be reviewed in 2022.			
		22) Continue to require that planned communities participate in the development of public infrastructure, in addition to the payment of development impact fees, through the following methods: - An approved development agreement for all new specific plan or planned unit development projects that specifies the timing of infrastructure improvements in relation to project development. - An annual review of improvements conducted for all new specific plans and an annual report in a format that can be easily included in the City's infrastructure assessment and reporting system.		Implemented as appropriate. Development Agreements were considered for both the Greenspot Village and Marketplace Specific Plan and prior Harmony Specific Plan.			
		23) Continue to proactively monitor and review development proposals in surrounding areas to protect City interests and minimize impacts on the community.		On-going.			
		24) Continue to work with the County on a system of requiring appropriate mitigation to ensure that new unincorporated development will not impact services and facilities in the City.		On-going.			
		25) Continue to support an assessment district alternative to development impact fees for large-scale developments undergoing urbanization when a single owner or small number of owners is involved, and when it is in the public interest to do so.		Explored these options with the Greenspot Village and Marketplace Specific Plan, and Mediterra Planned Development.			
		26) Continue to allow new development and the intensification of existing development only where and when adequate public services and facilities can be provided.		On-going			
Public Services & Facilities	Goal 4.2 Provide a water system that produces high quality water, sufficient water pressure and necessary quantities of water to meet domestic demands.						
		1) Continue to work with the East Valley Water District to provide an efficient and economic distribution of adequate water supply and pressure to the District's service areas in Highland.		The City Receives updates from East Valley Water District as they update their Sewer Master Plan and Water Master Plan. Provided input regarding future development needs within Highland.			
		2) Ensure a high-quality water supply that meets or exceeds state and federal health standards.		Coordinate with East Valley Water District.			
		3) Work with the East Valley Water District and local elected representatives to better define the future availability of water for the Highland community.		Worked closely with East Valley Water District staff to be informed of the ongoing water supply and new mandates issued by the Governor and Water Board.			
		4) Work with the East Valley Water District to promote water conservation and education programs, such as public education programs available through the Environmental Learning Center in Highland.		In March 2013 the City approved a new East Valley Water District Corporate Campus on Greenspot Road. The project will have a water efficiency demonstration garden. 2015 - East Valley Water District is performing extensive outreach regarding water conservation in light of the state drought and mandates.			
Public Services & Facilities	Goal 4.3 Provide a safe and effective sewer system that meets the needs of Highland residents, businesses and visitors.						
		1) Continue an ongoing dialogue with the		The City receives updates from East Valley Water			

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		East Valley Water District regarding funding and scheduling of any additional sewage facilities needed to serve the City.		District as they update their Sewer Master Plan and Water Master Plan. Provided input regarding future development needs within Highland 2020 – Construction of the District’s Sterling Natural Resources Center water treatment began continues.			
		2) Work with relevant agencies to determine the long-term supply of reclaimed wastewater and service to potential future uses within the City.		Worked with East Valley Water District to stay informed regarding their development of a future water reclamation facility. 2020 – Construction of the facility continues construction.			
		3) Encourage Grey Water Recycling, especially for residential use irrigation.		Promoted where available.			
Public Services & Facilities	Goal 4.4 Maintain an effective drainage system that protects people and property from overflows and flood disasters.						
		1) Continue to improve any deficiencies in the City’s drainage system and address the long-term needs associated with future development to minimize flood damage and adequately direct rainfall and subsequent runoff.		Through CIP program.			
		2) Minimize the impact of development on the City’s drainage system by reducing the amount of impervious surface associated with new development and encouraging site design features or landscaping that capture runoff. Encourage on-site retention of stormwater and compliance with requirements of the National Pollutant Discharge Elimination System.		Implemented through the City’s Municipal NPDES Permit.			
Public Services & Facilities	Goal 4.5 Minimize, recycle, and dispose of solid waste in an efficient and environmentally sound manner.						
		1) Ensure that solid waste generated within the City is collected and transported in a cost-effective manner and protects the public’s health and safety.		Implemented through the Solid Waste Franchise Agreement.			
		2) Continue to support an ongoing dialogue with the County Solid Waste Management on the rail haul access and other regional solutions for long-term limits on local landfill capacity.		Implemented through the City’s participation with the County Solid Waste Advisory Task Force.			
		3) Reduce the volume of solid waste material sent to landfills by continuing source reduction, recycling and composting programs in compliance with State law and encouraging the participation of all residents and businesses in these programs.		Implemented through the City’s Statewide Landfill Diversion Mandates compliance and the Solid Waste Franchise Agreement.			
		4) Increase the price paid for recycling glass and plastic from private vendors.		This is State Controlled. Not City’s Jurisdiction.			
Public Services & Facilities	Goal 4.6 Coordinate with private utility companies to ensure the adequate provision of electricity, natural gas and telecommunication infrastructure to existing and new development.						
		1) Continue to coordinate with the local gas and electric companies on the location and timing of additional energy facilities needed within the City.		On-going during entitlement process.			
		2) Coordinate with private utilities to provide Highland residents, schools and businesses with an efficient telecommunications infrastructure, including telephone, cable and high-speed services, such as high-speed Internet.		On-going during entitlement process.			
Public Services & Facilities	Goal 4.7 Ensure the provision of adequate law enforcement and police protection services and facilities.						
		1) Ensure that police services, response times, equipment, and the number of police personnel keep pace with growth and the changing needs of the community.		License Plate Reader technology placed at major intersections and on police cars in 2012. Close coordination with Police and Fire Departments regarding services within the Greenspot Village & Marketplace. Level and cost of services analyzed. Specific needs addressed in the Conditions of Approval and Fiscal Impact Analysis.			

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General Plan Element:	Goals:	Policies:	Actions:				
		2) Maintain and expand crime prevention and other public education programs.		On-going Crime Free Multi Family Housing, Neighborhood Watch, specialty trainings regarding personal safety available to the community at the Sheriff's Department, etc.			
		3) Encourage the use of urban design strategies to help prevent crime, when feasible.		On-going through development review process.			
		4) Ensure law enforcement services are involved in the development review process.		On-going.			
Public Services & Facilities	Goal 4.8 Ensure the provision of adequate staffing, equipment and facilities to support effective fire protection and emergency medical services that keep pace with growth Policies						
		1) Work with the fire department to ensure that response time standards and a high level of service are maintained.		Entered into an agreement with San Manuel Band of Mission Indians (Fire Dept) to provide services to Greenspot Village & Marketplace. New permanent (and possibility interim) Fire Station #4 may be constructed within the Seven Oaks Policy Area if future development is approved. Level and cost of services analyzed. Specific needs addressed in the Conditions of Approval of each development project.			
		2) Ensure the City has adequate fire training facilities, equipment and programs for firefighters and inspection personnel, and education programs for the general public.		Phase 2 of the future Fire Station No. 1 is planned to have a training facility (as funding becomes available).			
		3) Coordinate and cooperate with the East Valley Water District to maintain and/or upgrade water facilities to ensure adequate water supply is available for fire suppression operations.		Sterling Natural Resources Center began construction.			
		4) Ensure the availability of adequate fire flow prior to the recordation of residential tracts or parcel maps and prior to the issuance of commercial building permits by requiring the testing of all fire hydrants in the vicinity of the project at the applicant's expense. In the absence of adequate flow, require either the installation of onsite fire protection devices or improvements that upgrade the area's water system to accommodate an adequate flow.		On-going through development review process.			
		5) Ensure that development in Fire Hazard Zones comply with adequate fire safety standards (e.g., fuel modification zones, perimeter roads, greenbelts, etc.).		On-going as the Fire Marshal and Building & Safety Departments review new development plans.			
Public Services & Facilities	Goal 4.9 Maintain cooperative school and public facility planning to ensure the provision of adequate school facilities and quality educational programs in a manner consistent with other City goals and policies on facility location, use, timing, funding, recreational and social joint use programs.						
		1) Continue to coordinate with local school districts on resolving issues such as joint use facilities, new facility locations and alternative use of vacant or underutilized sites in the City.		Continue to utilize joint use facility agreements at both San Bernardino City and Redlands Unified School Districts for outdoor recreation activities and indoor facilities needed for After School Activity Programs.			
		2) Require that new development provide the necessary funding and/or resources to establish school facilities commensurate with the impact of development on school services. In cases where existing school capacity does not support new development, require the implementation of appropriate funding mechanisms, as permitted by law, to ensure the availability of adequate school facilities. Potential financing avenues include: • A contract with the developer to provide funds for schools • Land dedications • Lease back turnkey program • Special assessment district financing, such as Mello-Roos Community Facilities Districts, for the proposed area of development.		Work with the Redlands and San Bernardino City Unified School Districts as projects are considered and during the District's annual facilities needs assessment.			
		3) Encourage that all school impact fees collected from development projects be allocated toward the acquisition of land and		On-going			

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General Plan Element:	Goals:	Policies:	Actions:				
		construction of schools that serve the residents of those projects.					
		4) Continue to coordinate development activity with local school districts by: • Participating with local school districts in joint planning efforts; • Establishing a joint task force comprised of representatives from the City, school district and development community to identify additional means of funding school construction; • Notifying school districts of proposed development applications early in the review process; • Requesting that school districts indicate the level of facilities available to serve development projects requiring discretionary review; and • Establishing a clear methodology for determining the impacts of development on the school facilities in the City.					
		5) Continue to work with local school Plan of Schools that outlines specific sites needed to meet the future demand for school facilities.					
		6) Explore the possibility of locating a major institution of higher learning in Highland.		Unsuccessful to date.			
Public Services & Facilities	Goal 4.10 Ensure the continued development of cultural facilities and the provision of social services for Highland residents.						
		1) Encourage the development of cultural facilities in the City, especially in districts such as the Town Center and Historic District.		Work with the Highland Area Historical Society and Chamber of Commerce to consider sites for a future museum/Chamber office combined facility.			
		2) Continue to work with surrounding jurisdictions to ensure the availability of regional cultural facilities to Highland residents.					
		3) Work with the County of San Bernardino to secure the availability of social services to Highland residents.		On-going			
Chapter 5 – Conservation Open Space Element							
Conservation Open Space	Goal 5.1 Preserve, maintain and create views and vistas throughout the community to enhance the visual experience of Highland.						
		1) Incorporate view corridor planning in related development efforts and capital improvement programs.		Base Line and Greenspot Road Beautification Projects complete. 2016/2021 View corridors considered during planning of the Mediterra Planned Development.			
		2) Along roadway-based view corridors, frame views of attractive features of the natural and built environment with appropriately placed median and street tree landscaping. Use of fire-resistant vegetation and ample spacing between trees and shrubs is encouraged to reduce the spread of fires.		Base Line and Greenspot Road Beautification Projects complete. 2016/2021 View corridors considered during planning of the Mediterra Planned Development.			
		3) Enforce hillside development standards that call for natural contour grading, environmentally sensitive design, shape and siting techniques, and fire-retardant building materials.		The Mediterra Planned Development incorporates hillside development standards.			
		4) Work with San Bernardino County and the City of San Bernardino to develop consistent regulations for the protection of ridgelines, slope areas and hilltops within the surrounding foothill communities.		On-going.			
		5) Require that all excess excavated material		Diversified-Pacific Tract 18935, 2015-2018.			

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General Plan Element:	Goals:	Policies:	Actions:					
		(waste materials) be properly removed and disposed of or otherwise reincorporated into the development plan without compromising natural contours or aesthetic qualities of the site.						
		6) Require that hillside development be located below ridgelines and that structures themselves and accompanying landscaping conceal cut slopes and grading.		The Mediterra Planned Development incorporates hillside development standards.				
		7) Encourage developers in high slope gradient areas to use raised floor systems and stepped footages to leave slope contours in a more natural state.		On-going.				
		8) Retain existing vegetation within or alongside hillside development areas except where such vegetation poses a risk to buildings in high fire hazard zones (see Goal 6.5, Public Health and Safety Element). Use native, fire resistant, drought-tolerant plant material in fuel modification areas when existing vegetation can not be retained.		On-going.				
		9) Preserve mature trees, natural hydrology, native plant materials and areas of visual interest.		On-going.				
		10) Work with San Bernardino County and the City of San Bernardino to protect scenic resources located outside of the City, such as prominent ridges, slopes and hilltops.						
		11) Enact provisions in the municipal code to minimize soil erosion, restore natural drainage surfaces, attenuate slope instability and reduce the amount of impermeable surface.		On-going.				
		12) Index the percentage of impermeable surface to slope gradient.		On-going as needed.				
		13) Develop different water-retention standards for single dwellings and larger tracts. Subdivisions should have overall implementation and water-retention strategies.		Implementing through the City’s NPDES / WQMP Guidelines. In July 2010 the City adopted its own Water Efficient Landscaping Ordinance modeled after the States Model Ordinance. These are updated as needed and required by the State.				
Conservation Open Space	Goal 5.2 Achieve an orderly transition from agricultural uses to low-density residential /equestrian uses.							
		1) Ensure that farmlands converted to other uses are consistent with the East Highlands Ranch Planned Development.		Mitigation measures for Mediterra Planned Developments and Mitigation measures for the Greenspot Rd/Pole Line General Plan Amendment and Zone Change ensured consistency with farmland conversion policy.				
		2) Incorporate appropriate land use transitions and buffering techniques into new development.		On-going. Efforts made to allow seasonal farm stands (pumpkin patch and Christmas tree farms) on agricultural lots adjacent to single family homes with the appropriate mitigation.				
		3) Incorporate appropriate edge treatment between the agricultural/equestrian uses and higher density residential uses through landscaped buffers, greenbelts, view fencing and parkways.		On-going as needed.				
		4) Preserve visual reminders of the City’s agricultural heritage in park design, buffer zones, public use areas and landscape plans.		East Highlands Ranch preserved a small orange grove near the “Natural Parkland” at the terminus of Base Line. The City’s Aurantia Park contains and will retain a 1 acre citrus grove.				
Conservation Open Space	Goal 5.3 Continue to work with the East Valley Water District to meet the current and future water needs of its residents (see Public Services and Facilities Element, Section 4.2).							
		1) To the extent possible, preserve floodplain and aquifer recharge areas in their natural condition.		Adoption of the Upper Santa Ana River Basin and Land Management Plan in 2009 (Plan B).				
		2) Continue to coordinate water resource policy with the East Valley Water District and other relevant agencies.		On-going.				
		3) Expand outreach efforts, through the Environmental Learning Center and City-sponsored publications, to educate the public on water supply and water quality issues.		On-going. In March 2013, City approved a new East Valley Water District Campus with water efficient demonstration gardens. Similar efforts are being made to incorporate these features into the Sterling Natural Resources Center water reclamation plant on 6 th Street and Del Rosa. On-going extensive outreach by East Valley Water District related to the state drought and subsequent water conservation mandates.				
Conservation	Goal 5.4 Continue to							

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General Plan Element:	Goals:	Policies:	Actions:					
Open Space	preserve and enhance the water quality and natural habitat of its waterways.							
		1) In coordination with the East Valley Water District and the County of San Bernardino, continue to maintain and improve the hydrology and natural quality of the watersheds of Bledsoe Creek, Plunge Creek, Elder Gulch City Creek, Sand Creek, Warm Creek, Old City Creek Overflow Channel, Bald Ridge Creek, Santa Ana Canyon and the Santa Ana River.		On-going. In March of 2019, San Bernardino County Flood Control District completed construction of channel improvements at the confluence of Sand Creek and Warm Creek located north of Base Line and west of Victoria Avenue. The construction cost was \$2.4 million. These channel improvements provide proper conveyance of runoff flows, reduce bank erosion and protect against flooding.				
		2) Review and revise, as necessary, zoning and subdivision ordinance provisions related to protection of the City’s watersheds, especially in areas that abut creek systems and natural vegetation and open space areas, to enhance the natural appearance of watershed areas without compromising flood control and safety considerations.		Updated City’s Floodplain Ordinance in 2009.				
		3) Cooperate with other agencies and participate in multijurisdictional efforts to improve watershed management practices.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). Continuing to coordinate SAWPA.				
		4) Reevaluate the effect of engineering practices and specifications relative to storm channel design to avoid their appearance as “concrete ditches.”						
Conservation Open Space	Goal 5.5 Continue to reduce urban runoff.							
		1) Use water quality best management practices (BMPs) in land planning, project-level site planning and procedural requirements as part of the Storm Water Quality Management Plan.		On-going. Implemented through the City’s NPDES permit.				
		2) Require best management practices for all parking lots and paved storage areas within industrial and commercial zones, for the City’s street network, and within the City’s parks and other civic facilities.		Continue annual water quality training for all City staff in development-related departments. Emphasis on new State and County regulations and permits.				
		3) Require site design practices that capture and channel specified percentages of rainfall and other runoff to permeable surfaces.		The City’s Public Services and Engineering Departments ensure compliance with state guidelines related to LIDs and BMPs.				
		4) Conduct community outreach programs, in conjunction with the local water agency, to educate the public about reducing urban runoff.		Distribute information to public at local events such as the Citrus Harvest Festival and Discover Highland Night.				
		5) Develop an informational brochure for residents and developers summarizing best management practices for reducing urban runoff.		Packet available at public counter.				
		6) Retain water on site through the use of attractively landscaped retention basins and other measures to replenish aquifers.		Will be utilized on a large scale in the Mediterra Planned Development.				
Conservation Open Space	Goal 5.6 Monitor and strengthen Highland’s water conservation practices.							
		1) Continue to inspect, maintain and enhance City facilities for water conservation purposes.		On-going. Adoption of State Water Model Ordinance (July 2010). Drought and conservation information provided by East Valley Water District made available on the City’s website. City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way (2016).				
		2) Continue interdepartmental coordination of water use and conservation policies to improve City-facility water use.		On-going. Adoption of State Water Model Ordinance (July 2010). Drought tolerant landscaping and irrigation in all LMD’s, R-O-W, Parks and Medians. City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way (2016).				
		3) Continue to specify and install water-conserving plumbing fixtures and fittings in public facilities such as parks, community centers and government buildings in accordance with Title 24 of the California Code of Regulations.		On-going. Adoption of State Water Model Ordinance (July 2010). City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities and right-of-way (2016).				
		4) Continue and expand water conservation outreach programs, in coordination with EVWD, to local schools, the public and the development community through the Environmental Learning Center, webpage links, incentive programs and community events.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		5) Ensure that the latest water-saving technologies for domestic and landscaping		On-going. Adoption of State Water Model Ordinance (July 2010).				

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General Plan Element:	Goals:	Policies:	Actions:					
		uses are incorporated into new developments or retrofitted into existing developments where intensification is proposed.		City complying with the Governor’s executive order and subsequent legislation regarding drought.				
		6) Encourage the use of drought-tolerant plants and water-efficient landscape design.		On-going. Adoption of State Water Model Ordinance (July 2010). East Valley Water District is actively promoting.				
		7) Encourage alternatives to lawns and turf uses, except for parks, playing fields, children’s play areas and other specialized uses.		On-going. Adoption of State Water Model Ordinance (July 2010). East Valley Water District is actively promoting.				
		8) In general, work to reduce turf landscaping. Where domestic water supplies are used in the irrigation of turf areas, encourage the use of tall fescue varieties or other warm season turf.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		9) Consider underground irrigation techniques to conserve water.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		10) To the extent possible, require the preservation of existing native trees and shrubs.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		11) Within each model home complex, require that homes incorporate a specified amount of drought-tolerant landscaping.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		12) Require residential builders to provide information, including a plant palette of xeriscape species, to prospective buyers of new homes within the City of Highland regarding drought-tolerant planting concepts.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		13) Where possible, require the extensive use of mulch in landscape areas to improve the water-holding capacity of the soil by reducing evaporation and soil compaction.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		14) In new developments require, and in existing uses encourage, the installation of efficient irrigation systems that minimize runoff and evaporation. Such systems include: • Drip irrigation • Soil moisture sensors • Automatic irrigation systems with appropriate timing devices to minimize evaporation. • Subsurface, or underground, irrigation.		On-going. Adoption of State Water Model Ordinance (July 2010).				
		15) Establish landscape maintenance districts along streets for water conservation purposes.		On-going. Adoption of State Water Model Ordinance (July 2010). City installed water-efficient landscape materials and irrigation during prior drought throughout its facilities, right-of-way and LMDs.				
Conservation Open Space	Goal 5.7 Maintain, protect and preserve biologically significant habitats, including riparian areas, woodlands and other areas of natural significance.							
		1) Continue participation, in cooperation with relevant agencies and jurisdictions, in the preparation, planning and implementation of Habitat Conservation Plans and preservation areas.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).				
		2) Ensure that all development, including roads proposed adjacent to riparian and other biologically sensitive habitat, avoid significant impacts to such areas.		On-going.				
		3) Require that new development proposed in such locations be designed to: • Minimize or eliminate the potential for unauthorized entry into the sensitive area; • Create buffer areas adjacent to the sensitive area, incorporating the most passive uses of the adjacent property; • Protect the visual seclusion of forage areas from road intrusion by providing vegetative buffering; • Provide wildlife movement linkages to water sources and other habitat areas; • Provide native vegetation that can be used by wildlife for cover along roadsides; and • Protect wildlife crossings and corridors.		On-going.				
		4) Design lighting systems so as to avoid intrusion of night lighting into the sensitive area.		On-going. Standard Planning Division Conditions of Approval for development projects. Required Photometrics plan must show the illumination levels and spread as not to allow intrusion or irritation.				
		5) As part of the environmental review process, require that projects determined to be located within a biologically sensitive area prepare documentation on the impacts of		On-going. Standard Planning Division Conditions of Approval for development projects. Required Photometrics plan must show the illumination levels and spread as not to allow intrusion or irritation.				

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General Plan Element:	Goals:	Policies:	Actions:					
		such development along with mitigation and mitigation monitoring programs.		2020/2021 – Most recent projects include the 7-11 Store at the southwest corner of Greenspot Road and Boulder Avenue and the TREH Partners development in the GVMP Specific Plan.				
		6) Ensure that required biological assessments are conducted in cooperation with the California Department of Fish and Game and the U.S. Fish and Wildlife Service.		On-going. Beginning in 2017, the City and developers have been invited to a monthly meeting share proposed project with the State and Federal Resources Agencies. Four such meetings have taken place. The Agencies provide preliminary comments to ensure ongoing compliance and quality projects.				
		7) Within existing natural and naturalized areas, preserve existing mature trees and vegetation.		On-going. Standard Planning Division Conditions of Approval for development projects.				
		8) Within rural and hillside residential areas, permit only such natural vegetation to be removed as is necessary to locate home sites, construct access roads and ensure fire safety.		On-going.				
		9) Enforce requirements that healthy, mature individual specimen trees be preserved in place, as per the City Municipal Code.		Implemented through the Heritage Tree Preservation Ordinance and Planning Conditions of Approval.				
		10) Require builders and developers to prune, treat and maintain existing trees and plant new ones within future rights-of-way, public lands, common areas and development projects.		Implemented through the Heritage Tree Preservation Ordinance and Planning Conditions of Approval.				
		11) Enforce the tree preservation ordinance as a means of managing the preservation of trees and their removal, where necessary.		Implemented through the Heritage Tree Preservation Ordinance and good planning practices.				
		12) Require replacement at a 2:1 ratio of all mature trees (those with 24-inch diameters or greater measured 4½ feet above the ground) that are removed.		Implemented through the Heritage Tree Preservation Ordinance and Planning Conditions of Approval.				
		13) Develop an outreach program to schools and the community about the preservation and management of the City’s rich biological resources.		To be implemented as part of City’s New Natural Parkland Environmental Interpretive Project (commencing in 2012).				
Conservation Open Space	Goal 5.8 Protect, document and minimize disruption of sites that have archaeological significance.							
		1) Avoid significant impacts in all new developments within areas determined to be archaeologically sensitive through the following measures: • Conduct an archaeological records search with the Archaeological Information Center in order to identify potential on-site sensitivities; • In cooperation with a qualified archaeologist, develop mitigation measures for projects found to be located in or near sensitive areas or sites; and • Require that environmental review be conducted for all applications within the area designated as archaeologically sensitive, including but not limited to grading, earth moving and stockpiling, and building and demolition permits.		On-going. 2019 - Standard Condition of Approval for all new land use entitlements. CEQA checklist updated to include Tribal Cultural Resources and other newly effected subjects.				
		2) Include the following statement as a condition of approval on all development projects: “If cultural resources are discovered during project construction, all work in the area of the find shall cease, and a qualified archaeologist shall be retained by the project sponsor to investigate the find, and to make recommendations on its disposition. If human remains are encountered during construction, all work shall cease and the San Bernardino County Coroner’s Office shall be contacted pursuant to Health and Safety Code provisions.”		On-going. 2019 - Standard Conditions of Approval for all new land use entitlements. CEQA checklist updated to include Tribal Cultural Resources and other newly effected subjects.				
		3) Coordinate with the San Manuel Band of Mission Indians when proposals for development projects are filed within the Areas of Sensitivity for Archaeological Resources (illustrated in Figure 5.2) through the following actions: • Notify the San Manuel Band of Mission Indians via notification mailings about proposed projects in archaeologically sensitive areas; and • Invite comments and suggestions to be forwarded to City staff and appropriate decision makers to aid the preservation and		On-going. CEQA checklist updated to include Tribal Cultural Resources and other newly effected subjects.				

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General Plan Element:	Goals:	Policies:	Actions:					
		development review processes.						
Conservation Open Space	Goal 5.9 Manage mineral resources and extraction policies for short and long term safety, economic and land use compatibility considerations.							
		1) Identify any significant mineral resources within the City and, as feasible, protect them from encroachment by residential or other incompatible development, for future use.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).				
		2) Adopt policies and procedures for mining and processing of mineral resources.		Implementation of SMARA Ordinance.				
		3) Develop criteria for location and operation of mineral processing to minimize adverse impacts to the environment, watersheds, wildlife, aesthetic resources, public health and safety, and adjacent land uses.		Implementation of SMARA Ordinance. Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B).				
		4) Establish and implement Mining Reclamation Plans for any proposed mining operations in compliance with existing local, state and federal policies and statutes. Review land development proposals near resource areas or mining operations for land use compatibility.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson’s RM adopted in June 2009.				
		5) Require that mining plans include, but not be limited to the following: • Effects on terrain, natural and man-made slopes, permeability of soil, groundwater quality; • Protection of water quality through erosion, runoff and sedimentation control; • Protection of wildlife; • Control of noise, dust, vibration, smoke, odors and lighting; • Plans for rehabilitation and reclamation of lands; and • Proposed timing of extraction and reclamation activities • Offsite routes of travel.		Adopted the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson’s RM adopted in June 2009.				
		6) Investigate the adoption of a reclamation fee program designed to mitigate remaining scars from previous quarry operations.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson’s RM adopted in June 2009.				
		7) Pursue and implement a joint-powers agreement with adjacent cities and involved agencies for the management of natural resources located in the Santa Ana River Wash.		Adopted of the Upper Santa River Basin and Land Management Plan in 2009 (Plan B). CUP/Reclamation Plan for CEMEX & Robertson’s RM adopted in June 2009. Agreement with the City of Redlands for SMARA compliance.				
		8) Permit non-mining uses within the designated Open Space District only if a finding is made that no significant impacts on future regional mineral resources will result from project approval.		On-going.				
Conservation Open Space	Goal 5.10 Maintain a high-quality system of parks that meet the needs of all segments of the community.							
		1) Develop and periodically update a Parks and Recreation Master Plan, with direction from the Planning Commission and City Council, to identify specific future sites for additional parks and recreational open space.		On-going effort by Community Trails Staff and Commission to update and improve City Trails and Trails Master Plan. 2020 – The City Council amended the rules and responsibilities of the City’s Boards and Commissions, granting to the Planning Commission the responsibility of trail and park planning as they relate to new development and the Trails Committee to manage updating Master Plans.				
		2) Supplement existing development fee program for parkland acquisition with other funding sources, grants and programs (fee sponsors, corporate sponsors, fund raising, for example).		“Mile Makers” and “Corporate Sponsorship” program initiated in March 2010.				
		3) Use the redevelopment process for the selection, acquisition and funding of additional parkland in western portions of the City.		Redevelopment Agencies dissolved by the State of California in 2012.				
		4) Prepare a phased strategy for developing new facilities.		Implemented through the City’s Work Program and Budgeting process.				
		5) Assess areas of potential annexation into the City and, if necessary, negotiate an agreement with the County of San Bernardino to provide parks meeting City standards within areas of eventual annexation into the City.		Merged parcel in County (sphere of influence) north of East Highlands Ranch with natural open space parcels located within the East Highlands Ranch PUD (2009).				

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General Plan Element:	Goals:	Policies:	Actions:	
		6) Conduct periodic assessments of park and recreation facilities and services, including user surveys.		On-going.
		7) Provide handicap access to all parks.		On-going.
		8) Develop a multi-dimensional recreation program for all citizen groups in Highland including exercise, arts and crafts and cultural enrichment.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		9) Provide a variety of activity options, including active and passive uses, within each park.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		10) Study the desirability of developing “specialty parks” such as skate, dirt bike, fishing and art parks.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		11) Evaluate the facilities and amenities of all City parks as part of the periodic update of the Parks and Recreation Master Plan.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		12) Conduct periodic user surveys on the design of public parks.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		13) Conduct service-area based design charettes with community members on park design.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		14) Give priority to the acquisition of large parcels for the development of Community Parks that accommodate athletic fields.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		15) Encourage design competitions for new and remodeled parks.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		16) Continue to implement the local park ordinance through developer dedication of parkland or in-lieu fees.		Established and on-going.
		17) Require that new specific plans and planned unit developments (PUDs) incorporate sufficient park and recreation facilities along with natural open space areas, where appropriate, to serve the needs of their future residents.		On-going. 2016/2021 Implemented in the Mediterra Planned Development, Mastercraft 46 at Base Line & Club View, Woodcrest/Tractor Supply and KZ Holdings projects.
		18) Given the residential focus in Highland, increase park standard acreage ratios above state required minimums.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		19) Connect newly developed parks, wherever practical, to the existing and future bicycle and recreational trail system.		On-going. 2016/2021 Implemented in Mediterra Planned Development and Mastercraft 46.
		20) Initiate a long-term program to correct park deficiencies.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		21) Adopt a density bonus program for development that includes usable park and open space lands above the City-required standard.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		22) Develop recreational opportunities within the Greenspot area.		On-going as opportunity presents itself within the corridor; Mediterra Planned Development contains two parks and a trail link to the local North Fork Trail as well as the USFS 1N16.
		23) Design parks in accordance with contemporary safety standards and “CPTED” (Crime Prevention Through Environmental Design) principles.		On-going. City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		24) Periodically evaluate parks for safety and maintenance.		On-going daily/weekly by Public Works staff.
		25) Conduct evaluation of park improvements to test for safety compliance, crime prevention and effective maintenance.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		26) Pursue joint public/private development of recreation facilities, especially in areas where joint development would maximize use of existing facilities, as well as add new land to the facility.		City currently has joint use with Beattie Middle School/Highland Grove Elementary School and is currently researching opportunities within the San Bernardino City Unified School District.
		27) Develop and implement a facilities plan that indicates the potential development of recreational facilities, their costs and implementation at selected school sites.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010).
		28) Establish clear policies about the proper community use of school facilities including maintenance, scheduling, fees and regulations.		Ongoing.
		29) Locate parks and recreation facilities within convenient walking and biking distance of all neighborhoods.		Citywide. Implemented of the Mediterra Planned Development – Mediterra and Pines Park and Mastercraft 46.
		30) Integrate park and recreation facilities with existing and future trail and bikeways, wherever practical.		Citywide. Implemented in the Mediterra Planned Development – Paseo Ramblas walking path and par course, 1N16.
		31) Prepare templates for proper on and off-		City Council Work Program Item for 3 rd Quarter 2010 –

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General Plan Element:	Goals:	Policies:	Actions:					
		site signage for all parks.		adoption of “Parks and Recreation Master Plan” (tabled due to lack of funding in July 2010). Several new signs installed by the City’s Trails Committee with donations from the community.				
Conservation Open Space	Goal 5.11 Provide excellent opportunities and facilities for hiking, equestrian and bicycle use through the Multi-Use Trail Master Plan.							
		1) Require, where appropriate, that residential, commercial and industrial developments within the City dedicate and construct trail links within their boundaries as part of the Multi-Use Trail Master Plan.		On-going. Mediterra and Diversified’s development along Aplin Street, north of Santa Ana Canyon.				
		2) Provide equestrian, bicycling and pedestrian staging areas consistent with plan standards.		Natural Parkland and interpretive sign program completed in 2014.				
		3) Support the acquisition of trail rights-of-way through dedication in conjunction with development activity or acts of philanthropy that occur prior to adoption of a route plan.		On-going. Kiel property dedicated in 2017. Portions of the Aplin Trail were dedicated and constructed with the development of the Diversified Tract (2016-2018). Portions of North Fork Trail dedicated with the Tentative Tract Map approval of Mediterra Planned Development (2016).				
		4) Where possible, locate trail easements within City-required landscaping or other easements.		On-going with each prospective residential tract or commercial development (where applicable).				
		5) Preserve, to the extent possible, existing formal and informal trail routes in the City, in particular routes that provide major northsouth and east-west access.		On-going. Work on other Flood Control access for trails. Incorporation of the federal and local City trails incorporated into the Mediterra Planned Development.				
		6) Where an established trail is jeopardized by impending development or subdivision activity, require the dedication of trail easements, where appropriate, to establish a planned trail system alignment.		On-going. Incorporation of federal and local City trails incorporated into the Mediterra Mediterra Planned Development. City will ensure this is accomplished with future development of the Seven Oaks Policy Area which will preserve a direct connection to the Santa Ana River Trail.				
		7) Require proposed development adjacent to trail systems to dedicate land for trailhead access points.		On-going. Incorporation of federal and local City trails incorporated into the Mediterra Mediterra Planned Development.				
		8) Where feasible, use active and abandoned roads, flood control, utility and railroad rights-of-way, and other easements for potential sites for expanded trail use.		Natural Parkland and interpretive trail completed in 2014.				
		9) Refine, adopt and implement the Multi-Use Trails Master Plan to include, at a minimum, the following: • Indication of an exact trail location (e.g., which side of street, channel, etc.); • Identification of each trail with a name, approximate length and type; • Specific design standards for each trail; • Identification of logical rest areas and facilities; • Establishment of sign standards and locations for the various types of trails; and • Suggested funding sources and implementation strategies.		On-going. Community Trails Committee adopted a Work Program to prioritize projects inclusive of grant research (adopted most recently in 2018).				
		10) Work with local, state and federal agencies; adjoining cities and jurisdictions; interest groups; and private landowners, in an effort to promote a Citywide trail system, and to secure trail access through purchase, easement, or by other means.		On-going.				
		11) Locate trail linkages to minimize conflicts with motorized traffic.		On-going.				
Conservation Open Space	Goal 5.12 Develop and maintain trail and bikeway connections to recreational facilities, schools, existing transportation routes, natural features and regional trail systems.							
		1) Provide trail connections between and/or along the major city and surrounding regional facilities, sites and features indicated on the Multi-Use Trails Master Plan.		On-going. Continue coordination with the Santa Ana River Trail. 2021 – Approved Active Transportation Plan by City Council in early 2021.				
		2) Provide bicycle and pedestrian trails along major home-to-work, home-to-school and other travel routes, where appropriate.		On-going. Orange Street and Alabama Bikeways. 2021 – Approved Active Transportation Plan by City Council in early 2021.				
		3) Seek to construct or assist in the		On-going.				

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General Plan Element:	Goals:	Policies:	Actions:					
		construction of those portions of the San Bernardino County Regional Trail system that are located within Highland.						
		4) Require the dedication of trail easements, where appropriate, for establishing a planned trails system alignment, or where an established trail is jeopardized by impending development or subdivision activity.	Requesting dedication for Single-Family lots and installation for tracts	On-going.				
		5) Where possible, designate and design new trail development near transit routes or heavily traveled areas.		On-going. 2021 – Approved Active Transportation Plan by City Council in early 2021.				
Conservation Open Space	Goal 5.13 Ensure the maximum safety and enjoyment of all trail system users.							
		1) Establish an educational program that will protect the health and safety of trail users by encouraging proper etiquette and procedures.		Trails Map and Information available on City’s webpage. Adopt a Trail Program.				
		2) Access should be provided to the maximum extent feasible to trail users of all abilities and all ages.		On-going. Develop new trail standard to provide hard finish surface for select trail segments.				
		3) Adopt the following hierarchy of users on the City’s trail system: • Bicyclists must yield right-of-way to all other users. • Runners must yield to hikers and equestrians (note: horses should not be on trails predominantly intended for bikes and pedestrians). • Hikers must yield to equestrians.		On-going.				
		4) Implement two general levels of trail use: • Low Use and Natural Area: Standards shall apply to sections of the trail where terrain, remoteness, expected low usage, easement, or other restrictions make larger, multiple trails infeasible. • Urban (Maximum Accessibility): Standards define a relative flat, wide trail for use where little physical challenge is required and where wheelchair access can be accomplished. The grades are low, and the trail is wide and compacted or surfaced.		On-going. Develop new trail standard to provide hard finish surface for select trail segments.				
		5) Require that cyclists adhere to the following requirements: • Alert hikers and equestrians of their presence. • Travel no faster than 15 mph, unless conditions warrant reduced speed. • Slow to 5 mph when passing and dismount when necessary.		On-going.				
		6) Promote adherence to the following code of off-road bicycling responsibility, as developed by the International Mountain Bicycling Association: • Ride on open trails only. • Control your bicycle. • Always yield trail. • Never spook animals. • Leave no trace. • Plan Ahead.		On-going.				
		7) Maintain adequate line-of-sight on multiple use trails as determined by the City Engineer.		On-going.				
		8) Incorporate, where feasible and without compromising safety, all compatible multiple uses on a single trail.		On-going.				
		9) Where a single trail is not feasible or there is heavy use, provide alternate or parallel routes and/or design separate, dual trails.		On-going.				
		10) Allow ample space in right-of-way for safe passage of users, for signing, fencing, separation of trails, trailheads and where appropriate, landscaping.		On-going.				
		11) For trails in developed areas, provide a setback of at least 5 feet so that trail fence can be set back from the curb and planting strip.		On-going.				
		12) Along narrow equestrian/hiking trails (less than 6 feet wide) with steep side slopes (greater than 30 percent), provide passing areas at regular intervals to allow hikers and other equestrians to pass.		On-going.				
		13) Inform all trail users of the system’s etiquette requirements through trailhead signs.		On-going.				
		14) Reserve the right to temporarily close trails for safety and maintenance reasons,		On-going.				

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General Plan Element:	Goals:	Policies:	Actions:					
		and post signs at convenient locations and outlets indicating the extent and probable length of closure.						
Conservation Open Space	Goal 5.14 Maintain and enhance the trail system’s clear and informative signage.							
		1) Continue to use consistent and established sign styles and other symbols, for the trails system.		On-going. New mile markers installed along Shelton trail by volunteers in keeping with the City’s established style (2018). Interpretive signs along the Natural Parkland Trail and at the Santa Ana River Bridge utilize a consistent design as well.				
		2) To the extent possible, develop signs that use easily identifiable symbols, natural materials and colors, and vandal-resistant construction.		On-going. Mile markers installed in 2018 made of natural wood, stained for durability and marked with bright yellow paint.				
		3) Place signs in clearly visible areas such as at access points, trail heads, rest facilities and road crossings.		On-going. Most recent examples are at the Natural Parkland Trail, Shelton Trail and Santa Ana River Bridge (2014-2018).				
		4) Use positive rather than negative language, emphasizing permitted activities rather than extensive “No!” signing, where appropriate.		On-going. Currently working on City Creek Trail signs that will utilize this policy.				
		5) Relate the number of signs to trail usage. More signage is appropriate in urban or high-use areas rather than natural or low use areas.		On-going.				
		6) Develop a highly informative sign program incorporating such information as: • Destinations and mileage indicators along the trail route; • Connections to other trails and community facilities; • Areas where access is hazardous or restricted; • Areas in which dogs or other animals are not allowed; • Educational exhibits and informational displays; • Delineation of private property adjacent to trails; • Habitat restoration along or near trails; • Recognition of areas dedicated to or sponsored by an organization or individual; • Vista points, pullouts, or rest stops; • Etiquette or permitted and nonpermitted uses; and • Speed limits for bicyclists and equestrians.		Trails Map available on the City’s webpage. Natural Parkland Signage Program planning completed. Signs installed in 2014. Community Trails Committee approved a Work Program and includes these goals an policies to be implemented.				
Conservation Open Space	Goal 5.15 Develop a multi-faceted program of trail maintenance with public and private participation.							
		1) Monitor public use of trail system on a regular basis so that maintenance issues can be addressed on a timely basis.		“Adopted a Trail” program information available on the City’s webpage.				
		2) Enforce trail regulations as a means of controlling trail use, and ensure that regulations for different trail segments within various jurisdictions do not conflict.		On-going.				
		3) Develop a program to enlist volunteers and volunteer organizations on trail development, operations and maintenance, education, and enforcement activities.		“Adopted a Trail” program information available on the City’s webpage.				
		4) Locate trailheads in areas of high visibility and access.		On-going.				
		5) Develop or open to public use trails and/or easements only after a public agency (which may be the City of Highland) or private organization agrees to accept maintenance and liability responsibilities.		On-going.				
		6) Conduct a feasibility study of a possible off-road vehicle park or recreation area.		City Council Work Program Item for 3 rd Quarter 2010 – adoption of “Parks and Recreation Master Plan” (postponed due to lack of funding).				
		7) Maintain an up-to-date map of all existing and proposed dedicated public trail easements in the General Plan.		Trails Map available on the City’s webpage.				
		8) Ensure that all proposed trails leading from the City into the San Bernardino National Forest are coordinated with the San Bernardino National Forest Service and consistent with the County of San Bernardino National Forest Land and Resource Management Plan.		On-going. Trails Map available on the City’s webpage.				
Conservation Open Space	Goal 5.16 Continue to encourage, support and adopt energy-conservation practices.							
		1) Consolidate and adopt energy-saving		Solar panels installed on roof of City’s Environmental				

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		practices for all City departments.		Learning Center. Solar panels installed on roof of City Hall and new Police Station in 2011.				
		2) Monitor energy usage for all City facilities.		On-going.				
		3) Provide information on free energy audits for the public given by public utilities.		Ongoing.				
		4) Distribute energy-conservation information, in both English and Spanish, to residents and businesses through: • Links to energy agencies and utilities on City’s homepage • Brochures available at City Hall and other public facilities • Information and tips on utility bills. • Outreach programs to schools and businesses. • Environmental Learning Center.		Ongoing.				
		5) Coordinate energy-related policies and actions with local utilities and energy agencies.		PACE program MOU approved with SANBAG on April 2013. City entered into JPA with Ygrene PACE provider separately in 2016. Program currently suspended.				
Conservation Open Space	Goal 5.17 Encourage site design practices that reduce and conserve energy use.							
		1) Encourage energy and environmentally sustainable designs such as “Green Development Standards”—in the design and approval of new projects.		PACE program MOU approved with SANBAG on April 2013. City entered into JPA with Ygrene PACE provider separately in 2016. Program currently suspended.				
		2) Orient buildings on the site to maximize the natural ventilation provided by prevailing breezes.		Implementation of the State’s Green Code.				
		3) Incorporate passive solar design techniques including building orientation, energy-saving materials, roof overhangs, and window and door placement.		Implementation of the State’s Green Code.				
		4) Increase minimum building insulation standards.		Implementation of the State’s Green Code.				
		5) Encourage landscape design that cools buildings and blocks solar rays, such as the planting of deciduous trees on south and west facing elevations, and give Title 24 credit for landscaping.		Implementation of the State’s Green Code.				
		6) Channel runoff to permeable surfaces through the design of roofs and rain gutter systems and drainage courses.		On-going. Implemented as part of the City’s NPDES permit. Implementation of the State’s Green Code.				
		7) Encourage energy-efficient retrofitting of existing buildings, where practical, throughout the City including assisting applicants in the installation of more efficient HVAC (heating, ventilation, air conditioning) systems.		RDA Home Improvement Program. Implementation of the State’s Green Code.				
		8) Distribute and participate in incentive programs for incorporation of solar and photovoltaic panels (active solar) into existing or new buildings.		Implementation of the State’s Green Code.				
		9) Establish a “green building” site design incentive program, such as density or height bonuses, reduced parking requirements, expedited plan check, and recognition programs.		City Council Work Program Item (2010/2011). Implementation of the State’s Green Code.				
		10) Adopt LEED (Leadership in Energy and Environmental Design) design standards for public buildings.		Implemented with City’s Environmental Learning Center, and new Police Station. Implementation of the State’s Green Code.				
		11) Participate in the CEEP (Community Energy Efficiency Program) Certificate and Recognition Program.		City Council Work Program Item (2010/2011). Implementation of the State’s Green Code.				
		12) Encourage a grey water recycling plan.		Implementation of the State’s Green Code.				
Conservation Open Space	Goal 5.18 Continue to improve Highland’s solid waste management and recycling efforts.							
		1) Continue to provide services to resident and businesses that facilitate community cleanup, curbside collections and diversion of oil and other hazardous waste materials		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements. Highland Improvement Team monthly cleanups for senior and disabled residents.				
		2) Where joint programs offer improved efficiency or reduced cost, collaborate with other entities in waste recycling efforts.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.				
		3) Maintain a comprehensive public education program, coordinated, in part, through the Environmental Learning Center, to stimulate recycling, reuse and waste		On-going. Public outreach and community events such as the Citrus Harvest Festival and Discover Highland Night.				

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General Plan Element:	Goals:	Policies:	Actions:					
		reduction by its resident and businesses.						
		4) Continue to implement the policies and programs identified in the City’s SRR (Source Reduction and Recycling Element) and HHW (Household Hazardous Waste Element), and develop measures to evaluate their effectiveness.		On-going.				
		5) Evaluate and update hazardous waste management programs and implement improvements based on current best practices.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.				
		6) Evaluate and update community education programs on solid and hazardous waste disposal to insure that this information is as broadly available as possible, especially through the school system.		Implemented in coordination with Solid Waste Franchise Agreements and Household Hazardous Waste Agreements.				
		7) Aggressively pursue polluters and develop a fine program for distributors of fliers and leaflets found in parking lots.						
Conservation Open Space	Goal 5.19 Continue to support air quality planning through land use policies, outreach efforts and coordination with regional air quality agencies.							
		1) Reduce locally generated emissions through traffic flow improvements (including signal synchronization) and construction management practices.		Implemented through coordination with SANBAG.				
		2) Encourage the use of public transit within the City through coordination with regional transit providers and publication of routes and timetables on the City website and publications.		Coordinated with Omni-trans by placing brochures in the City Hall Lobby.				
		3) Encourage land use planning and urban design that reduces vehicle trips through mixed and multi-use development, consolidation of commercial development along major arterials, provision of pedestrian connections from residential to retail areas, and development of a multi-use Town Center.		On-going. Mixed-use Development Standards adopted in 2006. Greenspot Village & Marketplace Specific Plan and Town Center mixed-use projects adopted between 2013-2021.				
		4) Establish performance standards for clustering residential areas near commercial services where mixed use is not feasible.		Mixed-use Development Standards adopted in 2006.				
		5) Expand citizen and business outreach and education programs, disseminated and conducted in the Environmental Learning Center, relating to policies that improve air quality		On-going.				
		6) Provide incentives such as permit streamlining for industrial/commercial or residential development projects that meet or exceed air quality practices.		No applications received.				
		7) Encourage employers to develop trip reduction plans to promote alternative work schedules, ridesharing, telecommuting and work at-home programs, employee education and preferential parking.		Implemented through City’s Trip Reduction Ordinance.				
		8) Conduct City staff in-service training, in conjunction with regional air quality agencies, on the latest policies, techniques, programs and technology for air quality planning.		Planning staff attends these regional training opportunities. Coordinate with SBCTA/SBCOG.				
		9) Work with SANBAG to develop guidelines for the location and design of land uses that are sensitive to air pollution.		Ongoing.				
		10) Reduce particulate emissions from roads, parking lots, construction sites and agricultural lands to the maximum extent practical through dust suppression, street cleaning and other practices.		On-going.				
		11) Establish grading and building permitting procedures so that all construction involving demolition or earth movement reduces fugitive dust emissions through the appropriate techniques (e.g., wetting).		On-going.				
		12) Incorporate the provisions of SCAQMD Rule 403 (Fugitive Dust) into City land use administration rules and procedures.		On-going.				
		13) Continue comprehensive efforts to reduce energy consumption.		PACE Program (SANBAG) MOU April 2013. Program currently suspended.				
		14) Offer incentives to home-based businesses, carpool networks and park-and-ride facilities.		Ongoing. Ensuring compliance with new state legislation.				
		15) Evaluate the desirability of developing a multi-modal, transit hub in the City.						
Chapter 6 –								

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General Plan Element:	Goals:	Policies:	Actions:					
Public Health and Safety Element								
Public Health & Safety	Goal 6.1 Minimize the risk to public health and safety and disruption to social, economic, and environmental welfare resulting from seismic and geologic activities.							
		1) Ensure that all new development, including facilities required for the provision of emergency services following a seismic or geologic event, adhere to proper construction design criteria.		On-going.				
		2) Enforce the requirements of the Alquist-Priolo Earthquake Fault Zoning Act and require the preparation of reports pursuant to the Act as part of the development review process for all new projects.		On-going.				
		3) Continue efforts to upgrade seismically hazardous (unreinforced masonry) buildings within the City, including compliance with the Unreinforced Masonry Building Mitigation Plan.		On-going. URMs in the City’s Historic District have been identified. Enforcement of the Mitigation Plan is applied as required. Yerton property rehabilitated and occupied in 2016.				
		4) Continue to evaluate all new development within the Alquist-Priolo Earthquake Fault Zone.		On-going.				
		5) Continue to evaluate the compatibility of critical, essential, high occupancy, and normal to low risk uses in areas of potential liquefaction during the review of all discretionary and ministerial actions.		On-going.				
		6) Continue to review building and zoning codes to determine the need for specific standards for siting and seismic design criteria, especially for critical, essential, high occupancy and normal to low risk structures.		On-going. Most recent development affected by these standards include Mediterra and the Chris Collinsworth SFR. The Building Official, Planning and Engineering Divisions worked closely with the appropriate technical experts.				
		7) Review existing critical and emergency structures for any significant siting, design, or construction problems that would make them vulnerable in an earthquake, and incorporate findings of the review into emergency operations plans and long-term programs for upgrading or relocating vulnerable facilities.		On-going. City staff held a community outreach meeting in the Historic District where many structures are URMs or are not bolted to their foundations. Staff provided information regarding the State’s Bolt and Brace Program.				
		8) Continue to monitor new building materials used for earthquake stability and fire resistance and incorporate such materials into plan checks when applicable.		On-going.				
		9) Continue to enforce as part of the development review process site-specific analysis of soils and other conditions related to the onsite impact of maximum credible seismic and geologic events.		On-going.				
Public Health & Safety	Goal 6.2 Protect people and property from hazards related to slope instability.							
		1) Continue to enforce hillside development guidelines for proposed development within or nearby slope instability areas of the City.		On-going.				
		2) Require appropriate structural design measures for proposed development within hillside or steep slope areas.		On-going.				
Public Health & Safety	Goal 6.3 Reduce the risk to life and minimize physical injury, property damage, and public health hazards from the effects of a 100-year storm or 500-year storm and associated flooding.							
		1) Review all proposed development to ensure that structures designed for human occupancy are accessible in the event of a 100-year storm and are protected from the 100-year storm to a point one foot above the floodplain.		On-going.				
		2) Continue to evaluate the compatibility of critical, essential, high occupancy, and normal to low risk uses in areas within the 100-year floodplain during the review of all discretionary and ministerial actions.		On-going.				
		3) Require a drainage study be completed by a qualified engineer prior to all proposed development to certify that the proposed development will be adequately protected and that implementation of the development		On-going.				

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		will not create new downstream flood hazards.						
		4) Require all development in the City and its sphere of influence comply with discharge permit requirements established by the Regional Water Quality Control Board.		On-going.				
		5) Encourage proposed development to balance or enhance the natural landscape features of a site in order to reduce the amount of impervious surfaces built within the City.		On-going.				
		6) Continue to work with the San Bernardino County Flood Control District and the United States Army Corps of Engineers to receive and implement updated flood control measures and information.		Greenspot Village & Marketplace, Blossom Trails, Development 1, Seven Oaks Policy Area have all implemented this policy.				
		7) Utilize flood control methods that are consistent with Regional Water Quality Control Board Policies and Best Management Practices (BMPs).		On-going.				
Public Health & Safety	Goal 6.4 Protect life and property from the potential short- and long-term risks of transporting, storing, treating, and disposing of hazardous materials and wastes in the City.							
		1) Ensure compliance with current federal, state, and local regulations governing hazardous materials transport, storage, treatment, and disposal by working with appropriate agencies.		On-going compliance review by Public Services Department and Fire Marshal.				
		2) Require that new facilities involved in the production, use, storage, transport or disposal of hazardous materials locate a safe distance from land uses that may be adversely impacted by such activities. Conversely, do not allow new sensitive facilities, such as schools, child-care centers, and senior centers, to be located near existing sites that use, store or generate hazardous materials.		On-going.				
		3) Identify City roadways along which hazardous materials are routinely transported. If essential facilities, such as schools, hospitals, child care centers or other facilities with special evacuation needs are located along these routes, identify emergency response plans that these facilities can implement in the event of an unauthorized release of hazardous materials in their area.						
		4) Provide information to the public on regulations that address the transport, storage, treatment, and disposal of hazardous materials and wastes.		Public outreach at local events such as the Citrus Harvest Festival and Discover Highland Night.				
		5) Maintain a variety of effective citywide programs for household hazardous waste collection.		On-going efforts by the Public Services Department.				
Public Health & Safety	Goal 6.5 Protect life and property from wildland–urban interface fires.							
		1) Review the vulnerability of new development in areas with the potential for wildland-urban interface fires and incorporate appropriate mitigation measures in the conditions of approval.		Enforcing California Building Code Chapter 7A in Very High Fire Hazard Safety Zones as of July 1, 2008. Adopted Updated State Fire Zone Maps. Maintain compliance with state legislation regarding building standards and HFHSZ.				
		2) Ensure the adequate protection of proposed and existing development in areas subject to wildland-urban interface fires and balance the need for fire prevention measures with the need to preserve significant biological resources.		On-going. Will be Implemented in the Mediterra Planned Development.				
		3) In areas designated as Fire Hazard Zone I and Fire Hazard Zone II, and as set forth in the Municipal Code, continue to incorporate additional fire safety standards, such as: • Secondary or alternative access for all new development in a fire safety review area; • Increased setbacks from fuel modification areas and fire hazard areas; • Perimeter roads adjacent to development; or • Maintained fuel modification zones.		On-going. Will be Implemented in the Mediterra Planned Development.				
		4) Prepare, develop, and distribute public information on the prevention of urban and		Encouraging citizen groups to establish Fire Safe				

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General Plan Element:	Goals:	Policies:	Actions:					
		wildland fires.		Councils.				
		5) Continue to update the fire department five-year plan to identify fire hazards and risks, and ensure present and future fire protection needs.		On-going.				
		6) Continue efforts to develop and maintain public fire prevention education and hazard abatement, in cooperation with other appropriate agencies.		Encouraging citizen groups to establish Fire Safe Councils.				
		7) Enforce the Fire Sprinkler ordinance for all newly constructed buildings.		On-going.				
		8) Require all development to meet the emergency water service standards established by the East Valley Water District.		On-going.				
		9) Encourage the use of fire proof construction materials.		On-going.				
Public Health & Safety	Goal 6.6 Maintain effective emergency preparedness and response programs and coordinate with appropriate public agencies and neighboring jurisdictions to develop a regional system to respond to daily emergencies and major catastrophes.							
		1) Maintain the City’s emergency plan including inventory of all local emergency resources.		On-going. Completed most recently in 2021. Submitted to the State.				
		2) Continue to support area wide mutual aid agreements and communication links with San Bernardino County authorities and other participating jurisdictions.		On-going.				
		3) Evaluate the adequacy of access routes to and from hazard areas relative to the degree of development or use (e.g., road width, road type, length of dead-end roads, etc.).		On-going.				
		4) Establish a working relationship with local amateur radio clubs and secure their voluntary participation in disaster recovery efforts.		No activity.				
		5) Ensure adequate provision of public information to residents and businesses on actions to minimize damage and facilitate recovery from a natural disaster.		On-going. Improved communications via the City’s website, social media accounts and local service providers.				
Public Health & Safety	Goal 6.7 Reduce risk to people and property by limiting the type and intensity of development within identified aircraft potential zones and ensure adequate public notification of aircraft activities to residents in overflight areas.							
		1) Require the review of all new development in proximity to the San Bernardino International Airport for compliance with Federal Aviation Administration (FAA) requirements and the California Airport Land Use Planning Handbook with adopted plans.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009). Began coordination with affected agencies to adopt the Airport Gateway Specific Plan. All new project proposals are identified and information provided to the San Bernardino International Airport and Inland Valley Development Agency for comment.				
		2) Evaluate the compatibility of airport uses, activities, and operations with all new development in proximity to the San Bernardino International Airport prior to approval and protect sensitive uses, such as residences, schools, hospitals, and libraries from overflight areas.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009). Began coordination with affected agencies to adopt the Airport Gateway Specific Plan. All new project proposals are identified and information provided to the San Bernardino International Airport and Inland Valley Development Agency for comment.				
		3) Require letters of advisement incorporating information in Conditions, Covenants and Restrictions (CCRs) or Real Estate Disclosures, which report where projects occur within the projected 65 Community Noise Equivalent (CNEL) and established Airport Influence Areas (AIA).		On-going. Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009). Required for each new housing tract as well as applicable non-residential projects.				
		4) Encourage notification requirements and establishment of a buyer awareness program for areas of Highland within established Areas of Special Compatibility Concern.		On-going. Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009).				

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General Plan Element:	Goals:	Policies:	Actions:					
		5) Actively participate in San Bernardino International Airport planning efforts to: encourage economic advantages for the City; discourage intensification of negative impacts on Highland; ensure adequate mitigation of impacts and preservation of land values; and encourage aircraft arrivals and departures southwest of the Airport.		On-going. Continue to coordinate with the affected agencies to adopt the Airport Gateway Specific Plan that will address economic feasibility and related planning, zoning and circulation improvements that should be implemented.				
Public Health & Safety	Goal 6.8 Reduce mobile and stationary source air pollutant emissions through cooperation and endorsement of the San Bernardino Regional Air Quality Plan and support of feasible techniques, incentives, and regulatory measures to achieve significant air quality improvements and any necessary air quality related lifestyle and economic changes while sustaining continued economic growth.							
		1) Ensure consistency of Federal, State, and County legislation with Highland’s Air Quality goal and policies.		On-going.				
		2) Participate in formulating regional policies and solutions to air quality problems established by the San Bernardino County Regional Air Quality Plan.		2020 - Participated with SBCOG in their San Bernardino Regional Greenhouse Gas Reduction Plan including Inventory and Identified Reduction Measures.				
		3) Create and integrate innovative local emissions reducing pilot programs into city plans for future government facilities and equipment.		Installation of solar panels on City Hall, new Police Station, and Environmental Learning Center.				
		4) Support the development and use of alternative fuel sources for transportation-related activities to reduce local government energy demand.		City purchased and utilizes hybrid vehicles where feasible.				
		5) Participate in the establishment of public private partnerships for the provision of innovative public and private transportation services and systems where the enhancement of the local and regional air quality is a major goal.		Adopt and enforce state-mandated requirements.				
		7) Support current incentive programs that recognize and reward developments using new and innovative emission reduction techniques such as innovative efficient window glazing, wall insulation, and ventilation systems; efficient air conditioning, heating, and appliances; use of passive solar design, and solar heating systems; use of energy cogeneration and/or use of waste energy; and landscape techniques that reduce water consumption and provide passive solar benefits.		On-going.				
		8) Develop transportation demand management programs and incentives to reduce home to work vehicle trips. Examples of programs and incentives include: • Employee ride share and transit incentives in public agencies. • Employee ride share and transit incentives for employers with more than 25 employees at a single location. • Working with private agencies in the implementation of teleconferencing and telecommuting for employers with more than 25 employees at a single location. • Working with SANBAG to develop a public/private telecommunications center in San Bernardino County.						
		9) Reduce work trips in the City and peak period auto travel by enforcing the City’s Transportation Demand Ordinance; supporting current staggered, flexible, and compressed work schedules in public agencies; working with private agencies to encourage work schedule flexibility programs for employers with more than 25 employees in a single location; educating City residents on the advantages of ride sharing and public transit; and encouraging the development of job-intensive uses within designated		City Hall implemented a 9/80 work week.				

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General Plan Element:	Goals:	Policies:	Actions:	
		employment centers for local residents.		
		10) Reduce vehicle emissions by supporting the design and implementation of the Citywide system of bikeways and pedestrian trails as a non-polluting circulation alternative by requiring as part of the development review process the installation of planned bicycle routes, paths, and lanes where designated; and the construction of necessary bicycle parking and storage areas within convenient commercial, employment and recreation activity areas.		On-going.
		11) Reduce the number of vehicles driven to work by requiring as part of the development review process that preferential parking be included in parking lot designs to high occupancy vehicles, vanpools, and shuttle services, if applicable.		On-going. 2021 - Patriot Partners warehouse is the most recent example.
		12) Continue to encourage the integration of air quality planning with land use and transportation planning in the design, review, and development processes by: • Ensuring that site designs facilitate rather than discourage pedestrian movement between commercial development and residential or office uses (e.g., locate buildings adjacent to the street with parking behind such that pedestrians need not walk through parking lots to reach their destination; provide clear pedestrian paths and connections, etc.). • Supporting the mixed use overlay in the zoning ordinance as a means to enhance pedestrian movement throughout the City. • Providing for increased intensity of development in designated locations along existing and proposed transit corridors. • Supporting location and operational standards in the development code for ancillary employee services, including but not limited to child care, restaurants, banking facilities, convenience markets, at major employment centers for the purpose of reducing midday vehicle trips. • Continuing to develop interconnected traffic signal control system in all new projects, roadway improvements. Move forward with programs to retrofit existing signals on all streets where traffic volume and delay time is significant. • Enforcing parking lot design guidelines that encourage reciprocal parking designs and/or agreements between adjacent developments, provide for the consolidation of driveways along major commercial corridors such as Base Line, and require parking areas be efficiently designed so as to minimize internal circulation conflicts. • Integrating, where appropriate and feasible, traffic improvements (e.g., dedicated turn lanes and pockets, bus turnouts and shelters, restripe traffic lands for optimal traffic flow) into capital improvement projects that improve the efficiency of transportation systems. • Continuing to ensure that all new development applications include an air quality improvement summary per SCAQMD and SCAG Air Quality Handbook Guidelines, which describe the general methods used in development design to reduce air emissions.		On-going. Base Line and Greenspot Beautification Programs. 2020 – Implemented during the Planning of the Rexco apartment project, TREH Partners multi-use development and multi-use development along Base Line between Palm Avenue and the 210 Freeway. 2021 – Woodcrest / Tractor Supply mixed use project.
		13) Regulate the location and design of sensitive receptors (schools, day care facilities, hospitals and the like) from excessive and hazardous emissions to air pollution, and continue to support site plans that separate and/or buffer residential and sensitive receptors from freeways, arterials, point sources, and hazardous material locations.		On-going.
		14) Reduce particulate emissions from construction sites, grading activities, temporary roads and parking lots, and agricultural operations by enforcing requirements that minimize fugitive dust.		Implemented through development review and CEQA mitigation.
		15) Enforce compliance of new development		On-going.

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General Plan Element:	Goals:	Policies:	Actions:					
		with the Tree Preservation Ordinance.						
		16) Reduce particulate and stationary emissions attributed to the removal, transportation and processing of mineral resources by enforcing required permits and physical barrier requirements that minimize the effects of dust from day-to-day operations of mineral extraction, transportation, and processing facilities.		Implemented through the adoption of CUPs for CEMEX and Robertson’s RM.				
Chapter 7 – Noise Element								
Noise	Goal 7.1 Protect sensitive land uses and the citizens of Highland from annoying and excessive noise through diligent planning and regulation.							
		1) Enforce the City’s Noise Control Ordinance consistent with health and quality of life goals and employ effective techniques of noise abatement through such means as a noise ordinance, building codes and subdivision and zoning regulations.		On-going.				
		2) Encourage the use of site planning and architectural techniques such as alternative building orientation and walls combined with landscaping to mitigate noise to levels consistent with interior and exterior noise standards.		On-going. 2020/2021 – All multi-family residential projects approved such as TREH and Rexco required architectural and building materials to highly mitigate noise levels as did smaller single family projects such as the 4 single family homes on LaPraix Street which backed the 210 Freeway.				
		3) Require mitigation where sensitive uses are to be placed along transportation routes to ensure compliance with interior and exterior noise standards.		On-going. 2020/2021 – All multi-family residential projects approved such as TREH and Rexco required architectural and building materials to highly mitigate noise levels as did smaller single family projects such as the 4 single family homes on LaPraix Street which backed the 210 Freeway.				
		4) Consider the compatibility of proposed land uses with the noise environment when preparing, revising or reviewing development proposals.		On-going.				
		5) Prevent the siting of sensitive uses in areas in excess of established 65 dBA CNEL without appropriate mitigation. Special attention should be paid to potential development within the 65 dBA CNEL noise contour of the San Bernardino International Airport and mining operations of the Santa Ana River.		On-going. Noise studies are required for all sensitive uses within this area. The appropriate mitigation measures are adopted case-by-case. Projects being constructed with recently adopted mitigation include Mediterra and Rexco residential developments.				
		6) Work with San Bernardino International Airport Authority to ensure that future airport planning activities encourage consistency with adopted City land use plans and minimize impacts on Highland’s economic development opportunities and quality of life.		On-going Began coordinated efforts with affected agencies to adopt an Airport Gateway Specific Plan. Adoption of SBIAA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		7) Require that site-specific noise studies be conducted by a qualified acoustic consultant utilizing acceptable methodologies while reviewing the development of sensitive land uses or development that has the potential impact sensitive land uses. Also require a site-specific noise study if the proposed development could potentially violate the noise provisions of the General Plan or City ordinance.		On-going. 2020 - Recent examples include Mediterra, Rexco, Woodcrest/Tractor Supply, La Praix street residences and Dan Moore Contractor’s Yard on Meines Street.				
			1) Coordinate with school districts to ensure that schools are located and designed so that: - interior noise in classrooms does not exceed 45 CNEL - noise exposure does not exceed 65 CNEL at classroom buildings; and - noise exposure does not exceed 70 CNEL on playgrounds and athletic fields.	On-going. 2019 – Entrepreneur High School on Highland Ave.				
			2) Coordinate with the San Bernardino International Airport Authority to minimize flight patterns over the City.	On-going.				

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General Plan Element:	Goals:	Policies:	Actions:					
			3) When site and architectural design features cannot sufficiently reduce adverse noise levels, or cannot be economically provided, require the provision of noise barriers/berms, provided that noise barriers: • are sufficiently massive to prevent significant noise transmission and high enough to shield receiver from noise source; • noise barriers exhibit a minimum acceptable density of four pounds per square foot (equivalent to 3/4-inch plywood); • contain no cracks or openings; and • minimize the effect of flanking by bending the barrier back from the noise source at the end of the barrier.	On-going.				
			4) Require landscaping treatment to be provided in conjunction with noise barriers to provide visual relief and to reduce aesthetic impacts.	On-going. 2020 - Transition Properties warehousing/distribution facilities Phase II under construction. 2021 – Woodcrest/Tractor Supply and Marinita projects employed this strategy.				
			5) Require realtors representing homebuyers in the vicinity of the gun club to inform new buyers of the existence of potential noise impacts associated with gunfire.	The Inland Fish and Gun Club on Boulder/Orange Street ceased operations. Noise impacts from the Redlands Gun Club on Orange Street must be identified in the CC&Rs of new residential projects.				
			6) Maintain a noise complaint file to document areas of excessive noise in the City.	On-going.				
Noise	Goal 7.2 Encourage the reduction of noise from transportation-related noise sources such as automobile and truck traffic.							
		1) Guide the location and design of transportation facilities to minimize the exposure of noise on noise-sensitive land uses.		2020 - Transition Properties warehousing/distribution facility Phase 2 under construction designed to minimize noise from the site with increased setbacks, walls and landscaping. 2021 – Patriot Partners warehouse and Dan Moore’s contractor storage yard were designed to buffer and mitigate with separation, block walls and landscaping.				
		2) Employ noise mitigation practices, as necessary, when designing future streets and highways, and when improvements occur along existing road segments. Mitigation measures should emphasize the establishment of natural buffers or setbacks between the arterial roadways and adjoining noise-sensitive areas.		On-going.				
		3) Require that development generating increased traffic and subsequent increases in the ambient noise level adjacent to noise sensitive land uses provide appropriate mitigation measures.		On-going.				
		4) Minimize truck traffic through residential neighborhoods.		On-going.				
		5) Encourage the development of alternative transportation modes such as bicycle paths and pedestrian walkways to minimize the number of automobile trips and noise.		Implemented in the Town Center, and Greenspot Village & Market Plan. Palm/Alabama and Boulder/Orange Street Bikeways making progress towards construction.				
			1) Maintain roadways so that the paving is in good condition to reduce noise-generating cracks, bumps and potholes.	Implementation of the 5-Year CIP.				
			2) Use the daily design capacity identified in the General Plan and the posted speed limit to quantify the design noise levels adjacent to transportation routes for mitigation purposes.	Enforcement of truck routes especially related to designated sand and gravel hauling routes.				
			3) Require evaluation of highway and arterial roadway extensions for potential noise impacts on existing and future land uses.	On-going.				
			4) Consider the effects of truck routes, truck traffic, posted speed limits and future motor vehicle volumes on noise levels adjacent	On-going.				

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General Plan Element:	Goals:	Policies:	Actions:					
			to transportation routes when planning improvements to the circulation system.					
			5) Work with Caltrans to landscape or install mitigation elements along freeways and highways adjacent to existing residential subdivisions or noise-sensitive uses to beautify the landscape and reduce noise, where appropriate.	2019 – The City and Caltrans agreed upon beautification improvements to be installed in coordination with the 210 and Base Line widening now under construction in 2021.				
			6) Monitor proposals for future transit systems and require noise control to be considered in the selection of transportation systems that may affect the City.	As needed.				
Noise	Goal 7.3 Protect residents from the effects of “spill over” or nuisance noise.							
		1) Enforce the City’s Noise Control Ordinance so that new projects located in commercial or entertainment areas do not exceed stationary-source noise standards at the property line of proximate residential or commercial uses, as appropriate.		On-going for all projects. Acoustical studies required for noise generating activities as well as construction activities for all projects.				
		2) Prohibit new industrial uses from exceeding commercial or residential stationary-source noise standards at the most proximate land uses, as appropriate. (Industrial noise may spill over to proximate industrial uses so long as the combined noise does not exceed the appropriate industrial standards.)		On-going. Transition Properties warehouse/distribution, Dan Moore Contractor’s Yard, and Patriot Partners warehouse were Conditioned and are compliant with this policy.				
		3) Require that construction activities employ feasible and practical techniques to minimize noise impacts on adjacent uses. Particular emphasis shall be placed on the restriction of hours in which work other than emergency work may occur.		On-going. Construction hours are limited and Conditioned by Building & Safety to minimize noise impacts; Monday through Saturday 7am to 7pm.				
		4) Require that the hours of truck deliveries to commercial properties abutting residential uses be limited unless there is no feasible alternative or there are overriding transportation benefits by scheduling deliveries at another hour.		Required as a Condition of Approval for all new applicable projects.				
		5) Ensure that buildings are constructed to prevent adverse noise transmission between differing uses located in the same structure and individual residences in multi-family buildings.		On-going.				
			1) As a condition of approval, limit non-emergency construction activities adjacent to existing noise-sensitive uses to daylight hours between 7:00 a.m. and 7:00 p.m. Discourage construction on weekends or holidays except in the case of construction proximate to schools where these operations could disturb the classroom environment.	On-going. Also, this item will be address in an upcoming Municipal Code Amendment in June 2020 to ensure Planning and Building & Safety Division construction hours are the same and in compliance with the latest acceptable standards.				
			2) Ensure that the design and placement of air conditioning units and pool equipment within residential areas is accomplished in a manner that does not intrude upon the peace and quiet of adjacent noise-sensitive uses.	This is a Condition of Approval for each residential development.				
			3) Encourage the use of portable noise barriers for heavy equipment operations performed within 100 feet of existing residences or make applicant provide evidence as to why the use of such barriers is infeasible.	2020 - Mediterra Condition of Approval imposed for rock sorting/crushing and construction noise.				
Chapter 8 – Housing Element								
(See Attached HCD Forms)								
Chapter 9 – Economic Development Element								

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General Plan Element:	Goals:	Policies:	Actions:					
Economic Development	Goal 9.1 Maintain a balance of land uses that generates consistent and sufficient revenue for public services now and in the future.							
		1) Provide an appropriate mix of retail development in focused commercial centers along commercial corridors.		Retail development focused in Greenspot Village & Marketplace Specific Plan, The Town Center and Highland Crossroads. Mixed use projects including commercial components were approved in all three corridors in 2020 and 2021.				
		2) Promote the expanded the Business Park and Industrial land use designations in the southern parts of the City to capture regional demand and growth potential from future airport development.		The City working with surrounding agencies to adopt the Airport Gateway Specific Plan that will address local and regional circulation and land use along this corridor.				
		3) Promote the emerging Highland Town Center as a mixed-use zone capable of capturing a wide range of public, commercial and residential development.		Promote sites at the International Council of Shopping Center conferences in Nevada and Southern California.				
		4) Promote quality in-fill housing along corridors and on infill sites in adjacent neighborhoods to support retail development.		On-going. 2020/2021 - Mastercraft 13, Richmond American Glenrose Ranch constructed on Greenspot Road, Kiel 54 on Santa Ana Canyon Road, Mastercraft 46 on Base Line and Hispano on Pacific Street near Victoria Ave.				
		5) Promote a mix of housing types and range of prices necessary to provide a diverse labor force.		On-going. 535 medium density units approved in the Greenspot Village & Marketplace. 2020/2021 – a variety of single-family and multi-family projects approved throughout the City.				
		6) Establish and apply updated criteria and procedures for reviewing the fiscal effect and overall project quality of new development proposals, zone changes and revitalization efforts.		Fiscal Impact Analyses required for the environmental consideration of new development of significant size.				
		7) Evaluate the effect of new retail and office development on the capture of local shopping dollars.		On-going.				
Economic Development	Goal 9.2 Consolidate and revitalize commercial development that provides attractive and convenient shopping, service and professional uses, and entertainment opportunities for its residents.							
		1) Consolidate commercial development into selected intersections along Base Line.						
		2) Develop implementation plans for a new Highland Town Center, which include: • a phased development approach; • a conceptual design plan and design guidelines to ensure quality development; and • a marketing and business assistance program.		On-going with the gradual development of Bakers, CVS, Family Dollar, Smart & Final, Woodcrest Companies, Maranita, and KZ Holdings.				
		3) Target key retail sectors to maintain a strong, local share of sales tax revenue.		Ongoing.				
		4) Create physical and visual linkages between Highland’s historic district and the emerging Town Center.		Bakers, CVS, Family Dollar, Smart & Final, Woodcrest Companies, Maranita, and KZ Holdings. Design for Town Center street arch approved by City Council in 2009. Base Line Beautification Program includes historic street lamp designs, landscaped parkways and medians and colored brick pavers at intersections.				
		5) Promote additional commercial development around major freeway interchanges.		On-going. Coordinating development plans with TREH Partners at the northeast corner of Greenspot Road and the 210 Freeway and Maranita development at the northwest corner of Base Line and the 210 Freeway.				
		6) Develop strategies to attract visitors who are traveling to and from mountain resort destinations.		Implemented through the installation of large freeway oriented business signage. Conceptual plans prepared, but not yet approved by the City.				
		7) Study the desirability of establishing an Infill Development Incentive program for targeted sites along major corridors and in adjacent neighborhoods.		No action				
		8) Inventory, map and disseminate information on vacant, underutilized properties and in existing commercial centers in redevelopment project areas to realtors and developers.		Map available on City’s website and provided to the general public and Chamber of Commerce. Map disseminated at ICSC events.				
		9) Participate in San Bernardino International Airport planning efforts to enhance compatibility with Highland’s economic		Consideration of a joint IVDA, City of San Bernardino and Highland Specific Plan for areas around the SBIAA – Airport Gateway Specific Plan.				

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General Plan Element:	Goals:	Policies:	Actions:					
		development objectives and quality of life.						
Economic Development	Goal 9.3 Continually monitor and enhance Highland’s business promotion and economic development activities and programs.							
		1) Establish, maintain, use and update a list of targeted industries and professional organizations for business promotion and location/relocation in Highland.		On-going. Achieved and placed on the City’s webpage. Updated in 2020.				
		2) Prepare focused market analyses of its best opportunities in both the retail and business/industrial sectors.		On-going. Achieved and placed on the City’s webpage. Updated in 2020.				
		3) Coordinate business promotion activities with the Chamber of Commerce.		Attend and speak at monthly quarterly events.				
		4) Continue to update economic development opportunities on the City’s homepage.		On-going. Updated in 2020.				
		5) Continue and promote the City’s well-publicized, user-friendly and competitive permit assistance program.		No action.				
		6) Establish partnerships with local real estate professionals to develop strategies for promoting and marketing opportunities within Highland.		City Staff has on on-going relationship with two local real estate companies who assist the City as needed.				
		7) Undertake periodic market demand updates as part of the City’s economic development strategy.		Information frequently provided by private developers and used to update City strategies.				
Economic Development	Goal 9.4 Continue prudent fiscal management and balanced land use policies that increase public revenues commensurate with the growth of public infrastructure and services.							
		1) Maintain steady growth in key public revenue sources, such as property taxes and sales taxes, in order to provide high quality public services and capital facilities.		Continued development of the Golden Triangle Policy Area and within the Town Center Policy Area.				
		2) Establish the desired level of service for public services such as fire, police, public works and community services, and prioritize these public service areas for the allocation of revenues for ongoing operations and maintenance costs.		On-going effort during bi-annual budget preparation, Work Program and Capital Improvement Program.				
		3) Evaluate the effectiveness and reliability of existing sources of funding that provide funds for public improvements needed to support projected growth, such as redevelopment monies, development impact fees and grants.		On-going.				
		4) Maintain a Capital Improvement Program (CIP) that establishes required capital improvements projects, priorities and revenue sources for each capital project.		On-going.				
		5) Explore alternative funding sources in light of uncertain and changing State financial arrangements with cities, researching the applicability of new grants and funding sources to provide funding for CIP projects.		On-going.				
		6) Evaluate the feasibility of local financing approaches to provide future sources of funding for public services, such as: property based landscape and lighting districts, business improvement districts, special taxes and special assessments.		On-going. Community Facilities Districts (CFDs) considered on case-by-case request.				
		7) Maintain retail competitiveness to provide a reliable tax base for increased public municipal revenues needed to support growth.						
		8) Coordinate with the Chamber of Commerce and the business community to maintain a business attraction program that will provide a mix of good paying jobs and increased sales tax revenues						
		9) Implement land use policies that address a balance of land uses to generate a mix of jobs, increase public revenues and promote fiscal stability.		General Plan and zoning designations upheld and adjusted on a case-by-case basis to address changes in the marketplace.				
Economic Development	Goal 9.5 Develop one of the Inland Empire’s most sought after and successful industrial and business park districts along the 5th Street corridor.							

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		1) Promote light industrial and business park uses along 5th Street.		On-going.				
		2) Continue proactive and cooperative planning efforts as a member of the Board of the San Bernardino International Airport.		Consideration of a joint IVDA, City of San Bernardino, Highland Specific Plan for areas around the SBIAA.				
		3) Develop and implement streetscape improvement plans for 5th Street as a major gateway corridor to the airport area.		On-going. CIP and IVDA.				
		4) Adopt design guidelines for the creation of a high quality business park environment including architectural standards, signage, landscaping and parking.		Consideration of a joint IVDA, City of San Bernardino, Highland Specific Plan for areas around the SBIAA. Work Program Item.				
		5) Limit nonconforming development that might compromise the integrity of the area as an industrial/business park center.		Addressed in the City’s Municipal Code standards.				
	Goal 9.6 Continue to play an active role in providing timely information about employment opportunities and workforce education.							
		1) Support career education programs in local schools such as the Regional Occupation Program, career academies, internships, job shadowing, Career Speaker Programs, Career Day and other programs.		Real Journeys Academy charter middle school and high school approved and opened in 2018. Anticipated attendance of 1,200. The City Annually supports a high school “shadowing” program in conjunction with the Redlands Unified School District and Optimist Club.				
		2) Tailor job training and placement programs to all economic segments of the community.						
Chapter 10 – Community Design Element								
Community Design	Goal 10.1 Create a unified and attractive community identity within the context of diverse neighborhoods and land uses.							
		1) Continue to designate primary and secondary entry points for gateway monumentation into the City.		Town Center Entry Arch Sign on Base Line proposed. Work Program Item. Monument sign on Base Line located on east end of SR210 proposed.				
		2) Incorporate the City logo in public spaces and public facilities.		On-going. New Trails Logo on Trail Signs and Patches. City Logo on City Street Signs. San Manuel Village Freeway Signage. City logo on Base Line Interchange retaining walls and bridge fencing.				
		3) Identify, preserve and enhance view corridors of major landmarks, community facilities and natural open space in the planning and design of all public and private projects.		On-going. Implemented in Mediterra Planned Development.				
		4) Continue to identify opportunities to incorporate public art in conjunction with redevelopment and capital improvements projects.		On-going. Retail center at southwest corner of Greenspot and Church St. Base Line Interchange Project includes Citrus packing logos on bridge monument signs.				
		5) Pursue unifying streetscape elements for major corridors, including coordinated streetlights, landscaping, public signage, street furniture and hardscaping.		Base Line Beautification Program. Greenspot Road Beautification Program. 5 th Street Bridge, Boulder Bridge, Greenspot Bridge. Base Line Interchange Project includes new interchange landscaping and hardscaping				
		6) Ensure that the design of all public facilities fits well into its surroundings and incorporates symbolic references to the City of Highland.		On-going.				
Community Design	Goal 10.2 Create attractive and visually unified major arterial corridors through specialized streetscape and landscape improvement plans.							
		1) Incorporate unifying and consistent streetscape elements—landscaped parkways and medians, regularly spaced trees, street lighting and street furniture—for the City’s major arterial corridors.		Base Line Beautification Program completed. Greenspot Road Beautification Program. 5 th Street Bridge, Boulder Bridge and Greenspot Bridge.				
		2) Incorporate City-themed design features such as banners, gateway and monument signage, and specialized landscaping in appropriate areas and as a part of streetscape improvement plans.		Base Line Beautification Program. Greenspot Road Beautification Program. 5 th Street Bridge, Boulder Bridge and Greenspot Bridge.				
			1) Develop plans for design enhancements at key intersections to include specialized paving, enlarged setbacks and accent	Base Line Beautification Program with intersection pavers. Greenspot Road Beautification Program. 5 th Street Bridge, Boulder Bridge and Greenspot Bridge.				

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			landscaping and signage.					
			2) Continue to underground utility lines along the City’s arterial corridors.	On-going. City’s Underground Utility Ordinance requires utility undergrounding by new development. Rule 20A Funding.				
			3) Develop sign guidelines for major arterials.	Airport Gateway Specific Plan.				
			4) Develop a specialized streetscape plan for 3rd and 5th Streets featuring a formal street and landscape plan along with appropriate gateway and monument signage for the developing industrial/business park area.	Consideration of a joint IVDA, City of San Bernardino, Highland Airport Gateway Specific Plan for areas around the SBIAA.				
			5) Develop specialized streetscape plan for Victoria Avenue featuring formalized landscaping and signage that identifies the entrance to Highland and the San Bernardino International Airport.					
			6) Methodically upgrade existing structures to improve aesthetics and compatibility with adjacent uses along corridors.	Highland Plaza across the street from City Hall (RDA project).				
			7) Lower the height of street monument signs to street level.	Achieved with a Sign Code update in 2010.				
			8) Choose median tree species that reflect the historic traditions of the City and are consistent with indigenous vegetation.					
			9) The use of fire resistant plants and trees is encouraged, especially in areas near the foothills. If palms, or other similar trees, are used, space trees far enough apart to keep fire from traveling from one tree to another, an occurrence more likely during Santa Ana wind conditions.	On-going. Fire Modification Plans approved for Mediterra Planned Development including a list of species (2016).				
Community Design	Goal 10.3 Create a Town Center that is visually distinctive and vibrant and combines retail, residential, civic, cultural and recreational uses.							
		1) Heighten the sense of arrival to the Town Center through differentiated edge treatment including entry signs, specialized landscaping, street furniture and differentiated paving.		Town Center Street Sign Arch design approved by City Council. Base Line Beautification program.				
		2) Encourage an appropriate mix of retail, office and civic uses to ensure the economic viability of the area.		2020-2021 – Approved uses include restaurant and retail in addition to residential; Tractor Supply Co. store, Smart & Final grocery store, four quick service restaurants and several place holding pads.				
		3) Encourage compactness. Successful town centers stimulate energy and pedestrian activity by concentrating uses.		Pedestrian plaza features installed by at several new businesses in the Town Center; Smart & Final, Marinita and Woodcrest/Tractor Supply Co.				
		4) Provide convenient and consolidated parking where cars are screened from view, wherever possible.		Recent example would be parking located along the rear of Bakers and CVS.				
		5) Provide comfortable pedestrian amenities—quality sitting areas, wide paths and shade—along with specialized and engaging design features, such as interesting fountains or public art, which draw and maintain people’s attention.		2016/2021 - Pedestrian plazas with and without benches have either been constructed or approved in concept at each intersection within the Town Center Policy Area. Art has been installed on the Family Dollar store, CVS pharmacy, and Baker’s restaurant.				
		6) Design plazas and people gathering places to be consistent with the policies described in “People Gathering Places” of this Element.		2016/2021 - Pedestrian plazas with and without benches have either been constructed or approved in concept at each intersection within the Town Center Policy Area.				
		7) Incorporate references to the City’s history and regional setting in the Town Center design.		Interior and exterior exhibits at CVS/Baker’s/Family Dollar/Smart & Final				
			1) Require future development within the Town Center to demonstrate consistency with the Town Center Vision, General Plan policies and, where applicable, the Mixed Use design guidelines contained within the Development Code.	On-going.				
Community Design	Goal 10.4 Encourage mixed and multi-use development that is attractively designed, convenient, and contains the desired mix of retail, office and							

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
	residential uses.							
		1) Encourage design flexibility in mixed/multi-use development by allowing both a vertical and/or horizontal mix of uses.						
		2) Locate mixed/multi-use development in areas of high visibility and accessibility.		Greenspot Village & Marketplace Specific Plan, approved in 2014 and Woodcrest/Tractor Supply project approved in 2021.				
		3) Segregate residential parking from commercial and office parking.		On-going.				
		4) Provide each residential use with its own private space (such as balconies, patios, terraces or upper level private gardens and plazas) along with larger communal spaces such as lobbies, central gardens or courtyards, and convenient connections to the street and retail uses.		On-going. Richmond American Glenrose Ranch & Woodcrest / Tractor Supply Co.				
		5) Where a vertical mix of uses occurs, site retail or office uses on the ground floor, with residential and/or office uses above. Also, encourage architectural detailing that differentiates each use.						
		6) Locate commercial/retail uses near the sidewalk to provide high visibility from the street.		Will encourage in the Town Center Policy Area.				
		7) Minimize the visual impact of surface parking by providing berms, landscape buffering and/or locating parking lots to the rear or side of buildings or below buildings.		On-going.				
		8) In multi-use development, locate retail and commercial development close to street for higher visibility and residential uses behind for convenience and privacy.		Smart & Final.				
Community Design	Goal 10.5 Encourage the development of attractive, vibrant and convenient commercial centers through careful application of design policies and development standards.							
		1) Design highly visible entrances to retail activity centers through accent landscaping and lighting, enhanced intersection features, monument signs and other design amenities.		On-going.				
		2) Design commercial centers with a unifying design theme, but add visual interest through rich architectural detailing, varied massing and rooflines, and accent lighting and landscaping.		East Highlands Village Shopping Center, CVS/Baker's/Family Dollar, Highland Crossings and Highland Crossroads				
		3) Locate buildings and building frontages close to the street and street corners with parking behind or to the side of the buildings. Where this is not possible or practical, ensure that street-facing parking is shielded through landscaping or berms.		On-going.				
		4) Provide ample landscaping for internal parking areas using landscaped bays and overstory shade trees.		On-going.				
		5) Clearly delineate pedestrian routes from parking areas to retail uses to allow easy and safe pedestrian movement.		On-going.				
		6) Encourage pedestrian-scale features such as shaded sitting areas, fountains, arcades, canopies and/or awnings, customized signage and strategically located secondary entrances.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area.				
		7) Provide people-gathering places and amenities such as miniplazas, courtyards, benches, outdoor eating areas, specialized landscaping, accent lighting, public art, shade, trash receptacles and water fountains.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area.				
		8) Link newly developed retail activity centers, where practical, to surrounding residential or office uses through clear and safe pedestrian and bicycle connections.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area.				
		9) Encourage internal access between adjacent properties in order to minimize curb cuts along major thoroughfares.		Proposed for the Town Center Policy Area and Golden Triangle Policy Area.				
		10) Provide walls when necessary for security and/or privacy from adjoining residential uses. When walls are necessary, pedestrian breaks should be provided for access to commercial uses.						
		11) Encourage creative wall design to avoid a blank appearance and utilize landscape buffers as an alternative to walls to facilitate pedestrian linkages to commercial areas.						
Community	Goal 10.6 Maintain and enhance single-family							

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
Design	neighborhoods with attractive streetscapes, compatible architecture and a high quality of life.							
		1) Incorporate landscaped parkways, consistently spaced street trees, continuous sidewalks and pedestrian-scale streetlights, wherever possible.		On-going				
		2) Require new and infill development to be of compatible scale, materials and massing relative to existing development.		East Highlands Village and Historic Village Districts. Base line Corridor				
		3) Encourage a variety of architectural styles, massing, floor plans, façade treatment and elevations to create visual interest along the street.		On-going				
		4) Encourage street facing architecture by placing entries and porches at the front of the residence and connecting them to the sidewalk by a pathway.		KZ Holdings residential component to be reviewed in 2022.				
		5) Encourage a blend of compatible architectural styles that contain rich façade detailing, varied rooflines and quality materials incorporated on all four sides of the residence.		Mediterra Planned Development (2017).				
		6) Site garages back from the street and minimize street frontage devoted to driveways and vehicular access.		KZ Holings on Church Ave, north of Base Line.				
		7) Consider small lot developments with rear allies that position the garage and driveway to the back of the site to avoid garagedominated streetscapes.		KZ Holings on Church Ave, north of Base Line.				
		8) Maintain, improve and/or develop parkways with canopy street trees, providing shade, beauty and a unifying element to residential streets.		On-going in all new development projects.				
		9) Encourage maximum landscape coverage of the front yard area as defined by the front setback.		On-going.				
		10) Where desirable, encourage traffic-calming measures such as the actual or visual narrowing of streets through widened parkways, canopy trees and neck-down curbs at intersections.		Mediterra Planned Development, Diversified tract along Aplin Street and Kiel/Beazer tract along Cabo Del Oeste.				
		11) Design front-yard fencing that is low-scale, partially transparent and of compatible color, style and materials as the primary residence. Long and solid fences and walls are discouraged unless placed along the side or rear yards.		On-going.				
		12) In areas of small lot development, incorporate design features that connect it with adjoining areas such as consistent setbacks, building height and pedestrian connections.		Richmond American “Serrano”/Glenrose Ranch & Mastercraft Highland Park.				
		13) Establish design and development standards for entire single family developments from the start—remain consistent with enforcing requirements and standards.		On-going.				
Community Design	Goal 10.7 Improve the visual quality of Base Line with mid-block corridor residential developments that are compatible with adjoining residential uses.							
		1) Buffer mid-block residential development from arterials through minimum setback requirements, landscaped parkways and semitransparent fencing.		Proposed in Mastercraft’s Highland Park Draft plans.				
		2) Design the street-facing façades of corridor development to include extensive architectural detailing, varied surface treatment and interesting rooflines to convey an attractive domestic character.		Proposed in KZ Holdings draft residential plans as well as Woodcrest Companies project to the west.				
		3) Provide highly visible and well-lit connections to adjacent residential and commercial development.						
		4) Encourage visual continuity along mid-block residential development through landscaped parkways, regularly spaced street trees and rhythmic variations of residential façades, styles and colors.		Proposed in Mastercraft’s Highland Park Draft plans.				
		5) Reduce the visual impact of parking through consolidated parking arrangements, shared driveway access, alley-accessed designs, landscape buffers and recessed,		Implemented in Richmond American’s “Serrano” / Glenrose Ranch project.				

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
		covered parking structures.						
		6) Encourage visual breaks in appropriately scaled walls and fencing along the corridor to balance privacy needs with aesthetic impacts. Long continuous blank walls are highly discouraged.		Implemented in Richmond American’s “Serrano” / Glenrose Ranch project.				
		7) With multiple-family development, require that each unit have garage parking and a reasonable amount of usable private space including elevated decks, terraces, porches or rear yards.		Implemented through the City’s multi-family development standards.				
		8) On large project sites, encourage design flexibility by using maximum dwelling units per acre as a parcel average to allow for greater provision of on-site open space and project amenities.		Implemented in Richmond American’s “Serrano” / Glenrose Ranch project.				
		9) Require lot consolidation for lots under same ownership, wherever practical, to encourage more flexible design solutions and viable parcel sizes.		On-going.				
		10) Provide pedestrian access and connections to nearby retail, transportation, recreation and educational centers, where practical.		Mediterra Planned Development.				
		11) Require new and infill development to be of compatible scale, materials and massing relative to existing development.		Mastercraft 13 at Greenspot Road, Mastercraft 43 on Base Line, and Kiel 54 on Santa Ana Canyon Road.				
Community Design	Goal 10.8 Ensure that industrial and business park development is professional and attractive in appearance through coordinated site planning, signage and architectural design guidelines.							
		1) Strengthen the image of industrial and business park areas through entry monument signage, distinctive landscaping and complementary architectural design elements.		2014/2015 Work Program Item - “High Tech Highland” initiative.				
		2) Encourage contemporary, clean and distinctive industrial buildings with clearly visible entrances.		2014/2015 Work Program Item - “High Tech Highland” initiative.				
		3) Avoid long, blank building walls by incorporating vertical and/or horizontal façade articulation and modulation and varying use of color, materials and landscaping.		2014/2015 Work Program Item - “High Tech Highland” initiative.				
		4) Promote the use of 5th Street as a gateway to San Bernardino International Airport through improved signage, gateway monumentation and skyway landscaping.		Greenspot Road Beautification Project entry sign.				
		5) Capitalize on the access to industrial areas created by nearby State Route 30 through improved signage and gateway monumentation.		2014/2015 Work Program Item to develop gateway signage for Greenspot Village & Mraketplace.				
		6) Provide incentives for consolidating smaller industrial lots into larger parcels.		Transition Properties warehouse/distribution project. Patriot Partner’s warehouse project at 6 th & Victoria Ave.				
		7) Screen parking, storage and service areas from public view with landscaped walls, berms and appropriate landscaping treatments.		Transition Properties warehouse/distribution project. Patriot Partners warehouse project at 6 th & Victoria Ave.				
		8) Where practical, underground or screen utilities and utility equipment or locate and size them to be as inconspicuous as possible.		New development condition of approval. Implemented through the City’s commercial and residential design guidelines.				
		9) Reduce the impact of industrial uses on adjacent neighborhoods and commercial areas by buffering them with walls and landscaping and/or by locating service, delivery and loading areas as far as possible from adjacent uses and public streets.		Transition Properties warehouse/distribution project. Patriot Partners warehouse project at 6 th & Victoria Ave.				
		10) Encourage adjacent industrial buildings to create shared outdoor gathering places that are landscaped and provide relaxing environments for staff and employees.		2020 - Transition Properties warehouse/distribution project, Phase 2.				
		11) Locate restaurants and other convenience retail and service uses in close proximity to industrial uses to reduce unnecessary workday car trips by employees and business clients.		Farmer Boys Restaurant on 5 th Street and Palm Ave.				
Community Design	Goal 10.9 Support and strengthen public and private efforts to preserve historic structures and neighborhoods.							
		1) Encourage restoration and preservation of		Distribution of Newsletter describing preferred				

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
		existing historic residences, buildings and neighborhoods that reflect the architectural character and streetscape patterns of early Highland.		restoration methods & funding. Grant funding available for exterior painting, window and door replacement.				
		2) Assist eligible property owners to use federal and state incentives for the restoration and maintenance of historic properties, such as the State of California’s Mills Act, which allows for a reduction in property taxes for qualified owners.		Mills Act available and advertised.				
		3) Develop a clear pedestrian and vehicular connection between the City’s emerging Town Center and the existing Historic District.		2014 & 2018 Public Works applied for a grant to improve portions of Palm Avenue and Pacific Street.				
		4) Design and incorporate entry signs, informational plaques, streetscape improvements and other edge and boundary treatments at points of entry into the district and at other points of interest.		Plaque Program / District Identification Signs in place.				
		5) Update the design guidelines pamphlet for rehabilitation, remodeling and new construction within the historic district.		On-going. Achieved.				
		6) Review and enhance the City’s community outreach program for historic preservation through links on the City’s webpage, incentive programs for property owners, sponsorship of community events and other efforts.		Neighborhood Pride Program. Citrus Harvest Festival.				
		7) Link the City’s agricultural past to its current preservation efforts.		Citrus Harvest Festival.				
			1) Evaluate the desirability of adopting and applying a historic district overlay zone, which would include design review standards for rehabilitation, remodeling and new construction, to Highland’s historic area.	Completed.				
			2) Evaluate the desirability of adopting and applying design guidelines or special zoning to the small East Highland Village historic neighborhood.	Adopted in 2009.				
			3) Develop a walking tour of the historic district, with informational placards along the way, to promote interest in the district.	On-going. Achieved.				
			4) Study the feasibility and possible extent of adaptive reuse of residential and commercial buildings in the Historic Village District on a parcel-by-parcel basis.					
			5) Develop design guidelines for the adaptive reuse of historic residential buildings for commercial uses and commercial buildings for residential uses.	Completed.				
Community Design	Goal 10.10 Guide the development of a variety of attractive, engaging and convenient public spaces, including plazas, pedestrian areas and recreational open space.							
		1) Design plazas with: • Ample seating space; • A central focal point or amenity of interest such as public art or fountain; • Proximity to and visibility to and from the street; • Combinations of sun and shade; • All age groups in mind; and • Public space framed by surrounding buildings.		Greenspot Village & Marketplace Specific Plan.				
		2) Locate plazas in areas of high visibility such as near streets or along sidewalks or pedestrian paths.						
		3) In areas of heavy pedestrian use, provide wide sidewalks that allow room for window shopping, pedestrian passage, outdoor dining and landscape buffers.		Greenspot Village & Marketplace Specific Plan.				
		4) Incorporate civic, regional or vernacular design elements such as historical markers and educational exhibits, where appropriate.		New Police Station Memorial Park at the s/e corner of Central Avenue and Base Line. Dedicated in May 2012.				
		5) Incorporate pedestrian scaled, distinctive lighting fixtures in community facilities and other public places with occasional or		5 th Street and Base Line.				

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
		frequent evening use.						
		6) Design recreational amenities and parks with all age groups in mind and incorporate architectural and landscape elements consistent with City or regional design themes.						
		7) Incorporate small sitting areas and/or shaded courtyards close to shopping areas but buffered from parking and traffic impacts.		All projects within the Town Center Policy Area.				
		8) Adopt standards for civic and mini-plazas containing seating, tree and amenity requirements.						
Community Design	Goal 10.11 Promote attractive, appropriately scaled and well-coordinated signs.							
		1) Continue to develop and enhance the City’s graphics and sign program for street signs, parks, public facilities and other civic areas.		New signage found on Jack in the Box and Panda restaurants and the Marinita project at Base Line & the 210 Freeway				
		2) For commercial centers along arterial corridors, encourage monument signs that are clearly visible, identify key uses and reflect the design theme of the development.		Found at the intersections of the 210 Freeway with Greenspot Road and Base Line.				
		3) Within commercial centers, use complementary, yet distinctive, sign styles.		On-going.				
		4) Within commercial centers, encourage high quality signage, including wall signs, raised letter signs, projecting double-faced signs and customized logos, which complement the architecture of the building or center of which it is a part.		On-going.				
		5) Discourage signs that incorporate blinking or flashing elements, pole structures, roof signs or the use of temporary lettering or structures.		On-going. Implemented through City’s Sign Code.				
		6) Encourage and develop smaller-scale, customized, pedestrian oriented signs within the Town Center.		Sign Code update completed.				
			1) Develop a sign guidelines manual with examples of appropriate signs of various scales for arterials, commercial centers and the Town Center. Maximum height limits would need to be defined.	Sign Code update completed.				
Community Design	Goal 10.12 Encourage development that is energy efficient and environmentally sustainable.							
		1) Encourage landscaping practices that increase energy efficiency and conserve natural resources such as:		On-going. Implemented through the City’s new Water Efficiency Ordinance.				
		2) Planting trees and incorporating landscaped berms to provide shade and wind buffering		On-going.				
		3) Using native and drought-tolerant landscaping (“xeriscaping”) and drip irrigation to conserve water resources.		On-going. City facilities and LMD converted.				
		4) Encourage designs that channel runoff to permeable surfaces.		On-going.				
		5) Encourage transit-oriented, infill development to make efficient use of existing land.						
		6) Encourage site planning and building orientation that maximizes solar and wind resources for cooling and heating.						
		7) Encourage the use of ecologically sound building materials such as those made of recycled content and contain low amounts of volatile organic compounds (VOCs).		Adopted most recent Cal Green Building Standard Code.				
		8) During construction, require developers and builders to protect topsoil in order to reduce dust and runoff impacts.		On-going. Enforcement of NPDES and BMPs				
		9) Encourage local recycling and composting initiatives at the neighborhood level.						
			1) Participate in the CEEP (Community Energy Efficiency Program) Certificate and Recognition Program.	City Council Work Program Item (2009/2010) – “Establish a Green Building Site Design Incentive Program (LEED & CEED)” -				
			2) Adopt LEED (Leadership in Energy and Environmental Design) design standards for public buildings.	City Council Work Program Item (2009/2010) – “Establish a Green Building Site Design Incentive Program (LEED & CEED)”				
			3) Provide “green planning” site design incentives, such as density or height bonuses, reduced parking requirements, reduced	City Council Work Program Item (2009/2010) – “Establish a Green Building Site Design Incentive Program (LEED & CEED)”				

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
			processing fees and expedited plan checks.					
			4) Continue to use water and energy conservation practices in all public buildings and on City property.					
			5) Sponsor community outreach and educational programs that encourage local schools to study and participate in green building design practices.	Public outreach during local events such as the Citrus Harvest Festival and Discover Highland Night.				
Community Design	Goal 10.13 Appropriately buffer the boundaries between differing land uses and provide transitions where necessary.							
		1) Encourage the use of landscaped walls or fences that buffer residential areas from commercial uses to allow privacy and noise absorption.		2021 – Found in the Woodcrest / Tractor Supply Co. project.				
		2) Reduce the visual impact of freestanding walls by varying their alignment, adding landscaping and/or berms, incorporating decorative surface detailing and choosing materials similar to adjacent residential uses.		On-going.				
		3) Locate service lanes, storage and noise-generating uses away from adjoining residential or commercial areas to buffer light industrial and business park areas.		On-going				
		4) Link newly developed commercial centers, where practical, to adjoining residential uses.		Greenspot Village & Marketplace & KZ Holdings				
		5) Encourage transitions that define boundaries but that also preserve a sense of openness and connectivity. For example, perimeter subdivision walls can contain occasional breaks to provide access to open space and adjoining areas.		On-going				
		6) Reconsider subdivision design to reduce or eliminate perimeter block walls to allow more houses and structures to face the street.		KZ Holdings				
		7) Encourage use of landscaped trellises and accent landscaping at development entries rather than walls or structures.						
		8) Develop visual and functional transitions to the Town Center and Historic District through entry signs, specialized street lights, widened sidewalks and differentiated paving.		City Council Work Program – “Palm Ave Streetscape Design Guidelines” Summer 2012.				
Chapter 11 – Airport Element								
Airport	Goal 11.1 Reduce exposure of people to aircraft noise and overflights, and ensure adequate public notification through buyer awareness measures.							
		1) Limit the development of sensitive land uses located within the 65 decibel (dB) Community Noise Equivalent Level (CNEL) contour.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		2) Require acoustical analysis and noise mitigation measures for sensitive land uses, especially residential uses, in areas significantly impacted by noise.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		3) Ensure compliance of new development with noise standards in the Code of Federal Regulations and California Airport Noise Regulations.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		4) Ensure adherence to standards in the California Building Code (CBC) that govern acceptable interior noise levels associated with exterior airport noise sources.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		5) Participate in planning activities relative to the location and activity of airports and minimize negative impacts on economic development objectives and quality of life in the City.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
			1) Disseminate the latest information on noise mitigation through site planning review and construction techniques.					
			2) Review and respond aggressively to any proposals involving new	2019 - Attended second annual Airport Environmental Mitigation meeting. Ongoing.				

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
			flight patterns, more intense operations over the City, or relocation or extension of runways that would create the potential for noise impacts on sensitive land uses within the City.					
			3) Work with the San Bernardino International Airport Authority to encourage restrictions on hours of operation to minimize noise impacts.	On-going as projects are proposed.				
Airport	Goal 11.2 Reduce the risk to people and property by limiting the type and intensity of development in identified impact areas, ensuring adequate emergency response facilities within or adjacent to airport uses, and requiring adequate public notification of safety policies and procedures.							
		1) Evaluate land use compatibility and safety issues in designated Airport Influence Areas (AIAs) by: • Coordinated planning with regional planning authorities • Compliance with applicable Airport Master Plans, Federal Aviation Administration (FAA) requirements and the California Airport Land Use Planning Handbook.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		2) Limit the type and intensity of development in designated Airport Influence Areas (AIAs).		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		3) Avoid siting sensitive uses, especially residences, schools and hospitals, nearby airport runways or along approved flight paths.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		4) Encourage the development of open space areas in Highland adjacent to designated airport safety zones.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		5) Encourage notification requirements and establish a buyer awareness program for areas of Highland within established Areas of Special Compatibility Concern.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
		6) Work with the San Bernardino International Airport Authority to ensure that Airport Plans enhance economic advantage, minimize negative impacts to land values and protect Highland’s quality of life.		Consider a joint IVDA, City of San Bernardino, SBIA, and Highland Specific Plan for area around SBIA. This was postponed due to loss of RDA in 2011.				
			1) Establish occupancy requirements (i.e., noise mitigation and height restrictions) within established airport easement or overflight areas as a condition of approval for new development.	On-going Adoption of SBIA & Highland Interagency Cooperative Agreement adopted on August 22, 2007. Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
			2) Require letters of advisement incorporating information in Conditions, Covenants and Restrictions (CCRs) or Real Estate Disclosures, which report where projects occur within established 65 Community Noise Equivalent (CNEL) and an established Airport Influence Area (AIA).	Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343				
Airport	Goal 11.3 Promote the development of the 5th Street Corridor as an attractive employment center and gateway to the San Bernardino International Airport.							
		1) Coordinate proactive airport planning efforts with the City of San Bernardino and the San Bernardino International Airport Authority.		Implemented by the adoption of the City’s Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Began coordinated efforts to adopt a 3 rd & 5 th Street Specific Plan.				
		2) Promote the 5th Street Corridor as a visually unified, business friendly employment center.		Greenspot Road Beautification Project complete in 2015.				
		3) Provide adequate transitions and/or buffers between existing residential neighborhoods and industrial and other incompatible land uses.		Shown in draft Airport Gateway Specific Plan				

City of Highland General Plan (Comprehensively Updated in 2006 – CC Resolution No. 2006-015) Implementation Plan - Annual Review				Implementation & Progress:				
General Plan Element:	Goals:	Policies:	Actions:					
		4) Participate in Airport planning efforts to promote compatibility with the City's General Plan.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Began coordinated efforts to adopt a 3rd & 5th Street Specific Plan.				
		5) Ensure consistency with appropriate Airport Land Use Compatibility Plans, once adopted.		Implemented by the adoption of the City's Airport Overlay Zone and Safety Compatibility Ordinance (2009) – Ord No. 342, and 343 Began coordinated efforts to adopt a 3rd & 5th Street Specific Plan.				
		6) Encourage flexible development standards that account for changes in market demand related to airport cargo, storage and distribution.		Shown in draft Airport Gateway and Specific Plan.				
			1) Develop a comprehensive gateway boulevard streetscape improvement plan for 5th Street.	CIP & IVDA. Airport Gateway Specific Plan				
			2) Develop comprehensive design guidelines for the landscaping, architecture and streetscapes within the 5th Street Corridor.	CIP & IVDA. Airport Gateway Specific Plan				



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

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

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

SUBJECT: 2022 Community Events

RECOMMENDATION: That the City Council discuss Community Events and direct staff accordingly.

FISCAL IMPACT: None

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

BACKGROUND: Below is a list of 2022 community events and proposed dates. Staff is seeking direction from Council to confirm event dates and initiate planning, if desired.

Public Safety Appreciation Luncheon	Thursday, June 9, 2022
<i>(Host a combined event for Police/Fire for 2022 then resume previous format 2023)</i>	
July 4 th Parade	Monday, July 4, 2022
National Night Out	Tuesday, August 2, 2022
State of the Community	Thursday, September 1, 2022
Volunteer Appreciation Dinner	Thursday, November 10, 2022

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



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

FROM: Joseph A. Hughes, City Manager

PREPARED BY: Betty Hughes, MMC, City Clerk

SUBJECT: AB 1623 (Ramos) Personal income taxes: exclusion: uniformed services retirement pay: survivor benefit plan payments.

RECOMMENDATION: That the City Council consider Assemblymember James Ramos' request for a letter of support.

FISCAL IMPACT: None

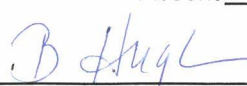
PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

BACKGROUND: Assemblymember James Ramos' office is requesting a letter of support.

AB 1623, as introduced, Ramos. Personal income taxes: exclusion: uniformed services retirement pay: survivor benefit plan payments.

The Personal Income Tax Law imposes a tax on individual taxpayers measured by the taxpayer's taxable income for the taxable year, but excludes certain items of income from the computation of tax, including an exclusion for combat-related special compensation.

This bill, for taxable years beginning on or after January 1, 2023, and before January 1, 2033, would exclude from gross income retirement pay received by a taxpayer from the federal government for service performed in the uniformed services, as defined, during the taxable year. The bill, for taxable years beginning on or after January 1, 2023, and before January 1, 2033, would also exclude from gross income annuity payments received by a qualified taxpayer, as defined, pursuant to a United States Department of Defense Survivor Benefit Plan during the taxable year. The bill would make related findings and declarations.

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

Existing law requires any bill authorizing a new tax expenditure to contain, among other things, specific goals, purposes, and objectives that the tax expenditure will achieve, detailed performance indicators, and data collection requirements.

This bill also would include additional information required for any bill authorizing a new tax expenditure. The bill would require the Franchise Tax Board and the Department of Veterans Affairs to provide any data requested by the Legislative Analyst to write the report, and would make taxpayer information received by the Legislative Analyst subject to limitation on the collection and use of that information. By expanding the scope of a crime, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

This bill would take effect immediately as a tax levy.

Betty Hughes

From: Aromin, Theresa <Theresa.Aromin@asm.ca.gov>
Sent: Tuesday, February 22, 2022 2:46 PM
To: Aromin, Theresa
Subject: From the Office of Assemblymember James C. Ramos
Attachments: Sample Letter of Support - AB 1623.docx

EXTERNAL EMAIL: Do not click on links or open attachments unless you know the content is safe.

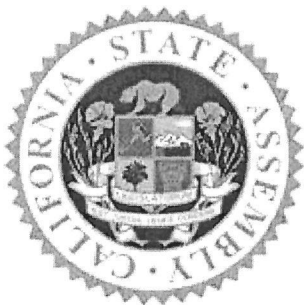
Greetings,

Assemblymember Ramos will be introducing legislation granting a tax exemption to military retirees on their service pension this legislative cycle.

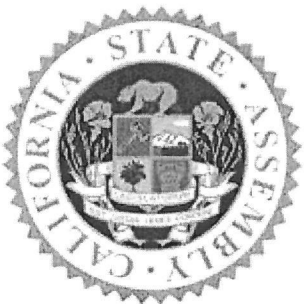
I am reaching out to ask for a letter of support on behalf of the Highland City Council for AB 1623. I have attached the support letter to the Assembly's Military and Veterans Affairs Committee this email and kindly ask for the addition of your signature.

Thank you in advance for the consideration. Please reach out should you have any questions.

Best,



Theresa Aromin
Field Representative
Office of Assemblymember James C. Ramos, AD-40
(909) 476-5023
10350 Commerce Center Dr., Suite A-200
Rancho Cucamonga, CA 91730



Theresa Aromin
Field Representative
Office of Assemblymember James C. Ramos, AD-40
(909) 476-5023
10350 Commerce Center Dr., Suite A-200
Rancho Cucamonga, CA 91730



ASSEMBLY BILL

No. 1623

Introduced by Assembly Member Ramos

January 10, 2022

An act to add and repeal Sections 17132.9 and 17132.10 of the Revenue and Taxation Code, relating to taxation, to take effect immediately, tax levy.

LEGISLATIVE COUNSEL'S DIGEST

AB 1623, as introduced, Ramos. Personal income taxes: exclusion: uniformed services retirement pay: survivor benefit plan payments.

The Personal Income Tax Law imposes a tax on individual taxpayers measured by the taxpayer's taxable income for the taxable year, but excludes certain items of income from the computation of tax, including an exclusion for combat-related special compensation.

This bill, for taxable years beginning on or after January 1, 2023, and before January 1, 2033, would exclude from gross income retirement pay received by a taxpayer from the federal government for service performed in the uniformed services, as defined, during the taxable year. The bill, for taxable years beginning on or after January 1, 2023, and before January 1, 2033, would also exclude from gross income annuity payments received by a qualified taxpayer, as defined, pursuant to a United States Department of Defense Survivor Benefit Plan during the taxable year. The bill would make related findings and declarations.

Existing law requires any bill authorizing a new tax expenditure to contain, among other things, specific goals, purposes, and objectives that the tax expenditure will achieve, detailed performance indicators, and data collection requirements.

This bill also would include additional information required for any bill authorizing a new tax expenditure. The bill would require the Franchise Tax Board and the Department of Veterans Affairs to provide any data requested by the Legislative Analyst to write the report, and would make taxpayer information received by the Legislative Analyst subject to limitation on the collection and use of that information. By expanding the scope of a crime, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

This bill would take effect immediately as a tax levy.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

- 1 SECTION 1. The Legislature finds and declares all of the
2 following:
- 3 (a) Servicemembers are eligible to retire from the military after
4 20 years of service. These retirees devoted the prime years of their
5 life to defending the freedom of all Americans.
- 6 (b) To preserve the current policy of an all-volunteer force while
7 still maintaining critical skills and readiness requires the retention
8 of qualified military personnel, both enlisted and officers. This
9 retention of military professionals also saves the costs to the
10 taxpayer associated with training replacement personnel in essential
11 skills.
- 12 (c) Retired members of the nation's two nonarmed uniformed
13 services, which consist of the commissioned corps of the United
14 States Public Health Service and the National Oceanic and
15 Atmospheric Administration Commissioned Officer Corps, also
16 provide valuable service to the nation's health and environmental
17 safety.
- 18 (d) Providing a state income tax exclusion to retirees of the
19 uniformed services not only signifies the gratitude of Californians
20 for these men and women who chose to serve our country, it also

1 benefits the state and local economies by helping to retain skilled
2 and motivated individuals in California.

3 (e) The number one issue for employers in California is
4 attracting a qualified workforce. Approximately 60,000 high-tech
5 jobs are unfilled. Uniformed service retirees are highly skilled,
6 often in areas requiring technical and management expertise. These
7 men and women often continue to be valuable assets to our schools,
8 local charities, and nonprofit organizations.

9 (f) Substantial new federal funds are infused into the state and
10 local economies not only from retirement pay, but also from the
11 full taxation of their second careers. These retirees may also qualify
12 for federal veterans' benefits, which further bring new monies into
13 the state.

14 (g) The United States Department of Defense's Survivor Benefit
15 Plan allows a retiree to ensure, after death, a continuous lifetime
16 annuity for their dependents. The maximum annuity for a spouse
17 is based on 55 percent of the member's retirement pay. Eligible
18 children may also be beneficiaries. State income taxation of these
19 funds, which are critical to the economic well-being of those who
20 have suffered the loss of a husband, wife, father, or mother, can
21 place the surviving family members in risk of falling into the state
22 and local safety nets.

23 SEC. 2. Section 17132.9 is added to the Revenue and Taxation
24 Code, to read:

25 17132.9. (a) For taxable years beginning on or after January
26 1, 2023, and before January 1, 2033, gross income shall not include
27 retirement pay received by a qualified taxpayer from the federal
28 government for service in the uniformed services during the taxable
29 year.

30 (b) For purposes of this section, the following definitions apply:

31 (1) "Armed forces of the United States" includes all regular and
32 reserve components of the uniformed services which are subject
33 to the jurisdiction of the Secretary of Defense, the Secretary of the
34 Army, the Secretary of the Navy, or the Secretary of the Air Force,
35 and each term also includes the Coast Guard and United States
36 Space Force. The members of such forces include commissioned
37 officers and personnel below the grade of commissioned officers
38 in such forces.

39 (2) "Qualified taxpayer" means a person who is over 60 years
40 of age.

(3) “Uniformed services” means the Armed Forces of the United States, the Army National Guard and the Air National Guard when engaged in active duty for training, inactive duty training, or full-time National Guard duty, the commissioned corps of the United States Public Health Service, and the National Oceanic and Atmospheric Administration Commissioned Officer Corps.

(c) This section shall remain in effect only until December 1, 2033, and as of that date is repealed.

SEC. 3. Section 17132.10 is added to the Revenue and Taxation Code, to read:

17132.10. (a) For taxable years beginning on or after January 1, 2023, and before January 1, 2033, gross income shall not include annuity payments received by a qualified taxpayer pursuant to a United States Department of Defense Survivor Benefit Plan during the taxable year.

(b) For purposes of this section, the following definitions apply:

(1) “Qualified taxpayer” means the surviving spouse or other named beneficiary of a plan.

(2) “United States Department of Defense Survivor Benefit Plan” or “plan” means a survivor benefit plan established pursuant to Sections 1447 to 1455, inclusive, of Title 10 of the United States Code.

(c) This section shall remain in effect only until December 1, 2033, and as of that date is repealed.

SEC. 4. For purposes of complying with the requirements of Section 41 of the Revenue and Taxation Code, with respect to the exclusion allowed by Sections 17132.9 and 17123.10 of the Revenue and Taxation Code, as added by this act, hereafter “the exclusions,” the Legislature finds and declares the following:

(a) The specific goals, purposes, and objectives of the exclusions are as follows:

(1) To honor the service of California veterans and provide fiscal relief so they and their families will remain or retire in California.

(2) To increase the number of highly skilled retired veterans in California’s workforce.

(b) Detailed performance indicators for the Legislature to use in determining whether the exclusions meet the goals, purposes, and objectives described in subdivision (a) are as follows:

1 (1) The number of veterans and survivor benefit plan
2 beneficiaries taking advantage of the tax exclusions.

3 (2) The economic security of veterans and survivor benefit plan
4 beneficiaries in California.

5 (3) The number of retired veterans and survivor benefit plan
6 beneficiaries leaving California.

7 (c) The data collection requirements for the exclusions are as
8 follows:

9 (1) On or before December 1, 2033, the Legislative Analyst, in
10 collaboration with the Department of Veterans Affairs, shall write
11 and submit a report to the Legislature on the effectiveness of the
12 exclusions. The report shall include, but not be limited to, an
13 analysis of the number of veterans and survivor benefit plan
14 beneficiaries taking advantage of the exclusions, the impact of the
15 exclusions on the economic security of veterans and survivor
16 benefit plan beneficiaries in California, and the number of retired
17 veterans and survivor benefit plan beneficiaries leaving California.
18 The report shall be submitted in compliance with Section 9795 of
19 the Government Code.

20 (2) To write the report required by this subdivision, the
21 Legislative Analyst may request information from the Franchise
22 Tax Board and the Department of Veterans Affairs.

23 (3) Notwithstanding Section 19542 of the Revenue and Taxation
24 Code, the Franchise Tax Board and the Department of Veterans
25 Affairs shall provide any data requested by the Legislative Analyst
26 pursuant to this subdivision. Taxpayer information received
27 pursuant to this section by the Legislative Analyst is subject to
28 Section 19542 of the Revenue and Taxation Code.

29 SEC. 5. No reimbursement is required by this act pursuant to
30 Section 6 of Article XIII B of the California Constitution because
31 the only costs that may be incurred by a local agency or school
32 district will be incurred because this act creates a new crime or
33 infraction, eliminates a crime or infraction, or changes the penalty
34 for a crime or infraction, within the meaning of Section 17556 of
35 the Government Code, or changes the definition of a crime within
36 the meaning of Section 6 of Article XIII B of the California
37 Constitution.

1 SEC. 6. This act provides for a tax levy within the meaning of
2 Article IV of the California Constitution and shall go into
3 immediate effect.

O

March 8, 2022

Military and Veterans Affairs Committee
Legislative Office Building
1020 N Street
Sacramento, CA 95814

Dear Military and Veterans Affairs Committee:

As the Mayor representing the City of Highland, I am writing to express support of AB 1623, state income tax exemption for military retirees on their service pensions. As a local veteran's organization, we are committed to enriching the lives of retired military personnel within the 40th Assembly District and promoting legislation that increases veteran retention throughout the region and state.

Many factors influence the decision of military retirees to live in a state. Cost of living, employment opportunities, and whether a state taxes their military pension benefits are important considerations for past service members. Despite having the largest veteran population of any state, California currently offers very little financial relief to retired military personnel. In fact, California is one of only seven states that fully taxes military retirement pay. While the nation's total veterans population increased by 17% between 2000 and 2016, California experienced a 17% decline in the number of military retirees living within the state over the same period.

Increased retention and migration of past service members incentivized by AB 1623 would significantly bolster state and local tax revenues. Fiscal impact analysis estimate an initial state tax revenue loss of \$46 million, which would be offset by an increase of \$46.1 million through state sales taxes. But the impact of military retirees in California extends far beyond their economic and fiscal effects. Aside from the resources and skills past servicemen and women bring to local job markets and economies, veterans embody the best and brightest of our nation. AB 1623 would send a message of gratitude to service members for their service and sacrifice.

It is for these reasons the City of Highland would like to extend their full support of AB 1623. We appreciate Assemblymember Ramos' support of local veteran's organization like ours and his commitment to improving the lives of service members and their families throughout the state.

Sincerely,

Larry McCallon
Mayor

cc: Highland City Council
Joseph Hughes, Highland City Manager
Theresa Aromin, Field Representative, Assemblymember James Ramos' Office



STAFF REPORT

TO THE CITY COUNCIL

DATE: March 8, 2022

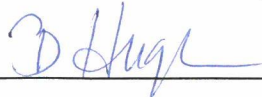
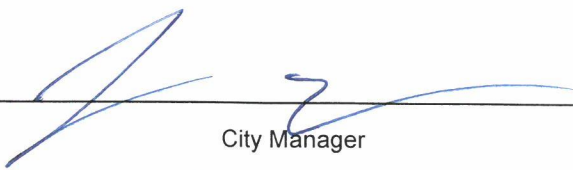
FROM: Joseph A. Hughes, City Manager

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

 _____ City Clerk	 _____ City Manager
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STAFF REPORT

TO THE CITY COUNCIL

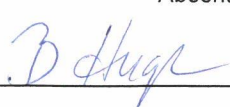
DATE: March 8, 2022

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